NOTICE OF ORDINARY MEETING

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

DATE: Tuesday 21 February 2017

TIME: 9.30 am

PLACE: Council Chambers
Melrose

Wayne Hart
Chief Executive Officer
1. Opening of the Meeting

2. Attendance:
   2.1 Councillors in Attendance
   2.2 Staff in Attendance
   2.3 Apologies

3. Disclosure of Interest

4. Confirmation of the Minutes of Previous Meeting
   4.1 Ordinary Meeting of Council – Meeting held 17 January 2017

5. Business Adjourned

6. Questions with Notice

7. Questions without Notice

8. Petitions

9. Community Question Time

10. Deputations

11. Motions on Notice
   11.1 Cr JK Woolford

12. Mayor's Report

13. Councillor Reports
   13.1 Cr LD Arthur
   13.2 Cr PF Blieschke
   13.3 Cr PM Heaslip
   13.4 Cr VS Morley
   13.5 Cr SG Wauchope
   13.6 Cr JK Woolford
14. **Officers Reports**
   14.1 **Chief Executive Officer's Report**
      14.1.1 Weekly Communiqués
      14.1.2 General Report
      14.1.3 Melrose Business Group
      14.1.4 Wirrabara CFS
      14.1.5 Over the Edge
      14.1.6 Weeroona Island Progress Association
      14.1.7 Booleroo Centre Community Development Tourism Association
      14.1.8 Annual Performance Review

14.2 **Deputy Chief Executive Officer's Report**
   14.2.1 SA Water
   14.2.2 General Update
   14.2.3 Local Government of South Australia
   14.2.4 Melrose Caravan Park
   14.2.5 Dignan Street Wilmington and Yandiah Road, Murray Town
   14.2.6 Range View Drive, Weeroona Island

14.3 **Finance Reports**
   14.3.1 Monthly Finance Report
   14.3.2 Request to Reduce Fees
   14.3.3 Wirrabara Community Wastewater Management Scheme

14.4 **Manager Works & Technical Services Report**
   14.4.1 General Report
   14.4.2 Request for Service Open and Closed

14.5 **Manager Passenger Transport Report**
   14.5.1 General Report

14.6 **Environmental Health Officer**
   14.6.1 Monthly Report

14.7 **Planning & Development**
   14.7.1 Development Applications - Monthly Activity List

15. **Motion to Receive all Reports**

16. **Council Policies for Review And Adoption**
   16.1 Rates Remission and Hardship Policy
   16.2 Council Members Allowances and Benefits Policy

17. **Urgent Business**

18. **Next Meeting**

19. **Close**
1. OPENING OF THE MEETING

2. ATTENDANCE
   2.1 Councillors in Attendance
   2.2 Staff in Attendance
   2.3 Apologies

3. DISCLOSURE OF INTEREST

4. CONFIRMATION & RECEIVAL OF THE MINUTES
   4.1 Ordinary Meeting of Council – Meeting held 17 January 2017

A copy of the Minutes from the Ordinary Meeting of Council held 17 January 2017 is attached for the reference of Councillors.

**Recommendation:**
That the Minutes of the Ordinary Meeting of Council held on 17 January 2017 as circulated be taken as read and confirmed.

~ Option ~

Moved: Cr                     Seconded: Cr
1. **WELCOME**
   Mayor Nottle declared the meeting open and welcomed Councillors, Council staff and members of the public present.

2. **ATTENDANCE**
   2.1 **Councillors in Attendance:**
   Mayor CE Nottle, Cr LD Arthur, Cr PF Blieschke, Cr PM Heaslip, Cr VS Morley, and Cr JK Woolford.

   2.2 **Staff in Attendance:**
   Mr Wayne Hart, Chief Executive Officer
   Mrs Catherine Battersby, Personal Assistant to the Executive
   Mr John Hadley, Manager Works and Technical Services

   2.3 **Apologies:**
   Cr SG Wauchope

3. **DISCLOSURE OF INTEREST:**
   Cr VS Morley declared an interest at Item 14.1.4 being a member of the group but not an officer bearer.
   Cr PM Heaslip declared an interest at Item 14.1.4 being a member of the group but not an officer bearer.

4. **CONFIRMATION AND RECEIVAL OF MINUTES**
   4.1 **Ordinary Meeting of Council - Meeting held 20 December 2016**
   **Moved:** Cr PM Heaslip  **Seconded:** Cr JK Woolford
   [001-2017] That the Minutes of the Ordinary Meeting of Council held on 20 December 2016 as circulated, be taken as read and confirmed.
   **CARRIED**

5. **BUSINESS ADJOURNED:**
   Nil

6. **QUESTIONS WITH NOTICE:**
   Nil
7. **QUESTIONS WITHOUT NOTICE:**

Questions without Notice were raised by Councillors and were answered by the Presiding Member and Chief Executive Officer 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.

8. **PETITIONS:**

Nil

9. **COMMUNITY QUESTION TIME (15 minutes)**

*Individuals will be permitted a 5-minute period to ask questions of the Mayor, relating to Council business. In the event that the Mayor is unable to answer the questions at the time of being asked, they will be taken on notice and a written response will be provided. In accordance with Council policy, questions and any answer given will not be recorded in the Minutes of the relevant meeting unless the members present resolve that an entry be made.*

9.37 am  Mayor Nottle opened the meeting to those members of the public in the gallery.

10. **DEPUTATIONS:**

Nil

11. **MOTIONS ON NOTICE:**

Nil

12. **MAYORS REPORT:**

The Mayor’s Report advised of functions and meetings attended since the last Meeting of Council.

**NOTED**

13. **COUNCILLORS’ REPORTS:**

Councillors advised of functions and meetings attended since the last Meeting of Council.

**NOTED**

14. **OFFICERS REPORTS:**

14.1 **CHIEF EXECUTIVE OFFICER’S REPORT**

14.1.1 Weekly Communiques - Since December 2016 Meeting

**NOTED**
14.1.2 General Report

Lease Payments

Moved: Cr VS Morley Seconded: Cr PM Heaslip

That Council:

1. Utilises the annual lease payment from NBN Co. to establish a Wirrabara Community Grants Scheme for local community proposals and projects; and
2. Develops a set of guidelines and criteria for the scheme.

CARRIED

14.1.3 Review Committee

Moved: Cr JK Woolford Seconded: Cr VS Morley

That pursuant to the provisions of Section 90(2) of the Local Government Act 1999, that the public 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)(a) being information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

CARRIED

Moved: Cr JK Woolford Seconded: Cr PM Heaslip

That the Council, having considered this matter in confidence pursuant to section 90(2) and (3)(a) of the Local Government Act 1999, now resolves, pursuant to Section 91(7) & (9) of the Act, that all documents and discussions relating to Item 14.1.3 remain confidential for a period of twelve (12) months 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.

CARRIED

14.1.4 Wirrabara Community Tourism and Development Group Inc.

14.1.4.1 New Community Event

Moved: Cr PM Heaslip Seconded: Cr LD Arthur

That Council grant once of financial support to an amount of $1000 to the Wirrabara Community Tourism and Development Group Inc. for a new community event “Wirrabara Musicfest” to be held on 18 February 2017.

CARRIED
14.1.4.2 Waste Collection for New Event
Moved: Cr JK Woolford  Seconded: Cr PF Blieschke
That Council waive the hire fees for council rubbish bins for Wirrabara Community Tourism and Development Group Inc. for a community event to be held on 18 February 2017.
CARRIED

Moved: Cr PM Heaslip  Seconded: Cr JK Woolford
That the Meeting be adjourned for morning tea.
CARRIED

10.26 am  Meeting adjourned for morning tea.
10.57 am  Meeting resumed.

14.2.1 Wilmington Community Wastewater Management Scheme’s (CWMS)
Moved: Cr VS Morley  Seconded: Cr JK Woolford
That having considered the report from Wallbridge and Gilbert, Council:
1. Proceed with option one (1) for the future use of the Wilmington Community Wastewater Management Scheme (CWMS).
2. Authorises the Chief Executive Officer to conduct the tender process for the works for Councillors’ consideration.
CARRIED

14.2.2 Local Government Land By-Law No 4
Moved: Cr PF Blieschke  Seconded: Cr PM Heaslip
That having considered the locations outlined in the Agenda report, Council proceed with designating Doughboy Reserve for overnight free camping and fires in accordance with By-Law No.4 Local Government land, under the following conditions:
1. Camping is permitted for one (1) night only;
2. Camping is only permitted outside of the declared fire season;
3. No campfires are to be lit on any declared fire ban day;
4. A person lighting a campfire will be liable for any loss, damage or harm caused by a fire lit by the person;
5. Campfires are subject to any ban, prohibition, restriction, or other requirement under the Fire and Emergency services Act 2005, the Native Vegetation Act 1991 or a prescribed act (clause 5(4) Environment Protection (Air Quality) Policy 2016).
CARRIED
14.3 FINANCE REPORT
Moved: Cr VS Morley Seconded: Cr LD Arthur
That Council:
1. Notes we are still awaiting clarification from by the Minister for Communities and Social Inclusion regarding Council’s concerns about aspects of the Service Agreement; and
2. Authorises the Chief Executive Officer to sign the Service Agreement between the District Council of Mount Remarkable and the Minister for Communities and Social Inclusion for the Community Passenger Network Service - North.
CARRIED

14.3.1 Monthly Finance Report
Moved: Cr JK Woolford Seconded: Cr PM Heaslip
That Council receive the Monthly Finance Report as circulated.
CARRIED

14.4 MANAGER OF WORKS AND TECHNICAL SERVICES
14.4.1 General Report - December 2016
NOTED

14.4.2 Request for Service Open and Closed 16 December 2016 to 12 January 2017 Report
NOTED

14.5 MANAGER PASSENGER TRANSPORT REPORT
14.5.1 General Report - December 2016
NOTED

14.6 ENVIRONMENTAL HEALTH & COMPLIANCE OFFICER
NOTED

14.7 PLANNING & DEVELOPMENT MATTERS
14.7.1 Activity list for the month of December 2016
NOTED

15. MOTION TO RECEIVE ALL REPORTS
Moved: Cr JK Woolford Seconded: Cr VS Morley
That Reports and Correspondence as listed in:
12. MAYOR’S REPORT
13. COUNCILLOR’S COMMUNICATIONS
14. OFFICERS REPORTS
be received.
CARRIED
16. **COUNCIL POLICIES FOR REVIEW AND ADOPTION**

16.1 **Draft Community Question Time Policy**
Moved: Cr VS Morley  
Seconded: Cr LD Arthur

[014-2017]
That the Draft Community Question Time Policy as printed in the Agenda, be adopted by Council.
CARRIED

16.2 **Draft Disposal of Land and Assets Policy**
Moved: Cr JK Woolford  
Seconded: Cr LD Arthur

[015-2017]
That the Draft Disposal of Land and Assets Policy as printed in the Agenda, be adopted by Council.
CARRIED

16.3 **Draft Complaints Process Under Member’s Code of Conduct Policy**
Moved: Cr VS Morley  
Seconded: Cr PF Blieschke

[016-2017]
That the Draft Complaints Process under Member’s Code of Conduct Policy as printed in the Agenda, be adopted by Council.
CARRIED

17 **URGENT BUSINESS**

Mayor Nottle raised a need to attract trades persons, in particular a plumber, to the district. The Chief Executive Officer outlined an option for Council to employ a part-time plumber whereby the other days could be utilised to start up/operate their business. It was AGREED for the CEO to investigate the option further and liaise with Regional Development Australia.

18. **NEXT MEETING**

The next Ordinary Meeting of the District Council of Mount Remarkable is scheduled to be held at 9.30 am Tuesday 21 February 2017 in the Council Chambers, Stuart Street Melrose.

19. **CLOSE**

The Mayor closed the meeting at 12.31 pm.

**CONFIRMATION OF MINUTES**

MINUTES CONFIRMED AT THE ORDINARY MEETING OF COUNCIL HELD ON 21 FEBRUARY 2017

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MAYOR
5. BUSINESS ADJOURNED

Nil

6. QUESTIONS WITH 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.

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).

Nil

7. 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.

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).
8. **PETITIONS**

The *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations) relevantly provides 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. (my bold)

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.

Nil
9. **COMMUNITY QUESTION TIME (15 minutes)**

The Community Question Time Policy provides the following in respect of Community Question Time:

- A member of the public will be permitted a maximum 5-minute period to ask questions of the Mayor only, relating to Council business. In the event that the Mayor is unable to answer the question at the time of being asked, they will be taken on notice and a written response will be provided.
- It must be question and not a statement.
- The Mayor may require that the question be provided in writing at the meeting to ensure an accurate interpretation is made.
- The Mayor may rule that a question not be answered
- Questions from the Gallery and any answer given will not be recorded in the minutes of the relevant meeting unless the Members present at the meeting resolve that an entry should be made.
10. **DEPUTATIONS**

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

*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.

Nil
11. MOTIONS ON NOTICE

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.

11.1 Cr JK Woolford

The attached Motion on Notice was received from Cr JK Woolford on 17 January 2017, in accordance with the Local Government (Procedures at Meetings) Regulations 2013:

“That Council review the criteria for the Australia Day Awards”.

~ Option ~

Moved: Cr      Seconded: Cr
TO: THE CHIEF EXECUTIVE OFFICER

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.

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

COUNCILLOR: Jan Woolford
WARD: Willochra
DATE: 17/1/17

NOTICE is given that I intend to move the following motion at the Meeting of Council to be held on Tuesday February 21st 2017

That Council review the criteria for the Australia Day awards.
### 12. MAYOR'S REPORT

**Subject:** January 2017  
**Report By:** Mayor CE Nottle  
**Report Date:** 06/02/2017  
**File Reference:** DCMR0087  
**Action:** No - Information Only  
**Attachments:** No

- 12/1/17  
  - Attended office

- 16/1/17  
  - Did interview with ABC re Port Germein Jetty & Baroota Reservoir.

- 17/1/17  
  - Attended council meeting and afterwards informal groups and conflict of interest training.

- 19/1/17  
  - Attended council office/ met with officials from the premiers department and country cabinet planners re upcoming event.

- 26/1/17  
  - Presented Citizen of the Year awards in Melrose & attended Booleroo celebrations.

- 26/1/17  
  - Invited and attended Adelaide Lords Mayor’s Australia Day celebrations.

- 30/1/16  
  - Did interview with Advertiser about Baroota Reservoir

- 31/1/17  
  - Attended council workshop.
13. COUNCILLOR’S REPORTS

13.1 ACTIVITIES & ATTENDANCE REPORTS

13.1.1 CR LD ARTHUR

Subject: January 2017
Report By: Cr Arthur
Report Date: 27/01/2017
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

Official Council/Committee/Delegate/Representative Duties and Functions

17/01/2017 Ordinary Meeting of Council
31/01/2017 Workshop (Council)

Other Community Meetings and Attendances

24/01/2017 Special meeting Melrose Districts History Society
26/01/2017 Australia Day Breakfast
13. COUNCILLOR'S REPORTS:

13.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

13.1.2 CR PF BLIESCHKE

Subject: January 2017
Report By: Cr Blieschke
Report Date: 13/02/2017
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

Official Council/Committee/Delegate/Representative Duties and Functions

17/01/2017 Ordinary Meeting of Council
17/01/2017 Informal Gathering & Conflict of Interest Training
31/01/2017 Budget Workshop
13. COUNCILLOR'S REPORTS:

13.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

13.1.3 CR PM HEASLIP

Subject: January 2017
Report By: Cr Heaslip
Report Date: 09/02/2017
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

Official Council/Committee/Delegate/Representative Duties and Functions

17/01/2017 Ordinary Meeting of Council
31/01/2017 Council Workshop
13. COUNCILLOR'S REPORTS:

13.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

13.1.4 CR VS MORLEY

Subject: January 2017
Report By: Cr Morley
Report Date: 03/02/2017
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

Official Council/Committee/Delegate/Representative Duties and Functions

09/01/2017 Ordinary Meeting of Council
31/01/2017 Council Workshop

Other Community Meetings and Attendances

09/01/2017 Tourism and Development Meeting
16/01/2017 Sporting Reserve Meeting
23/01/2017 Tourism and Development Meeting
13. **COUNCILLOR'S REPORTS:**

13.1 **ACTIVITIES & ATTENDANCE REPORTS (CONT.)**

13.1.5 **CR SG WAUCHOPE**

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<tr>
<td>Report By:</td>
<td>Cr SG Wauchope</td>
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<tr>
<td>Report Date:</td>
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<td>Action:</td>
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<td>Attachments:</td>
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**Official Council/Committee/Delegate/Representative Duties and Functions**

On leave for month of January.
13. COUNCILLOR’S REPORTS:

13.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

13.1.6 CR JK WOOLFORD

Subject: January 2017
Report By: Cr Woolford
Report Date: 02/02/2017
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

Official Council/Committee/Delegate/Representative Duties and Functions

17/01/2017 Ordinary Meeting of Council followed by Informal Gathering & Conflict of Interest Training
26/01/2017 Wilmington Australia Day breakfast – presented Community Event of the Year Award to the Wilmington rodeo Club for its 50th Year Celebration
31/01/2017 2017 – 2018 Budget Workshop

Other Community Meetings and Attendances

11/01/2017 Wilmington Hall Committee Meeting
14. OFFICERS REPORTS

14.1 CHIEF EXECUTIVE OFFICER'S REPORT

14.1.1 WEEKLY COMMUNIQUÉS

Subject: January 2017
Report By: Chief Executive Officer
Report Date: 06/02/2017
File Reference: DCMR0019
Action: To be determined
Attachments: Yes

Councillor Weekly Communiqués issued since the last Ordinary Meeting of Council are attached for any comment. These Communiqués are for the weeks ending:

20 January 2017
ELECTED MEMBER & SENIOR MANAGEMENT
WEEKLY COMMUNIQUÉ
Week Ending Friday 20 January 2017

To: Mayor
   All Elected Members
   Senior Management

From: Chief Executive Officer

1. LGA Circular 4.1 – Local Nuisance and Litter Control Regulations 2017
14. OFFICERS REPORTS:

14.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

14.1.2 GENERAL REPORT

Country Cabinet

The Chief Executive Officer will give a verbal update at the Meeting.

Wirrabara Caravan Park Study

The Chief Executive Officer will give a verbal update at the Meeting.
14. **OFFICERS REPORTS:**

14.1 **CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):**

14.1.3 **MELROSE BUSINESS GROUP**

Subject: Melrose Caravan Park  
Report By: Chief Executive Officer  
Report Date: 06/02/2017  
File Reference: DCMR0191  
Action: Yes  
Attachments: Yes

Council has received correspondence from the Melrose Business Group outlining details for a marketing campaign the group is proposing for all businesses in Melrose to be involved in, and is attached for Councillors reference.

The marketing campaign includes the publication of a town brochure and an advertisement on Magic FM/5Cs radio costing $4100 in total. The Group is requesting the Council owned Melrose Caravan Park participates in the campaign and contributes the sum of $50 or more (optional), towards the costs of the campaign.

Councillors need to consider if they wish to participate in the marketing campaign and if they wish to make a financial contribution for the Melrose Caravan Park to be included in the marketing campaign.

~ *Option* ~

Moved: Cr  
Seconded: Cr
To Melrose Business Owner,

Some of you may be aware that the Melrose Business Group has decided to put together a town brochure and run a Magic FM/5Cs radio add in the New Year - (before Easter)

The town brochure will be designed so:

1. Tourists can look at a map of the town and understand what is on offer at Melrose and surrounding areas.
2. Take the map and have information and contact details for future visits and to pass on to friends/family to assist the promotion of Melrose.
3. Distribute to surrounding Tourist Information Centres to encourage tourists to come to Melrose.
4. Distribute to various interest groups and Expos – ie sporting clubs / wedding planners / Caravan and camping shops.
5. Access to useful Links and websites.

The brochure will be set up to highlight the best features Melrose has to offer. As a group we conducted a SWOT analysis and came up with the below strengths:

- History and Heritage -> Museum / History Walk / Monument
- Nature -> Gum Trees / Wildflowers / National Park
- Activities -> Bike Riding / Hiking / Orienteering / Geo-caching / Skate Park and Pump Track
- Food / Wine -> Cellar Door / Local wineries and Pubs
- Events -> Calendar of Events
- Accommodation ->
- Other -> Shopping / Paradise Square / Tennis courts / Showgrounds and Playground / Services.
- ½ Day trips from Melrose -> Alligator Gorge / Bridle Track 4WD / Port Germein Gorge

Our message for the Radio campaign will be - RELAX / SLOW DOWN / UNWIND IN MELROSE. The demographic is from 18-54 and our aim is to reach day trippers from Port Augusta / Whyalla / Port Pirie / Clare / Peterborough however it also extends to Roxby Downs and Hawker.

We endeavour for all businesses to be promoted fairly and we ask that every business sponsors our marketing fund to help cover the costs of printing and design. Each business whether they are directly or indirectly related to tourism benefit in one way or another.

Please note ALL marketing material will be sent to you for feedback as we would like to work with you to ensure that Melrose is well represented.

The cost of the brochure is $3000 / Magic FM Radio for 2 months is $1100 = TOTAL $4100. With over 25 businesses we could raise min $1250. With some businesses offering to put in more than the minimum amount and MCDA contribution we hope to raise this amount. If we don’t raise enough money we can discuss options at the next meeting. We will be asking Melrose Community Development Association to match dollar for dollar so we will need to know how much the businesses have contributed before their next meeting which is scheduled for 17 January so please deposit (minimum) $50 by 10 January and ensure you put your name down as a reference. Kerri Lee-Bruce is the treasurer for Southern Flinders Rough Riders and is open to any questions regarding payments going in and out. Unfortunately we will be unable to offer you a Tax invoice

Account Name – Southern Flinders Rough Riders / BSB – 015 580 / Account – 484 019 938

Thank you for your contribution.
## 14. OFFICERS REPORTS:

### 14.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

#### 14.1.4 WIRRABARA CFS

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<th>Financial Support</th>
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<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
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<tr>
<td>Report Date:</td>
<td>08/02/2017</td>
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<tr>
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<td>DCMR0152</td>
</tr>
<tr>
<td>Action:</td>
<td>Yes</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

February 2017 marks the Centenary of the Wirrabara CFS. The Wirrabara CFS is seeking a financial contribution from Council to assist with Centenary celebrations. A copy of the correspondence is attached for Councillors reference.

Councillors need to consider if they wish to contribute to the Centenary celebrations and in what form, either a financial contribution or waive fees for bin hire or any other resources to assist the group.

~ Option ~

Moved: Cr  
Seconded: Cr
District Council of Mt Remarkable

February this year marks the Centenary of the Wirrabara CFS.
Our members are proud of the fact that members in the early 1900’s fought fires with very little equipment or protective clothing, and yet saved so much. We are very aware of the commitment of previous and current members to continue to keep our great CFS a viable and reliable service to the community, and to think we are now celebrating 100 years.

Our Brigade is asking if the Council would like to contribute any funds toward the Centenary to help with celebrations, it would certainly be greatly appreciated.

With Thanks

Kind Regards
CFS centenary committee
14. OFFICERS REPORTS:

14.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

14.1.5 OVER THE EDGE

<table>
<thead>
<tr>
<th>Subject:</th>
<th>Additional Seating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>08/02/2017</td>
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<tr>
<td>File Reference:</td>
<td>DCMR0067</td>
</tr>
<tr>
<td>Action:</td>
<td>Yes</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Council has received correspondence from Over The Edge seeking approval for an additional table and seating for 4 persons at the front of their shop and is attached for Councillors reference.

Councillors need to consider the impact additional seating may have on pedestrian activity and the aesthetics of the footpath, and if they agree with the request.

It is noted that, if approved it would leave a separation distance from the current Stobie Pole of 70cm. Office of Technical Regulator has advised that there is no required clearance distance other than if a person is standing on the seat there must be a 3 meter clearance from the overhead powerline.

~ Option ~

Moved: Cr          Seconded: Cr
REGARDING: Additional seating outside Over the Edge – Melrose 20 January 2017

To whom it may concern,

Over the Edge would like to request additional seating at the front of their shop.

Currently the tables and chairs out the front of the shop are being used and appreciated by our customers therefore we would like to extend the table by 1 metre 30cm to allow for another 4 seats. The table can be bolted to the cement if required.

Please see before and after picture.

There is a stobie pole next to the table however there is a 70cm clearance.

Thank you for your consideration.

Kind regards
Kerri Lee-Bruce
Over the Edge Sports Melrose
Stuart St, Melrose SA 5483
P: +61 (0)8 8666 2222 / F: +61 (0)8 8666 2233
E: ote@otesports.com.au  web: www.otesports.com.au

“Find yourself in great new places”
70cm clearance to pole
14. OFFICERS REPORTS:

14.1 CHIEF EXECUTIVE OFFICER’S REPORT (CONT.):

14.1.6 WEEROONA ISLAND PROGRESS ASSOCIATION

Subject: Signage for Reserves and Parks
Report By: Chief Executive Officer
Report Date: 08/02/2017
File Reference: DCMR0152
Action: Yes
Attachments: Yes

The Weeroona Island Progress Association is seeking Council permission to erect signage on Vietnam and Korea Reserves and at the Community Garden at no cost to Council. A copy of the correspondence is attached for the Councillors reference.

The signage would be similar to the signage at Anzac Reserve and a photograph has been provided for Councillors reference when considering the request.

~ Option ~

Moved: Cr          Seconded: Cr
Dear councillors,
Weeroona Island Progress Association wish to gain permission to put signage on Vietnam Reserve, Korea Reserve and also a sign for the Community Garden which is on the Anzac Reserve.
The signs would be made the same as the Anzac Reserve signs.
Photo provided.
The signs will occur no cost and be done by a relative of a committee member We hope this will meet with your approval.
Please contact me if further information is required.
Thank you.

Marg Abraham.
President.

Sent from my iPad
14. OFFICERS REPORTS:

14.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

14.1.7 Booleroo Centre Community Development Tourism Association Inc.

Subject: Paint Stobie Poles
Report By: Chief Executive Officer
Report Date: 08/02/2017
File Reference: DCMR0048
Action: Yes
Attachments: Yes

Council has received correspondence from the Booleroo Centre Community Development & Tourism Association Inc. (BCCDTA) seeking permission to paint 30-40 stobie poles on Stephens Street and Arthur Street Booleroo Centre as per the attached correspondence and map.

The committee advise they have engaged an artist to complete the works and is not seeking any financial support from Council. BCCDTA has received a letter of approval from SA Power Networks, subject to Council approval and adherence to the conditions in the letter.

Councillors need to consider the correspondence and decide if they wish to grant permission for the 30-40 stobie poles on the Stephens Street and Arthur Street to be painted as proposed, and any conditions or restrictions it may wish to include.

~ Option ~

Moved: Cr  Seconded: Cr
3 February 2017

Wayne Hart
CEO
District Council of Mount Remarkable
Melrose SA 5482

Dear Wayne,

Re: Painting of the Booleroo Centre Stobie Poles

The Booleroo Centre Community Development and Tourism Association (BCCDTA) has been researching ways to enhance the beauty of the town. One practical idea has been to paint the town’s stobie poles. BCCDTA has obtained approval from SA Power Networks (see attached) and are now seeking Council’s permission to proceed with this project.

The committee has contacted an artist that has agreed to complete this project if approval is granted. Committee members wish to paint the cement section of each stobie pole and aim to paint approximately 30-40 of the stobie poles along Stephen’s Street and Arthur Street. Suitable stobie poles are marked on a map attached. Designs will be varied based upon the artist’s previous work but will reflect the town’s heritage and regional characteristics. BCCDTA has enough funds to cover the cost of the project but are looking at the possibility of suitable grants.

BCCDTA have been impressed by other local town’s artwork on stobie poles and strongly believe that this project will make Booleroo Centre a more attractive and inviting township.

We look forward to your consideration of this project proposal. If you require any further information please do not hesitate to contact myself on 0428830979.

Kind regards,

Alice Nottle
BCCTDA Secretary

Malcolm Sparre
BCCTDA President
16 January 2017

Email: alice.nottie@hotmail.com

Dear Alice,

**PAINTING OF SA POWER NETWORKS STOBIE POLES—BOOLEROO**

Thank you for your enquiry requesting approval to paint artwork on SA Power Networks stobie poles located in the township of Booleroo. Approval is granted for your proposal to paint these poles subject to the following conditions:

- You will need to seek approval from the local Council for your proposal.
- Local Council takes responsibility for the maintenance and artistic quality of the painting. **Please note that the artwork being placed on the poles may not constitute commercial advertising e.g. business name or logo, political material, local messages or directions or any other material likely to offend.**
- The artwork shall not be placed on any pole carrying a pole mounted transformer.
- The artwork shall not be placed on any transmission pole.
- The artwork shall not conceal or obstruct any signs, identification numbers or any major SA Power Networks equipment mounted on the poles.
- SA Power Networks does not recognise any copyright or other claim of ownership of the painted material nor does the existence of the painted material give the applicant any rights over or ownership of the stobie poles.
- SA Power Networks does not accept any liability for replacing the art work on painted the poles when the poles are repaired or replaced in the normal course of system operating requirements.
- The applicant will indemnify SA Power Networks against any actions resulting from the painting.
- The painted image shall not be higher than 2.0 metres from ground level.
- You will need to take full responsibility for any safety considerations related to the application of these paintings to the pole and I would like to particularly draw your attention to the use high visibility clothing, traffic control, the use of an attentive observer and other considerations deemed necessary for working in close proximity to a roadway.

Should you wish to discuss any matters relating to the above please contact me on telephone 8404 4628.

Yours sincerely

Tim Adams
Network Manager South

Customer Solutions
Level 5, 1 Anzac Highway, Keswick SA 5035
Phone: 8404 4627  Fax: 8404 5877
Hi Catherine,

I discussed the drawings for the stobie poles last night and this was the list that members came up with:

- Native flora and fauna
- Other plants - eg sunflowers
- Other animals - cows, sheep, sheepdogs etc
- Farm machinery - tractors, trucks, headers, ploughs etc
- Windmills
- Silos
- Street names
- Mt Remarkable

I hope this is acceptable. We look forward to the council's decision.

Have a nice weekend!

Kind regards,
Alice Nottle
14. OFFICERS REPORTS:

14.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

14.1.8 ANNUAL PERFORMANCE REVIEW

Subject: Chief Executive Officer – Annual Performance Review
Report Date: 15/02/2017
File Reference: DCMR0041
Action: Yes
Attachments: No

Councillors will need to discuss the Chief Executive Officer’s annual performance report as part of the annual review process.

Recommendation:

That pursuant to the provisions of Section 90(2) of the Local Government Act 1999, that the public 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)(a) being information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

~ Options: ~

Moved: Cr Seconded: Cr

Councillors received a copy of the Chief Executive Officers Report for the past 12 months on 14 February as resolved, and will now need to assess and determine his performance during that period.

Options: ~

Moved: Cr Seconded: Cr

Recommendation:

That the Council, having considered this matter in confidence pursuant to section 90(2) and (3)(a) of the Local Government Act 1999, now resolves, pursuant to Section 91(7) & (9) of the Act, that all documents and discussions relating to Item 14.1.8 remain confidential for a period of ...(to be determined by Council)…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
14. OFFICERS REPORTS (CONT.):

14.2 DEPUTY CHIEF EXECUTIVE OFFICER’S REPORT:

14.2.1 GENERAL REPORT

Subject: Issues Update - Various
Report Date: 02/02/2017
File Reference: DCMR0163
Action: No
Attachments: No

Port Germein Jetty
The repairs to the Jetty have commenced and it is anticipated to be completed and opened by 30 May 2017.

Weeroona Island Boat Launching Facility
Council is still awaiting final approval from the Environmental Protection Authority for the disposal of the dredging material. Once approval has been received (expected within the week) Council will be working with the Contractor to have the project completed by early in March (weather and tide dependent).

2016 Flood Damage Claim
Council has been approved permission to continue with the claim to the next stage and is required to complete a Cost Benefit Analysis. If a further approval is received then it will go to tender.

Bluff Road, Wirrabara - Update
Council has received the concept design and indicative costings to open Bluff Road and Go Kart Track and has forwarded this to Broadcasting Australia for consideration.

Wilmington Hall, CWA Rooms and Kindergarten
John Hadley, Hayley Trott and I visited the above buildings to investigate the potential use and life of Council’s assets.

The Wilmington Hall needs many upgrades, most importantly investigating the water collection and disbursement from the roof, as it is creating many structural issues. Council will be working closely with the Committee to prioritise the works to be completed over a period of the next few years.

The Wilmington CWA Rooms is currently structurally sound, but has had a significant foundation shift due to a water leak causing the northern side of the building to subside. The building would require underpinning to restore the foundation.

In relation to the Wilmington Kindergarten, Council are still awaiting the surrender of lease from the Department of Education for Children Services. The building is in fairly good condition.

Bulk Diesel Fuel
Seven Councils within the Legatus Group (formally known as Central Local Government Region) has collectively tendered for the supply of bulk diesel fuel. Tenders have been received and a Valuation Panel has been created to assess the tenders.
Council wrote to SA Water requesting that the township of Melrose be considered for a water quality upgrade in the RD16 period. Their response attached advising that other towns have been prioritised ahead of Melrose.

~ Option ~

Moved: Cr  Seconded: Cr
20 January 2017

Ms Jessie White
Deputy Chief Executive Officer
District Council of Mount Remarkable
PO Box 94
MELROSE SA 5483

Dear Ms White

SA Water Regulatory Determination 2016

Thank you for your letter dated 22 December 2016 requesting that the township of Melrose be considered for a water quality upgrade in the 2016 Regulatory Determination Period.

SA Water’s priority is always to ensure the water supplied to our customers is safe to drink, however we are conscious that the aesthetic quality of the water supplied is also important to our customers.

In preparation for the 2016 regulatory business submission, SA Water engaged with customers across the state to determine the importance of aesthetic water quality, and also sought to better understand our customers’ willingness to pay for the upgrades necessary to improve the aesthetic water quality for our regional customers. The “Your Say” campaign was well received and resulted in the State Government approving funding to deliver regional aesthetic water quality improvements to the identified highest priority area.

Further to this, SA Water conducted a study to prioritise aesthetic water quality upgrades to regional water supply systems, including Melrose. The study involved a multi-criteria analysis which considered social, technical and financial criteria. SA Water is awaiting ESCOSA’s endorsement of the approach taken, however the study identified other regional water supplies which are in greater need and which unfortunately need to be prioritised ahead of Melrose.

It is SA Water’s intention to continue to monitor the aesthetic water quality supplied to our Melrose customers, and re-assess aesthetic water quality improvement priorities for future regulatory periods.

Yours sincerely

Roch Cheroux
CHIEF EXECUTIVE
14. OFFICERS REPORTS (CONT.):

14.2 DEPUTY CHIEF EXECUTIVE OFFICER’S REPORT (CONT):

14.2.3 PROCLAIMED SHOPPING DISTRICTS

Subject: For Consideration
Report Date: 03/02/2017
File Reference: DCMR0010
Action: Yes
Attachments: Yes

As outlined in the attached Proclaimed Shopping Districts - Information Sheet prepared by the LGA of SA, the Shop Trading Hours Act 1977 (SA) (the Act) regulates the trading hours of many shops throughout South Australia. The Act only applies to the metropolitan area of Adelaide, and certain other specific geographical areas, which have been proclaimed as “Proclaimed Shopping Districts” under Section 11 of the Act (and predecessor legislation dating back to 1911). Booleroo Centre, Melrose and Wilmington are proclaimed Shopping Districts.

Councillors can consider applying to the Minister requesting to abolish the proclaimed shopping districts. The Information Sheet outlines the process including the requirement for Public Consultation.

~ Option ~

Moved: Cr  Seconded: Cr
Proclaimed Shopping Districts

INFORMATION SHEET
Error! AutoText entry not defined.

Important Information for Regional Councils

Regulation of shop trading hours in South Australia

The Shop Trading Hours Act 1977 (SA) (the Act) regulates the trading hours of many shops throughout South Australia.

Certain shops are “exempt shops” under the Act, notably small shops (floor area ≤200m² [or ≤400m² in the case of shops selling foodstuffs as ≥80% aggregate price of all goods sold] and not adjoining a storeroom exceeding ½ of floor area) and certain particular types of shop regardless of size (including pharmacies, newsagents, florists and hairdressers). However, any shop which does not fit the prescriptive definition of an “exempt shop” must observe the requirements of the Act.

Businesses which trade in a manner contrary to the Act can face penalties for offences against the Act.

The Act only applies to the metropolitan area of Adelaide, and certain other specific geographical areas which have been proclaimed as “Proclaimed Shopping Districts” under Section 11 of the Act (and predecessor legislation dating back to 1911).

In all other geographical areas, the Act does not apply. The Act therefore does not regulate trading hours of shops in those areas.

Certain regional centres and towns are Proclaimed Shopping Districts. SafeworkSA publishes a list of regional centres and towns which are within Proclaimed Shopping Districts. That list can be accessed here.

Certain other regional centres and towns have previously been Proclaimed Shopping Districts, but have had that status revoked upon application by the local council or councils to the relevant Minister. Shops within such areas are accordingly not subject to the requirements of the Act.

Other regional centres and towns have never been Proclaimed Shopping Districts. Shops within such areas are also not subject to the requirements of the Act.

Role of councils

Section 12 of the Act confers upon councils the function to apply to the Minister for Industrial Relations for the creation, variation or abolition of any Proclaimed Shopping District/s within their area.

Below we set out the process required under the Act for applying to abolish Proclaimed Shopping Districts.
Notes:

- “Variation” in Section 12 of the Act only refers to variation of the geographical boundaries of a Proclaimed Shopping District. Councils have no power to apply for variations to trading hours or other conditions which attach to Proclaimed Shopping Districts. The process for applying for variation is essentially the same as for abolition; however, the proposed resulting varied Proclaimed Shopping District must comprise either an entire municipality or an area of not less than 90 square kilometres – further specific advice can be provided for any council contemplating variation.

- Where any Proclaimed Shopping District overlaps two or more councils’ areas, abolition of the Proclaimed Shopping District may require applications from all relevant councils. Alternatively, a single council may apply for a variation to exclude the portion within its geographical area from a Proclaimed Shopping District, provided the proposed resulting varied Proclaimed Shopping District comprises either an entire municipality or an area of not less than 90 square kilometres – further specific advice can be provided for any council in these circumstances.

Process for applying to abolish Proclaimed Shopping District/s

1. The council must first give ‘interested persons’ an opportunity to express their views to the council on the proposal. ‘Interested persons’ means the following persons:
   - Persons resident in the area of the council; and
   - Shopkeepers and shop assistants resident outside the area of the council, but employed or engaged in shops within it.

   This is the required statutory public consultation. However, such consultation is required under the Shop Trading Hours Act 1977, not the Local Government Act 1999. Accordingly, a council’s public consultation policy under the Local Government Act 1999 might not apply, or might have a separate set of provisions for consultation ‘not under’ the Local Government 1999. This depends on the terms of the policy.

   If a council’s public consultation policy does apply to this consultation, then the relevant provisions of the policy must be observed. If the policy does not apply, then the council may conduct consultation as it sees fit, provided it meets the minimum standards set by the Shop Trading Hours Act 1977 with respect to the provision of an opportunity to interested persons to express their views.

   The LGA has prepared the following template documents for use in connection with public consultation for the abolition of Proclaimed Shopping District/s:
   a) Draft resolution for commencement of public consultation;*
   b) Consultation newspaper notice; and
   c) Consultation letter.

   A council may use both, or neither, or just one of the newspaper notice and/or the letter (and may send the letter to one or both categories of ‘interested persons’) depending on the council’s public consultation policy and/or preferences. It may be difficult for councils to ascertain the postal addresses of all interested persons and so a State-wide newspaper advertisement is recommended as a minimum requirement of any consultation process.

2. The council must have regard to the views expressed to it by any interested persons.
3. Then, if the council determines it is appropriate in light of all relevant information before it, the council may resolve to make an application in writing to the Minister for Industrial Relations under Section 12 of the Act to abolish the relevant Proclaimed Shopping District/s.

The LGA has prepared the following template documents for use in connection with the application for the abolition of Proclaimed Shopping District/s:

d) Draft resolution to apply for the abolition of Proclaimed Shopping District/s;* and
e) Draft application to be adopted by council.

4. To give effect to the resolution, the common seal must then be affixed to the application, and the application must be submitted to the Minister for Industrial Relations.

5. The discretion to adopt or reject any application ultimately lies with the Minister. If an application is unsuccessful, a period of one year must elapse before the same, or a substantially similar, application is made.

*NB — it is incumbent upon council members to ensure that they comply with the new conflict of interest provisions at Chapter 5 Part 4 Division 3 of the Local Government Act 1999 in relation to any matter arising at a council meeting.
14. OFFICERS REPORTS (CONT.):

14.2 DEPUTY CHIEF EXECUTIVE OFFICER’S REPORT (CONT):

14.2.4 MELROSE CARAVAN PARK

Subject: For Consideration
Report Date: 3/01/2017
File Reference: DCMR0120
Action: Yes
Attachments: No

At its December 2016 Ordinary Council Meeting, Council agreed that:

“Council AGREED ‘in principle’ to the suggested improvements and upgrades as per Item 8 Managers Report of the Minutes of the Melrose Caravan Park Management Committee and requested quotes be obtained for further consideration.”

The following detail is provided to determine appropriate spending to upgrade the Park in accordance with the priorities from the Melrose Caravan Park Committee.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Capital to building up lawn area and Spoon Drain</td>
<td>$10,000</td>
</tr>
<tr>
<td>Additional Powered Sites</td>
<td>$3,500</td>
</tr>
<tr>
<td>Entrance Sign</td>
<td>$200</td>
</tr>
<tr>
<td>New Mattress for all cabins (9)</td>
<td>$4,600</td>
</tr>
<tr>
<td>New cover for single Foam Mattresses (12)</td>
<td>$2,160</td>
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<tr>
<td>Paint ceiling in Cabin C &amp; D and repair tiles in shower cubicles</td>
<td>$2,680</td>
</tr>
<tr>
<td>Replace Curtains</td>
<td>$4,800</td>
</tr>
<tr>
<td>Replace planting</td>
<td>$500</td>
</tr>
<tr>
<td>Stainless Steel Bench in Camp Kitchen</td>
<td>$1,190</td>
</tr>
</tbody>
</table>

Total: $29,630

In the 2016/2017 Annual Business Plan and Budget an allocation of $18,000 for the Bunkhouse Stormwater and Drainage was reallocated to be spent on drainage from the cabins to the lawn area (Spoon Drain), as a priority of the Melrose Caravan Park Committee.

For Councillors’ information the profits for the past few years were:
2014 - $65,793
2015 - $34,015
2016 - $23,429
2017 - $90,000 (predicted)

It is noted in 2015 and 2016 Council undertook significant works at the park including major tree trimming, asbestos removal and septic.

~ Options: ~

Moved: Cr          Seconded: Cr
14. OFFICERS REPORTS (CONT.):

14.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT):

14.2.5 DIGNAN STREET WILMINGTON AND YANDIAH ROAD, MURRAY TOWN

Subject: Confidential Tender Applications
Report By: Deputy Chief Executive Officer
Report Date: 17/02/2017
File Reference: DCMR0269
Action: Yes
Attachments: Yes

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, Director Works and Executive 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 14.2.5 remain confidential until after all contracts have been negotiated and signed.

~ Options: ~
Moved Cr Seconded
14. OFFICERS REPORTS (CONT.):

14.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.):

14.2.6 RANGE VIEW DRIVE, WEEROONA ISLAND

Subject: Confidential Tender Applications
Report By: Deputy Chief Executive Officer
Report Date: 17/02/2017

File Reference: DCMR0269
Action: Yes
Attachments: Yes

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, Director Works and Executive 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 14.2.6 remain confidential until after all contracts have been negotiated and signed.

~ Options: ~
Moved Cr Seconded
14. **OFFICERS REPORTS (CONT.):**

14.3 **FINANCE REPORTS:**

14.3.1 **MONTHLY FINANCE REPORT**

```
Subject: Updated Reports  
Report By: Senior Finance Officer  
Report Date: 10/02/2017  
File Reference: DCMR0089  
Action: No - Information Only  
Attachments: Yes
```

The following reports are attached for the information and reference of Council Members for the month ending 31 January 2017:

- Cash, Investments and Borrowings;
- Capital Report;
- Finance Report;
- Operating Statement over Functions;
- Melrose Caravan Park;
- Melrose Post Office; and
- Northern Passenger Transport Network.

**Recommendation:**

That Council receive the Monthly Finance Report as circulated.

~ Options: ~

Moved: Cr  
Seconded: Cr
### CASH & INVESTMENTS

**Cash Balances**
- Bank SA Operating Account: 315,299.48
- Total Cash Balances: 315,299.48

**Investment Balances**
- General - At Call: 565,399.52
- General - 30 days: -
- General - 90 days: 1,000,000.00
- Wilmington CWMS: 654.57
- Melrose CWMS: -
- Booleroo Centre CWMS: -
- Wirrabara CWMS: 28,331.16
- Weeroona Island Water Supply: 145,454.67
- Community Bus: 24,432.95
- Port Germein Jetty - At Call: 396.45
- Port Germein Jetty - 90 days: 37,956.34
- NPTN: 22,117.40
- Total Investment Balances: 1,824,743.06

**TOTAL CASH & INVESTMENTS**: 2,140,042.54

### BORROWINGS

**Fixed Term (via LGFA)**
- Booleroo Centre CWMS [Deb #21]: 452,876.59 (2028)
- Booleroo Centre Bowling Club [Deb #25]: 145,054.28 (2028)
- Total Fixed Term Borrowings: 597,930.87

**Short Term (via LGFA)**
- Wirrabara Bowling Club: 1,222.70 (2017)
- Booleroo Centre Oval Trust: 4,000.00 (2017)
- Total Short Term Borrowings: 5,222.70

**Short Term (via Council)**
- Wilmington Bowling Club: 20,000.00 (2021)
- Total Short Term Borrowings: 25,222.70

**TOTAL BORROWINGS**: 623,153.57

### ANTICIPATED BORROWINGS

**Short Term (via Council)**
- Wilmington Tennis Club: 6,000.00 (2021)
- Total Short Term Borrowings: 6,000.00

**TOTAL ANTICIPATED BORROWINGS**: 6,000.00
District Council of Mount Remarkable  
Finance Report  
for month ending 31 January 2017

<table>
<thead>
<tr>
<th></th>
<th>Year to Date</th>
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<td><strong>INCOME</strong></td>
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<td>Grants &amp; Subsidies</td>
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<td>Investment Income</td>
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<td>150</td>
<td>100</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>46</td>
<td>85</td>
<td>39</td>
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<tr>
<td>Other Revenues</td>
<td>95</td>
<td>80</td>
<td>(15)</td>
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<td><strong>Total Operating Income</strong></td>
<td>5,462</td>
<td>7,118</td>
<td>1,656</td>
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<td><strong>EXPENDITURE</strong></td>
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<tr>
<td>Employee Costs</td>
<td>1,503</td>
<td>2,344</td>
<td>841</td>
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<td>Materials, Contracts &amp; Other Expenses</td>
<td>1,516</td>
<td>2,663</td>
<td>1,147</td>
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<tr>
<td>Finance Charges</td>
<td>41</td>
<td>63</td>
<td>22</td>
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<tr>
<td>Depreciation</td>
<td>1,071</td>
<td>1,836</td>
<td>765</td>
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<tr>
<td><strong>Total Operating Expenditure</strong></td>
<td>4,131</td>
<td>6,906</td>
<td>2,775</td>
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<td><strong>OPERATING SURPLUS / (DEFICIT)</strong></td>
<td></td>
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<tr>
<td></td>
<td>1,331</td>
<td>212</td>
<td>(1,119)</td>
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<td>Gain / Loss on Disposal &amp; Fair Value Adjustments</td>
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<td>Amounts specifically for new or upgraded assets</td>
<td>332</td>
<td>1,945</td>
<td>1,613</td>
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<td>Physical resources received free of charge</td>
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<tr>
<td></td>
<td>1,663</td>
<td>2,157</td>
<td>494</td>
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<td>Business Undertakings</td>
<td>Community Services</td>
<td>Culture</td>
<td>Economic Development</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------------</td>
<td>---------</td>
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<td>Rates</td>
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<tr>
<td>General</td>
<td>286,216.00</td>
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<td>Other</td>
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<td></td>
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<td></td>
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<tr>
<td>Statutory Charges</td>
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<td>User Charges</td>
<td>239,618.00</td>
<td>12,648.00</td>
<td>75.00</td>
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<td>Operating Grants &amp; Subsidies</td>
<td>3,451.00</td>
<td>420.00</td>
<td>461.00</td>
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<td>Investment Income</td>
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<td>Reimbursements</td>
<td>11,099.00</td>
<td>1,945.00</td>
<td>17,510.00</td>
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<tr>
<td>Other</td>
<td>16,159.00</td>
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<td>34,415.00</td>
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<tr>
<td>TOTAL OPERATING REVENUE</td>
<td>529,285.00</td>
<td>40,326.00</td>
<td>9,290.00</td>
</tr>
</tbody>
</table>

| OPERATING EXPENSES |                   |         |                      |             |           |                    |           |                   |                        |       |
| Employee Costs      | 27,611.00         | 178,227.00| 920.00              | 69,196.00   | 144,293.00| 26,622.00         | 178,216.00| 421,556.00        | 456,238.00  | 1,503,331.00 |
| Materials           | 54,668.00         | 28,795.00| 4,387.00            | 680.00      | 16,422.00 | 42,612.00         | 328.00    | 52,353.00         | 186,351.00  | 69,958.00     |
| Contractual Services| 75,567.00         | 39,358.00| 16,918.00           | 133,055.00  | 55,260.00 | 4,924.00         | 54,996.00| 173,158.00        | 66,237.00   | 619,473.00 |
| Finance Charges     | 16,039.00         |         |                     |             |           |                    |           |                   |                        | 24,752.00 |
| Depreciation        |                   |         |                      |             |           |                    |           |                   |                        | 40,791.00 |
| Other               | 59,222.00         | 55,353.00| 55,849.00           | 11,817.00   | 172,077.00| 179,664.00        | 12,103.00| 285,956.00        | 620,029.00  | 440,212.00 |
| TOTAL OPERATING EXPENSES | 233,107.00  | 301,733.00| 78,074.00           | 12,949.00   | 390,750.00| 421,829.00        | 43,977.00| 571,521.00        | 1,916,385.00| 4,131,361.00 |

| OPERATING SURPLUS / (DEFICIT) |                   |         |                      |             |           |                    |           |                   |                        |       |
| 296,178.00                  | (261,407.00)      | (68,784.00)| (12,949.00)         | 105,755.00  | (369,443.00)| 12,771.00        | (7,021.00)| (158,606.00)      | 1,793,730.00| 1,330,224.00 |

| CAPITAL REVENUES |                   |         |                      |             |           |                    |           |                   |                        |       |
| Capital Grants, Subsidies, Contributions & Physical Resources received free of charge | 300,000.00 |         |                     |             |           |                    |           |                   |                        | 332,512.00 |

| NET SURPLUS / (DEFICIT) FROM OPERATIONS |                   |         |                      |             |           |                    |           |                   |                        |       |
| 596,178.00                  | (261,407.00)      | (68,784.00)| (12,949.00)         | 105,755.00  | (336,931.00)| 12,771.00        | (7,021.00)| (158,606.00)      | 1,793,730.00| 1,662,736.00 |
District Council of Mount Remarkable
Operating Statement over Functions
Accompanying Notes

Business Undertakings
Includes: Melrose Caravan Park; Melrose Post Office; Private Works; Community Wastewater Management Schemes; Weeroona Island Water Supply.

Community Services
Includes: Public Order & Safety; Emergency Services; Health Services; Pest Control; Child & Youth Services; Mount Remarkable Community Bus; Community Transport (inc Northern Passenger Transport Network); Community Amenities; Cemeteries; Public Conveniences; other Community Services (inc Community Assistance Grants).

Culture
Includes: Flinders Mobile Library contribution; Cultural Services; Community Halls (inc Council owned RSL and CWA rooms).

Economic Development
Includes: Regional Development Australia contribution; Support to Local Businesses; Tourism.

Environment
Includes: Agricultural Services; Waste Management (inc Willowie Landfill and Transfer Stations); Domestic Waste; Recycling; Stormwater & Drainage; Street Cleaning; Street Lighting; Natural Resources Management contribution; other Environment (inc Hard Waste Collection).

Recreation
Includes: Port Germein Jetty; Tidy Towns Program; Sporting Reserves & Facilities; Swimming Pools; Playgrounds; Starclub Field Officer contribution; OPAL Program contribution.

Regulatory Services
Includes: Fire Prevention; Dog & Cat Management; Building & Planning; Health Inspection; Abandoned Motor Vehicles.

Transport
Includes: Booleroo Centre Airstrip; Bridges; Footpaths & Kerbing; Roads – sealed, formed, unformed, natural formed; Traffic Management; LGGC – roads (formula funded).

Plant Hire & Depot
Includes: Machine Operating; Testing & Tagging; Depot Expenditure; Work Health Safety (inc Training).

Council Administration
Includes: Governance; Elected Members; Accounting / Finance; Payroll; Human Resources; Work Health Safety (inc Training); Information Technology; Communications; Rates Administration; Records Management; Occupancy; Contract Management; Customer Service; Revenues; LGGC – General Purpose; Asset Management; Audit Committee; Development Assessment Panel.

Other
Includes: Donations; Bad Debts Expenses; Interest – Charged & Received.
## Capital Budget

**31/01/2017**

### Office Equipment, Furniture & Fittings

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>632651</td>
<td>IT - Main Server</td>
<td>0.00</td>
<td>49,000.00</td>
<td>49,000.00</td>
<td>0.00</td>
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</tbody>
</table>

**Total Office Equipment, Furniture and Fittings**

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0.00</td>
<td>49,000.00</td>
<td>49,000.00</td>
<td>0.00</td>
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</tbody>
</table>

### Buildings

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>101502</td>
<td>MCP - Burkhous - Stormwater &amp; Drainage</td>
<td>0.00</td>
<td>18,000.00</td>
<td>18,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>219501</td>
<td>Public Conveniences - Public Toilets Upgrade</td>
<td>4,089.00</td>
<td>30,000.00</td>
<td>25,911.00</td>
<td>-4,089.00</td>
</tr>
<tr>
<td>131503</td>
<td>CWMS - Wilmington - Electrical Upgrade</td>
<td>0.00</td>
<td>18,000.00</td>
<td>18,000.00</td>
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</tr>
<tr>
<td>566501</td>
<td>Depot - 2 x Storage Containers</td>
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<td>8,000.00</td>
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<tr>
<td>323501</td>
<td>WM - Willowie Landfill - Refurbish Shed &amp; Signage</td>
<td>0.00</td>
<td>20,000.00</td>
<td>20,000.00</td>
<td>0.00</td>
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</tbody>
</table>

**Total Buildings**

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4,089.00</td>
<td>119,000.00</td>
<td>114,911.00</td>
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### Plant & Equipment

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>607601</td>
<td>Administration - 2 x New Administration Vehicles</td>
<td>91,754.55</td>
<td>100,000.00</td>
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<td>-91,754.55</td>
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<tr>
<td>552618</td>
<td>P&amp;M - Scaffolding</td>
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<td>4,545.00</td>
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<td>4,545.45</td>
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<tr>
<td>552619</td>
<td>P&amp;M - Combination Roller Rebuild</td>
<td>0.00</td>
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<td>30,000.00</td>
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<tr>
<td>178603</td>
<td>NPTN - 1 x New Vehicles</td>
<td>21,530.54</td>
<td>21,531.00</td>
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<td>-21,530.54</td>
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<tr>
<td>552620</td>
<td>P&amp;M - Rock Buster</td>
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<td>552621</td>
<td>P&amp;M - Slasher Attachment</td>
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**Total Plant and Equipment**

<table>
<thead>
<tr>
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<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>313,316.91</td>
<td>339,076.00</td>
<td>25,759.09</td>
<td>253,316.91</td>
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</tbody>
</table>

### Roads - Category 1 & 2

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>512587</td>
<td>Roads (SFNU) - Cat 1 - Wirrabara-Applia Rd - Resheeting 1.5 km (Bitumen to Pine Creek)</td>
<td>0.00</td>
<td>30,000.00</td>
<td>30,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>512588</td>
<td>Roads (SFNU) - Cat 1 - Pinda Rd - Resheeting 2.9 km</td>
<td>29,265.62</td>
<td>75,100.00</td>
<td>45,834.38</td>
<td>-29,265.62</td>
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<tr>
<td>512590</td>
<td>Roads (SFNU) - Cat 1 - Gunyah Rd - Resheeting 5.6 km (Redhill to Racecourse)</td>
<td>172,055.24</td>
<td>166,813.00</td>
<td>-5,242.24</td>
<td>172,055.24</td>
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<tr>
<td>512591</td>
<td>Roads (SFNU) - Cat 1 - Survey Rd - Resheeting 2 km</td>
<td>29,431.99</td>
<td>40,000.00</td>
<td>10,568.01</td>
<td>-29,431.99</td>
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<tr>
<td>512592</td>
<td>Roads (SFNU) - Cat 1 - Wilmington Rd - Resheeting 7 km (Highway to Bridge)</td>
<td>173,294.28</td>
<td>182,000.00</td>
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**Total Roads (inc Category 1 & 2), Kerbing and Footpaths**

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<th>Budget</th>
<th>Variance</th>
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<tbody>
<tr>
<td></td>
<td>313,316.91</td>
<td>339,076.00</td>
<td>25,759.09</td>
<td>253,316.91</td>
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### Infrastructure

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>418552</td>
<td>P&amp;G - Paradise Square, Melrose - Paving &amp; BBQ</td>
<td>0.00</td>
<td>7,800.00</td>
<td>7,800.00</td>
<td>0.00</td>
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<td>418553</td>
<td>P&amp;G - Port Germein Foresight Shelter Sheds</td>
<td>0.00</td>
<td>60,000.00</td>
<td>60,000.00</td>
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<tr>
<td>401551</td>
<td>Jetties - Port Germein Jetty Works</td>
<td>45,557.00</td>
<td>45,557.00</td>
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<td>45,557.00</td>
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<tr>
<td>401552</td>
<td>Jetties - Port Germein Jetty - Storm Damage Repairs</td>
<td>187,416.00</td>
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<td>-187,416.00</td>
<td>187,416.00</td>
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<tr>
<td>449551</td>
<td>Other Recreation - Upgrade Access Trails</td>
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<td>30,000.00</td>
<td>30,000.00</td>
<td>0.00</td>
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<tr>
<td>197551</td>
<td>Cemeteries - Wirrabara Cemetery - Drainage</td>
<td>0.00</td>
<td>20,000.00</td>
<td>20,000.00</td>
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<tr>
<td>131552</td>
<td>CWMS - Melrose - Reline Pond</td>
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<td>115,000.00</td>
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**Total Infrastructure**

<table>
<thead>
<tr>
<th></th>
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<th>Current</th>
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<th>Variance</th>
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<tbody>
<tr>
<td></td>
<td>232,973.00</td>
<td>279,357.00</td>
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<td>223,973.00</td>
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## TOTAL CAPITAL EXPENSES - EXISTING ASSETS

<table>
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<tr>
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<th>Budget</th>
<th>Variance</th>
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<tbody>
<tr>
<td></td>
<td>1,470,627.73</td>
<td>2,926,310.00</td>
<td>1,455,662.27</td>
<td>20,647.73</td>
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</table>
## District Council of Mount Remarkable
### CAPITAL EXPENSES - NEW ASSETS
#### Capital Budget
31/01/2017

<table>
<thead>
<tr>
<th>Plant &amp; Equipment</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
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<tbody>
<tr>
<td>552623 P&amp;M - Tractor</td>
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<td>265,000.00</td>
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<td>552624 P&amp;M - Prime Mover Truck</td>
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<td>552625 P&amp;M - Ride On Mower</td>
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<tr>
<td>552626 P&amp;M - Skid Steer - Grader Blade Attachment</td>
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<td>30,000.00</td>
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<td>552627 P&amp;M - Boom Lift</td>
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<td>50,000.00</td>
<td>10,000.00</td>
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<tr>
<td>323601 WM - Willow Landfill - Weighbridge</td>
<td>0.00</td>
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<td>40,000.00</td>
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<tr>
<td><strong>Plant &amp; Equipment</strong></td>
<td><strong>478,171.00</strong></td>
<td><strong>609,000.00</strong></td>
<td><strong>130,829.00</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Roads, Kerbing &amp; Footpaths</th>
<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>512604 Roads (SFNU) - Dignan St, Wilmington (Pinda to Edwards)</td>
<td>6,560.00</td>
<td>52,000.00</td>
<td>45,440.00</td>
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</tr>
<tr>
<td>357552 S&amp;D - Bassington Tce, Wilmington - Drainage</td>
<td>6,060.88</td>
<td>6,000.00</td>
<td>-60.88</td>
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</tr>
<tr>
<td>507557 F&amp;K - Booleroo Centre Main Street (adjacent IGA) (Stage 1 of 3)</td>
<td>0.00</td>
<td>90,000.00</td>
<td>90,000.00</td>
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<tr>
<td>512605 Roads (SFNU) - Stony Creek Rd - Culvert</td>
<td>0.00</td>
<td>15,000.00</td>
<td>15,000.00</td>
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</tr>
<tr>
<td>512585 Roads (SFNU) - Callistemon St, Wirrabara - Construct &amp; Seal (RTR #3)</td>
<td>94,457.20</td>
<td>87,000.00</td>
<td>-7,457.20</td>
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<tr>
<td>512613 Roads (SFNU) - Casuarina Dr, Weeroona Island - Construct &amp; Seal</td>
<td>0.00</td>
<td>151,000.00</td>
<td>151,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Road, Kerbing and Footpaths</strong></td>
<td><strong>107,078.08</strong></td>
<td><strong>401,000.00</strong></td>
<td><strong>293,921.92</strong></td>
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<table>
<thead>
<tr>
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<th>Actual</th>
<th>Current</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>357553 S&amp;D - Wilmington - Drainage (Information Bay to Angas St) (Stage 2)</td>
<td>13,752.74</td>
<td>80,000.00</td>
<td>66,247.26</td>
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<td>357554 S&amp;D - Appila - Drainage (adjacent CFS)</td>
<td>4,632.82</td>
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<td>19,660.00</td>
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<td>566502 Depot - Walkway &amp; Gates</td>
<td>7,262.00</td>
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<td>357556 S&amp;D - Weeroona Island - Drainage (Calvary, Glacier, North Finders)</td>
<td>10,956.27</td>
<td>145,000.00</td>
<td>134,043.73</td>
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<td>131501 CWMS - Wirrabara Build</td>
<td>757,891.98</td>
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<td>512584 Roads (SFNU) - Spear Creek Rd - Bridge Repairs</td>
<td>2,625.00</td>
<td>245,000.00</td>
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<td>449552 Other Recreation - Weeroona Island Boat Launching Facility</td>
<td>2,850.00</td>
<td>255,000.00</td>
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<td><strong>Total Infrastructure</strong></td>
<td><strong>819,630.81</strong></td>
<td><strong>1,913,000.00</strong></td>
<td><strong>1,093,369.19</strong></td>
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**TOTAL CAPITAL EXPENSES - NEW ASSETS**
1,404,879.89 2,923,000.00 1,518,120.11

**TOTAL CAPITAL EXPENSES - NEW & EXISTING**
2,875,507.62 5,849,310.00 2,973,802.38

### CAPITAL INCOME - EXISTING ASSETS
#### Capital Budget

<table>
<thead>
<tr>
<th>Plant &amp; Equipment</th>
<th>Actual</th>
<th>Current</th>
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<th>Variance</th>
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<tr>
<td>79910 Other - Other Expenditure - Gain/Loss on Disposal of Asset</td>
<td>(62,272.73)</td>
<td>(77,000.00)</td>
<td>(14,727.27)</td>
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<tr>
<td><strong>Total Plant &amp; Equipment</strong></td>
<td><strong>(62,272.73)</strong></td>
<td><strong>(77,000.00)</strong></td>
<td><strong>(14,727.27)</strong></td>
<td></td>
</tr>
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</table>

**TOTAL CAPITAL INCOME - EXISTING ASSETS**
(62,272.73) (77,000.00) (14,727.27)
<table>
<thead>
<tr>
<th>Date</th>
<th>SP</th>
<th>Sub-Programme Description</th>
<th>COA</th>
<th>Job</th>
<th>Description</th>
<th>Current Budget</th>
<th>YTD Actual</th>
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<td>100</td>
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<td>100100</td>
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<td>Melrose Caravan Park - Operating Expenses</td>
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<td>Melrose Caravan Park - Maintenance Expenses</td>
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<td>Melrose Caravan Park - Maintenance Expenses</td>
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<td>Inc/Exp Analysis Summary</td>
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<td>105100 10510</td>
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**Total Expenditure** $67,800.00 | $38,056.05

**Total Income** $64,000.00 | $26,754.62

**Surplus / Deficit** $3,800.00 | $11,301.43
<table>
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<th>31/01/2017 SP</th>
<th>Sub-Programme Description</th>
<th>COA Job</th>
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<th>Inc/Exp Analysis Summary</th>
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<th>YTD Actual</th>
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<td>175 Community Transport</td>
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<td>178600 178603 Nptn - 1 X New Vehicles</td>
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<td>175 Community Transport</td>
<td>177802 Community Transport - Northern Passenger Transport Network - Income</td>
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<td>Other Revenue Total $22,000.00 $14,887.00</td>
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</table>
14. OFFICERS REPORTS (CONT.):

14.3 FINANCE REPORTS (CONT.):

14.3.2 REQUEST TO REDUCE FEES

Subject: For Consideration
Report By: Deputy Chief Executive Officer
Report Date: 03/02/2017
File Reference: DCMR0086
Action: Yes
Attachments: Yes

Pursuant to Section 188 of the Local Government Act 1999, a Council may impose fees and charges for the services and functions Council provides. Certain fees are determined according to relevant legislation or by the Council.

Attached is a request from the ‘Little Orange Food Van’ located at Port Germein requesting a reduction to the fees.

The ‘Little Orange Van on the Foreshore’ is currently paying $20 per day including electricity to run its refrigeration and food preparation.

~ Options: ~

Moved: Cr Seconded: Cr
ATTENTION JESSIE,

I AM WRITING TO YOU IN REGARDS TO RENTAL FEES FOR THE LITTLE ORANGE FOOD VAN IN PORT GERMEIN.

AS YOU ARE AWARE WE WERE MOVED TO THE BACK OF THE GOODS SHED WHILE REPAIRS WERE DUE TO BE DONE IN OUR OLD POSITION. BEING THE POWER BOX UPGRADE AND GRAVEL TO STOP FLOODING UNDER THE VAN. AFTER THIS MOVE OUR SALES REDUCED BY UP TO FIFTY PERCENT AS WE WERE CONSTANTLY BEING INFORMED NO ONE COULD SEE US SO DIDN'T BOTHER TO STOP. JOHN ASSURED US WE WERE TO BE THERE ONLY A COUPLE OF WEEKS AND WE HAD NOT BEEN FORGOTTEN. IT SEEMS WE WERE FORGOTTEN BACK IN OCTOBER WE UNFORTUNATELY HAD THE STORM OF STORMS THAT TOOK OUT OUR JETTY AGAIN. THIS AND WITH NOT BEING ABLE TO BE SEEN REDUCED OUR SALES TO THE EXTENT WE ARE FINDING IT VERY DIFFICULT TO PAY OUR FEES. WE ONLY OPEN THREE DAYS A WEEK AS WE ARE JUST BURNING OILS ON THE OTHER DAYS.

WE WOULD APPRECIATE YOUR CONSIDERATION AS TO A REDUCTION IN OUR RATES UNTIL WE HAVE [A] MOVED BACK TO ORIGINAL POSITION OR [B] THE JETTY HAS BEEN RE-OPENED OR A COMBINATION OF BOTH.

THANK YOU FOR YOUR TIME

KAREN GORE

LITTLE ORANGE VAN ON THE FORESHORE
14. OFFICERS REPORTS (CONT.):

14.3 FINANCE REPORTS (CONT.):

14.3.3 WIRRABARA COMMUNITY WASTEWATER MANAGEMENT SCHEME

Subject: Loan Application  
Report By: Senior Finance Officer  
Report Date: 13/02/2017  
File Reference: DCMR0258  
Action: Yes  
Attachments: No

As part of the Subsidy Funding Agreement between the Local Government Association and Council for the Wirrabara Community Wastewater Management Scheme (CWMS), Council is required to contribute $476,275 to the construction of the Wirrabara CWMS.

Indicative figures as at 13 February 2017 for a loan procured from the Local Government Finance Authority for $476,275 are for 4.70% at $44,605.26 per annum over 15 years or for 4.80% at $37,291.74 per annum over 20 years.

~ Options: ~

Moved: Cr  
Seconded: Cr
14. OFFICERS REPORTS (CONT.):

14.4 DIRECTOR WORKS

14.4.1 MONTHLY REPORT

Subject: General Report for January 2017
Report By: Manager Works and Technical Services
Report Date: 09/02/2017
File Reference: No File
Action: No - Information Only
Attachments: Yes

CONSTRUCTION
Carting completed on Collins Road Melrose
Carting commenced on Coonatto Road Melrose
Re Sheeting completed to Collins Road.
Re Sheeting commenced on Coonatto Road.

OPERATIONS, REPAIRS & GRADING
Repairs and grading to Perroomba Road Booleroo
Repairs and grading to Morchard Road from bitumen to Bridgewater Corner.
Repairs and grading to Catninga Road Wilmington
Repairs and grading to Middle Track Telowie
Repairs and grading to Nectar Brook Wilmington
Repairs and grading to Block 9 Road Wirrabara
Repairs and grading to Hollitts Road Wirrabara

FLOOD DAMAGE
Drainage works to Marner property Wattle Street Wirrabara completed.
Drainage and clean up works to Johnson property North Terrace Wirrabara
Repairs to drain at Scotts Road Wilmington
Repairs to creek crossing at Bastian Road Booleroo.

Contractors
- Construct and Seal to Casuarina Drive Weeroona Island contracted to Mini Pave.
- Tenders for Wilmington Drainage Stage 2 sent to selected contractors for costings.
- Tenders for Range View Road sent to selected contractors for costings.
- Tenders for Dignan Street and Yandiah Road sent to selected contractors for costings.
- Works continuing on Weeroona Island Boat Ramp in January 2017
- Design for Construct and seal Callistemon Street Wirrabara completed.
- Port Germein jetty repairs commenced. Inductions and site meeting attended to kick off works.

Capital Works/Tidy Towns
- Tidy up of all towns participating in Australia Day Celebrations.
- Works to Bassington Terrace Drainage commenced.
- Repairs to water leaks and general repairs & maintenance at Booleroo Swimming Pool completed.
- Tidy towns visited Melrose, Booleroo and Wirrabara.
- Meter reading at Weeroona Island completed.
- Removal of large tree from front of community member’s property in Port Germein.
- Clean up from storm damage in Appila, Booleroo, Wirrabara, Wilmington and Port Germein completed.
This plan reflects the Rural & State road names & road extents approved by The District Council of Mount Remarkable (Section 219 Local Government Act)

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.
14. **OFFICERS REPORTS (CONT.):**

14.4. **MANAGER WORKS & TECHNICAL SERVICES (CONT):**

14.4.2 **REQUEST FOR SERVICE (RFS) OPEN AND CLOSED MONTHLY REPORT**

- **Subject:** Report
- **Report By:** Manager Works and Technical Services
- **Report Date:** 16/02/2017
- **File Reference:** No File
- **Action:** No – Information Only
- **Attachments:** Yes

An updated Open and Closed Request for Service report has been attached for the information and reference of Councillors.
<table>
<thead>
<tr>
<th>Document Number</th>
<th>Date Recorded</th>
<th>Description</th>
<th>Location</th>
<th>Assigned</th>
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</thead>
<tbody>
<tr>
<td>CS2017-885</td>
<td>19.01.2017</td>
<td>Please attend to the trees that have been pulled out of the ground with recent weather. They are currently leaning on the other line of trees and could possible loosen other trees.</td>
<td>Wirrabara Cemetery</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-887</td>
<td>19.01.2017</td>
<td>Please attend to the toilet roll dispenser in the ladies toilet at the Public toilets in the Wilmington Main Street. Apparently these have been knocked off and are sitting on the floor ready to be re-attached. Ronald has suggested that they may need bigger plugs in the wall for more stability if possible.</td>
<td>Wilmington Public Toilets Horrocks Highway (By CFS shed)</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-892</td>
<td>20.01.2017</td>
<td>Remove water metres 3849 3883 3690 from 15-17 Gulf View Drive Weeroona Island</td>
<td>15-17 Gulf View Drive Weeroona Island</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-891</td>
<td>21.01.2017</td>
<td>Foster Road between Amyton Road and Brindinna Road is currently not passable to many vehicles as the water is sitting on the road and has many tyre ruts that are holding water. Can this road be graded to make it a bit of user friendly.</td>
<td>Foster Road between Amyton Road and Brindinna Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-893</td>
<td>23.01.2017</td>
<td>There is a fallen tree on the side of the road in the Beautiful Valley Creek alongside the depth marker on Gunyah Road. Can the potholes on both sides of the crossing also be filled in.</td>
<td>Beautiful Valley Creek crossing on Gunyah Road.</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-894</td>
<td>23.01.2017</td>
<td>The Mambray Creek crossing on Cattle Track which is a few hundred metres north of the Cattle Track/Park Road intersection is in very bad condition. There are big wheel tracks in it where it looks like someone has been bogged and it is nearly impassable for a normal vehicle. Can this be seen to next time we have a grader in that area.</td>
<td>Cattle Track</td>
<td>John Hadley</td>
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<tr>
<td>CS2017-890</td>
<td>23.01.2017</td>
<td>Repairs are needed for washouts at the southern end of Paragums Road. The creek is badly washed out and south of that there are very bad gutters. Peter reported that small cars cannot get through this section of road.</td>
<td>Paragums Road</td>
<td>John Hadley</td>
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<tr>
<td>CS2017-895</td>
<td>24.01.2017</td>
<td>The overflow from the small rainwater tank near the Melrose RSL currently runs directly onto the playground. Every time it rains it washes away the softfall and the kids end up basically playing in mud. Can the overflow please be directed away from the playground.</td>
<td>Melrose RSL and Memorial Park Playground</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-900</td>
<td>25.01.2017</td>
<td>Please grade Bassington Terrace as the road is quite rough on both ends of the road.</td>
<td>Bassington Terrace</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-908</td>
<td>27.01.2017</td>
<td>Intersection of Dignan and Edwards St Wilmington the spoon drain has been severely eroded on both sides. The filling has once again washed away leaving a deep sharp gutter. Need to slow right down and nearly stop to cross without causing damage to vehicle. Please can this be repaired?</td>
<td>Intersection of Dignan and Edwards St Wilmington</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-901</td>
<td>27.01.2017</td>
<td>On the Angus Terrace side of the property Judy's property where her sheds are a very large ditch has formed between the road and the entrance to her property. It is very deep and wide and it is now impossible to drive straight into the sheds from Angus Terrace.</td>
<td>26 Beauval Street corner of Angus Terrace and Beauval Street.</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-903</td>
<td>27.01.2017</td>
<td>On the roadside of Horrocks Highway just outside of Melrose heading north to Wilmington there are several Bathurst Burr bushes that need removing. Gwenneth reported them last year and ended up removing them herself however these are now much too large for her to do so again.</td>
<td>Horrocks Highway northern entrance to Melrose township</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-904</td>
<td>27.01.2017</td>
<td>Please inspect two creek crossings infron of 1465 Wirrabara-Appila Road Appila as recent rains have made a bit of a sharp gutter on either side. There are two about 150m apart (guessing from google maps).</td>
<td>Gladstone Road and Wirrabara-Appila Road</td>
<td>John Hadley</td>
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<tr>
<td>CS2017-910</td>
<td>27.01.2017</td>
<td>A deep gutter has washed away in front of a driveway on Dignan Street - the residence on the corner of Beauval Street (southwest side)</td>
<td>Dignan St Wilmington on the corner of Beauval St southwest side</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-907</td>
<td>30.01.2017</td>
<td>Please inspect 41 Arthur Street Booleroo Centre for fire prevention as complaint was received</td>
<td>41 Arthur Street Booleroo Centre</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-913</td>
<td>01.02.2017</td>
<td>Can Council please grade Gladstone Road as a matter of urgency after the next rain event? This is in very bad condition and Tanya advised that many locals avoid travelling this road (instead choosing to travel further distances so as to avoid it) as it is in such poor condition (potholes sharp rocks) after the harvest season.</td>
<td>Gladstone Road Hundred of Appila</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-912</td>
<td>01.02.2017</td>
<td>Can Council please grade/repair Pine Creek Road as a matter of urgency after the next rain event? This is a school bus road and has been extremely churned up after harvest season. Tanya cannot travel faster than 40km/h on this road due to the sharp rocks.</td>
<td>Pine Creek Road Hundred of Appila</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-914</td>
<td>01.02.2017</td>
<td>Tom was very upset to find 2 - 3 feet high weeds (he though it was called buckbush but wasn’t totally sure) throughout the Hammond Cemetery. He said the weeds significantly detract from the amenity of the cemetery and in some areas make the graves hard to read.</td>
<td>Hammond Cemetery</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-915</td>
<td>01.02.2017</td>
<td>The entire stretch of Glacier Road Weeroona Island is currently reduced to sharp rocks and not much else. Mr. Korniotakis’ storm water flows onto the road which has eroded a dip along the road. Can Council please inspect this road and investigate possible repairs? The road is currently very difficult to drive along and has the potential to cause serious damage to cars.</td>
<td>Glacier Road Weeroona Island</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-911</td>
<td>01.02.2017</td>
<td>Put more surface on the road on either side at the Booleroo Hotel as the tar is sticking to people's shoes when they walk across it into people's businesses. Preferrably when it is next quite hot so it sticks</td>
<td>Arthur Street near Booleroo Hotel</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-917</td>
<td>02.02.2017</td>
<td>Hand rail/s need to be installed at the front of the Melrose Medical Rooms to eliminate the risk of the elderly using the front door.</td>
<td>Melrose Medical Rooms</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-918</td>
<td>02.02.2017</td>
<td>Can Council please:</td>
<td>York Road Weeroona Island SA 5495</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-920</td>
<td>03.02.2017</td>
<td>On the Wirrabara end of the Wirrabara-Appila Road where the bituman ends just past the Watkins Road intersection the bituman is starting to break up very badly.</td>
<td>Wirrabara-Appila Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-921</td>
<td>03.02.2017</td>
<td>Melissa believes Council has recently graded Bassington Terrace (not sure as she has been away) and it is now covered in loose rocks that flick up everytime you drive on the road and you can hear them pinging off parked cars even driving slowly. Can we please look at doing something about this as Melissa is worried that residents cars may be damaged.</td>
<td>Bassington Terrace Wilmington</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-919</td>
<td>03.02.2017</td>
<td>Can Council please inspect and repair Yandiah Road as it is filled with sharp rocks and has been very badly cut up after harvest. This is a School Bus Road and the bus will no longer travel the full length of the road (as it used to) due to the poor condition.</td>
<td>Yandiah Road Hundred of Appila</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-922</td>
<td>03.02.2017</td>
<td>Please inspect and repair washed out road within a creek on Pech Road within 500m from Pine Creek Road. A sedan car is quite difficult to get through</td>
<td>Pech Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-923</td>
<td>03.02.2017</td>
<td>On Glacier Road north from the intersection of Mount Ferguson Drive there are a lot of weeds particularly caltrop that need spraying. When the works staff have been previously they spray the road but not the Council road reserve which extends 4 or 5 metres in from the east side of the road.</td>
<td>Glacier Road Weeroona Island</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-924</td>
<td>06.02.2017</td>
<td>Due to the heavy rains over the past year many of the dirt roads within the Appila Township (Nayda Drive Stacey Park Road Abbott Terrace and Ogilvy Road to name a few) have become very corrugated and washed away. The drainage within the township does not help either - a lot of the water ‘sits’ in the roads instead of flowing through the town. Is Council able to possibly grade or fix the roads?</td>
<td>Appila Township</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-927</td>
<td>06.02.2017</td>
<td>Radiata st opposite Silos the sealed road has had a section cut out of it for a long time can this be sealed and the pot hole filled please</td>
<td>Radiata st opposite Silos</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-926</td>
<td>06.02.2017</td>
<td>People have been reporting to Over the Edge about a three corner jack issue at the Melrose Caravan Park. They believe it needs to be looked at and addressed asap. See Danny for more details on location.</td>
<td>Melrose Caravan Park (most likley on the other side of the creek)</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-928</td>
<td>07.02.2017</td>
<td>Grading of Boolaroo Road as a main road and school bus route. After the heavy use over harvest the road has deteriorated again to the state prior to resheeting.</td>
<td>Boolaroo Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-929</td>
<td>07.02.2017</td>
<td>The footpath on Callistemon Street is unsealed and the section around Bruce's back driveway (address is 56 High Street runs all the way through to Callistemon Street) is just mud. Can we please put some gravel or crushed metal down to make driving and walking on this surface easier.</td>
<td>Callistemon Street Wirrabara</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-937</td>
<td>07.02.2017</td>
<td>Tamara has asked if Council could please investigate the unusually high weeds at all of the back streets around Port Germein (specifically Archibald Street). These are knee - waist high and Tamara (and other residents) are concerned about snakes.</td>
<td>Archibald Street Port Germein</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-932</td>
<td>07.02.2017</td>
<td>Please clear the acacia bushes and long grasses that are growing right up against Nicholas Spencer’s fence on Park Road ( Nicholas’ property is 82 Park Road). The whole length of the block’s fence line needs to be cleared but the first 800 metres after the railway is the worst. The vegetation is both a fire hazard and is damaging the fence.</td>
<td>Park Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>Reference</td>
<td>Date</td>
<td>Description</td>
<td>Location</td>
<td>Signatory</td>
</tr>
<tr>
<td>-----------</td>
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<td>-----------</td>
</tr>
<tr>
<td>CS2017-930</td>
<td>07.02.2017</td>
<td>Gail has previously reported this on the 6 July 2016 regarding this exact issue (CS2016-557). She would like to report two broken lights at Rangeview Reserve. Gail described these lights as being quite big with white domes on the top (not street lights). One is located at the playground and the other near the flagpole. Gail said that one appeared to be cracked and the other was broken.</td>
<td>Rangeview Reserve Weeroona Island</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-931</td>
<td>07.02.2017</td>
<td>Appila Cemetery requires a clean-up and it is over grown with weeds.</td>
<td>Appila Cemetery</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-934</td>
<td>08.02.2017</td>
<td>Can Council please repair the washouts along Nicholls Road in the Hundred of Booleroo? These are particularly bad between the intersections of Arwakurra Road and Booleroo - Tarcowie Road. They have been in poor condition since late last year.</td>
<td>Nicholls Road Hundred of Booleroo</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-933</td>
<td>08.02.2017</td>
<td>Can Council please repair Bails Road in the Hundred of Telowie - this road has no shoulders therefore when it rains water builds up and cannot flow through anywhere (just sits on the road). Then when 4wds travel through (which is quite often) the road gets deeply cut up and is quite hard to repair. This has been an issue for decades - can Council please investigate?</td>
<td>Bails Road Hundred of Telowie</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-935</td>
<td>10.02.2017</td>
<td>Can Council please remove or trim back the large gum tree next to Lynne's driveway at 21 Radiata Street Wirrabara? This is located to the right of her driveway. The tree is half dead and is constantly dropping limbs and leaves and Lynne is constantly cleaning these up.</td>
<td>21 Radiata Street Wirrabara</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-936</td>
<td>10.02.2017</td>
<td>At the intersection of Arthur Girdham and Cowin Roads where the water tankers fill up the overflow/spillage from filling is creating a ditch across Arthur Road. The water runs south along side the road for a way then cuts across the road creating a very dangerous ditch across the full width of the road.</td>
<td>Arthur Road</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-938</td>
<td>13.02.2017</td>
<td>Please move Urban street number to infront of property on 6 Foot Street melrose. The number is currently in front of the next door neighbours property.</td>
<td>6 Foot Street Melrose</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-939</td>
<td>14.02.2017</td>
<td>Pine trees on the corner of High Street and Havers Ave scrape the top of your car as they are very low. Please trim the lower branches</td>
<td>14 High Street Port Germein (corner of High and Havers)</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-940</td>
<td>14.02.2017</td>
<td>Can Council please investigate and repair the BBQ with the 'Out of Order' sign at the Brian Lane Shelter? The hotplate on this BBQ has not been working for the past two weeks.</td>
<td>Brian Lane Shelter Weeroona Island</td>
<td>John Hadley</td>
</tr>
<tr>
<td>CS2017-941</td>
<td>14.02.2017</td>
<td>Big hole where the footpath and road meet at the front of property near driveway at 41 Ponape Street Port Germein. Please reconstruct the footpath so flowing water doesn't continue to erode the driveway.</td>
<td>41 Ponape Street Port Germein</td>
<td>John Hadley</td>
</tr>
</tbody>
</table>
This report outlines requests received within the period reported.

<table>
<thead>
<tr>
<th>Document Number</th>
<th>Date Recorded</th>
<th>Description</th>
<th>Location</th>
<th>Assigned</th>
<th>Date Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS2016-673</td>
<td>22.09.2016</td>
<td>At the front of Chris’ house at 19 Rydberg Street Port Germein there is a large amount of water sitting between her driveway and the road. This has eroded the earth creating a sharp drop from her driveway onto the road which is scraping the bottom of her car when she reverses out. Can we put some rubble down to fill this in please.</td>
<td>19 Rydberg Street Port Germein</td>
<td>John Hadley</td>
<td>25.01.2017</td>
</tr>
<tr>
<td>CS2016-852</td>
<td>20.12.2016</td>
<td>Branches are low and starting to hinder use of drive way. trees need trimming.</td>
<td>Large pine trees on nature strip (Horrocks Highway) Main street Wilmington</td>
<td>John Hadley</td>
<td>08.02.2017</td>
</tr>
<tr>
<td>CS2017-848</td>
<td>24.11.2016</td>
<td>Please remove dirt in front of this property and footpath that was put here during the bad weather. They are hoping to sell this property and need this removed as soon as possible</td>
<td>7 Baudin Street Port Germein</td>
<td>John Hadley</td>
<td>19.01.2017</td>
</tr>
<tr>
<td>CS2017-856</td>
<td>01.01.2017</td>
<td>Wilmington town streets &amp; footpaths The weeds have taken hold and are really quite bad in some parts. Please can they be slashed and sprayed ASAP? Thanks. Cr Jan Woolford</td>
<td>All of Wilmington</td>
<td>John Hadley</td>
<td>19.01.2017</td>
</tr>
<tr>
<td>CS2017-860</td>
<td>04.01.2017</td>
<td>Please attend to the flood damage along the kerbing in front of the Melrose Holiday Units (28-30 Whitby Street) and private residence 32 Whitby Street. There is also the problem that when it rains water is washing over the footpath and flooding 32 Whitby Street through the garage.</td>
<td>28-30 &amp; 32 Whitby Street Melrose</td>
<td>John Hadley</td>
<td>13.01.2017</td>
</tr>
<tr>
<td>CS2017-863</td>
<td>05.01.2017</td>
<td>Please treat the bull ant nest on Radiata Street just down from the corner of High Street/Radiata Street (East side of High Street)</td>
<td>12 High Street Wirrabara (Radiata Street side of property)</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-871</td>
<td>06.01.2017</td>
<td>Hard rubbish dumped in creek in Gorge. Appears to be pieces of wooden furniture etc.</td>
<td>Germein Gorge Road at approx. 9.5km mark</td>
<td>John Hadley</td>
<td>13.01.2017</td>
</tr>
<tr>
<td>CS2017-873</td>
<td>09.01.2017</td>
<td>Someone has dumped a mattress and about a trailer load of rubbish on the western end of Jenkins Road within the first 200 metres from the start of the road. Can this please be removed.</td>
<td>Jenkins Road</td>
<td>John Hadley</td>
<td>13.01.2017</td>
</tr>
<tr>
<td>CS2017-874</td>
<td>10.01.2017</td>
<td>Could Council please consider putting a ‘No Through Road’ sign at ‘Noel Smith Road’ extension? At the beginning of this road it appears to extend through to the hills and Shane has noticed quite a number of tourists that travel this road. There is no distinction between the end of this road and the beginning of Shane’s property (see attached map) and he is concerned of liability issues among other things. Please contact Shane via phone to advise of Council’s decision.</td>
<td>Noel Smith Road (extension) Hundred of Telowie</td>
<td>John Hadley</td>
<td>25.01.2017</td>
</tr>
<tr>
<td>CS2017-875</td>
<td>11.01.2017</td>
<td>Can Council please investigate the possibility of weeding/improving the general condition of the footpaths along Dunn Street Holthouse Street and around the Golf Course? The footpaths are quite rocky and could be a tripping hazard to the elderly or disabled.</td>
<td>Dunn Street Holthouse Street and Golf Course Wilmington</td>
<td>John Hadley</td>
<td>19.01.2017</td>
</tr>
<tr>
<td>CS2017-878</td>
<td>12.01.2017</td>
<td>Fix pot holes on Lambert Street</td>
<td>Lambert Street</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-880</td>
<td>12.01.2017</td>
<td>Clean up the front of Council Office</td>
<td>3 Stuart Street Melrose</td>
<td>John Hadley</td>
<td>18.01.2017</td>
</tr>
<tr>
<td>CS2017-881</td>
<td>12.01.2017</td>
<td>Please clean up Hammond Cemetery</td>
<td>Hammond Cemetery</td>
<td>John Hadley</td>
<td>06.02.2017</td>
</tr>
<tr>
<td>CS2017-882</td>
<td>13.01.2017</td>
<td>Please clean up the Wirrabara Cemetery before the 20/01/2017 for a graveside burial at the Hill Section.</td>
<td>Wirrabara Cemetery</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-883</td>
<td>16.01.2017</td>
<td>There is a noxious weed commonly known as Innocent Weed that is beginning to flower along Baroota Terrace in Port Germein. Rob has given a photo to a couple of the works' crew (via SMS) although he stressed that this needs to be picked up soon (this week if possible) as it will spread.</td>
<td>Baroota Terrace Port Germein</td>
<td>John Hadley</td>
<td>02.02.2017</td>
</tr>
<tr>
<td>CS2017-884</td>
<td>18.01.2017</td>
<td>There is a hole in the road. Witches hats have been put there but they are sinking into the hole. It is quite dangerous and needs to be look at. Thank you</td>
<td>North eastern corner of High St and Wattle street.</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-886</td>
<td>19.01.2017</td>
<td>Please grade Catninga Road whole portion of road within our council district needs attention. Some of the surface has been washed out and there are several deep ruts that are quite difficult to drive through in an ordinary car.</td>
<td>Catninga Road</td>
<td>John Hadley</td>
<td>02.02.2017</td>
</tr>
<tr>
<td>CS2017-888</td>
<td>19.01.2017</td>
<td>Please deliver 1 x 140L Red Top Bin to 97 School Road Wilmington (Sec 418 Gregory). Please record the bin number and advise the Council Office.</td>
<td>97 School Road Wilmington (Terka)</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-889</td>
<td>20.01.2017</td>
<td>About 2km from the start of Perroomba Road (where it starts from Booleroo Road) there is a relatively tight turn just near the old rubbish dump. This section of road has been badly eroded by water coming down from the old dump. It has resulted in a bad gutter forming which forces you to veer onto the other side of the road as you go around the bend. This is a major safety issue as oncoming traffic is not visible and could cause a serious accident. Jane asked if this can please be seen to before school comes back when the school bus will then be regularly traveling along this section of road.</td>
<td>Perroomba Road</td>
<td>John Hadley</td>
<td>01.02.2017</td>
</tr>
<tr>
<td>CS2017-896</td>
<td>23.01.2017</td>
<td>Please cut up and remove fallen trees/branches on road verges in Wilmington. See details for locations</td>
<td>John Hadley</td>
<td>08.02.2017</td>
<td></td>
</tr>
<tr>
<td>CS2017-897</td>
<td>25.01.2017</td>
<td>Please deliver 1 x Yellow Top Recycling Bin to the Booleroo Centre Hospital. Please record bin number and advise Council Office.</td>
<td>Booleroo Centre District Hospital</td>
<td>John Hadley</td>
<td>25.01.2017</td>
</tr>
<tr>
<td>CS2017-898</td>
<td>25.01.2017</td>
<td>The community rubbish bin outside the Melrose Primary School still has a yellow lid and therefore does not get picked up on the General Waste collection day. Please replace the Yellow lid with a Red lid.</td>
<td>Melrose Primary School</td>
<td>John Hadley</td>
<td>01.02.2017</td>
</tr>
<tr>
<td>CS2017-899</td>
<td>25.01.2017</td>
<td>Please clean out the creek crossings on Alexis Road between Bassington Terrace and Tuckwell Street. There have been reports of rubbish in the bottom.</td>
<td>Alexis Road</td>
<td>John Hadley</td>
<td>01.02.2017</td>
</tr>
<tr>
<td>CS2017-902</td>
<td>20.01.2017</td>
<td>Install open/close sign at the entrance of the Booleroo Centre Swimming Pool on the playground side of the fence</td>
<td>Booleroo Centre Swimming Pool</td>
<td>John Hadley</td>
<td>20.01.2017</td>
</tr>
<tr>
<td>CS2017-905</td>
<td>27.01.2017</td>
<td>Please clean up the weeds along the footpaths of Mount Street and Searle Street Melrose</td>
<td>Mount Street and Searle Street Melrose</td>
<td>John Hadley</td>
<td>01.02.2017</td>
</tr>
<tr>
<td>CS2017-906</td>
<td>30.01.2017</td>
<td>Maree from SA Water rang regarding the condition of Spring Creek Mine Road. From about 2 or 3 km in from the highway deep ruts have formed due to the surface being washed away. It becomes particularly bad down the bottom of the hill near the creek. Where the road narrows to a single lane road if you meet oncoming traffic and someone has to reverse it becomes very difficult and dangerous reversing over the ruts.</td>
<td>Spring Creek Mine Road</td>
<td>John Hadley</td>
<td>06.02.2017</td>
</tr>
<tr>
<td>CS2017-909</td>
<td>27.01.2017</td>
<td>Weeds in and on the traffic islands and up and down the length of the school are very overgrown and need attention please.</td>
<td>Beauval St Wilmington in front of Primary School</td>
<td>John Hadley</td>
<td>06.02.2017</td>
</tr>
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</tr>
<tr>
<td>CS2017-916</td>
<td>02.02.2017</td>
<td>Can Council please tidy up the whipper-snipped bushes etc. in front of/next to 46 Stephens Street - and if possible pick up the clippings?</td>
<td>46 Stephens Street Booleroo Centre SA 5482</td>
<td>John Hadley</td>
<td>02.02.2017</td>
</tr>
</tbody>
</table>
14. OFFICERS REPORTS (CONT.):

14.5 MANAGER PASSENGER TRANSPORT REPORT

14.5.1 MONTHLY REPORT

Subject: General Report for January 2017
Report By: Manager Passenger Transport
Report Date: 08/02/2017
File Reference: No File
Action: No - Information Only
Attachments: No

Manager Passenger Transport Report
05/12/2016 Yearly client survey’s sent to all car clients
• Returned so far 63.75%
• Female clients 59.80%
• Male clients 30.39%
• Over 65 Years 84.30%
• 24 written positive responses
• No negative responses

17/01/2017 Interview with Sophie McInnerny from ABC North and West regarding the unknown future of NPTN.

NPTN total trips for January 2017
• Car trips 7,743 total kilometres with 159 volunteer hours
• Medical bus bookings 40 clients + 12 Carers
• Social Bus Bookings 116 clients
• Car Clients & Carers 115 Clients + 62 Carers
14. OFFICERS REPORTS (CONT.):

14.6 ENVIRONMENTAL HEALTH & COMPLIANCE OFFICER

Subject: General Report for January 2017
Report By: Environmental Health Officer
Report Date: 08/02/2017
File Reference: No File
Action: No - Information Only
Attachments: No

ENVIRONMENTAL HEALTH CONTROLS INCLUDING FOOD PREMISE ASSESSMENTS

<table>
<thead>
<tr>
<th>Subject</th>
<th>Actions/Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of the 2002 Food Regulations - LGA Circular 6.2. Consider proposed changes in the draft SA Food Regulations 2017</td>
<td>Consider response to LGA regarding proposed Food Regulations 2017</td>
</tr>
<tr>
<td>Public Health Act 2011 <em>Legionella</em> Regulations 2013 prepare for Audit of all High Risk Manufactured Water Systems</td>
<td>Commenced</td>
</tr>
<tr>
<td>Public Health Act 2011 – enquiries, site assessments and approvals relating to on-site wastewater systems enquiries, site assessments and approvals (including applications to connect to the Wirrabara CWMS).</td>
<td>Twenty six (26)</td>
</tr>
<tr>
<td>Business food safety assessments undertaken for hotels, cafes, takeaways and food manufacturers and retailers. Auditing of food safety programs - relating to hospitals, aged care and child care facilities.</td>
<td>Six (6)</td>
</tr>
<tr>
<td>LGA shared services arrangement - continue to provide public and environmental health services within Council’s shared services arrangement including food business assessments, wastewater enquiries and wastewater applications/approvals</td>
<td>Continue to provide Environmental Health Services to Peterborough</td>
</tr>
</tbody>
</table>
14. OFFICERS REPORTS (CONT.):

14.7 PLANNING & DEVELOPMENT MATTERS

Subject: Monthly Activity List for January 2017
Report By: Administration Officer
Report Date: 31/01/2017
File Reference: Development Register
Action: No - Information Only
Attachments: Yes

An updated Development Applications - Monthly Activity List has been attached for the information and reference of Councillors.
## Activity Report - January 2017

### Month of January 2017

<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>
<tbody>
<tr>
<td>830007/2012</td>
<td>Hundred of Baroota</td>
<td>Driver Training Camping / Accommodation Complex</td>
<td>8/02/2012</td>
<td>100,000</td>
<td></td>
<td></td>
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15. **MOTION TO RECEIVE ALL REPORTS**

**Subject:** Receiving of All  
**Report By:** Chief Executive Officer  
**Report Date:** 16/02/2017  
**File Reference:** Nil  
**Action:** Yes  
**Attachments:** No

💡 **Recommendation:**

That Reports and Correspondence as listed in:
12. MAYOR’S REPORT  
13. COUNCILLOR’S COMMUNICATIONS  
14. OFFICERS REPORTS  
be received.

~ Options: ~~

Moved: Cr  
Seconded: Cr
16. **COUNCIL POLICIES FOR REVIEW AND ADOPTION**

16.1 **RATES REMISSION AND HARDSHIP POLICY**

**Subject:** For Re-Adoption  
**Report By:** Deputy Chief Executive Officer  
**Report Date:** 27/01/2017  
**File Reference:** Policy Manual  
**Action:** Yes  
**Attachments:** Yes

A copy of the Rates Remission and Hardship Policy is attached for the information and consideration of Councillors for re-adoption.

**Recommendation:**  
That the Rates Remission and Hardship Policy as printed in the Agenda, be adopted by Council.

~ Options: ~

Moved: Cr  
Seconded: Cr
1 Purpose
This policy establishes guidelines for how the District Council of Mount Remarkable (the Council) will handle applications for requests for rates remission, rebates and postponements.

The objectives of this policy are to:
- a) Provide the community with assistance and options to pay their accounts in a timely and acceptable manner
- b) Ensure Council provides equitable treatment to all members of the community; and
- c) Ensure Council is maintaining legislative compliance

2 Legislative framework and other references
The following legislation of the Local Government Act 1999 applies to this policy:

A Council may remit or postpone the payment of rates, on the application of the ratepayer, if the payment of the rates would impose hardship on the ratepayer (Section 182).

182 - Remission and postponement of payment
(1) If a council is satisfied on the application of a ratepayer that payment of rates in accordance with this Act would cause hardship, the council may -
(a) postpone payment in whole or in part for such period as the council thinks fit; or
(b) remit the rates in whole or in part.
(2) A postponement under subsection (1) -
(a) may, if the council thinks fit, be granted on condition that the ratepayer pay interest on the amount affected by the postponement at a rate fixed by the council (but not exceeding the cash advance debenture rate); and
(b) may be granted on other conditions determined by the council; and
(c) ceases to operate if -
(i) the council in its discretion revokes the postponement (in which case the council must give the ratepayer at least 30 days written notice of the revocation before taking action to recover rates affected by the postponement); or
(ii) the ratepayer ceases to own or occupy the land in respect of which the rates are imposed (in which case the rates are immediately payable).
(3) A council may grant other or additional postponements of rates -
(a) to assist or support a business in its area; or
(b) to alleviate the effects of anomalies that have occurred in valuations under this Act.
(4) A council may grant other or additional remissions of rates on the same basis as applies under the Rates and Land Tax Remission Act 1986 (and such remissions will be in addition to the remissions that are available under that Act).

(5) A council may require a ratepayer who claims to be entitled to a remission of rates by virtue of a determination under subsection (4) to provide evidence verifying his or her entitlement.

(6) A council may revoke a determination under subsection (4) at any time (but the revocation will not affect an entitlement to remission in relation to rates declared before the revocation takes effect).

(7) A council cannot grant to a ratepayer a remission of general rates under this section without also granting to the ratepayer a comparable remission of any other rates that may also apply under this Part.

(8) Nothing in this section applies with respect to the postponement of rates under section 182A.

3 Policy
This policy is set to establish the guidelines for the assessment of financial hardship applications.

This policy does not relate to seniors postponement of rates, only to applications from the principal ratepayer who has requested consideration relating to financial hardship.

Principal ratepayers may be eligible for financial hardship consideration relating to the payment of rates where:
- They are unable to pay rates and any accrued fines and interest when due for reasons beyond their control;
- Payment of rates when due, would cause extreme hardship for the principal ratepayer.

Assessment criteria for hardship consideration will be, but not limited to, the following:
- Income from all sources
- Living expenses
- Reasons for financial hardship
- Compliance with any previous periodic payment arrangements

4 Objective

Application for Remission or Postponement of Rates
An application for remission of rates or postponement of rates from ratepayers suffering ongoing or extreme financial hardship, must consist of;

A completed application form “Application for Remission of Rates or Postponement of Rates – Financial Hardship Form” available on Councils website mtr.sa.gov.au with the following supporting documents by an accredited financial counsellor (this service is available free of charge through some charitable organisations eg Uniting Communities but no longer offered through Families SA);
- current income and expenditure statement;
- a prepared suggested budget;
- a letter for Council substantiating the current financial circumstances, indicating any advice, assistance provided to the ratepayer and their reasons supporting that a rate remission be granted

Assessment of Application
During the assessment the applicant will be encouraged to continue to pay the portion of rates and charges that is affordable given their individual circumstances.

An application for remission or postponement of rates will be assessed by an internal panel once the entire application has been received.
The application will be assessed on an individual basis and if approved, arrangements for the postponement or remission of Council rates or fines will be confirmed in writing to the applicant and all owner/s of the property. Remission of rates either part or whole will only be considered after all other options of payment consideration have been explored and exhausted such as:
- Valuation Objection;
- Payment Plans and/or;
- Postponements.

If the application is denied, the applicant will be advised in writing of the reasons for the denial. In this event, you will have the right to ask for a review of Council’s decision.

Ratepayers will be required to re-submit an application every year (unless advised otherwise) to qualify for a continuation of any deferment arrangement.

5 Monitor and Review of Policy
The effectiveness of this policy shall be reviewed every two years. The Chief Executive Officer will report to Council on the outcome of the evaluation and make recommendations for amendment, alteration of a substitution of a new policy.

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 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:   /   /2017
16. COUNCIL POLICIES FOR REVIEW AND ADOPTION (CONT.)

16.2 COUNCIL MEMBERS ALLOWANCES AND BENEFITS POLICY

Subject: For Re-Adoption
Report By: Deputy Chief Executive Officer
Report Date: 15/02/2017
Action: Yes
Attachments: Yes

A copy of the Council Members Allowances and Benefits Policy (previously known and the Elected Members Allowances and Support Policy) is attached for the information and consideration of Councillors for re-adoption.

Recommendation:
That the Council Members Allowances and Benefits Policy as printed in the Agenda, be adopted by Council.

~ Options: ~

Moved: Cr Seconded: Cr
COUNCIL MEMBERS
ALLOWANCES AND BENEFITS
POLICY

Prepared by the District Council of Mount Remarkable
For adoption at Ordinary Council Meeting
held on Tuesday 21 February 2017
Version 02.01
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1 **Introduction**

This policy has been developed and adopted primarily to accommodate Section 77(1)(b) of the Local Government Act 1999 (“the Act”), by specifying the types of expenses that will be reimbursed and/or covered without the need for specific approval of Council each and every time a claim and/or allowance is made. It outlines the process and procedure for individual Members of the Council (“Members”) to obtain reimbursement of those expenses. In addition, this policy also covers the payment of an annual allowance to Members, the provision of facilities and support and the basis on which these are made available to Members.

2 **Policy Objective**

The District Council of Mount Remarkable will ensure that the payment of Member allowances, the reimbursement of expenses, and the provision of facilities and support is accountable and transparent, and in accordance with Chapter 5, Part 5 of the Act and the Local Government (Members Allowances and Benefits) Regulations 2010 (“the Regulations”).

Members are paid an allowance for performing and discharging the functions and duties of their office as a Member of the elected body of the Council. Section 59 of the Act provides (in part) that the role of a Member, as a Member of the governing body of the Council, is:

(i) to participate in the deliberations and civic activities of the Council
(ii) to keep the Council’s objectives and policies under review to ensure that they are appropriate and effective
(iii) to keep the Council’s resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review.

This policy summarises the provisions of the Act and Regulations in respect to Members’ allowances, the provision of facilities and support, the different types of expenses, the circumstances in which those expenses will be or can be reimbursed and what benefits Members receive that must be recorded for the purposes of maintaining the Register of Allowances and Benefits.

The Members’ annual allowances are determined by the Independent Remuneration Tribunal, pursuant to Section 76 of the Act to help cover the cost of performing and discharging their official functions and duties and are recorded in the Register of Allowances and Benefits.

**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.
3 Scope & Responsibilities
This Policy applies to all Members, who each have an obligation to abide by this Policy.

The Council’s Chief Executive Officer has the duty and responsibility to:
3.1 maintain the Register of Allowances and Benefits;
3.2 initiate a Consumer Price Index (‘CPI’) review of allowances paid to Members (to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the CPI under the scheme prescribed by the Regulations); and
3.3 ensure copies of this Policy are available for inspection by the public at the principal office of the Council.
3.4 implement and monitor expense reimbursement procedures in accordance with the Act and Regulations this Policy and any associated procedure; and
3.5 ensure a copy of this Policy is provided to all Members.

4 Policy Statement
This policy is underpinned by the following principles:

- Members should not be significantly out-of-pocket as a result of performing and discharging their Council functions and duties.
- Any reimbursements claimed by Members must be for expenses actually and necessarily incurred in performing and discharging their official Council functions and duties.
- Members are entitled to receive:
  - an annual allowance as provided in Section 76 of the Act and Regulation 4
  - reimbursement of prescribed travelling and child/dependent care expenses associated with attendance at Council/Committee meetings, pursuant to Section 77(1)(a) of the Act and Regulation 5.
- Council has also agreed to:
  - reimburse certain prescribed expenses pursuant to Section 77(1)(b) of the Act and Regulation 6
  - provide Members with facilities and support to assist them in performing and discharging their functions and duties pursuant to Section 78 of the Act.

5 Allowances
Members are entitled to receive annual allowances, as determined by the independent Remuneration Tribunal, pursuant to Section 76 of the Act. Allowances are paid quarterly in advance. Members, on request, can receive a financial summary statement at the conclusion of each financial year.

Members may also be entitled to a travel time payment where the Member’s;

a) usual place of residence is within the relevant Council area and is located at least 30kms but less than 50km distance from their Council’s principal office, via the nearest route by road - $336 per annum;

b) usual place of residence is within the relevant Council area and is located at least 50km but less than 100km distance from their Council’s principal office, via the nearest route by road - $560 per annum;

c) usual place of residence is within the relevant Council area and is located 100km or more distance from their Council’s principal office, via the nearest route by road - $1120 per annum.

Details of annual allowances can be found in the Register of Allowances and Benefits available on the Council’s website mtr.sa.gov.au.
6 Travel, Dependent Care and other Expenses

For the purposes of this section, Regulation 3 makes the following definitions:

*eligible journey’ means a journey (in either direction) between the principal place of residence, or a place of work, of a member of the council, and the place of a prescribed meeting;

*prescribed meeting’ - in relation to a member of a council, means a meeting of the council or council committee, or an informal gathering, discussion, workshop, briefing, training course or similar activity which is directly or closely related to the performance or discharge of the roles or duties of the member.

Members are entitled to receive reimbursement for travelling within the area of Council and child/dependent care expenses associated with attendance at Council and Committee meetings, in accordance with the requirements of Section 77(1)(a) of the Act as follows:

- Reimbursement is restricted to “eligible journeys” (as defined in Regulation 3) by the shortest or most practicable route and to the part of the journey within the Council area.

- Where a Member travels by private motor vehicle, the rate of reimbursement is as prescribed under Section 28.25 of the Income Tax Assessment Act 1997. Travel by taxi, bus or other means of public transport is reimbursed on the basis of expenses actually and necessarily incurred, but is still limited to “eligible journeys” by the shortest or most practicable route and to the part of the journey that is within the Council area.

- Where child/dependent care expenses are actually or necessarily incurred by the Member as a consequence of the Member’s attendance at a meeting of the Council or Council committee. Child/dependent care expenses are not reimbursed if the care is provided by a relative of the Member who ordinarily resides with the Member. A definition of “relative” is contained in Section 4 of the Act.

In addition to eligible journeys (as defined in Regulation 3), Members are entitled to receive reimbursement for expenses actually and necessarily incurred in travelling to official functions or activities on the business of Council, including Mayoral receptions, dinners, citizenship ceremonies, attendance at meetings of community groups and organisations as a Council appointed delegate (but not to attend meetings of community groups or organisations when fulfilling the role of local representative). The following conditions apply:

- reimbursement is restricted to the shortest or most practicable route.

- where a Member travels by private motor vehicle, the rate of reimbursement is as prescribed in Section 28.25 of the Income Tax Assessment Act 1997.

- travel by taxi, bus or other means of public transport is reimbursed on the basis of expenses actually and necessarily incurred, but is still limited to the shortest or most practicable route.

Where attendance at a conference, seminar etc. is approved by Council, the following types of expenses can be reimbursed:

- airfares, registration fees, accommodation, meals, taxi fares, car parking, internet connection and incidentals.

[Note: the majority of bookings will be done by Council staff]

To receive reimbursement for entitled expenses, each Member is required to complete the appropriate claim form and submit it to Chief Executive Officer. All claimed expenses (except travel) must be accompanied by a tax invoice. Members are requested to submit these forms at least on a quarterly basis.
7 Facilities and Support

Section 78 of the Act provides that the Council can provide facilities and forms of support for use by its Council Members to assist them to perform or discharge their official functions and duties. Any such services and facilities must be made available to all Members on a uniform basis, other than those facilities or support specifically provided to the Principal Member.

Council has considered and is satisfied that the following facilities and support are necessary or expedient for all Members including the Principal Member:

- laptop computer
- business cards
- internet connection and
- use of a Council motor vehicle if available

The Principal Member (or any Acting Principal Member) will additionally receive:

- use of Council meeting rooms and
- any other support approved by the Chief Executive Officer

The provision of the facilities and support are made available to all Members (including the Principal Member) on the following basis:

- they are necessary or expedient for the Member to perform or discharge his/her official functions or duties;
- the facilities remain the Council’s property regardless of whether they are used off site or not;
- they are not to be used for a private purpose or any other purpose unrelated to official Council functions and duties, unless such usage has been specifically pre-approved by the Council and the Member has agreed to reimburse the Council for any additional cost or expenses associated with that usage.
- each Member is solely responsible for those facilities released into their care and/or control for the duration of their term in office;
- all facilities must be returned to the Council at the end of each term in office, upon the office of a member of a Council becoming vacant, or earlier at the request of the Chief Executive Officer;
- if the facilities provided to the Member are damaged or lost the Member must lodge a written report as soon as practicable.

The use of Council facilities, support and/or services by Members for campaign or election purposes is not permitted under any circumstances on the basis it is not necessary or expedient to the performance or discharge of a Member’s official functions or duties under the LG Act. The use of such facilities for electoral purposes during the election period would be a breach of section 78(3) of the Act.

8 Other Reimbursements

Any additional reimbursements and facilities and support not detailed in this Policy will require the specific approval of Council prior to any reimbursements being paid, benefits being received and facilities and/or support being provided.

9 Exceeding of Policy Allocations

Any additional charges that exceeded the nominated values in relation to data plans and printing amounts will be invoiced to the Members at the same rate as the costs incurred to Council or as defined in this policy, whichever is the greater.
10 **Claims for Reimbursement**

Members are required to provide details of kilometres travelled and/or evidence of expenses incurred to support all reimbursements claimed.

The Council’s standard reimbursement form includes a section to be completed by the Member detailing their activities (including attendances at seminars and conferences) performed in that month or quarter. This will provide a means by which the Council administration can cross-reference what has been reimbursed to each Member for the purpose of recording such information in the Register of Allowances and Benefits.

All claims for reimbursement must be submitted to the Chief Executive Officer on the form/s provided for this purpose on a monthly/quarterly basis for the purposes of maintaining the Register of Allowances and Benefits. Reimbursement will only be paid upon presentation of the form/s and adequate evidence supporting the claim.

11 **Register of Allowances and Benefits (Template - Appendix 2)**

Pursuant to section 79 of the Act, the Chief Executive Officer must maintain a Register in which he or she shall ensure that a record is kept of:-

(a) the annual allowance payable to a Member under section 76 of the Act; and
(b) any expenses reimbursed under section 77(1)(b) of the Act and
(c) details of any other benefits paid or provided for the benefit of the Member by the Council by Council.

Reimbursements paid under section 77(1)(a) of the Act are not required to be recorded in the Register.

The Chief Executive Officer will update the Register each quarter, therefore each Council Member is required to provide his or her claim form for reimbursement prior to the last business day of each quarter.

The Register of Allowances and Benefits is available for inspection by members of the public, free of charge at the Council’s office during ordinary business hours. Copies or extracts of the Register are available for purchase upon payment of a fixed fee.

12 **Review and Evaluation**

The Members’ allowances are reviewed in accordance with Section 76(9) of the Act and any changes noted in the Register.

This policy, in its entirety, will automatically lapse at the next general election of the Council, and be replaced by a policy as endorsed at the first meeting following the election.

13 **Further Information**

This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council’s Fees and Charges adopted each financial year. It is also available on Council’s website 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 the Council.

Approved:

_____________________
Chief Executive Officer     Date:    /    /2017
17. **URGENT BUSINESS**

18. **NEXT MEETING**

   The next Ordinary Meeting of the District Council of Mount Remarkable is scheduled to be held at 9.30 am, Tuesday, 21 March 2017, in the Council Chambers, Stuart Street, Melrose.

19. **CLOSE**