



Reference: AF11/861 FM

15th January, 2015

MEMBERS

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

Corporate and Community Services Committee
(Committee Room - Level 4):

Tuesday, 20th January 2015 at 6.00 p.m.

An agenda for the meeting is enclosed herewith.

Mark McSHANE
CHIEF EXECUTIVE OFFICER

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Meeting to be held on Tuesday, 20th January 2015 at 6.00 p.m.

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1. CORPORATE AND COMMUNITY SERVICES REPORT NO. 1/2015 – Election of Corporate and Community Services Standing Committee Presiding Member
2. CORPORATE AND COMMUNITY SERVICES REPORT NO. 2/2015 - Scheduling of Corporate and Community Services Committee Meetings
3. CORPORATE AND COMMUNITY SERVICES REPORT NO. 3/2015 - Corporate and Community Services Terms of Reference
4. FINANCIAL STATEMENTS – as at 30th November, 2014 and 30th December, 2014
5. GOVERNANCE – Elected Member Training and Development
6. CORPORATE AND COMMUNITY SERVICES REPORT NO. 5/2015 - National Stronger Regions Fund
7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 6/2015 - Policy Review – Investment Policy
8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 7/2015 - Policy Review – S140 Street Numbering

MOTION WITH NOTICE

9. GOVERNMENT RELATIONS – LIAISON – South East Drainage Network Community Panel

MOTIONS WITHOUT NOTICE

Meeting to be held at the Committee Room, Level 4, Civic Centre, 10 Watson Terrace, Mount Gambier on Tuesday 20th January, 2015 at 6.00 p.m.

AGENDA

PRESENT: Cr Lovett, Cr Lynagh, Cr Mezinec, Cr Perryman, Cr Persello

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

COUNCIL MEMBERS

AS OBSERVERS:

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

The Chief Executive Officer took the Chair for the following business:

1. CORPORATE AND COMMUNITY SERVICES REPORT NO. 1/2015 – Election of Corporate and Community Services Standing Committee Presiding Member – Ref. AF11/858

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved it be recommended:

- (a) Corporate and Community Services Report No. 1/2015 be received;
- (b) the term of office for the position of Corporate and Community Services Presiding Member for the City of Mount Gambier Council be 1 year commencing 20th January, 2015.
- (c) Council determines that the method of choosing a Presiding Member be by an election process undertaken by secret ballot.
- (d) the successful candidate will be the candidate with the highest number of votes.
- (e) where two or more candidates have an equal number of votes one of those candidates will be determined as successful from a drawing of lots by the Returning Officer.
- (f) the Chief Executive Officer be appointed Returning Officer for the election.
- (g) upon the completion of the election, the Returning Officer be authorised to declare the successful candidate elected to the position of Corporate and Community Services Presiding Member.
- (h) upon the declaration of the Returning Officer the candidate is appointed to the position of Corporate and Community Services Presiding Member for the term of office determined by this resolution.

Corporate and Community Services Committee Agenda, Tuesday 20th January, 2015 cont'd...

- (i) Nominations for the position of Corporate and Community Services Presiding Member:

The following nominations were received:

- (i) Cr _____ nominated Cr _____ to be Corporate and Community Services Presiding Member.
- (ii) Cr _____ nominated Cr _____ to be Corporate and Community Services Presiding Member.

Cr _____ and Cr _____ indicated that they accept their nomination for the position of Corporate and Community Services Presiding Member.

If more than one nomination received and accepted:

The Returning Officer conducted the secret ballot.

Then –

There being only one candidate the Returning Officer declared Cr _____ to be elected to the position as Corporate and Community Services Presiding Member.

OR

The Returning Officer declared the successful candidate with the highest number of votes as Cr _____ to be elected as Corporate and Community Services Presiding Member.

OR

Cr _____ and Cr _____ each having an equal highest number of votes, the Returning Officer drew a lot and declared the successful candidate being the first name drawn as Cr _____ to be elected as Corporate and Community Services Presiding Member.

- (j) move a motion to endorse the result of the ballot that Cr _____ has been appointed Corporate and Community Services Presiding Member.

seconded

Cr _____ took the Chair for the following business:

APOLOGY: _____ moved that the apology from _____ be received.

seconded

MINUTES: _____ moved that the minutes of the previous meeting held 14th October, 2014 be taken as read and confirmed.

seconded

QUESTIONS:

(a) With Notice - Nil received

(b) Without Notice -

2. CORPORATE AND COMMUNITY SERVICES REPORT NO. 2/2015 - Scheduling of Corporate and Community Services Committee Meetings - Ref: AF14/283

Goal: Governance

*Strategic Objective: Establish measures for Council's performance and continually compare against community expectations.
Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.*

moved it be recommended:

(a) Corporate and Community Services Report No. 2/2015 be received for the Committee to determine its meeting schedule.

seconded

3. CORPORATE AND COMMUNITY SERVICES REPORT NO. 3/2015 - Corporate and Community Services Terms of Reference - Ref: AF14/283

Goal: Governance

*Strategic Objective: Establish measures for Council's performance and continually compare against community expectations.
Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.*

moved it be recommended:

(a) Report on the development of Terms of Reference for Corporate and Community Services Committee be received;

(b) Terms of Reference for the Corporate and Community Services Standing Committee be developed by the Administration and presented to the Standing Committee in draft for consideration by April 2015.

seconded

4. FINANCIAL STATEMENTS – as at 30th November, 2014 and 30th December, 2014

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved it be recommended the financial statement as at 30th November, 2014 and 30th December, 2014 be received.

seconded

5. GOVERNANCE – Elected Member Training and Development – Ref. AF11/903

Goal: To be recognised as a lifelong learning community.

Strategic Objective: Promote the benefits of cooperative learning and the contribution learning makes to our enhanced quality of life.

The Director - Corporate Services reported that Cr Meziniec has sought permission of Council to attend the Australian Local Government Women's Association 2015 National Biennial Conference being held in the Barossa Valley from 25th to 28th March, 2015.

(The Biennial Conference is hosted in different states of Australia and advantageously is in South Australia in 2015).

The Australian Local Government Women's Association is a collaborative body which seeks to strengthen networking, mentoring and innovative opportunities that encourage and support women in local government and attendance would be a valuable learning opportunity for Cr Meziniec as a newly Elected Member.

moved it be recommended:

- (a) Cr Meziniec be authorised to attend the Australian Local Government Women's Association 2015 National Biennial Conference in the Barossa Valley from 25th to 28th March, 2015;
- (b) all costs associated with attendance at the Conference be met by Council – Acc. No. 6000.0106 (Members Training).

seconded

6. CORPORATE AND COMMUNITY SERVICES REPORT NO. 5/2015 - National Stronger Regions Fund - Ref: AF14/267

Goal: Building Communities

Strategic Objective: Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.

Goal: Securing Economic Prosperity

Strategic Objective: Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.

Goal: Diversity

Strategic Objective: Consider the needs of all community groups in developing projects, services and infrastructure (public or privately owned).

Goal: Governance

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

moved it be recommended:

- (a) Corporate and Community Services Report No. 5/2015 be received.
- (b) The Administration be authorised to develop and submit a grant funding application to the National Stronger Regions Fund for a 'Regional Community Recreation Centre' of a kind as described in the report.

seconded

7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 6/2015 - Policy Review – Investment Policy - Ref: AF11/1952

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved it be recommended:

- (a) Corporate and Community Services Report No. 6/2015 be received;
- (b) Council hereby adopts replacement Council Policy A130 - Investment Policy, as attached to this Report;

seconded

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 7/2015 - Policy Review – S140 Street Numbering - Ref: AF11/1948

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved it be recommended:

- (a) Corporate and Community Services Report No. 7/2015 be received;
- (b) Council hereby adopts replacement Council Policy S140 Street Numbering Policy, as attached to this Report;

seconded

MOTIONS WITH NOTICE

9. GOVERNMENT RELATIONS – LIAISON – South East Drainage Network Community Panel – Ref. AF11/936

The extensive South East Drainage System established over the past 150 years incorporates significant amounts of infrastructure including bridges. State Government funding for this infrastructure is insufficient to meet infrastructure deterioration and the State has confirmed it will not add further resources.

The Minister for Sustainability, Environment and Conservation has engaged "New Democracy" to conduct a Citizen's Jury (Community Panel) to consider options and recommendations for sustainable funding.

Corporate and Community Services Committee Agenda, Tuesday 20th January, 2015 cont'd...

Proposal for Citizen's Jury

The State Government will commit \$2.2 million per annum.

Do we want to spend more than that and if so, how do we fairly share this cost across the region ?

Written submissions are being sought by the Community Panel and the City of Mount Gambier submission should reinforce the matters as detailed in the Motion With Notice.

moved:

- (a) that the report on the South East Drainage Network Community Panel be received;
- (b) that the Council's submission to the New Democracy Citizen's Jury, examining funding models for the South East Drainage Scheme and associated infrastructure reinforces that the City of Mount Gambier does not support its community being part of additional levy/s to raise funds to maintain South East drainage infrastructure. That Council believes its community is already paying more than its share for existing State Government natural resource management activities and any further burden such as funding South East drainage scheme infrastructure maintenance and related activities, all of which are located outside of the City of Mount Gambier's boundaries, would be inequitable and unfair.

seconded

MOTIONS WITHOUT NOTICE

Meeting closed at _____ p.m.
FM/TLG

CORPORATE AND COMMUNITY SERVICES REPORT NO. 1/2015

SUBJECT: ELECTION OF CORPORATE AND COMMUNITY SERVICES STANDING COMMITTEE PRESIDING MEMBER

REF: AF11/858

Goal: Governance

Strategy: Demonstrate innovative and responsive organisational governance.

Council at its meeting on 16th December, 2014 resolved, as part of its decision making structure, to establish two Standing Committees.

The election of Presiding Members is by the membership of each Standing Committee from amongst their own number. Council also resolved in the adoption of the report to the Statutory Council meeting on 25th November, 2014 "Member allowance – Remuneration Tribunal Determination" that, in accordance with the Tribunal's determination, the annual allowance for Presiding Members of Council's Standing Committee (being "prescribed committee") will be equal to one and a quarter (1.25) times the annual allowance for Councillors.

Until the review and adoption of the Terms of Reference by Council, an initial appointment term of 1 year is proposed.

The following appointment process is presented from Council's C410 Conduct of Meetings Policy:

The appointment process is as follows:

If only one nomination is received then that Member is to be declared Corporate and Community Services Presiding Member.

Where more than one nomination is received a secret ballot shall be conducted forthwith without debate. Resolutions will be passed to endorse the voting process and appoint the Chief Executive Officer (or any other Senior Officer present at the meeting) as Returning Officer to declare the result and draw lots (if/as necessary).

- Any Member present at the meeting may be nominated.
- A Member not in his or her seat at the meeting does not vote.
- The candidate with the highest number of votes (or where two or more candidates receive the equal highest number of votes to first name drawn in the lot) shall be declared the Corporate and Community Services Presiding Member.

Members are advised that there is no Conflict of Interest whereby a nominated candidate votes for themselves.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 1/2015 be received;
- (b) the term of office for the position of Corporate and Community Services Presiding Member for the City of Mount Gambier Council be 1 year commencing 20th January, 2015.
- (c) Council determines that the method of choosing a Presiding Member be by an election process undertaken by secret ballot.
- (d) the successful candidate will be the candidate with the highest number of votes.

Corporate and Community Services Report No. 1/2015 cont'd...

- (e) where two or more candidates have an equal number of votes one of those candidates will be determined as successful from a drawing of lots by the Returning Officer.
- (f) the Chief Executive Officer be appointed Returning Officer for the election.
- (g) upon the completion of the election, the Returning Officer be authorised to declare the successful candidate elected to the position of Corporate and Community Services Presiding Member.
- (h) upon the declaration of the Returning Officer the candidate is appointed to the position of Corporate and Community Services Presiding Member for the term of office determined by this resolution.
- (i) Nominations for the position of Corporate and Community Services Presiding Member:

The following nominations were received:

- (i) Cr _____ nominated Cr _____ to be Corporate and Community Services Presiding Member.
- (ii) Cr _____ nominated Cr _____ to be Corporate and Community Services Presiding Member.

Cr _____ and Cr _____ indicated that they accept their nomination for the position of Corporate and Community Services Presiding Member.

If more than one nomination received and accepted:

The Returning Officer conducted the secret ballot.

Then –

There being only one candidate the Returning Officer declared Cr _____ to be elected to the position as Corporate and Community Services Presiding Member.

OR

The Returning Officer declared the successful candidate with the highest number of votes as Cr _____ to be elected as Corporate and Community Services Presiding Member.

OR

Cr _____ and Cr _____ each having an equal highest number of votes, the Returning Officer drew a lot and declared the successful candidate being the first name drawn as Cr _____ to be elected as Corporate and Community Services Presiding Member.

- (j) move a motion to endorse the result of the ballot that Cr _____ has been appointed Corporate and Community Services Presiding Member.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

CORPORATE AND COMMUNITY SERVICES REPORT NO. 2/2015

SUBJECT: SCHEDULING OF CORPORATE AND COMMUNITY SERVICES COMMITTEE MEETINGS
REF: AF14/283

Goal: Governance
Strategic Objective: Establish measures for Council's performance and continually compare against community expectations. Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.

Council at its meeting on 16th December, 2014 resolved:

(a) Corporate and Community Services Report No. 70/2014 be received;

(b) The following decision making structure is endorsed by Council:

Membership of Operational Services and Corporate and Community Services to consist of five Councillors each with all Councillors serving on one Committee each.

Membership of the Standing Committees are:

Operational Services

*Cr Christian Greco
 Cr Frank Morello
 Cr Des Mutton
 Cr Penny Richardson
 Cr Ian von Stanke*

Corporate and Community Services

*Cr Mark Lovett
 Cr Josh Lynagh
 Cr Sonya Mezinec
 Cr Steve Perryman
 Cr Hanna Persello*

(c) Commencing in January the two Section 41 (Standing) Committees being Operational Services and Corporate and Community Services shall meet in the week preceding the ordinary monthly Council Meeting. For the month of January the Operational Services Committee shall meet at 7.30 am on the preceding Tuesday and Corporate and Community Services Committee shall meet at 6.00 pm on the preceding Tuesday.

(d) At the January meeting of the Operational Services Committee and the Corporate and Community Services Committee, each Standing Committee shall consider an item on the scheduling of that respective committee's monthly meetings. In determining the scheduling of such meetings, members of the Operational Services Committee and Corporate and Community Services Committee will have regard to:

- (i) the availability and convenience of members of the committee;*
- (ii) regulatory time frames for issuing of meeting notices;*
- (iii) preparation and distribution of agendas; and*
- (iv) Committees not meet concurrently*

Corporate and Community Services Report No. 2/2015 cont'd...

- e) *In any case, committees will meet in the week preceding the ordinary monthly meeting of Council.*
- f) (i) *Terms of Reference to be reviewed by each Committee by June 2015.*
- (ii) *The Mayor has ex officio status on both Operational Services and Corporate and Community Services Standing Committees;*
- (iii) *Neither Standing Committee has any delegation to act with all recommendations of Operational Services and Corporate and Community Services Committees being considered by full Council for final decision and resolution;*
- (iv) *The following Statutory Committees have been re-established by Council on 25th November, 2014 as required under legislation;*
- *Audit Committee*
 - *Development Assessment Panel*
 - *Building Fire Safety Committee*
 - *Strategic Planning and Development Committee*
- (v) *The following Section 41 Committees are to continue as resolved by Council on 25th November, 2014:*
- *Junior Sports Assistance Fund – reporting to Corporate and Community Services*
 - *Cemetery Trust – reporting to Operational Services;*
- (vi) *The Chief Executive Officer Performance Development and Review Committee will continue and will report to full Council.”*

The Corporate and Community Services Standing Committee needs to now consider part (d) & (e) above

That is each Standing Committee needs to determine the scheduling of its monthly meetings noting the matters incorporated into the Council resolution. Further the Standing Committee should note Local Government Act requirements regarding scheduling formal Council meetings and administrative requirements to prepare, distribute and display agendas and minutes.

Finally, the Standing Committee should note that the Council may resolve to alter the determined scheduling to better suit organisational requirements.

Standing Committee Members are advised that the past practice of Standing Committee being held 1 week prior to the monthly Council meeting meet all legislative and administrative requirements.

For discussion and resolution by the Corporate and Community Services Standing Committee of a monthly meeting schedule.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 2/2015 be received for the Committee to determine its meeting schedule.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

CORPORATE AND COMMUNITY SERVICES REPORT NO. 3/2015**SUBJECT: CORPORATE AND COMMUNITY SERVICES TERMS OF REFERENCE****REF: AF14/283**

Goal: Governance
Strategic Objective: Establish measures for Council's performance and continually compare against community expectations. Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.

Council at its meeting on 16th December, 2014 resolved to review the Terms of Reference for both Standing Committees by June 2015 (Item 7 Corporate and Community Services Report No. 70/2014 – Council's Decision Making Structure – Ref. AF14/283).

The operation of the Standing Committee over a significant period of time would appear to have been guided by custom and practice rather than by an endorsed Terms of Reference.

While the operational focus of the two Standing Committees differ it is considered that the Terms of Reference for both should be the same. Once reviewed by each Standing Committee the Terms of Reference will be considered and endorsed by Council. To assist in this regard a Terms of Reference will be developed by Council staff and provided in draft form for consideration by each Standing Committee by April 2015.

RECOMMENDATION

- (a) Report on the development of Terms of Reference for Corporate and Community Services Committee be received;
- (b) Terms of Reference for the Corporate and Community Services Standing Committee be developed by the Administration and presented to the Standing Committee in draft for consideration by April 2015.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

6th January, 2015
TLG

as at 31/10/2014 \$	FINANCIAL STATEMENT - Monthly Bank Reconciliation	as at 30/11/2014 \$
148,870.04 CR	<u>GENERAL ACCOUNT (Westpac)</u>	
323,657.10	OPENING BALANCE	310,079.17 CR
1,022,713.91	<u>PLUS</u> Receipts -	
-	Rates & Arrears	1,015,399.94
1,050,000.00	General	868,046.50
-	Receipt of Cash Advance Funds	
0.00	Transfer from CAD Loan 103	1,150,000.00
2,398,371.01	Transfer from Investment Funds	0.00
	Transfer from Reserve Funds	-
		<u>3,033,446.44</u>
2,545,241.05 CR		3,343,525.61 CR
(908,736.35)	<u>LESS</u> Direct Debits to Bank Account -	
-	Payroll - 2 Pays processed in November (14/11 & 28/11)	(605,616.49)
-	Sundry	-
(908,736.35)	Transfer to Investment Funds	-
	Transfer to CAD Loan 103	<u>(600,000.00)</u>
1,636,504.70 CR		(1,205,616.49)
(1,326,425.53)	<u>LESS</u> Expenditure Statement - \$	2,137,909.12 CR
<u>\$310,079.17 CR</u>	<u>CASH BALANCE</u>	<u>(1,474,197.72)</u>
		<u>\$663,711.40 CR</u>
	<u>BANK RECONCILIATION</u>	
392,305.29 CR	Balance as per Bank Statement	440,307.68 CR
4,181.20	<u>PLUS</u> Deposits not yet credited	279,897.50
(80,130.53)	<u>LESS</u> Deposits not yet reconciled	(55,074.38)
-	<u>LESS</u> Deposits not yet updated	0.00
-	<u>PLUS</u> Payments not yet reconciled	
316,355.96 CR		<u>665,130.80 CR</u>
(6,276.79)	<u>LESS</u> Unpresented Cheques & EFT's	(1,419.40)
<u>\$310,079.17 CR</u>	<u>CASH BALANCE</u>	<u>\$663,711.40 CR</u>
	Current Interest Rate on Bank Account Balance is	0.01%
	<u>LGFA CAD LOAN 103</u>	
-	DR OPENING BALANCE	(1,050,000.00) DR
-	<u>PLUS</u> Deposits	1,256,156.30
(1,050,000.00)	<u>LESS</u> Withdrawals (Transfer to General Account)	(1,150,000.00)
-	Sundry	-
<u>\$ (1,050,000.00) DR</u>	<u>CASH BALANCE</u>	<u>(943,843.70) DR</u>
	Current Interest Rate on CAD Loan Balance is	4.75%

as at 31/10/2014 \$	<u>FINANCIAL STATEMENT continued.....</u>	as at 30/11/2014 \$
	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	
- CR	Opening Balance	7,487.30 CR
7,487.30	<u>PLUS</u> Deposits	648,669.00
-	<u>PLUS</u> Accrued interest	
-	<u>LESS</u> Withdrawals (Transfer to Westpac)	
-	Withdrawals (Transfer to CAD Loan 103)	(656,156.30)
<u>\$7,487.30</u> CR	CLOSING BALANCE	<u>\$0.00</u> CR
	<u>DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)</u>	
0.00 CR	OPENING BALANCE	0.00 CR
-	<u>PLUS</u> Deposits	171,323.16
-	<u>LESS</u> Withdrawals	0.00
<u>\$0.00</u> CR	CLOSING BALANCE	<u>171,323.16</u> CR

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	2.50%
Reserve Funds - all invested - '90 Days' at	2.95%

as at 31/10/2014 \$	<u>LOAN FUNDS OWING (Local Government Finance Authority)</u>	as at 30/11/2014 \$
Opening Bal	Loan Purpose	Closing Bal
16,310.52	091 Blue Lake Golf Centre	0.00
23,776.98	094 Old Gaol/TAFE/Reidy Pk	23,776.98
144,359.28	101 RSL Bowls - Artificial Rink	144,359.28
3,390,197.37	102 Library	3,390,197.37
1,050,000.00	103 CAD - Variable Int Only	943,843.70
0.00	104 CAD - Variable Int Only	0.00
<u>\$4,624,644.15</u> DR	Interest Rate	<u>\$4,502,177.33</u> DR
	Maturity Date	

Prepared by:



Finance Manager

Reviewed by:



Chief Executive Officer

as at 30/11/2014 \$	FINANCIAL STATEMENT - Monthly Bank Reconciliation	as at 31/12/2014 \$
	<u>GENERAL ACCOUNT (Westpac)</u>	
310,079.17 CR	<u>OPENING BALANCE</u>	663,711.40 CR
1,015,399.94	<u>PLUS</u> Receipts -	
868,046.50	Rates & Arrears	2,369,347.74
-	General	364,550.67
1,150,000.00	Receipt of Cash Advance Funds	
-	Transfer from CAD Loan 103	400,000.00
0.00	Transfer from Investment Funds	0.00
3,033,446.44	Transfer from Reserve Funds	-
		<u>3,133,898.41</u>
3,343,525.61 CR		3,797,609.81 CR
(605,616.49)	<u>LESS</u> Direct Debits to Bank Account -	
-	Payroll - 2 Pays processed in December (12/12 & 26/12)	(655,457.95)
(600,000.00)	Sundry	
(1,205,616.49)	Transfer to Investment Funds	-
	Transfer to CAD Loan 103	(943,843.70)
2,137,909.12 CR		<u>(1,599,301.65)</u>
(1,474,197.72)	<u>LESS</u> Expenditure Statement - \$	2,198,308.16 CR*
<u>\$663,711.40</u> CR	<u>CASH BALANCE</u>	<u>(2,047,514.31)</u>
		<u>\$150,793.85</u> CR
	<u>BANK RECONCILIATION</u>	
440,307.68 CR	Balance as per Bank Statement	213,830.55 CR
279,897.50	<u>PLUS</u> Deposits not yet credited	0.00
(55,074.38)	<u>LESS</u> Deposits not yet reconciled	(59,351.22)
-	<u>LESS</u> Deposits not yet updated	0.00
665,130.80 CR	<u>PLUS</u> Payments not yet reconciled	
		<u>154,479.33</u> CR
(1,419.40)	<u>LESS</u> Unpresented Cheques & EFT's	(3,685.48)
<u>\$663,711.40</u> CR	<u>CASH BALANCE</u>	<u>\$150,793.85</u> CR
	Current Interest Rate on Bank Account Balance is	0.01%
	<u>LGFA CAD LOAN 103.</u>	
(1,050,000.00) DR	<u>OPENING BALANCE</u>	(943,843.70) DR
1,256,156.30	<u>PLUS</u> Deposits	943,843.70
(1,150,000.00)	<u>LESS</u> Withdrawals (Transfer to General Account)	(400,000.00)
-	Sundry	-
<u>\$ (943,843.70)</u> DR	<u>CASH BALANCE</u>	<u>(400,000.00)</u> DR
	Current Interest Rate on CAD Loan Balance is	4.75%

as at 30/11/2014 \$	<u>FINANCIAL STATEMENT continued.....</u>	as at 31/12/2014 \$
	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	
7,487.30 CR	Opening Balance	0.00 CR
648,669.00	<u>PLUS</u> Deposits	0.00
	<u>PLUS</u> Accrued interest	
(656,156.30)	<u>LESS</u> Withdrawals (Transfer to Westpac)	-
	Withdrawals (Transfer to CAD Loan 103)	-
<u>\$0.00 CR</u>	CLOSING BALANCE	<u>\$0.00 CR</u>

	<u>DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)</u>	
0.00 CR	OPENING BALANCE	171,323.16 CR
171,323.16	<u>PLUS</u> Deposits	0.00
-	<u>LESS</u> Withdrawals	0.00
<u>\$171,323.16 CR</u>	CLOSING BALANCE	<u>171,323.16 CR</u>

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at 2.50%
 Reserve Funds - all invested - '90 Days' at 2.95%

as at 30/11/2014 \$	<u>LOAN FUNDS OWING (Local Government Finance Authority)</u>	as at 31/12/2014 \$
Opening Bal	Loan Purpose	Interest Rate
23,776.98	094 Old Gaol/TAFE/Reidy Pk	7.90%
144,359.28	101 RSL Bowls - Artificial Rink	5.05%
3,390,197.37	102 Library	5.97%
943,843.70	103 CAD - Variable Int Only	4.75%
0.00	104 CAD - Variable Int Only	4.75%
<u>\$4,502,177.33 DR</u>		Maturity Date
		17/01/2015
		16/03/2019
		15/06/2024
		10/08/2015
		17/06/2028
		Closing Bal
		23,776.98
		144,359.28
		3,318,764.61
		400,000.00
		0.00
		<u>\$3,886,900.87 DR</u>

Prepared by:



Finance Manager

Reviewed by:



Chief Executive Officer

CORPORATE AND COMMUNITY SERVICES REPORT NO. 5/2015

SUBJECT: NATIONAL STRONGER REGIONS FUND

REF: AF14/267

Goal: Building Communities
Strategic Objective: Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.

Goal: Securing Economic Prosperity
Strategic Objective: Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.

Goal: Diversity
Strategic Objective: Consider the needs of all community groups in developing projects, services and infrastructure (public or privately owned).

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

In October 2014 the Commonwealth Department of Infrastructure and Regional Development announced the National Stronger Regions Fund (NSRF) to promote economic development in regions.

The NSRF will provide \$1 billion over 5 years commencing in 2015/16 to fund priority infrastructure in local communities. Grants of at least \$20,000 and up to a maximum of \$10 million may be sought, not exceeding 50 per cent of total project cost.

Council did not submit a Round One application (Round One closed 28th November 2014) due to timing constraints associated with the local government election.

Round 2 applications open 1st May 2015 and close 31st July 2015, with announcement of funded projects scheduled for December 2015.

Funded projects will collectively need to meet the NSRF objective of funding investment ready projects which support economic growth and sustainability of regions by supporting investment in priority infrastructure, and the desired programme outcomes of:

- improved level of economic activity in regions;
- increased productivity in the regions;
- increased employment and a more skilled workforce in regions;
- increased capacity and improved capability of regions to deliver major projects, and to secure and manage investment funding;
- improved partnerships between local, state and territory governments, the private sector and community groups; and
- more stable and viable communities where people choose to live.

The NSRF funded component of a project must be completed on or before 31st December 2019 and the project must deliver an economic benefit to the region beyond the period of construction.

The NSRF provides an ideal opportunity for Council to consider its delivery and funding of uncommitted major capital works projects identified in its Long Term Financial Plan (LTFP).

Corporate and Community Services Report No. 5/2015 cont'd...

Council's LTFP (adopted December 2013) sees a significant reduction in major capital works project values beyond the current 2014/15 financial year with only the CBD development at a diminishing value through to 2017/18.

Uncommitted major capital works projects listed in the LTFP include:

- Indoor Aquatics (noting the consideration previously given to this matter)
- Basketball Stadium expansion
- Civic Centre Courtyard upgrade
- The Lady Nelson "Discovery Centre" review/upgrade
- Frew Park (former Ambulance) building renovations
- Possible Museum development

The significant resources and effort involved in supporting an application and ongoing reporting/acquittal requirements for this kind of grant, considering the uncertainty of success, weaken the benefit of submitting applications for low value projects/grant amounts.

Similarly, whilst allowable, the submission of multiple applications for several projects means pitching one Council project against another with potential for neither to be successful.

Considering the maximum potential NSRF grant funding of \$10 million, and the 5 year horizon for delivery of NSRF funded project components, Council may wish to utilise the opportunity presented by the NSRF to pursue a considerable grant funding amount to address multiple projects/components from within the LTFP as part of a larger combined/staged project.

The Administration seeks Council endorsement of the development and lodgement of an NSRF grant funding application for an amount in the vicinity of \$7.5-9 million for the purpose of a 'Regional Community Recreation Centre'.

Based upon the major capital works projects identified in the LTFP, such a project could deliver a regional level multi-purpose indoor recreation centre with wet/dry facilities, courts, training/meeting rooms, and related facilities adaptable to a range of large and small sporting, cultural/community and business (conference/seminar type) uses and events.

The 'Regional Community Recreation Centre' is conceptual only at this stage for the purpose of pursuing external funding. Accordingly, it has not been designed or accurately costed, but would be expected to cost in the vicinity of \$15-\$18 million, and if successfully funded by NSRF Council's contribution as applicant (itself or combined with other partner contributions) would be at least \$7.5-\$9 million over several years to 2019/2020.

In determining whether to support a grant application Council should consider it's previous position regarding an Indoor Aquatic Centre where it was resolved (on 20th August 2013) that:

- (b) *Council, having regard to the research that has been undertaken and documented in this report, and the adopted Long Term Financial Plan defer any further discussion or consideration of an Indoor Aquatic Centre until at least 2017/2018, unless an opportunity arises to access a majority percentage of capital funding for this project.*

The NSRF provides an opportunity to pursue funding as envisaged in that resolution, noting that the NSRF is unlikely to support a local/single sport facility, but is more likely to support a multi-purpose regional centre where it can contribute to economic growth, address disadvantage, increase investment and build partnerships, and that is a viable and sustainable project.

If progressed beyond a grant application, support would be sought from the community, all levels of government, and from local community/sporting clubs and their state/national associations by

Corporate and Community Services Report No. 5/2015 cont'd...

way of additional funding and/or other partnership/collaborative arrangements that assist to deliver the project and the ongoing operation and management of such a facility.

No financial resources/budget are sought for this proposal at this time, with the only costs anticipated comprising the significant time of several council officers and any incidental expenditure associated with developing a grant application. Councillors will be kept informed of the grant application process.

In the event that the NSRF grant application were successful, a further report would be presented to Council for budget allocation toward further detailed design, costing and prudential/risk management activities required to be undertaken before Council ultimately commits to funding and delivery as a project.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 5/2015 be received.
- (b) The Administration be authorised to develop and submit a grant funding application to the National Stronger Regions Fund for a 'Regional Community Recreation Centre' of a kind as described in the report.



Michael McCARTHY
MANAGER - GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

12th January 2015
MMcC

SUBJECT: POLICY REVIEW – INVESTMENT POLICY

REF: AF11/1952

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

In January 2014 Council considered Corporate and Community Services Report No. 13/2014 in relation to the review of Corporate and Community Services Policies and resolved:

- (e) *Amalgamation and/or review of remaining Corporate and Community Services Policies continue to be undertaken on a prioritised and periodical basis under the direction of the Corporate and Community Services Committee.*

In accordance with that resolution Council's Investment Policy has been reviewed and the resulting policy is presented for consideration and adoption as attached to this report.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 6/2015 be received;
- (b) Council hereby adopts replacement Council Policy A130 - Investment Policy, as attached to this Report;



Grant HUMPHRIES
DIRECTOR - CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

14th January, 2015
GH.MJT.TLG

	COUNCIL POLICY A130 INVESTMENT	Version No:	1 ²²
		Issued:	January, 2015
		Next Review:	January, 2017

1. INTRODUCTION

1.1 Objectives

The purpose of this policy is to ensure that:

- Council maximises the return on surplus funds, taking into consideration the level of risk
- Council funds are preserved
- Council funds are invested in accordance with its legislative and common law responsibilities

1.2 Legislative Power

Section 139 of the Local Government Act, 1999.

1.3 Prudent Person of Business

All investments are to be made exercising care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

1.4 Legislative Requirements

All investments are to be made in accordance with the provisions of the Local Government Act 1999, with particular attention to Sections 139 and 140.

2. INVESTMENTS

2.1 Approved Investments

Without approval from Council, investments are limited to

- Deposits with the Local Government Finance Authority (LGFA)
- Bank accepted / endorsed bank bills
- Bank negotiable Certificate of Deposits
- Bank interest bearing deposits
- State / Commonwealth Government Bonds

Subject to the following exposure limits

2.2 Investment Limits

Investments shall not be made with institutions or products with a rating below that listed below, and nor should the amount invested exceed the following percentages of total short-term investments.

Type	S&P Short Term Rating	S&P Long Term Rating	Maximum Holding
LGFA deposits	n/a	AA	100%
Other products and institutions	A-1+	AAA to AA-	75 %
Other products and institutions	A-1	A+ to A-	40 %

2.3 Calculation of Maximum Holding (refer Table 2.2)

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		Next Review:	January, 2017

The Maximum Holding is the amount of the investment, plus any other investments of the same type, at the time of making the investment, as a percentage of the current total of council investments, or the anticipated total of investments in 5 working days time.

3. MAXIMISING RETURN

3.1 Money to be invested

The bank account balance of Council is to be kept at a level no greater than is required to meet Councils immediate working capital requirements, with any surplus funds being applied to either reduce debt or invest.

3.2 Quotations on Investments

At least two quotations are to be obtained from authorised institutions whenever an investment is proposed. After taking into account all relevant factors, including the exposure limits set above, the quote, which delivers the best value to Council, shall be successful. During periods of stable interest rates, new investments may be made based upon the results of previous quotes providing the investment term and amount being invested are comparable to the previous investment(s).

4. LONG TERM INVESTMENTS

Investments fixed for a period greater than 12 months are to be approved by Council.

5. REPORTING

5.1 Valuation and measurement

All reports are to account for investments in accordance with the provisions of Accounting Standard AAS33 Presentation and Disclosure of Financial Instruments.

Annual averages are to be calculated by using the weighted average of end of month balances.

5.2 Reports

On half yearly (i.e. 31st December and 30th June) basis a report will be prepared which summarises, for each investment

- 5.2.1 Amount and performance of each investment
- 5.2.2 Comparison of Investment portfolio with exposure limits
- 5.2.3 Comparison of year to date performance, with budget

5.3 Annual Review

Each year (i.e. to 30th June) a report will be prepared which summarises the performance of each investment and the performance of the investment portfolio as whole.

6. REVIEW & EVALUATION

	COUNCIL POLICY A130 INVESTMENT	Version No:	1 ²⁴
		Issued:	January, 2015
		Next Review:	January, 2017

This Policy is scheduled for review by Council during the term of this Council, however, will be reviewed as required by any legislative changes which may occur.

7. AVAILABILITY OF POLICY

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

File Reference:	AF11/1742
Applicable Legislation:	Local Government Act (s139 and s140)
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	I105 Internal Controls T150 Treasury Management
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	Finance Manager
Version:	1.0
Last revised date:	January, 2015
Effective date:	## th January, 2015
Minute reference:	CCS Item #, ## th January 2015
Next review date:	January, 2017
<u>Document History</u>	
First Adopted By Council:	19 th March, 2002
Reviewed/Amended:	15 th April, 2003, 19 th September, 2006, 21 st April, 2009

SUBJECT: POLICY REVIEW – S140 STREET NUMBERING

REF: AF11/1948

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

In January 2014 Council considered Corporate and Community Services Report No. 13/2014 in relation to the review of Corporate and Community Services Policies and resolved:

- (e) *Amalgamation and/or review of remaining Corporate and Community Services Policies continue to be undertaken on a prioritised and periodical basis under the direction of the Corporate and Community Services Committee.*

In accordance with that resolution Council's Street Numbering Policy has been reviewed and the resulting policy is presented for consideration and adoption as attached to this report.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 7/2015 be received;
- (b) Council hereby adopts replacement Council Policy S140 Street Numbering Policy, as attached to this Report;



Grant HUMPHRIES
DIRECTOR - CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

14th January, 2015
GH.MJT.TLG

	COUNCIL POLICY S140 STREET NUMBERING	Version No:	1 ²⁶
		Issued:	January, 2015
		Next Review:	January, 2017

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier ("Council") for the completion of street numbering be promoted for all streets and roads within the City.

2. PURPOSE

As a means of ensuring uniformity in the street numbering of all property within any street or road in the Council area, the following guidelines be observed where practicable:

- (a) Street numbering shall proceed numerically from the commencement of the street or road that is geographically closest to the 'main intersection' being Penola Road/Bay Road/Commercial Street East/Commercial Street West, and then extend outwards;
- (b) Street numbering shall proceed with odd numbers on the left hand side and even numbers on the right hand side of the street or road when emanating from the 'main intersection';
- (c) Within cul-de-sacs of five or less properties then the street numbering shall be by consecutive numbers (i.e. 1, 2, 3, 4 and 5), commencing with the property geographically closest to the 'main intersection', commencing on the left hand side;
- (d) Within cul-de-sacs of more than five properties then the street numbering shall be the same procedure as referred to in (b) above;
- (e) Street numbering to any new property within any street or road will be allocated normally at the time of the issue of a Deposited Plan for the Plan of Division.

3. REVIEW & EVALUATION

This Policy is scheduled for review by Council during the term of this Council, however, will be reviewed as required by any legislative changes which may occur.

4. AVAILABILITY OF POLICY

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

	COUNCIL POLICY S140 STREET NUMBERING	Version No:	1 ²⁷
		Issued:	January, 2015
		Next Review:	January, 2017

File Reference:	AF11/1738
Applicable Legislation:	Local Government Act s220
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	Nil
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	Team Leader - Rates
Version:	1.0
Last revised date:	January, 2015
Effective date:	## th January, 2015
Minute reference:	CCS Item #, ## th January 2015
Next review date:	January, 2017
<u>Document History</u>	
First Adopted By Council:	18 th February, 1999
Reviewed/Amended:	15 th April, 2003, 19 th September, 2006, 17 th February, 2009