

# District Council of Barunga West Annual Business Plan 2017 - 2018

Life style for the future

District Council of Barunga West  
PO Box 3  
PORT BROUGHTON SA 5522  
T: 08 8635 2107  
F: 08 8635 2596  
E: [barunga@barungawest.sa.gov.au](mailto:barunga@barungawest.sa.gov.au)

# TABLE OF CONTENTS

INTRODUCTION	3
COUNCIL PROFILE	4
OUR VISION	4
OUR MISSION	4
OUR VALUES	4
SUMMARY OF STRATEGIC OBJECTIVES	5
SIGNIFICANT INFLUENCES AND PRIORITIES	7
CONTINUING SERVICES	7
LINKING THE STRATEGIC GOALS TO THE BUDGET	9
IMPACT ON COUNCIL'S FINANCIAL POSITION	17
APPENDIX A – DRAFT FINANCIAL STATEMENTS	
APPENDIX B – DRAFT FEES & CHARGES	
APPENDIX C – DRAFT RATING & REBATE POLICY	

## Introduction

Our teamwork within Council is providing a vision of well planned objectives for our future financial sustainability at the District Council of Barunga West. Staff and Elected Members commenced budget meetings well in advance in 2017, so that we had sufficient time to examine our objectives and to ensure that we continually improve in good governance for our ratepayers.

Public consultation has improved over the past twelve months. We have listened to ratepayer concerns regarding ongoing maintenance of our 72 kilometres of sealed roads plus 858 kilometres of unsealed roads. A record breaking harvest resulted in unprecedented use of our road network freighting grain from paddocks to the silo network. We have studied the feasibility of purchasing an additional grader and employing two full time grader operators to operate this machine six days a week. The existing construction grader will also back up the work load with each towing rollers, to improve the compaction of rubble on the road surface. Considerable financial savings have been forecast with this new practice to commence in July 2017.

In late 2016 high tides and storms caused unfortunate damage to our coastal areas. Two public meetings have been held in Port Broughton in conjunction with the Coastal Protection Board and marine engineers. Council is facilitating these meetings to ensure the public are kept informed of the action that can be taken to mitigate the damage to beaches, foreshore private residences, the cliff faces and natural vegetation. Further public meetings are planned throughout 2017.

We continue to showcase the 'Barunga Village' and 'Barunga by the Sea', which is well supported by our three-Doctor Clinic and Hospital. Council are supporting other country hospitals that have been threatened with reduced services, and with a strong voice, object to proposals to centralise services elsewhere. We value all our volunteers, and acknowledge the great service of those involved.

Tourism is always an area Council wants to see grow. From Tickera in the south to Fisherman Bay on our northern coastline, our pristine waters attract many fishermen to the area to 'drop a line'. Our ongoing plans are to improve road signage, walking trails, beach front facilities and family picnic areas which will attract visitors. Consideration has been given to attracting Chinese travellers to experience our wide open spaces, to walk along the jetty and view our gorgeous sunsets with encouragement to also stay a few days and relax.

Council staff have prepared this Annual Business Plan with input from Council's Strategic Management Plan, Asset Management Plans and the Long Term Financial Plan. Council continues to work towards a financially balanced position through a variety of measures.

Please join our Council on our exciting journey. We encourage you to take the time to read our 2017-18 Annual Business Plan and we welcome your written comments to either our Port Broughton or Bute Council Offices.

**Cynthia Axford, Mayor**  
**Andrew Cole, Chief Executive Officer**

## Council Profile

The District Council of Barunga West is located in the mid north of South Australia with its southern-most boundary some 120 kilometres north of Adelaide. The major townships are Port Broughton, Bute & Fisherman Bay.

The main industries in the district are agriculture, recreational and commercial fishing, engineering, mining, tourism and renewable energy.

According to the 2011 Census data, the district population is 2,456. The median age of the population of Barunga West is 51 compared to the State average of 39 and national average of 37. People aged 65 years and over make up 25.9% of the population. The increase in the average age of the population is always a consideration by Council in its planning for the future.

## Our Vision

*“To be recognised as a welcoming, supportive, growing community with a sustainable lifestyle and environment.”*



## Our Mission

Facilitate community engagement and collaboration to effectively deliver the community’s needs in a sustainable manner

## Our Values

**TRUST** – Honesty; Being non-judgemental; Trusting ourselves; Confidentiality; Confidence in sharing information;

**PRIDE IN WHAT WE HAVE TO OFFER** – Be proud of Barunga West as a great place to work, live and play;

**RESPECT** - Foster mutual respect between the Community, Elected Members and Staff;

**COMMUNICATION** – Positive Interaction; Listening; Not being Distracted; Communicate effectively with the Community;

**SUPPORT** – Promote, achieve and support Change.

## SUMMARY OF STRATEGIC OBJECTIVES

The following is a summary of the Five Key Objectives contained within Council's Strategic Management Plan 2013-2020.

1. **Find The Funds And Spend Them Wisely** - Council has been established at the local level to act as an informed, responsible and representative decision-maker, in the interests of the local community. Proactive and prudent financial management is essential.

**Key Issues:**

Win grants

Find alternative revenue sources

Expand ratepayer base

Adopt sophisticated strategic plans, such as asset management and financial plans

2. **Show The World Who We Are** – Council has a great story to tell and should not be afraid to let the world know who we are. We can act local and talk global.

**Key Issues:**

Develop a powerful identity

Be known for our location

3. **Make Tourism Happen** – Tourism is integral to the economic and social wellbeing of the local community. Attracting overnight visitors will build economic sustainability.

**Key Issues:**

Develop the interconnections across our whole footprint

Create a vibrant foreshore

Use the sea for every sort of water sport and marine activity

Invest in other tourism-based facilities

4. **Create a Culture Worth Having** – Creating a culture of excellence in all that Council does will ensure the successful delivery of outcomes for the local community and enable adjustments to be made along the journey.

**Key Issues:**

Build a great team

Embed the culture we want

Have fun

Create a work environment that is friendly, productive and rewards team players;

5. **Collaborate In Development** – Provide the collaborative support and planning guidance required to see future plans and visions brought into existence.

**Key Issues:**

Facilitate and Support Development Activity

Strive to develop centres of excellence for farming and estuarine management

## Significant Influences and Priorities

The following significant influences have been considered in the preparation of the 2017/18 Budget and Annual Business Plan:

- The year on year increase in Adelaide CPI was 2.00% for the 12 months ended March 2017. Whilst this is a common measure of price increases, it is a somewhat inadequate indicator of a rural Council's increase in expenditure, which typically is somewhat higher.
- The Enterprise Bargaining agreement (EBA) for AWU employees (outside workers) provides for a 3.5% increase in wages in 2017/18. This is the final year of this agreement.
- The Enterprise Bargaining agreement (EBA) for ASU employees (Administration employees) provides for a 2.5% increase in wages in 2017/18.
- Commonwealth Government Financial Assistance Grants are paid annually to Councils on a quarterly basis. These grants are not indexed and remain the same as 2016/17.
- RTR grants decrease from \$318,700 in 2016/17 to approximately \$275,900 in 2017/18. The program concludes in 2018/19, and Council has a final year allocation in the order of \$140,000.
- Council adopted an Infrastructure Asset Management Plan in 2015/16. This plan has been further revised in 2016/17 and will form the basis of all planned capital roadworks expenditure.
- Shared service opportunities with neighboring local government authorities, including the sharing of staff to provide expert statutory services to Council.
- Partnering with government agencies to provide Council input for local projects.
- Working with community groups to maintain public facilities at an acceptable standard.

In response to these factors, and to minimize the ongoing burden on rate-payers, the annual business plan has been prepared with the following guidelines:

- Council has set a 4.50% increase in rates in 2017/18, which is 1.00% less than the expected increase calculated in the 2015/16 Long Term Financial Plan (LTFP). Council revises the LTFP annually, and expects the level of rate increases to revert to the range of 3.00 - 3.50% within the next three years.
- Total operating expenditure will reduce by about 4.00% on the current budgeted operating expenditure.

## Continuing Services

Councils have basic responsibilities under the Local Government Act (1999) and other relevant legislation. These include:

- Supporting the Elected Members;
- Setting rates, preparing an annual budget, annual business plan, long term financial plan, asset management plans and determining strategic management plans for the Council;
- Assessing NRM levy on all ratepayers, collecting said levy and forwarding it to NRM,
- Street cleaning
- Rubbish collection and waste management;
- Management of basic infrastructure including roads, footpaths, parks, public open space, street lighting and stormwater drainage
- Development planning and control, including building safety assessment
- Various environmental health services
- Dog & Cat Management
- Pest control
- Community wastewater management systems
- Cemeteries

- Safety of food premises
- Native Vegetation and Roadside Vegetation Management
- Natural resources management
- Regulatory activities eg maintaining the voters roll and supporting the elected Council;

Council also provides the following discretionary services and programs:

- Caravan parks at Bute and Port Broughton on a fee for service basis.
- Transport services for the elderly through the Yorke Peninsula Community Transport Scheme
- Library services through the Port Broughton Area school
- Assistance for progress associations and community groups, including cash contributions, grant application support and in-kind support,
- Assistance with maintenance of town ovals and other sporting facilities
- Support for the Visitor Information Centre
- Rural Transaction Centre in Port Broughton, principally Centrelink services. The ANZ closed the banking facilities in Bute and Port Broughton in March 2016.
- Rural Transaction Centre, Licensed Post Office in Bute
- Foreshore control and protection

Council wears the cost for the above services, and is constantly reviewing the cost-benefit analysis of providing these services. The services are currently provided on a subsidized fee basis, and Council considers that the overall benefit to all ratepayers outweighs the deficit funding of providing these services.

In all services Council seeks to be responsible to changing needs. Regular community surveys are undertaken to check levels of satisfaction and areas for improvement. An extensive and comprehensive community survey was undertaken in late 2011, which continues to provide a strong foundation for the future strategic direction of Council.

## New Services / Changes to Existing Services

The following items present a snapshot of new services, items or activities included in the Annual Business Plan and Budget 2017/18.

These include:

- Council will cease the existing contracts for Patrol Graders and provide similar levels of service through its own staff. This arrangement reduces ongoing expenditure by a considerable margin, without any material reduction in existing service levels.
- Ongoing management and development of the Broughton Bayside Caravan Park.
- Additional funding for Tourism, with Council re-joining the YP Tourism Commission and looking at other tourism initiatives including street signage and town entrances.
- A reactive roads maintenance allocation in the event of unforeseen damage to roads.
- Development of the Port Broughton foreshore to be considered in line with the foreshore master plan.

These new or changed services, items or activities were discussed as part of the public consultation phase of the development of the Annual Business Plan and Budget 2017/18.

## Linking the Strategic Goals to the Budget

The following overview of Council activities contained in the Annual Business Plan 2017/18 should be read in conjunction with the revised Strategic Management Plan 2013-2020.

The infrastructure expenditure is determined by a review of Council’s roadworks by Council staff and consultants Tonkins. The program for 2017/18 is determined by a ranking of roads based on their expected useful life and visual inspection by Council staff, as documented in Council’s Roads Maintenance Methodology.

Projects for 2017/18 include	Strategic Objectives
Review of Council’s Strategic Management Plan and finalize Infrastructure Asset Management Plans.	1.4 Adopt sophisticated strategic plans.
Elected Member Training - Ongoing	4.1 Build a great team.
Upgrade of Council IT System, replace and upgrade individual ‘thin Clients’	4.1 Provide a safe workplace for all employees;
Upgrade of phone system to incorporate depot and Bute office with Port Broughton office	4.4 Create a work environment that is friendly, productive and rewards team players;.
Install air conditioning in Port Broughton Hall Supper Room	3.3 Encourage the provision of hire facilities for recreational use on the foreshore

### ENVIRONMENTAL SERVICES

Projects for 2017/18 include	Strategic Objectives
Continuation, refinement & improvement in the process of the Mosquito Control program.	4.2 Embed the culture we want.
Continuation of the Fisherman Bay Freeholding Seawall & Land Division applications	5.1. Facilitate and Support Development Activity
Review of Township Boundaries	5.1. Facilitate and Support Development Activity

### ADMINISTRATION CORPORATE SERVICES

Projects for 2017/18 include	Strategic Objectives
Appointment of a Building Consultant to review all building components scheduled for replacement per the 2014 revaluation	4.2 Accurate preparation of all plans
Review of Council ITC systems	4.2 Seek to continuously improve Council’s internal controls and procedures
Completion, refinement & audit review of Council’s Internal Controls & Policies	4.2 Seek to continuously improve Council’s internal controls and procedures
Continued support of the Community Grant Funding Program	2.2 Create partnerships that will enable our attractions to better service the needs of tourists
Install new Signage at District & Town entrances	2.2 Constantly seek to improve town entrances and

	facilities
Staged upgrade of Bute Post Office boxes	4.2 Seek to continuously improve Council's internal controls and procedures
Public Art/Sculpture on Port Broughton Foreshore	3.4 Invest in other tourism-based facilities

**INFRASTRUCTURE SERVICES**

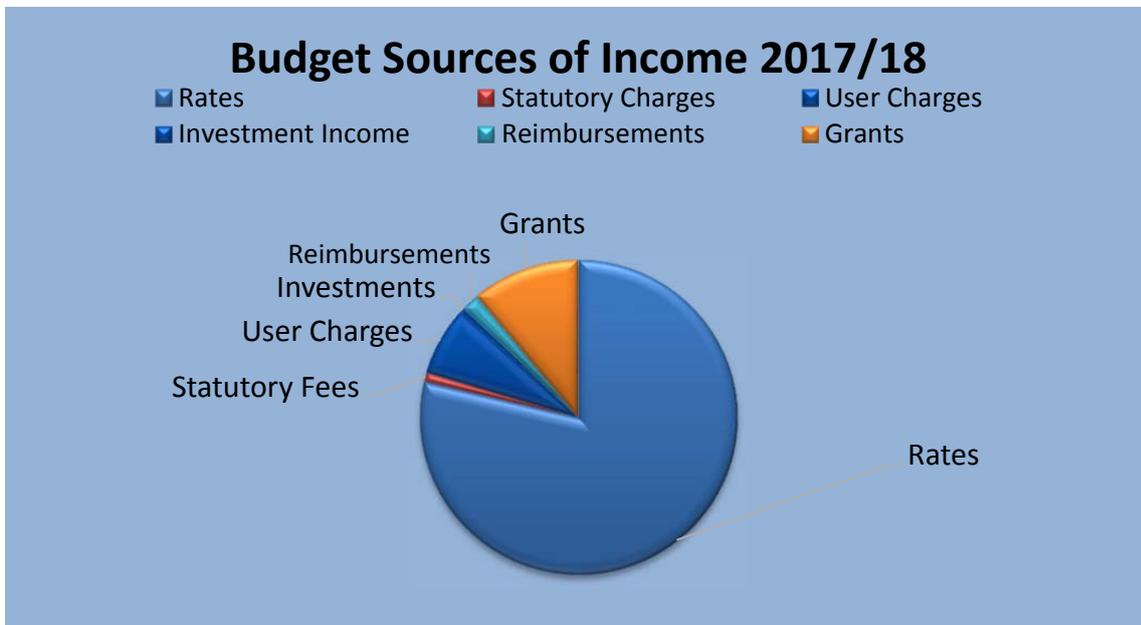
Projects for 2017/18 include		Strategic Objectives
Council Capital Fund	\$100,000	2.2 Create partnerships that will enable our attractions to better service the needs of tourists
New Grader & Combination Roller	\$445,000	4.9 Ensure that appropriate and cost-effective plant and equipment is available to carry out council operations, whether owned, leased or hired.
New Vehicle - Grader Operators	\$20,000	1 Find the Funds and Spend them Wisely
Replacement vehicles, Risk Management Officer	\$20,000	1 Find the Funds and Spend them Wisely
Upgrade Council phone and computer systems	\$25,000	1 Find the Funds and Spend them Wisely
Bayside Caravan Park improvements	\$13,000	3.1 Promote tourism and the natural environment in Barunga West
Footpath Pavement – Central Deli Corner	\$19,000	1 Find the Funds and Spend them Wisely
CWMS Upgrades – Port Broughton & Bute	\$113,000	1 Find the Funds and Spend them Wisely
Replace Bute Men's Shed Roof	\$23,000	1 Find the Funds and Spend them Wisely
Arbon Road Bute upgrade of surface	\$10,000	1 Find the Funds and Spend them Wisely
Plant – Footpath Roller	\$40,000	1 Find the Funds and Spend them Wisely
Plant – Elevated Work Platform	42,000	1 Find the Funds and Spend them Wisely
Re-pave the corner at the front of the Bute Town Hall	\$5,000	1 Find the Funds and Spend them Wisely
<b>Unsealed Roads (In priority order)</b>		
Wards Hill Road, Section 5, 1,573m	\$47,190	1.4 As per Roads IAMP Plan Methodology
Sluggetts Road, Section 35, 2,785m	\$83,550	1.4 As per Roads IAMP Plan Methodology
Pine Forest Road, Section 10, 977m	\$29,310	1.4 As per Roads IAMP Plan Methodology
Commons Road, Section 5, 1,100m	\$33,000	1.4 As per Roads IAMP Plan Methodology
Collee Road, Section 10, 1,141m	\$34,230	1.4 As per Roads IAMP Plan Methodology
McIntosh Road, Section 5, 1,676m	\$50,280	1.4 As per Roads IAMP Plan Methodology
Broughton Terrace, Section 10, 150m	\$4,500	1.4 As per Roads IAMP Plan Methodology
Bews Road, Section 35, 1,300m	\$39,000	1.4 As per Roads IAMP Plan Methodology
Broughton Terrace, Section 5, 144m	\$4,320	1.4 As per Roads IAMP Plan Methodology
Church Road, Section 5, 2,000m	\$60,000	1.4 As per Roads IAMP Plan Methodology
Church Road, Section 10, 943m	\$28,290	1.4 As per Roads IAMP Plan Methodology
Sluggetts Road, Section 30, 1,300m	\$39,000	1.4 As per Roads IAMP Plan Methodology
Coast Road, Section 15, 1,100m	\$33,000	1.4 As per Roads IAMP Plan Methodology

## Funding the Business Plan

The 2015/16 Long Term Financial Plan forecast \$56,000 deficit in 2017/18. The draft budget forecast deficit is \$52,000.

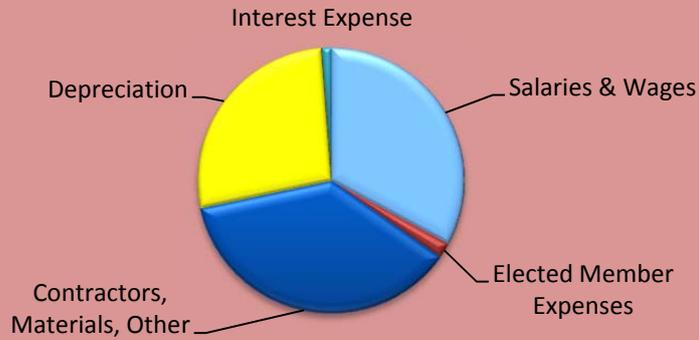
The operating surplus/deficit measures the difference between operating revenue and expenses for the period. The Council’s long term sustainability is dependent on ensuring that, on average over time, its expenses are less than its revenue.

Year	2015/16	2016/17	2016/17	2017/18
	<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Budget</b>
<b>Total Income</b>	(5,841,576)	(5,553,305)	(6,004,141)	(5,740,200)
<b>Total Expenditure</b>	5,828,163	6,216,390	5,992,650	5,975,920
<b>Net Operating Deficit/(Surplus)</b>	<b>(13,413)</b>	<b>663,085</b>	<b>(11,491)</b>	<b>235,720</b>

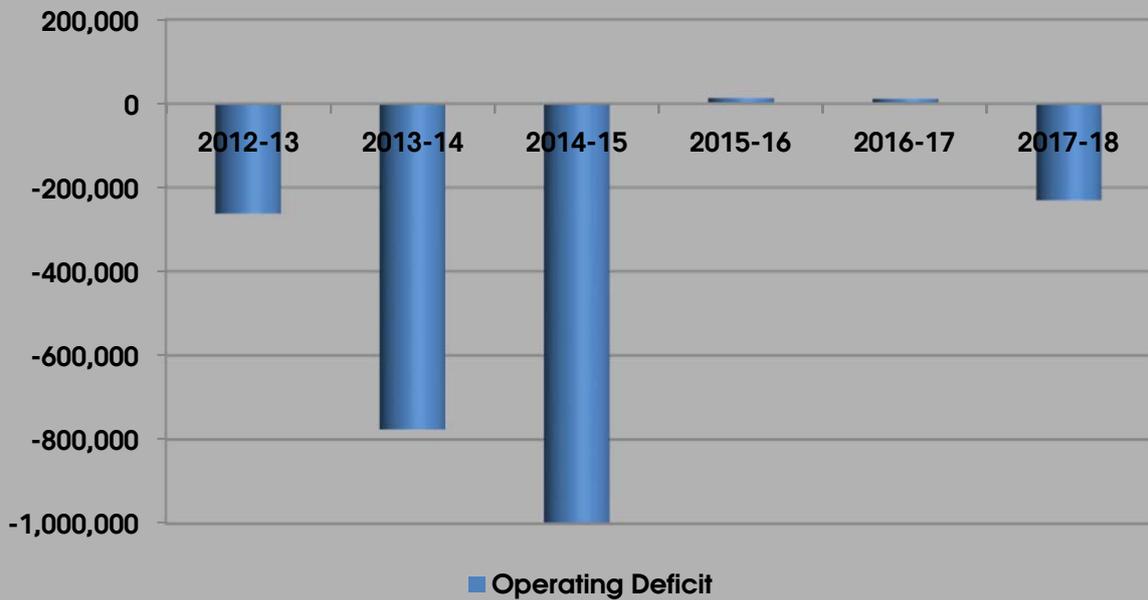


### Budget Expenditure by Category 2017/18

- Salaries
- Contractors, Material, Other
- Interest
- Elected Members
- Depreciation



### Operating Surplus/Deficit



Council's has budgeted a \$235,000 operating deficit in 2017/18.

Following large deficits in 2013-14 & 2014-15, Council implemented measures to improve the ongoing financial sustainability of the Council. Council has reviewed the valuation & depreciation methodology of all asset classes, as well as instituting resource sharing arrangements with the District Council of the Copper Coast. This was aided by a significant increase in Roads to Recovery funding for the past 2 years.

The operating surplus/deficit measures the difference between operating revenue and expenses for the period. The Council's long term financial sustainability is dependent upon ensuring that, on average over time, its expenses are less than its revenue.

Council has budgeted for a slight cash negative position in 2017/18.

## Operating Revenue

Source	Amount	%	
Rates & Services	\$4,491,100	78.24%	General rates; NRM levy; sewerage charges (CWMS)
Statutory Charges	\$55,400	1.08%	Building & Development applications; Dog Registrations; (fees set by state government)
User Charges	\$408,900	7.12%	Caravan parks; Boat Ramps; Cemeteries; dump fees; hall hire; other fees; (fees set by Council)
Grants	\$811,100	11.41%	Financial Assistance grants; Roads to Recovery grants
Other Income	\$130,500	2.15%	Investment Income; Rebates & reimbursements
<b>TOTAL</b>	<b>\$5,897,000</b>	<b>100.00%</b>	

## Operating Expenditure

Source	Amount	%	
Salaries & Wages	\$1,887,800	31.59%	Wages & Salaries; Superannuation; Leave accruals; workers comp; FBT; Other insurances & costs.
Materials & Contractors	\$2,438,600	41.6%	Contractual arrangements; utilities; materials & consumables; insurances; professional services; all other expenses
Depreciation	\$1,561,250	26.13%	Annual consumption of Council's infrastructure assets – roads, buildings, plant, stormwater, etc
Finance Costs	\$61,350	1.03%	Interest expense on fixed and variable loans
<b>TOTAL</b>	<b>\$5,949,000</b>	<b>100.00%</b>	

## Income

### Rates

- Rate increase of 4.50% from \$3,717,336 to \$3,884,589 net of mandatory & discretionary rebates.
- CWMS occupied charge is increased from \$400 to \$425; the vacant rate at Port Broughton remains unchanged at \$220, and the vacant rate at Bute increases from \$180 to \$220, as part of the ongoing process to attain parity with the Port Broughton vacant rate.

### Statutory Charges

- Council will continue to review the need for non-mandatory fee rebates.

### User Charges

- The Port Broughton Caravan park lease is due for the regular 5 Year rent review in 2017/18 to be in place at the commencement of the financial year.
- SAPOL office rent is budgeted to increase by between 2.50-3.00%.
- Council will continue the management of the Bayside Caravan Park for the foreseeable future.
- The fee for use of the boat ramp remains at \$6.

### Grant Funding

- Financial Assistance General Purpose Grant funding to remain the same at \$352,801. This funding is provided by the Commonwealth Government and is untied, meaning that it can be used for any purpose determined by Council. This funding is an important part of Council's annual budget, as it slightly reduces the reliance upon Rates income as Council's principal source of income.
- Financial Assistance Identified Road Grant funding – provided by the Commonwealth Government - to remain the same at \$187,790.
- Roads to Recovery allocation – provided by the Commonwealth Government - to decrease from \$318,770 in 2016/17 to \$275,900 in 2017/18.

## Expenditure

### Salaries and Wages

- This element will now include an additional 2 new Full Time Equivalent positions proposed for 2017/18, as a result of the decision to provide patrol grading through Council employees.

### Contract, Materials & Other Expenditure

#### Governance

- Elected Member fees have been increased to the full recommended allowance for a Group 5 Council by the SA Remuneration Tribunal, currently set at as follows:
  - Mayor \$24,600;
  - Deputy Mayor \$ 7,685, and;
  - Elected Member \$ 6,150 (\$43,050 for 7 EMs)

#### Contractors

- The current waste collection contract was tendered in 2016/17 and costs are determined by the lease agreement.

#### Utilities

- Energy costs are negotiated by LGA Procurement, on behalf of constituent Councils, and in 2017/18 the costs are expected to increase between 20-25%.
- Water costs are budgeted to increase by 5.00%

#### Insurance

- Insurance costs to increase by 2.50%.

#### Legal Expenses

- Targeted reduction in legal fees.

#### Levies

- NRM Levy budgeted to increase by 6% to \$195,500. This levy is imposed by the state government. Council is required by legislation to collect and remit this levy on behalf of the state government through our Rating process.

#### Professional Services

- Planning consultant fees are principally resource sharing arrangements with DC Copper Coast, and relates to Building Inspections.

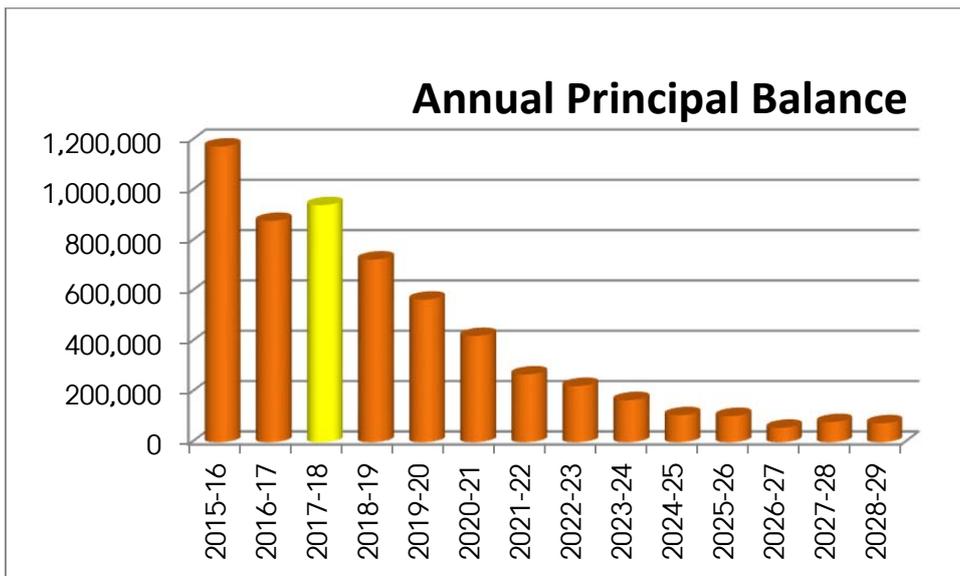
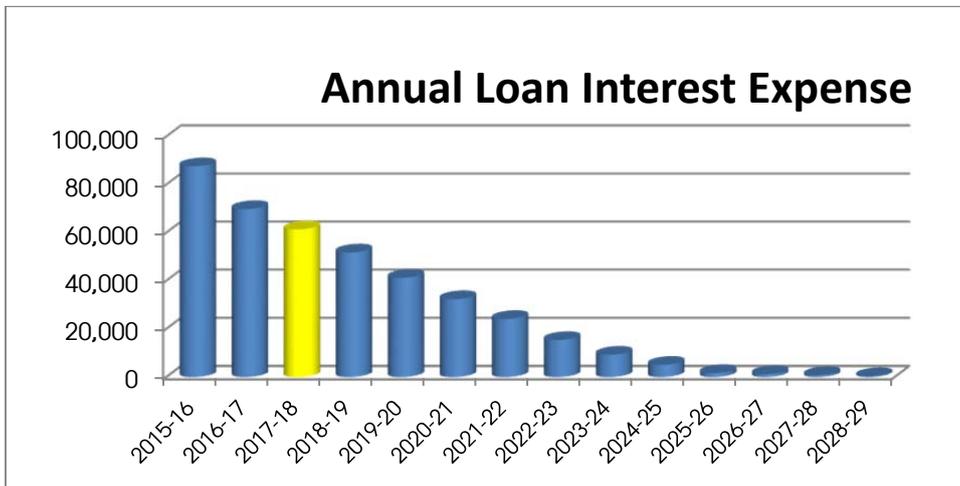
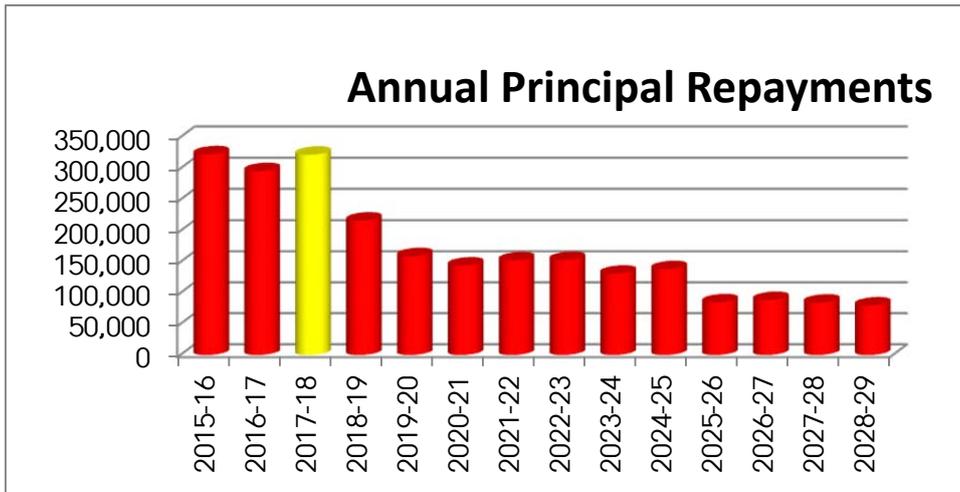
### Depreciation

- As a result of Asset Revaluations, the budgeted annual depreciation expense per asset class are as follows:-

Asset Class	2015-16	2016-17	2017-18
Buildings	304,270	277,320	277,320
Roads	1,039,250	863,950	863,990
Kerbing/Footpaths	49,560	67,855	67,890
Stormwater	36,600	36,600	36,600
CWMS	106,040	106,140	106,140
Plant & Machinery	155,000	141,000	189,950
Office Equipment	30,000	17,600	19,360
<b>TOTAL</b>	<b>1,729,020</b>	<b>1,510,495</b>	<b>1,561,250</b>

### Finance Charges

- Fixed loan Interest expense for 2017/18 is budgeted for \$61,550.



- Council has two Cash Advance Debentures for \$150,000 and \$350,000, which provide short term liquidity funding at call. Council considers it unlikely for either of these facilities to be drawn upon in 2017/18.

## **Capital Income**

There will be Capital Income for replacement of existing vehicle.

## **Capital Expenditure**

Total capital expenditure budgeted for 2017/18 is \$1,349,670.

Made up of \$485,670 of unsealed roadworks, \$113,000 for CWMS upgrades, \$567,000 for Plant & Machinery (including \$467,000 for a Patrol Grader, Combination Roller and vehicle), \$13,000 for footpaths, \$36,000 for buildings, \$25,000 for office equipment and a further \$100,000 set aside for the EM Capital Fund, to be allocated during the year if suitable projects arise.

## **Financial Statements**

Financial Statements attached.

## Impact on Council's Financial Position

Key financial Indicators:-

### 1. Operating Surplus Ratio

	2014-15	2015-16	2016-17	2017-18
			Estimated	Budget
OPERATING SURPLUS / (DEFICIT)	(998,262)	13,413	11,491	(235,720)
TOTAL OPERATING INCOME	4,976,428	5,841,576	6,004,141	5,740,200
<i>Operating Surplus Ratio - Indicator 1</i>	<b>-20.0%</b>	<b>-0.0%</b>	<b>-0.0%</b>	<b>-4.0%</b>

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

- A negative ratio indicates the percentage increase in total rates required to achieve a break-even operating result.
- A positive ratio indicates the percentage of total rates available to fund capital expenditure over and above the level of depreciation expense without increasing Council's level of net financial liabilities. If this amount is not required for capital expenditure it reduces the level of net financial liabilities

### Proposed Performance Target

- To achieve and maintain a break even position from 2017/18.

Council's 2015/16 Long Term Financial Plan currently targets a 0% or surplus result in 2019/20.

## 2. Net Financial Liabilities

	2014-15	2015-16	2016-17	2017-18
			Est	Bud
<b>Total Liabilities</b>	<b>2,529,562</b>	<b>1,988,711</b>	<b>1,817,563</b>	<b>1,777,082</b>
Less: current cash & cash equivalents	(954,518)	-1,021,094	(862,189)	(986,989)
current trade & other receivables	(216,613)	-270,696	(232,919)	(283,319)
current other financial assets				
non-current financial assets	(99,227)	-82,722	(82,998)	(76,803)
<b>Net Financial Liabilities - Numerator</b>	<b>1,259,204</b>	<b>614,699</b>	<b>639,457</b>	<b>429,991</b>
<b>Total Operating Revenue</b>	<b>4,976,248</b>	<b>5,841,576</b>	<b>6,004,141</b>	<b>5,740,200</b>
<b>Net Financial Liabilities Ratio - Indicator2</b>	<b>25%</b>	<b>11%</b>	<b>11%</b>	<b>7%</b>

The Net Financial Liabilities Ratio expresses Council's net financial liabilities (total liabilities less financial assets) as a percentage of total operating revenue. The lower the percentage, the stronger is the Council's capacity to meet its financial operations from operating revenue.

Council's Net Financial Liabilities Ratio will improve significantly during the 2018/19 financial year when several loans are repaid, and CWMS funds will be retained in Investment Reserves.

**Proposed Performance Target**

- Net Financial Liabilities ratio is between than 0 % and 30% of total operating revenue.

3. Asset Sustainability Percentage [to be updated]

	2015-16	2016-17	2017-18
		Est	Bud
Expenditure on renewal/replacement of assets	762,777	1,177,726	1,083,641
Acquisition of renewal/replacement assets under finance leases	0	0	0
Sale of replaced assets	(30,660)	(15,000)	(30,000)
<b>Net renewal/replacement of assets</b>	732,117	1,162,726	914,790
Infrastructure & Asset Management Plan expenditure	1,000,000	1,000,000	1,000,000
Depreciation Expense	1,478,213	1,510,495	1,561,250
<b>Asset Sustainability Ratio - Indicator 3</b>	<b>73%</b>	<b>80%</b>	<b>104%</b>

This ratio indicates the extent to which existing non-financial assets (ie, buildings, infrastructure) are being renewed and replaced, compared with what is needed to cost-effectively maintain **existing** service levels. The ratio is calculated by determining Capital Expenditure on renewal or replacement of existing depreciable assets / depreciation expenses.

A level of 100% ensures that a Council is maintaining its existing stock of infrastructure assets.

Council’s Asset Sustainability Ratio is below 100%, budgeted for 28% in 2014/15. Council is currently reviewing its Asset Management Plans to determine optimal sustainable levels of expenditure on Asset Sustainability.

**Proposed Performance Target**

- Capital outlays on renewing / replacing assets net of proceeds from sale of replaced assets is greater than 90% but less than 110% of depreciation over a rolling 3 year period.

## Appendix A

# Financial Statements Annual Budget 2017 - 2018

See Separate Document

**DISTRICT COUNCIL OF BARUNGA WEST**

**STATEMENT OF BUDGETED COMPREHENSIVE INCOME**  
for the year ended 30 June 2018

	Notes	2018 Bud	2017 Est
<b>INCOME</b>			
Rates	2	4,491,100	4,282,985
Statutory charges	2	61,800	67,915
User charges	2	408,400	440,700
Grants, subsidies and contributions	2	655,200	1,004,428
Investment income	2	27,200	32,023
Reimbursements	2	7,300	76,050
Other income	2	89,200	100,040
<b>Total Income</b>		<u>5,740,200</u>	<u>6,004,141</u>
<b>EXPENSES</b>			
Employee costs	3	1,887,800	1,651,490
Materials, contracts & other expenses	3	2,465,520	2,760,855
Depreciation, amortisation & impairment	3	1,561,250	1,510,495
Finance costs	3	61,350	69,810
<b>Total Expenses</b>		<u>5,975,920</u>	<u>5,992,650</u>
<b>OPERATING SURPLUS / (DEFICIT)</b>		<b>(235,720)</b>	11,491
Asset disposal & fair value adjustments	4	-	(6,941)
Amounts received specifically for new or upgraded assets	2	-	-
Physical resources received free of charge	2	-	-
<b>NET SURPLUS / (DEFICIT)</b>		<u>(235,720)</u>	<u>4,550</u>
transferred to Equity Statement			
<b>Other Comprehensive Income</b>			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in revaluation surplus - infrastructure, property, plant & equipment	9	-	-
<b>Total Other Comprehensive Income</b>		<u>-</u>	<u>-</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u>(235,720)</u>	<u>4,550</u>

This Statement is to be read in conjunction with the attached Notes.

## DISTRICT COUNCIL OF BARUNGA WEST

### STATEMENT OF BUDGETED FINANCIAL POSITION as at 30 June 2018

ASSETS	Notes	2018 Bud	2017 Est
<b>Current Assets</b>			
Cash and cash equivalents	5	1,269,849	1,435,149
Trade & other receivables	5	233,319	232,919
Inventories	5	80,000	65,043
<b>Total Current Assets</b>		<b><u>1,583,168</u></b>	<b><u>1,733,111</u></b>
<b>Non-current Assets</b>			
Financial assets	6	70,484	76,803
Infrastructure, property, plant & equipment	7	49,051,342	49,137,922
<b>Total Non-current Assets</b>		<b><u>49,121,826</u></b>	<b><u>49,214,725</u></b>
<b>Total Assets</b>		<b><u>50,704,994</u></b>	<b><u>50,947,836</u></b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & other payables	8	311,509	355,000
Borrowings	8	227,775	287,030
Provisions	8	450,962	521,500
<b>Total Current Liabilities</b>		<b><u>990,246</u></b>	<b><u>1,163,530</u></b>
<b>Non-current Liabilities</b>			
Borrowings	8	768,752	591,983
Provisions	8	51,444	62,050
<b>Total Non-current Liabilities</b>		<b><u>820,196</u></b>	<b><u>654,033</u></b>
<b>Total Liabilities</b>		<b><u>1,810,442</u></b>	<b><u>1,817,563</u></b>
<b>NET ASSETS</b>		<b><u>48,894,552</u></b>	<b><u>49,130,273</u></b>
<b>EQUITY</b>			
Accumulated Surplus		(1,197,615)	(861,895)
Asset Revaluation Reserves	9	49,412,339	49,412,339
Other Reserves	9	686,024	586,024
<b>TOTAL EQUITY</b>		<b><u>48,900,748</u></b>	<b><u>49,136,468</u></b>

This Statement is to be read in conjunction with the attached Notes.

## DISTRICT COUNCIL OF BARUNGA WEST

### STATEMENT OF BUDGETED CHANGES IN EQUITY for the year ended 30 June 2018

	Notes	Accumulated	Asset	Other Reserves	Minority	TOTAL EQUITY
		Surplus	Revaluation Reserve		Interest Equity	
2018		Bud	Bud	Bud	Bud	Bud
Balance at end of previous reporting period		(861,895)	49,412,339	586,024	-	49,136,468
Adjustment due to compliance with revised Accounting Standards						-
Adjustment to give effect to changed accounting policies						-
Restated opening balance		(861,895)	49,412,339	586,024		49,136,468
<b>Net Surplus / (Deficit) for Year</b>		(235,720)	-	-		(235,720)
<b>Other Comprehensive Income</b>						
Transfers between reserves		(100,000)	-	100,000		-
<b>Balance at end of period</b>		<b>(1,197,615)</b>	<b>49,412,339</b>	<b>686,024</b>		<b>48,900,748</b>
<b>2017</b>						
Balance at end of previous reporting period		(791,445)	49,412,339	511,024	-	49,131,918
<b>Net Surplus / (Deficit) for Year</b>		4,550	-	-	-	4,550
<b>Other Comprehensive Income</b>						
Changes in revaluation surplus - infrastructure, property, plant & equipment		-	-	-		-
Transfers between reserves		(75,000)	-	75,000		-
<b>Balance at end of period</b>		<b>(861,895)</b>	<b>49,412,339</b>	<b>586,024</b>		<b>49,136,468</b>

This Statement is to be read in conjunction with the attached Notes

# DISTRICT COUNCIL OF BARUNGA WEST

## STATEMENT OF BUDGETED CASH FLOWS

for the year ended 30 June 2018

	Notes	2018 Bud	2017 Est
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<u>Receipts</u>			
Rates - general & other		4,491,100	4,270,206
Fees & other charges		66,710	73,311
User charges		449,240	457,027
Investment receipts		27,200	31,834
Grants utilised for operating purposes		655,200	1,079,760
Reimbursements		8,030	83,655
Other revenues		106,327	505,712
<u>Payments</u>			
Employee costs		(2,003,944)	(1,530,346)
Materials, contracts & other expenses		(2,549,028)	(3,212,210)
Finance payments		(64,897)	(66,264)
<b>Net Cash provided by (or used in) Operating Activities</b>		<b>1,185,938</b>	1,692,685
 <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<u>Receipts</u>			
Amounts specifically for new or upgraded assets		-	-
Sale of replaced assets		-	15,000
Repayments of loans by community groups		5,919	8,199
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(1,039,670)	(814,047)
Expenditure on new/upgraded assets		(435,000)	(192,000)
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(1,468,751)</b>	(982,848)
 <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<u>Receipts</u>			
Proceeds from borrowings		385,000	-
<u>Payments</u>			
Repayments of borrowings		(267,486)	(295,783)
<b>Net Cash provided by (or used in) Financing Activities</b>		<b>117,514</b>	(295,783)
<b>Net Increase (Decrease) in cash held</b>		<b>(165,299)</b>	414,054
 Cash & cash equivalents at beginning of period	11	<b>1,435,148</b>	1,021,094
<b>Cash &amp; cash equivalents at end of period</b>	11	<b>1,269,849</b>	1,435,148

This Statement is to be read in conjunction with the attached Notes

# DISTRICT COUNCIL OF BARUNGA WEST

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2018

### Note 15 - FINANCIAL INDICATORS

	2018	2017	2016
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These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.

The Information Paper was revised in May 2015 and the financial indicators for previous years have been re-calculated in accordance with the revised formulas.

#### **Operating Surplus Ratio**

<u>Operating Surplus</u>	(4.0%)	0.0%	(17.0%)
Total Operating Revenue			

*This ratio expresses the operating surplus as a percentage of total operating revenue.*

#### **Adjusted Operating Surplus Ratio**

	(4%)	0%	(11%)
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*In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The **Adjusted Operating Surplus Ratio** adjusts for the resulting distortion in the disclosed operating result for each year.*

#### **Net Financial Liabilities Ratio**

<u>Net Financial Liabilities</u>	4%	1%	23%
Total Operating Revenue			

*Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue.*

#### **Asset Sustainability Ratio**

<u>Net Asset Renewals</u>	104%	80%	73%
Infrastructure & Asset Management Plan required expenditure			

*Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*

## Appendix B

# Schedule of Fees & Charges 2017-18

See Separate Document

**District Council of Barunga West**  
**Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION		Set By Council	GST	2016-17	2017-18
<b>ADMINISTRATION</b>					
Administration Fee - this fee does not apply to normal customer service		Y	Y	\$ 70.00	\$ 70.00
Purchase of Annual Report		Y	Y	\$ 25.00	\$ 25.00
<b>Photocopying/Printing (black and white only)</b>					
A3 - single		Y	Y	\$ 0.40	\$ 0.40
A3 – double		Y	Y	\$ 0.80	\$ 0.80
A4 – single		Y	Y	\$ 0.20	\$ 0.20
A4 – double		Y	Y	\$ 0.40	\$ 0.40
<b>Photocopying/Printing (Colour)</b>					
A3 - single		Y	Y	\$ 1.50	\$ 1.50
A3 – double		Y	Y	\$ 3.00	\$ 3.00
A4 – single		Y	Y	\$ 1.00	\$ 1.00
A4 – double		Y	Y	\$ 2.00	\$ 2.00
<b>Laminating</b>					
A4		Y	Y	\$ 2.00	\$ 2.00
A3		Y	Y	\$ 4.00	\$ 4.00
<b>Rate Searches</b>					
Rates Only Searches		Y	Y	\$ 31.25	\$ 31.25
Full Rates Search		Y	Y	\$ 51.25	\$ 51.25
Urgent Search ( within 24 Hours )		Y	Y	\$ 61.25	\$ 61.25
Updated Rates Search		Y	Y	\$ 10.00	\$ 10.00
Search and Production of Land Title		Y	Y	\$ 51.00	\$ 51.00
<b>ANIMAL MANAGEMENT</b>					
<b>Registration Fees</b>					
Non Standard Dog	0.00%	Y	N	\$ 60.00	\$ 70.00
Standard Dog	50.00%	Y	N	\$ 30.00	\$ 35.00
Non Standard Dog (Concession)	50.00%	Y	N		\$ 35.00
Standard Dog (Concession)	50.00%	Y	N	\$ 30.00	\$ 17.50
Working Dog (Non Standard Dog)	50.00%				\$ 35.00
Grey Hound (Non Standard Dog)	50.00%				\$ 35.00
Business Registration (per dog)					\$ 50.00
Assistance Dogs	100.00%				\$ -
Transfer of Registration		Y	N	\$ 5.00	\$ 5.00
Partial Year Registration		Y	N	\$ 5.00	\$ 5.00
Replacing disc		Y	N	\$ 5.00	\$ 5.00
Late registration Fee - Dog		Y	N	\$ 12.50	\$ 12.50
Permit Fee Exceeding Domestic Animal Entitlement		Y	N	\$ 12.50	\$ 12.50
<b>Impounded animals</b>					
Impoundment fee (First occurrence)		Y	N	\$ 50.00	\$ 50.00
Impoundment fee (Second and subsequent occurrences)		Y	N	\$ 50.00	\$ 100.00
Daily Holding /Pound fee		Y	N	\$ 15.00	\$ 25.00

**District Council of Barunga West  
Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION	Set By Council	GST	2016-17	2017-18
<b>CEMETERIES</b>				
<b>Lease Fees</b>				
Grave Site Lease (99 years)	Y	Y	\$ 330.00	\$ 330.00
Transfer of Lease (99 years)	Y	Y	\$ 330.00	\$ 330.00
Niche Wall & Columbarium Lease (99 years)	Y	Y	\$ 330.00	\$ 330.00
Burial Site Weekdays & Maintenance single depth	Y	Y	\$ 660.00	\$ 660.00
Burial Site - Infant less than 12 months old	Y	Y	\$ 150.00	\$ 150.00
Burial weekends & public holidays & Maintenance single depth	Y	Y	\$ 1,100.00	\$ 1,100.00
Burial Site Weekdays & Maintenance double depth	Y	Y	\$ 990.00	\$ 990.00
Burial weekends & public holidays & Maintenance double depth	Y	Y	\$ 1,650.00	\$ 1,650.00
<b>Burials</b>				
Plaque	Y	Y	Cost Plus 10%	Cost Plus 10%
Burial	Y	Y	\$ 660.00	\$ 660.00
Burial	Y	Y	\$ 660.00	\$ 660.00
Headstone	Y	Y	Cost Plus 10%	Cost Plus 10%
Erection of headstone	Y	Y	Cost Plus 10%	Cost Plus 10%
Plinth	Y	Y	\$ 663.00	\$ 663.00
Plaque	Y	Y	\$ 332.00	\$ 332.00
Sighting of Death Certificate	Y	Y	\$ 121.00	\$ 121.00
Removal of Marble Slab	Y	Y	\$ 660.00	\$ 660.00
Removal of Concrete/stone chips	Y	Y	\$ 165.00	\$ 165.00
Ashes added to existing gravesite	Y	Y	\$ 165.00	\$ 165.00
<b>Columbarium</b>				
Internment of ashes	Y	Y	\$ 385.00	\$ 385.00
Plaque	Y	Y	Cost Plus 10%	Cost Plus 10%
Internment of ashes	Y	Y	\$ 280.00	\$ 280.00
<b>Memorial</b>				
Plaque	Y	Y	Cost Plus 10%	Cost Plus 10%
<b>COMMUNITY WASTEWATER MANAGEMENT SCHEMES</b>				
CWMS Rate Fee Residential	Y	Y	\$ 400.00	\$ 400.00
CWMS Rate Fee Vacant Port Broughton	Y	Y	\$ 220.00	\$ 220.00
CWMS Rate Fee Vacant Bute	Y	Y	\$ 180.00	\$ 180.00
Waste Water Connection Fee - New Dwelling	Y	N	\$ 2,200.00	\$ 2,200.00
Waste Water Connection Fee - Existing Dwellings	Y	N	\$ 250.00	\$ 250.00
Waste Water - Augmentation Charge - New Connections (Capital/Renewal)	Y	N	\$ 4,400.00	\$ 4,400.00
<b>HIRE FEES</b>				
Mobile Toilets Hire	Y	Y	\$ 95.00	\$ 95.00
Bond hire fee	Y	N	\$ 200.00	\$ 200.00
Price to be determined for new single trailer portaloos				
<b>BUTE POST OFFICE RENTALS</b>				
<b>If paid before March 31 2018:</b>				
PO Box - Small	Y	Y	\$ 29.00	\$ 29.00
PO Box - Medium	Y	Y	\$ 49.00	\$ 49.00
PO Box - Large	Y	Y	\$ 73.00	\$ 73.00
<b>If paid after March 31 2018:</b>				
PO Box - Small	Y	Y	\$ 34.00	\$ 34.00
PO Box - Medium	Y	Y	\$ 54.00	\$ 54.00
PO Box - Large	Y	Y	\$ 78.00	\$ 78.00
<b>TICKERA POST OFFICE RENTALS</b>				
PO Box - Small	Y	Y	\$ 23.00	\$ 23.00
PO Box - Medium	Y	Y	\$ 39.50	\$ 39.50
PO Box - Large	Y	Y	\$ 59.50	\$ 59.50
Replacement Key	Y	Y	\$ 10.00	\$ 10.00
<b>BOAT RAMP FEES</b>				

**District Council of Barunga West**  
**Schedule of Fees & Charges 2017/18**

<b>FEE DESCRIPTION</b>	<b>Set By Council</b>	<b>GST</b>	<b>2016-17</b>		<b>2017-18</b>	
Launch Fee - Recreational & General Commercial	Y	Y	\$	6.00	\$	6.00
Annual Permit - Recreational	Y	Y	\$	55.00	\$	85.00
Annual Permit - General Commercial	Y	Y	\$	220.00	\$	250.00
Replacement Permit	Y	Y	\$	5.00	\$	5.00
<b>CARAVAN PARK FEE - BAYSIDE CARAVAN PARK PORT BROUGHTON</b>						
Powered site	Y	Y	\$	30.00	\$	30.00
Unpowered site	Y	Y				
<b>CARAVAN PARK FEE - BUTE</b>						
Powered site	Y	Y	\$	20.00	\$	20.00
Unpowered site	Y	Y	\$	15.00	\$	15.00
<b>WOOD PERMITS</b>						
Collection of Wood Permits	Y	Y	\$	20.00	\$	20.00

**District Council of Barunga West  
Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION	Set By Council	GST	2016-17	2017-18
<b>COUNCIL HALLS &amp; MEETING ROOMS</b>				
<p><b>Council retains the right to use its discretion as to the hiring out and fees/bonds charged for usage of the Halls. The Halls are public assets to be enjoyed by all ratepayers and visitors to the Council area. In the event of hall hiring, there is an expectation that the Hall will be cleaned by the hirer to Council's satisfaction. If not, the cleaning fees will be deducted from the bond, and if those costs exceed the bond amount, the hirer will be invoiced for those extra costs.</b></p>				
<b>Council Halls</b>				
Private Function serving alcohol & or food (Daily Charge)	Y	Y	\$ 350.00	\$ 350.00
Bond - Private Function (Refundable)	Y	N	\$ 500.00	\$ 250.00
Clean Up if required inc Waste (per hour)	Y	Y	\$ 220.00	\$ 80.00
Commercial Use - (Daily Charge)	Y	Y	\$ 110.00	\$ 350.00
Bond - All Commercial Usage (Refundable)	Y	N	\$ 500.00	\$ 250.00
Clean Up if required inc Waste (per hour)	Y	Y	\$ 220.00	\$ 80.00
Community Use - (Daily Charge)	Y	Y	\$ 55.00	\$ 55.00
Bond for Community Groups & Not For Profit Groups assisting Tourism*	Y	N	\$ -	\$ -
Bond for all other Users	Y	Y	\$ 500.00	\$ 250.00
Clean up if required inc Waste (per hour)	Y	Y	\$ 220.00	\$ 80.00
Community Use - Funeral *	Y	Y	\$ -	\$ -
For <b>REGULAR</b> bookings for small businesses such as Dance Classes/Karate Classes etc - bookings can be made up to 12 weeks in total in advance				
Fee of <b>\$10.00 per session</b> booked is charged	Y	Y	\$ 110.00	\$ 10.00
Bond - payable for up to 12 weeks (max) of booking	Y	N	\$ 500.00	\$ 250.00
<b>Port Broughton &amp; Bute Meeting Room/Bute Rest Centre</b>				
Community Use (up to 4 hours)*	Y	Y	\$ -	\$ -
Community Use - Daily Booking (greater than 4 hours) *	Y	Y	\$ 55.00	\$ 55.00
Commercial Use (up to 4 hours)	Y	Y	\$ 82.50	\$ 82.50
Commercial Use - Daily Booking (greater than 4 hours)	Y	Y	\$ 165.00	\$ 165.00
Clean Up if required inc Waste	Y	Y	\$ 55.00	\$ 55.00
<b>* Hirer must have a direct link to a DC Barunga West ratepayer</b>				
<b>RURAL PROPERTY ADDRESSING</b>				
Application to Allocate and Install Rural Property Addressing Plate			\$ 110.00	\$ 110.00

**District Council of Barunga West**  
**Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION	Set By Council	GST	2016-17	2017-18
<b>WASTE DISPOSAL FEES</b>				
<b>Load Size</b>				
Car Boot/Station Wagon	Y	Y	\$ 7.00	\$ 7.00
Car Boot/Station Wagon [Non Resident]	Y	Y	\$ 14.00	\$ 14.00
Small Trailer/Utility/Van	Y	Y	\$ 20.00	\$ 20.00
Small Trailer/Utility/Van [Non Resident]	Y	Y	\$ 40.00	\$ 40.00
Small Trailer/Utility (High Sides)	Y	Y	\$ 28.00	\$ 28.00
Small Trailer/Utility (High Sides) [Non Resident]	Y	Y	\$ 40.00	\$ 40.00
Tandem Trailer - Small	Y	Y	\$ 38.00	\$ 38.00
Tandem Trailer - Small [Non Resident]	Y	Y	\$ 72.00	\$ 72.00
Tandem Trailer - Small (High Sides)	Y	Y	\$ 48.00	\$ 48.00
Tandem Trailer - Small (High Sides) [Non Resident]	Y	Y	\$ 96.00	\$ 96.00
Tandem Trailer - Large	Y	Y	\$ 48.00	\$ 48.00
Tandem Trailer - Large [Non Resident]	Y	Y	\$ 96.00	\$ 96.00
Tandem Trailer - Large (High Sides)	Y	Y	\$ 58.00	\$ 58.00
Tandem Trailer - Large (High Sides) [Non Resident]	Y	Y	\$ 116.00	\$ 116.00
Small Truck < 8 Tonnes	Y	Y	\$ 140.00	\$ 140.00
Small Truck < 8 Tonnes [Non Resident]	Y	Y	\$ 280.00	\$ 280.00
Large Truck > 8 Tonnes	Y	Y	\$ 210.00	\$ 210.00
Large Truck > 8 Tonnes [Non Resident]	Y	Y	\$ 420.00	\$ 420.00
Car Bodies	Y	Y	\$ 60.00	\$ 60.00
Car Bodies [Non Resident]	Y	Y	\$ 120.00	\$ 120.00
Mattress/Lounge (Single/Double)	Y	Y	\$10 - \$15	\$10 - \$15
Mattress/Lounge (Single/Double) [Non Resident]	Y	Y	\$20 - \$30	\$20 - \$30
Clean Fill	Y	Y	Per Size of Vehicle (Resident) Fee same as for General Waste	Per Size of Vehicle (Resident) Fee same as for General Waste
Green Waste	Y	Y	Not Accepted	Not
Unsorted Loads	Y	Y	Not Accepted	Not
<b>Tyre Disposal Rates</b>				
Motor Cycle	Y	Y	\$ 5.00	\$ 5.00
Motor Cycle [Non Resident]	Y	Y	\$ 10.00	\$ 10.00
Passenger	Y	Y	\$ 6.00	\$ 6.00
Passenger [Non Resident]	Y	Y	\$ 12.00	\$ 12.00
Light Truck	Y	Y	\$ 10.00	\$ 10.00
Light Truck [Non Resident]	Y	Y	\$ 20.00	\$ 20.00
Bobcat	Y	Y	\$ 10.00	\$ 10.00
Bobcat [Non Resident]	Y	Y	\$ 20.00	\$ 20.00
Truck	Y	Y	\$ 14.00	\$ 14.00
Truck [Non Resident]	Y	Y	\$ 28.00	\$ 28.00
Super Single	Y	Y	\$ 18.00	\$ 18.00
Super Single [Non Resident]	Y	Y	\$ 36.00	\$ 36.00
Tractor Small up to 1m high	Y	Y	\$ 22.00	\$ 22.00
Tractor Small up to 1m high [Non Resident]	Y	Y	\$ 44.00	\$ 44.00
Tractor Large 1m to 2m high	Y	Y	\$ 42.00	\$ 42.00
Tractor Large 1m to 2m high [Non Resident]	Y	Y	\$ 84.00	\$ 84.00
Earthmover Small up to 1m high	Y	Y	\$ 50.00	\$ 50.00
Earthmover Small up to 1m high [Non Resident]	Y	Y	\$ 100.00	\$ 100.00
Earthmover Large 1m to 2m high	Y	Y	\$ 85.00	\$ 85.00
Earthmover Large 1m to 2m high [Non Resident]	Y	Y	\$ 170.00	\$ 170.00
Tyre on Rim	Y	Y	Not Accepted	Not

**District Council of Barunga West**  
**Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION		Set By Council	GST	2016-17	2017-18
<b>Licences</b>					
Food Business Notification & Inspection Fee (businesses <20FTE)		Y	Y	\$ 88.00	\$ 88.00
Food Business Notification & Inspection Fee (businesses >20FTE)		Y	Y	\$ 220.00	\$ 220.00
New Food Business compliance reinspection		Y	Y	\$ 80.00	\$ 80.00
Food Business non-compliance reinspection Fee		Y	Y	\$ 80.00	\$ 80.00
Unlicensed Outdoor Cafe/ Deli Annual Charge		Y	Y	\$ 89.00	\$ 89.00
Unlicensed Outdoor Cafe/ Deli		Y	Y	\$ 18.00	\$ 18.00
Licensed Outdoor Café/Restaurant/ Hotel		Y	Y	\$ 176.00	\$ 176.00
Licensed Outdoor Café/Restaurant/ Hotel		Y	Y	\$ 42.00	\$ 42.00
Street Stall		Y	Y	\$ 5.00	\$ 5.00
Annual Street Stall permit ( up to 20 in one year)		Y	Y	\$ 61.00	\$ 61.00
Minimum Lease Rent		Y	Y	\$ 281.00	\$ 281.00
Authorisation and Permit (Sec 221 and 222 LGA)		Y	Y	\$ 281.00	\$ 281.00
Mobile Food Vending Itinerant Vendor License		Y	Y	\$ 400.00	\$ 400.00
Warm Water Registration Fee		N	N	\$ 36.25	\$ 36.25
<b>Development Application Fees</b>					
Lodgement Fee Planning - Base Amount	1(1)	N	N	\$ 60.00	\$ 60.00
<b>Additional</b> Lodgement Fee Planning - Non Complying	1(1)(a)	N	N	\$ 96.50	\$ 96.50
<b>Additional</b> Land Division Lodgement Fee - Boundary adjustment	1(1)(b)(i)	N	N	\$ 48.25	\$ 48.25
<b>Additional</b> Land Division Lodgement Fee - Additional allotment	1(1)(b)(ii)	N	N	\$ 142.00	\$ 142.00
<b>Additional</b> Lodgement Fee - Assessment against building Rules required and Development Cost > \$5,000	1(1)(c )	N	N	\$ 68.00	\$ 68.00
<b>Additional</b> Lodgement Fee- Construction of or addition to a swimming pool or spa or a safety fence or barrier	1(1)(d)	N	N	\$ 179.00	\$ 179.00
Land Division Fee - Boundary adjustment	1(3)(a)(i)	N	N	\$ 70.00	\$ 70.00
Land Division Fee - Additional allotments	1(3)(a)(ii)	N	N	\$ 152.00	\$ 152.00
Land Division Fee- Per additional allotments	1(3)(a)(ii)	N	N	\$ 14.40	\$ 14.40
Land Division Fee- Maximum fee	1(3)(a)(ii)	N	N	\$ 6,937.00	\$ 6,937.00
Statement of Requirements Fee - Boundary adjustment	1(3)(b)(i)	N	N	\$ 284.00	\$ 284.00
Statement of Requirements Fee - Additional allotments	1(3)(b)(ii)	N	N	\$ 401.00	\$ 401.00
DAC Consultation Report Fee- Boundary adjustment	1(3)(c )(i)	N	N	\$ 67.00	\$ 67.00
DAC Consultation Report Fee- Sdditional allotments	1(3)(c )(ii)	N	N	\$ 201.00	\$ 201.00
Certificate of Approval Fee- Boundary adjustment	1(3)(d)(i)	N	N	\$ 100.00	\$ 100.00
Certificate of Approval Fee- Additional allotments	1(3)(d)(ii)	N	N	\$ 334.00	\$ 334.00
Development Authorisation (staged consents) Fee	1(11)	N	N	\$ 60.00	\$ 60.00
Development (Schedule 1A) Fee	1(12)	N	N	\$ 50.00	\$ 50.00
Crown Development - (A) > \$100,000 or (B) involves division of land (additional allotments only)	1(e )	N	N	any relevant fee under components (1), (2), or (3) of Item 1	any relevant fee under components (1), (2), or (3) of Item 1
Variation of a development authoirisation	1(h)	N	N	Subject to fees prescribed in item 1 of schedule 6 as if it were an application for a new development	Subject to fees prescribed in item 1 of schedule 6 as if it were an application for a new development
Registration of a Land Management Agreement (S.57 or S.57A)	7(1)	N	N	\$ 72.00	\$ 72.00
Registration of a Land Management Agreement (S.57(2d) or Application to the Minister for approval under S.101 (prescribed qualifications)	7(2)	N	N	\$ 13.40	\$ 13.40
Application to extend any consent or approval under regulation 48	8(1)	N	N	\$ 143.00	\$ 143.00
Application to extend any consent or approval under regulation 48	9	N	N	\$ 96.50	\$ 96.50
Prescribed fee for major developments and projects	63B(1)(a)	N	N	\$ 1,823.00	\$ 1,823.00
Application for registration for private certifiers	93A92)(b)	N	N	\$ 143.00	\$ 143.00
Annual registration fee for private certifiers	93A(6)(a)	N	N	\$ 72.00	\$ 72.00
Payment in lieu of replacement tree for significant or regulated tree removal	117(4)	N	N	\$ 84.00	\$ 84.00

**District Council of Barunga West  
Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION		Set By Council	GST	2016-17	2017-18
<b>Development Plan Assessment Fee</b>					
Development Cost < \$10,000	1(2)(c )	N	N	\$ 37.50	\$ 37.50
Development Cost > \$10,000 and <\$100,000	1(2)(d)	N	N	\$ 103.00	\$ 103.00
Development Cost > \$100,000	1(2)(e )			.125% of the development cost up to a maximum of \$200,000	.125% of the development cost up to a maximum of \$200,000
Public Notification - Cat 2 and 3	1(6)	N	N	\$ 103.00	\$ 103.00
Advertisement Fee Cat 3	Schedule 6, Item 1(7)	N	N	\$ 340.00	\$ 340.00
<b>Non Complying Development Assessment Fee</b>					
Development Cost < \$10,000	1(4)(b)(i)	N	N	\$ 51.50	\$ 51.50
Development Cost > \$10,000 and <\$100,000	1(4)(b)(ii)	N	N	\$ 122.00	\$ 122.00
Development Cost > \$100,000	1(4)(b)(iii)			0.125% of the development cost up to a maximum of \$200,000	0.125% of the development cost up to a maximum of \$200,000
Non Complying Development Administration Fee	1(4)(a)	N	N	\$ 122.00	\$ 122.00
Non Complying Land Division Development Assessment Fee- Boundary adjustment	1(4)(b)(iv)(A)	N	N	\$ 51.50	\$ 51.50
Non Complying Land Division Development Assessment Fee- Additional allotments	1(4)(b)(iv)(B)	N	N	\$ 122.00	\$ 122.00
Non Complying Land Division Development Assessment Fee- Per additional allotment	1(4)(b)(iv)(B)	N	N	\$ 14.40	\$ 14.40
Non Complying Land Division Development Assessment Fee- Maximum fee	1(4)(b)(iv)(B)	N	N	\$ 2,140.00	\$ 2,140.00
Development Assessment Fee for major developments and projects > \$100,000	63(1)©			0.25% of the development cost up to a maximum determined by the Minister	0.25% of the development cost up to a maximum determined by the Minister
<b>Referral fees</b>					
Building Rules Assessment Commission	1(10)			\$ 301.00	\$ 301.00
Referral to BRAC Class 1 and 10 buildings	6(a)			\$ 472.00	\$ 472.00
Referral to BRAC Class 2 -9 buildings				\$ 1,036.00	\$ 1,036.00
EPA				\$ 213.00	\$ 213.00
EPA - (>\$1000000)				\$ 357.00	\$ 357.00
Coast Protection Board				\$ 213.00	\$ 213.00
Coast Protection Board - (>\$1000000)				\$ 357.00	\$ 357.00
Native Vegetation Branch				\$ 213.00	\$ 213.00
Native Vegetation Branch - (>\$1000000)				\$ 357.00	\$ 357.00
Environment & Heritage				\$ 213.00	\$ 213.00
Environment & Heritage - (>\$1000000)				\$ 357.00	\$ 357.00
Liquor Licensing Commission				\$ 213.00	\$ 213.00
Liquor Licensing Commission -(>\$1000000)				\$ 357.00	\$ 357.00
Mining & Energy				\$ 213.00	\$ 213.00
Mining & Energy - (>\$1000000)				\$ 357.00	\$ 357.00
Water, Land & Biodiversity				\$ 213.00	\$ 213.00
Water, Land & Biodiversity - (>\$1000000)				\$ 357.00	\$ 357.00
Country Fire Service				\$ 213.00	\$ 213.00
Country Fire Service - (>\$1000000)				\$ 357.00	\$ 357.00
Planning & Urban Developm.				\$ 213.00	\$ 213.00
Planning & Urban Developm. - (>\$1000000)				\$ 357.00	\$ 357.00
Department Transport, Energy & Infrastructure				\$ 213.00	\$ 213.00
Transport SA - (>\$1000000)				\$ 357.00	\$ 357.00
PIRSA				\$ 213.00	\$ 213.00
PIRSA - (>\$1000000)				\$ 357.00	\$ 357.00
Telstra				\$ 213.00	\$ 213.00
Telstra - (>\$1000000)				\$ 357.00	\$ 357.00
SA Water				\$ 213.00	\$ 213.00
SA Water - (>\$1000000)				\$ 357.00	\$ 357.00

**District Council of Barunga West**  
**Schedule of Fees & Charges 2017/18**

FEE DESCRIPTION	Set By Council	GST	2016-17	2017-18
ETSA			\$ 213.00	\$ 213.00
ETSA - (>\$1000000)			\$ 357.00	\$ 357.00
KINRM Board			\$ 213.00	\$ 213.00
KINRM Board - (>\$1000000)			\$ 357.00	\$ 357.00
Referral Fee	1(5)(a)(i)		\$ 213.00	\$ 213.00
Referral Fee - > \$1000000	1(5)(a)(ii)		\$ 357.00	\$ 357.00
Referral Fee - within clauses 1(6), 2(3), 2(7), 2(10), or 3(3) of schedule 22 for the referral to the EPA	1(5)(b)(i)		\$ 357.00	\$ 357.00
Referral Fee - within item 19, 20, or 21 for a referral under those items	1(5)(b)(ii)		\$ 357.00	\$ 357.00

Building Rules : Classes				
Minimum Fee Building Works & Demolition			\$ 64.00	
Building Class 1, 2, 4 - \$2.83 per sqm			\$2.90/sqm	\$2.90/sqm
Building Class 3, 5, 6 - \$3.77 per sqm			\$3.86/sqm	\$3.86/sqm
Building Class 7, 8 - \$2.50 per sqm			\$2.56/sqm	\$2.56/sqm
Building Class 9a & 9c - \$4.27 per sqm			\$4.37/sqm	\$4.37/sqm
Building Class 9b - \$3.75 per sqm			\$3.84/sqm	\$3.84/sqm
Building Class 10 - \$0.84 per sqm			\$0.87/sqm	\$0.87/sqm
Application for issue of shedule of Essential Safety Provisions	4		\$ 92.50	\$ 92.50
Modification of Building Rules				
Certification of Occupancy	3		\$ 43.00	\$ 43.00
Staged Consents Fee (Building Rules)				
Application to extend any consent or approval				
Application to Amend Development Application			30% of Statutory Fees	30% of Statutory Fees
Demolition Class 1, 2, 4 - \$0.50 / sqm				
Demolition Class 3, 5, 6 - \$0.67 / sqm				
Demolition Class 7, 8 - \$0.45 / sqm				
Demolition Class 9a & 9c - \$0.76 / sqm				
Demolition Class 9b - \$0.67 / sqm				
Demolition Class 10 - \$0.15 / sqm				
Re-classification of a Building				
Minimum Fee	1(8)(a), 1(8)(b),		\$ 65.50	\$ 65.50
Class 1, 2, 4 - \$2.83 / sqm				
Class 3, 5, 6 - \$3.77 / sqm				
Class 7, 8 - \$2.50 / sqm				
Class 9a & 9c - \$4.27 / sqm				
Class 9b - \$3.75/ sqm				
Class 10 - \$0.84 / sqm				
Fee calculation in case of building that has a floor area	1(8)(a)		$F=0.00236 \times CI$ $x A \times CF$	$F=0.00236 \times CI$ $x A \times CF$
Fee calculation in case of building that does not have a floor area	1(8)(b)		$F=0.00236 \times CI$ $x S \times CF$	$F=0.00236 \times CI$ $x S \times CF$
Consent to development at variance with building rules	1(9)		\$ 150.00	\$ 150.00
Fee for application for assignment of, or change in, classification of a building that has a floor area	2(a)		$F=0.00184 \times CI$ $x A \times CF$	$F=0.00184 \times CI$ $x A \times CF$
Application for assignment of, or change in, classification of a building - minimum fee	2(a), 2(b), 2F		\$ 64.00	\$ 64.00
Fee for application for assignment of, or change in, classification of a building that does not have a floor area	2(b)		$F= 0.00184 \times$ $CI \times S \times CF$	$F= 0.00184 \times$ $CI \times S \times CF$
Levy on Building Rules Assessment Fee	Schedule 6, Item 5		7% of the GST- exclusive value to be remitted to	7% of the GST- exclusive value to be remitted to

## Appendix C

# Rating & Rebate Policy 2017-18

See Separate Document



## 1. INTRODUCTION

An integral part of an Annual Budget, required to be adopted by Council and pursuant to Section 123 of the Local Government Act 1999 and Regulation 6 of the Local Government (Financial Management) Regulations 2011, is the ability to raise rates to fund Council services and projects.

## 2. PURPOSE OF THIS POLICY

This document sets out the policy of the District Council of Barunga West for setting and collecting rates from its community.

## 3. SCOPE OF THE POLICY

This Policy applies to all ratepayers who are liable to pay Council rates.

## 4. DEFINITIONS

**'CPI'** means Consumer Price Index

**'CWMS'** means Community Wastewater Management Scheme

**'DCSI'** means Department for Communities & Social Inclusion

**'DVA'** means Department of Veterans' Affairs

**'EFTPOS'** means Electronic Funds Transfer at Point Of Sale

**'LGA'** means the Local Government Association of SA

**'NRM Levy'** means Natural Resources Management Board Levy

**'Notional valuation'** means a nominal or face value amount assigned to a financial instrument for calculation purposes

**'SFE'** means Single Farm Enterprise

**'the Act'** means the Local Government Act 1999

## 5. Policy Statement

### 5.1 Introduction

This document sets out the District Council of Barunga West Policy for setting and collecting rates from its community.

### 5.2 Strategic Focus

In setting its rates for the 2017/2018 financial year Council has considered the following:

- Its Strategic Plan.
- Long Term Financial Plan
- Its Budget requirements.
- The impact of the discontinuance of the Pensioner Concession payments.
- The current economic climate.
- The specific issues faced by our community.
- The impact of rates on the community.
- The impact of rates on businesses.
- The relationship between Council objectives and rating policy.
- Council's debt strategy.
- Required funding for future asset replacement.
- The impact of differential changes in property valuations across the district.
- As may be relevant, issues of consistency and comparability across Council areas in the imposition of rates on sectors of the community.

Copies of Council's Strategic Plan and Budget will be available for inspection and purchase at the Council offices and at Council's website [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)

### 5.3 Method Used to Value Land

Councils may adopt one of three valuation methodologies to value the properties in their areas. They are:

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

The District Council of Barunga West has decided to continue to use Capital Value as the basis for valuing land within the Council area. Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers because property value is considered a reasonable indicator of income and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value.

### 5.4 Adoption of Valuations

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



The District Council of Barunga West has adopted the most recent valuations made by the Valuer-General. If a ratepayer is dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the Valuer-General in writing, within 60 days after the date of service of the notice of the valuation to which the objection relates, explaining the basis for the objection.

### 5.5 Objection to Valuation

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

An objection to a valuation must be made within 60 days after the date of service of the notice of the valuation to which the objection relates. If the person then remains dissatisfied with the valuation, they have a right to a review.

Applications must be made within 21 days of receipt of the notice of the decision (in relation to the objection) from the Valuer-General. A payment of the prescribed fee for the review to be undertaken, together with the review application must be lodged in the Office of the Valuer-General, who will then refer the matter to an independent Valuer. If the person remains dissatisfied with the valuation then they have a right of appeal to the Land and Valuation Court.

The address of the Office of the Valuer-General is:

Postal: State Valuation Office  
GPO Box 1354  
Adelaide SA 5001

Telephone: 1300 653 345

Email [lsgobjections@sa.gov.au](mailto:lsgobjections@sa.gov.au)

**Note:** Council has no role in the process of considering an objection to a valuation. It is also important to note that the lodgement of an objection does not change the due date for the payment of rates.

### 5.6 Notional Values

Certain properties may be eligible for a notional value under the Valuation of Land Act 1971. This relates to some primary production land or where there is State heritage recognition. Any owner that believes that they are entitled to a 'notional value' must apply in writing to the Office of the Valuer-General.

### 5.7 Business Impact Statement

Council has considered the impact of rates on businesses in the Council area, including primary production. In considering the impact, Council assessed the following matters:

- Those elements of Council's strategic management plans relating to business development.
- The current and forecast economic climate.
- Operating and capital projects for the coming year that will principally benefit industry and business development in the district.
- Movement in the Consumer Price Index (Adelaide Capital City index) and other relevant indices. The CPI represents the movement in prices associated with the goods and services consumed by the average metropolitan household and measured 2.0% as at March 2017.
- Valuation changes in commercial and industrial properties across the district as compared with valuation changes in residential properties across the district.

### 5.8 Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt (e.g. crown land, Council occupied land and other land prescribed in the Local Government Act – refer Section 147 of the Act), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties.

In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services. Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues. The list of applicable fees and charges is available for inspection and purchase at the District Council of Barunga West Council offices and free of charge from Council's website [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)

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

### 5.9 Differential General Rates

Council set the differential general rates on the 14 June 2016, after consideration of capital value changes as advised by the Valuer-General, as well as issues of equity and fairness, simplicity, benefit to the community, impact of the differentials, as well as the capacity to pay.

The District Council of Barunga West uses differential rating as it believes it is the fairest method of allocating rates. Council's differential rating system is based on land use.

Using the residential rate in the dollar as the base rate, Council has determined the following differential rate values:

Residential Rate	100.00%
Commercial – Shop	100.00%
Commercial – Office	100.00%
Commercial – Other	110.00%
Industry – Light	110.00%



Industry – Other	110.00%
Primary Production	80.00%
Vacant land Rate	120.00%
Non-Rateable	0.00%

If a ratepayer believes that a particular property has been wrongly classified by Council as to its land use, then the ratepayer may object to that land use (to Council) within 60 days of being notified. The objection must set out the basis for the objection and details of the land use that, in the opinion of the ratepayer, should be attributed to that property. Council may then decide the objection as it sees fit and notify the ratepayer. A ratepayer also has the right to appeal against Council's decision to the Land and Valuation Court.

A ratepayer may raise the matter with Council's Rates & Debtors Officer via email at [Barunga@barungawest.sa.gov.au](mailto:Barunga@barungawest.sa.gov.au) or by telephone on 08 8635 2107. On request Council will provide a copy of Section 156 of the Local Government Act 1999 which sets out the rights and obligations of ratepayers in respect of objections to a land use.

**Note:** Lodgement of an objection does not change the due date for the payment of rates.

### 5.10 Fixed Charge

A Council may impose a fixed charge on each assessed property. Where two or more adjoining properties have the same owner and are occupied by the same occupier, only one fixed charge is payable by the ratepayer.

**Council will maintain a fixed charge per property of \$325 in 2017/18.**

The reason for a fixed charge is to ensure that all residents/owners contribute towards the provision of basic services at a reasonable level. The balance of the general rates per assessment is determined by the capital valuation of the property.

### 5.11 Service Charge – Community Wastewater Management Scheme (CWMS)

Council provides a community waste water management scheme to most properties within the townships of Port Broughton and Bute. Council must cover the full cost of operating and maintaining the service and this includes interest payments on loans raised to upgrade the CWMS schemes. Council must also allow for the future capital replacement of the system. Council has committed to sustainable charging for CWMS in the District which has been determined by the LGA and other external sources. Council will recover this cost through the imposition of a sustainable service charge per property unit as follows:

Areas of the townships of Port Broughton and Bute:

<b>Occupied land</b>	<b>\$425 per property unit.</b>
<b>Vacant land – Port Broughton</b>	<b>\$220 per property unit</b>
<b>Vacant land – Bute</b>	<b>\$220 per property unit</b>



Property unit is determined by the “Code for Establishing and Applying Property Units as a Factor of the Imposition of Annual Service Charges for Community Wastewater Management Systems” published by the Local Government Association of South Australia, April 2006.

### **5.12 Tenanted property**

Council has determined that tenants of premises where there are multiple occupants in occupation of what would otherwise be considered to be contiguous properties, or a single property having multiple occupants who lease the property from a common owner, will be charged rates in accordance with the Valuer-General’s land use determination and will be levied the relevant waste management charges as determined under Council’s Waste Management Policy. In addition, where CWMS is available, a separate CWMS charge will be levied on each assessment.

### **5.13 Single Farm Enterprise (SFE)**

Council has determined that where an application has been made in 2016/17 or preceding financial years for the relief of the fixed charge or service charges in respect of a SFE and the applicant still complies in 2017/18 with Council’s requirements as to the operation of the enterprise as a single entity, then only one fixed charge, only one waste management service charge (per occupied property) and only one NRM Levy will be levied.

Existing SFE’s that have applied to Council in the 2016/17 or preceding financial years will not need to reapply, however new SFE applications will need to be applied for by 30<sup>th</sup> September 2017. Council however reserves the right to impose additional service charges on SFEs if the properties have additional occupied housing contained within the properties.

### **5.14 Natural Resources Management Board Levy**

Council is obliged to include on its rates notices and to collect a levy in respect of the operations of the Natural Resources Management Board. The levy is determined by the Board and has been estimated at \$195,500 during the 2017/18 financial year. This charge will be distributed evenly throughout the Council area by the imposition of an amount on each separate assessment of rateable land in the Council area.

### **5.15 Pensioner Concessions**

The Pensioner Concession rebate scheme was terminated by the state government in 2014/15. Previously this scheme was jointly funded by the Federal and State governments, but the Federal government has indicated that it will no longer contribute to the scheme, and as a result the State government has also withdrawn funding.

### **5.16 Postponement of Rates**

A postponement of rates may be granted if Council is satisfied that the payment of rates would cause financial hardship. Upon application, Council may request that the ratepayer substantiates the hardship, and request additional information pertaining to the relevant property to consider granting a postponement of payment of rates, on the condition that the ratepayer agrees to pay interest on the amount affected by the postponement at the Cash Advance Debenture rate.



All successful applications will require the full outstanding rates to be paid upon the completion of the postponement period or at the transfer of ownership settlement date, whichever occurs the earliest.

### 5.17 Postponement of Rates – Seniors

Eligible senior ratepayers (i.e. persons eligible to hold a Seniors card) have the option to apply to Council for a postponement of the payment of the prescribed proportion of rates for the current or a future financial year. The postponement is only available in relation to the prescribed proportion of rates being any amount in excess of \$500 per rateable year and applies to the principal place of residence of the eligible senior ratepayer.

Additional information pertaining to the property may be requested by Council to help in the decision making of the application, for example, mortgage documents. Please contact the Rates & Debtors Officer by email [barunga@barungawest.sa.gov.au](mailto:barunga@barungawest.sa.gov.au) or phone 08 8635 2107 for the application conditions.

If a postponement of the payment of rates occurs, interest will accrue at the rate specified in the Local Government Act 1999 on the amount affected by the postponement, until the amount is paid in full.

During the postponement period, Council may complete regular reviews of the outstanding balance. The reviews will be to ensure there is adequate property value available to repay the postponement amount, plus any interest held against the property upon the sale of the property. Council may request additional information be provided to complete the review.

### 5.18 Deferred Payments

Under special circumstances, Council's CEO or delegate may authorise a deferred payment option to ratepayers. Authorised deferred payment options will not incur Fines &/or Interest during the period specified.

The deferred payment option is intended to provide financial relief for a group of property assessments who have/are experiencing the same circumstance, as a once off relief. It is not the intention of this relief to be provided on property assessments/ratepayers singularly or on an ongoing/regular basis.

### 5.20 Centrelink Recipients and Low Income Earners

The Department of Communities & Social Inclusion (DCSI) may assist Centrelink recipients and low income earners with the payment of Council rates for their principal place of residence. (Remissions are not available on vacant land or rental premises).

Please contact DCSI for details:

Telephone: 1800 307 758

Email: [concessions@dcsi.sa.gov.au](mailto:concessions@dcsi.sa.gov.au)

Internet: <http://www.sa.gov.au/topics/employment-and-finance/financial-support/concessions-and-benefits/concessions/council-rate-concessions>

Postal Address: Concessions, Reply Paid 292, Adelaide SA 5001



### 5.21 Payment of Rates

As required by Section 181 of the Local Government Act 1999, Council offers ratepayers the opportunity to pay their rates in four equal or approximately equal instalments, due in the months of September, December, March and June each year.

In cases where the initial account requiring payment of rates is not sent at least 30 days prior to this date, or an amended account is required to be sent, the Chief Executive Officer has the authority to fix the date by which rates must be paid for these assessments.

The Chief Executive Officer also has the authority to enter into agreements with principal ratepayers relating to the payment of rates in any case where they consider it necessary or desirable to do so.

Rates may be paid by Bpay, cheque, money order, cash or EFTPOS. Credit cards (with the exception Diners Card and American Express) can be utilised to a maximum of \$2,500.

The following payment options are available in relation to Council rates:

- Internet: [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)  
B-Pay: Using the information contained on your rates notice.  
Credit card: [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)  
Mail: Addressed to PO Box 3, Port Broughton SA 5522

Payments can also be made at the following Council Service Centres:

- Council Office, Bay Street, Port Broughton
- Council Office, Railway Terrace, Bute

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard payment arrangements is invited to contact Council's Rates & Debtors Officer on 08 8635 2107, to discuss alternative payment arrangements. Such inquiries are treated confidentially by Council.

**Note:** Late payment fines and interest may still apply.

### 5.22 Late Payment of Rates / Debt Recovery

The Local Government Act provides that Councils may impose a penalty on any payment for rates, whether instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late.

The purpose of this penalty is to act as a genuine deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow Councils to recover the administrative cost of following up unpaid rates and to cover any interest cost a Council may incur because it has not received the rates on time.

The District Council of Barunga West imposes late payment penalties strictly in accordance with the Local Government Act 1999. The ability to remit penalties in whole or part is a power vested in Council. At Council, each case will be considered on its merits based on the information provided.



### 5.23 Debt Recovery

All ratepayers have until the date on which the instalment of rates is due. After that the following recovery procedure will come into effect:

1. Fines and interest as provided by the Act will be added.
2. An overdue notice will be forwarded within 28 days of the imposition of a late payment penalty.
3. The debt will be placed in the hands of a debt collector if payment or arrangement for payment is not made within the overdue notice pay by date (21 days from date on overdue notice) and a notice of intention to issue a claim will be forwarded by the debt collector.
4. Court proceedings will be instigated if the payment is still overdue after 21 days.

All fees and court costs will be recovered from the ratepayer.

When Council receives a payment in respect of overdue rates, Council applies the money received in the following order:

1. To satisfy any costs awarded in connection with court proceedings;
2. To satisfy any interest costs;
3. In payment of any fines imposed;
4. In payment of rates, in date order of their imposition (starting with the oldest account first).

### 5.24 Sale of Land for Non-Payment of Rates

Section 184 of the Local Government Act provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide the principal ratepayer and the owner (if not the same person) with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month. The Council enforces the sale of land for non-payment of rates after 3 years or more in accordance with the provisions of the Act.

### 5.25 Overpayment of Rates

Council will not pay interest on any voluntary overpayment of rates, and will not refund any amount less than \$100 due to costs involved in processing refunds. Any credit balance will be applied against the next instalment of rates.

Council regularly reviews the balance of rates on each property and if rates have been overpaid by \$100 or more, a refund payment may be processed to the principal ratepayer. Council will require in writing if the ratepayer requests any rate refunds or overpaid rates to be paid towards future rate payments.



## 5.26 Rebate of Rates

### Policy Statement

It is the policy of the District Council of Barunga West that a rebate of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the Local Government Act 1999 and, where appropriate, the requirements of this Policy.

### Introduction

The Local Government Act 1999 (“the Act”) sets out at Chapter 10, Division 5 (Sections 159 to 166) those provisions applicable to the Council granting a rebate of rates to persons or bodies.

Council has decided to adopt a Policy to assist it in its decision making functions relative to the operation of the rate rebate provisions contained in the Act.

This Policy is intended to provide guidance to the community as to the grounds upon which a person or body is, or may be entitled to receive a rebate of rates and the matters that Council will take into account in deciding an application for a rebate.

In accordance with the rebate provisions contained in the Act, this Policy sets out the type of use in respect of land which Council must grant a rebate of rates and the amount that rebate must be, and those types of land use where Council has discretion to grant a rebate of rates.

### Local Government Act 1999

Section 159(3) of the Act provides that Council may grant a rebate of rates under the Act if it is satisfied that it is appropriate to do so.

The Act provides for a mandatory rebate of rates in specified cases and the amount of that mandatory rebate (see Mandatory Rebates Clause below).

The Act also provides that where Council must grant a rebate of rates under the Act, and the amount of that rebate is fixed by the Act at less than 100%, Council **may** increase the amount of the rebate.

The Act provides, at Section 166 for Council to provide a discretionary rebate of rates in the cases set out in that Section.



### **Mandatory Rebates**

Council must grant a rebate in the amount specified in respect of those land uses which the Act provides will be granted a rebate.

Rates on the following land will be rebated at **100%**:

- Health Services - Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the Health Care Act 2008;
- Religious Purposes - Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes;
- Public Cemeteries - Land being used for the purposes of a public cemetery;
- Royal Zoological Society of SA - Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated.

Rates on the following land will be rebated at **75%**:

- Community Services - Land being predominantly used for service delivery and administration by a community services organisation. A "community services organisation" is defined in the Act as a body that –
  - is incorporated on a not for profit basis for the benefit of the public; and
  - provides community services without charge or for a charge that is below the cost to the body of providing the services; and
  - does not restrict its services to persons who are members of the body.

It is necessary for a community services organisation to satisfy all of the above criteria to be entitled to the mandatory 75% rebate.

The Act further provides that eligibility for a rebate by a community services organisation is subject to it providing one or more of the following community services –

- emergency accommodation
- food or clothing for disadvantaged persons (i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);
- supported accommodation (i.e., residential care facilities in receipt of Commonwealth funding or accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life);
- essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- legal services for disadvantaged persons;
- drug or alcohol rehabilitation services; or
- the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses.



- Educational Purposes
  - Land occupied by a government school under a lease or licence and being used for educational purposes; or
  - Land occupied by a non-government school registered under the Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; or
  - Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.
  - Where Council is satisfied from its own records or from other sources that a person or body meets the necessary criteria for a mandatory 100% or 75% rebate, Council will grant the rebate of its own initiative. Where Council is not so satisfied it will require the person or body to apply for the rebate in accordance with the Applications Clause of this Policy.
  
  - Where a person or body is entitled to a rebate of **75%** Council may, pursuant to Section 159(4) of the Act, increase the rebate up to a further **25%**. Council may grant the further **25%** rebate upon application or on its own initiative. In either case Council **will** take into account those matters set out within the Applications Clause of this Policy and **may** take into account any or all of those matters set out within that Clause.
  - Where an application is made to Council for a rebate of up to a further **25%** the application will be made in accordance with the Applications Clause of this Policy and Council will provide written notice to the applicant of its determination of that application.

### Discretionary Rebates

Council may in its absolute discretion grant a rebate of rates or service charges in any of the following cases pursuant to Section 166 of the Act:

- a. Where it is desirable for the purpose of securing the proper development of the area (or a part of the area);
- b. Where it is desirable for the purpose of assisting or supporting a business in its area;
- c. Where it will be conducive to the preservation of buildings or places of historic significance;
- d. Where the land is being used for educational purposes;
- e. Where the land is being used for agricultural, horticultural or floricultural exhibitions;
- f. Where the land is being used for a hospital or health centre;
- g. Where the land is being used to provide facilities or services for children or young persons;
- h. Where the land is being used to provide accommodation for the aged or disabled;
- i. Where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;
- j. Where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community;



- k. Where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment; and
- l. Where the rebate is considered by the Council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations.
- m. Where the rebate is considered by the Council to be appropriate to provide relief in order to avoid what would otherwise constitute a liability to pay a rate or charge that is inconsistent with the liabilities anticipated by the Council in its annual business plan or a liability that is unfair or unreasonable.
- n. Where the rebate is to give effect to a review of a decision of the Council under the Local Government Act Chapter 13 Part 2.
- o. Where the rebate is contemplated under another provision of the Local Government Act.

Council may grant a rebate of rates up to and including 100% of the relevant rates or service charges. Council may grant a rebate for a period exceeding one year, but not exceeding 10 years in respect of (a), (b) or (k) and not exceeding 3 years in respect of (l).

Council has an absolute discretion:

- To grant a rebate of rates or service charges in the above cases; and
- To determine the amount of any such rebate.

Persons who or bodies, which seek a discretionary rebate, will be required to submit an application form to Council and provide to Council such information as stipulated on the application form and any other information that Council may reasonably require.

Council maintains a Register of Discretionary Rebates.



### Applications

Council will inform the community of the provisions for rate rebate under the Local Government Act 1999 by the inclusion of suitable details in the Rating and Rebate Policy Summary distributed with the annual rate notice.

Persons or bodies who seek a rebate of rates (and/or service charges) either:

- Pursuant to Section 159(4) of the Act and Mandatory Clause of this Policy; or
- Pursuant to Section 166 of the Act and Discretionary Clause of this Policy,
- Must make written application to Council pursuant to Section 159(1) of the Act in the manner and form determined by Council and supplying such information as Council may reasonably require.

Application forms may be obtained from the Council office located at 11 Bay Street, Port Broughton SA 5522.

Council will take into account, in accordance with Section 166(1a) of the Act in relation to (d)-(j) inclusive in the Discretionary Rebates Clause above, the following matters –

- the nature and extent of Council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in the Council's area;
- the community need that is being met by activities carried out on the land for which the rebate is sought; and
- the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons.

Council may take into account other matters considered relevant by the Council including, but not limited to, the following –

- why there is a need for financial assistance through a rebate;
- the level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- whether the applicant has made/intends to make applications to another Council;
- whether, and if so to what extent, the applicant is or will be providing a service within the Council area;
- whether the applicant is a public sector body, a private not for profit body or a private or profit body;
- whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
- the desirability of granting a rebate for more than one year in those circumstances identified within Discretionary Clause of this policy;
- consideration of the full financial consequences of the rebate for Council;
- the time the application is received;
- the availability of any community grant to the person or body making the application;
- whether the applicant is in receipt of a community grant; and



- any other matters and policies of Council, which Council considers relevant.

All persons who or bodies which wish to apply to Council for a rebate of rates must do so on or before **30th September in a given year**. Council reserves the right to refuse to consider applications received after that date. However, applicants which satisfy the criteria for a mandatory **100%** or **75%** rebate will be granted the rebate at any time.

The Act provides that Council may grant a rebate of rates or charges on such conditions as Council thinks fit.

Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act. The maximum penalty for this offence is \$5,000.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform Council of that fact and (whether or not Council is so informed) the entitlement to a rebate ceases. If a person or body fails to do so that person or body is guilty of an offence. The maximum penalty for this offence is \$5,000.

Council will, in writing, advise an applicant for a rebate of its determination of that application within 40 business days of receiving the application or of receiving all information requested by Council. The advice will state –

- if the application has been granted, the amount of the rebate; or
- if the application has not been granted, the reasons why.

### **Delegation**

Council has delegated its power, pursuant to Section 44 of the Act, to grant applications for mandatory rebates, which meet the requirements of the Act.

All discretionary rebates shall be determined by Council with the exception of the Rate Cap, which shall be applied automatically to rate notices.

### **Review**

A person who or a body which is aggrieved by a determination of Council in respect of an application for a rebate may seek a review of that decision in accordance with Council's Internal Review of Council Decisions Policy within 30 days of the date of the notice of determination which is given pursuant to Applications Clause of this Policy.



### **Community Grants**

If an application for a rebate is unsuccessful, Council has an absolute discretion to then treat the application as one for a community grant and to determine it in accordance with Council policy.

### **Rate Capping**

To provide ratepayers with relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to rapid changes in valuation, a rebate of general rates for the 2016/17 financial year will be granted to the Principal Ratepayer of an Assessment under Section 166 (1) (l) of the Act, either by Council of its own initiative where Council is in possession of sufficient information to determine the entitlement to the rebate or otherwise on application to Council, where the amount of any increase in rates in respect of that Assessment in monetary terms between the amount of general rates imposed for the 2015/16 financial year and the amount of general rates imposed for the 2016/17 financial year, is greater than 20%.

The amount of the rebate will be the difference between the amount of general rates in monetary terms imposed for the 2015/16 financial year and the amount of general rates imposed for the 2016/17 financial year less 20% of that amount.

The rebate is only applicable if:

- The property has the same owner(s) in 2015/16 and 2016/17, and;
- The rate code in 2015/16 and 2016/17 are the same.

The rebate will be calculated collectively on adjoining properties under identical ownership and single farm enterprises and the rate rebate will be applied to the first assessment listed.

In providing the rates capping rebate to the applicable assessments, Council has deemed the rebate should provide relief of any substantial valuation change.

### **Common portion of Community titled land**

Where a community title exists over an individual portion of land then any common portion of land held under that community title will be considered to be non-rateable and will not be subject to the imposition of fixed charges or service charges.

### **5.27 Applications**

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, District Council of Barunga West via email at [insert email address] or post at PO Box 3, Port Broughton SA 5522 and include sufficient details to identify the relevant property and any supporting documentation in support of the application.



### 5.28 Changes to Assessment Records

All changes to postal address of ratepayer/owner, changes of ownership of a property and changes to ratepayer/owner name must be notified promptly to Council in writing or via Council's website at [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)

### 5.29 Disclaimer

A rate cannot be challenged on the basis of non-compliance with this policy and must be paid in accordance with the required payment provisions.

Where a ratepayer believes that Council has failed to properly apply this policy it should raise the matter with Council. In the first instance contact should be directed to the Rates & Debtors Officer at the Council Office by email at [rates@barungawest.sa.gov.au](mailto:rates@barungawest.sa.gov.au) or by telephone 08 8635 2107. If after this initial contact a ratepayer is still dissatisfied, they should then write to the Chief Executive Officer, District Council of Barunga West via email at [Barunga@barungawest.sa.gov.au](mailto:Barunga@barungawest.sa.gov.au) or by post at PO Box 3, Port Broughton SA 5522 explaining the nature of their concern.



## Application Form for Rate Rebate 2016/17 Financial Year

### (1) Details of Applicant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

If the Applicant is not a natural person, please provide details of a contact person for the Applicant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

### (2) Details of Land

Certificate of Title: \_\_\_\_\_

Assessment Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Owner of Land (if not Applicant): \_\_\_\_\_



### (3) Categories of Rebate

Please tick  the category of rebate under which you are seeking a rebate –

#### 3.1 Mandatory Rebates

- Health Services 100% Rebate – Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the Health Care Act 2008;
- Religious Purposes 100% Rebate – Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes;
- Public Cemeteries 100% Rebate – Land being used for the purposes of a public cemetery;
- Royal Zoological Society of SA 100% Rebate – Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated.
- Community Services 75% Rebate – Land being predominantly used for service delivery and administration by a community services organisation.

Does your organisation satisfy the following?

A community services organisation is a body that:-

- is incorporated on a not for profit basis for the benefit of the public; and
- provides community services without charge or for a charge that is below the cost to the body of providing the services; and
- does not restrict its services to persons who are members of the body.

If you have ticked all three of the above criteria's, which of the following services does your organisation provide –

- emergency accommodation;
- food or clothing for disadvantaged persons (i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);
- supported accommodation (i.e., residential care facilities in receipt of Commonwealth funding or accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life);
- essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- legal services for disadvantaged persons;
- drug or alcohol rehabilitation services; and/or
- research into, or community education about, diseases or illnesses, or palliative care to persons who suffer from diseases or illnesses.
- Other – please specify .....



Educational Purposes 75% Rebate – which of the following criteria apply –

- land occupied by a government school under a lease or licence and being used for educational purposes; or
- land occupied by a non-government school registered under the Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; or
- land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

### 3.2 Discretionary Rebates

The Council may in its discretion grant a rebate of rates or service charges in any of the following cases. Please indicate which of the following is applicable to your application–

- the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);
- the rebate is desirable for the purpose of assisting or supporting a business in its area;
- the rebate will be conducive to the preservation of buildings or places of historic significance;
- the land is being used for educational purposes;
- the land is being used for agricultural, horticultural or floricultural exhibitions;
- the land is being used for a hospital or health centre;
- the land is being used to provide facilities or services for children or young persons;
- the land is being used to provide accommodation for the aged or disabled;
- the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;
- the land is being used by an organisation which provides a benefit or service to the local community;
- the rebate relates to common property or land vested in a community corporation under the Community Titles Act (SA) 1996 over which the public has a free and unrestricted right of access and enjoyment;
- the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a rate payer due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations;
- the rebate is considered by the Council to be appropriate to provide relief in order to avoid what would otherwise constitute a liability to pay a rate or charge that is inconsistent with the liabilities anticipated by the Council in its annual business plan or a liability that is unfair or unreasonable;
- the rebate is to give effect to a review of a decision of the Council under the Local Government Act Chapter 13 Part 2;
- the rebate is contemplated under another provision of the Local Government Act.



#### (4) Amount of Rebate

If you are seeking a mandatory rebate under Clause 3.1 of this Application, for which you are entitled to a 75% rebate, are you also applying to the Council to increase that rebate?

- YES, please specify the amount of rebate that you are applying for –

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- NO

If you are applying for a discretionary rebate under Clause 3.2 of this Application, please specify the rebate amount you are applying for.

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Please specify why you (or your organisation) need financial assistance through a rebate and why the amount of rebate you have applied for is appropriate.

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#### (5) Additional Information Required

The Council requires you to attach the following additional information to this Application–

- 5.1 Where you are seeking a rebate under Clause 3.1 of this Application – Community Services –

- 5.1.1 evidence that the land is being used for service delivery and/or administration;
- 5.1.2 a copy of the organisation's Constitution and/or other documentation establishing that it is incorporated on a not-for-profit basis;
- 5.1.3 a copy of the organisation's latest Annual Report;
- 5.1.4 evidence that the organisation provides services free of charge or below cost;
- 5.1.5 evidence that the organisation provides services to persons other than members.

## 5.2 Where you are seeking a rebate in any other case –

- 5.2.1 evidence that the land is being used for the purpose for which the rebate is being sought;
- 5.2.2 information as to whether, and if so to what extent, you (or your organisation) will be providing a service within the Council area;
- 5.2.3 whether you have made or intend to make an application to another council;
- 5.2.4 the extent of financial assistance (if any) being provided by Commonwealth or State agencies;
- 5.2.5 whether you are in receipt of a community grant;
- 5.2.6 any other information that you believe is relevant in support of this Application.

## (6) Application Forms

Application forms and all additional information must be submitted to the Council on or before 30 September each year.

A failure to submit application forms or to provide the additional information required by the Council to assess the application by the due date may result in the Council refusing to consider the application.

## (7) Important Information

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act. The maximum penalty for this offence is \$5,000.00, (Section 159 (2) of the Local Government Act 1999).

The Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to notify the Council that person or body is guilty of an offence and liable to a maximum penalty of \$5,000.00, (Section 159 (7) and (8) of the Local Government Act 1999).

The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.



I declare that the information I have provided on and attached to this application form is true.

**DATED** the     day of                             20.....

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

## 6. LEGISLATION

Aged Care Act 1997 (Commonwealth)

Community Titles Act 1996

Education and Early Childhood Services (Registration and Standards) Act 2011

Goods and Services Act 1999

Local Government Act 1999

Local Government (General) Regulations 2011

Health Care Act 2008

Valuation of Land Act 1971

## 7. Availability & Grievances

This policy is available for inspection at the Council office at 11 Bay Street, Port Broughton during ordinary business hours.

It is also available for inspection, download or printing, free of charge, from Council's website [www.barungawest.sa.gov.au](http://www.barungawest.sa.gov.au)

Any grievances in relation to this policy or its application should be forwarded in writing addressed to the Chief Executive Officer, District Council of Barunga West, PO Box 3, Port Broughton SA 5522.

## 8. REVIEW

This Barunga West Policy shall be reviewed by The District Council of Barunga West Council annually.

Date	Revision Number	Reason for Amendment
10/06/2014	01	Adopted by Council
09/06/2015	02	Adopted by Council
14/06/2016	03	Adopted by Council