



AGENDA

FOR BUDGET AND FINANCE COMMITTEE MEETING TO BE HELD ON 16 MAY 2016 AT CONCLUSION OF POLICY AND PLANNING COMMITTEE IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY

MEMBERS

Cr D Pilkington (Chairman)
Mayor G Aldridge
Cr D Balaza
Cr S Bedford (Deputy Chairman)
Cr D Bryant
Cr C Buchanan
Cr G Caruso
Cr L Caruso
Cr R Cook
Cr E Gill
Cr D Proleta
Cr S Reardon
Cr G Reynolds
Cr B Vermeer
Cr S White
Cr J Woodman
Cr R Zahra

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager Community Development, Ms J Trotter
General Manager City Infrastructure, Mr M van der Pennen
Manager Governance, Ms T Norman
Manager Communications and Customer Relations, Mr M Bennington
Team Leader Corporate Communications, Mr C Treloar
Governance Coordinator, Ms J Rowett
Governance Support Officer, Ms K Boyd

APOLOGIES

An apology has been received from Cr E Gill.

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Budget and Finance Committee Meeting held on 18 April 2016.

Presentation of the Minutes of the Confidential Budget and Finance Committee Meeting held on 18 April 2016.

REPORTS

Administration

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(NRM) Separate Rate 163

OTHER BUSINESS

CONFIDENTIAL ITEMS**6.9.1 Update on Action on Rates Assessments Outstanding under Section 184 of the Local Government Act 1999**

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds that:

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *proposed action by Council where the rates for a property have been outstanding for a period of not less than three years.*

*On that basis the public's interest is best served by not disclosing the **Update on Action on Rates Assessments Outstanding under Section 184 of the Local Government Act 1999** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CLOSE



**MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON**

18 APRIL 2016

MEMBERS PRESENT

Cr D Pilkington (Chairman)
Mayor G Aldridge
Cr D Balaza
Cr S Bedford (Deputy Chairman)
Cr D Bryant
Cr G Caruso
Cr L Caruso
Cr D Proleta
Cr S Reardon
Cr G Reynolds
Cr B Vermeer
Cr S White
Cr J Woodman

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager Community Development, Ms J Trotter
General Manager City Infrastructure, Mr M van der Pennen
Manager Governance, Ms T Norman
Team Leader Corporate Communications, Mr C Treloar
Governance Coordinator, Ms J Rowett
Manager Financial Services, Ms K George
Governance Support Officer, Ms K Boyd

The meeting commenced at 7:57pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Apologies were received from Cr C Buchanan, Cr R Cook and Cr E Gill.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Cr D Balaza
Seconded Mayor G Aldridge

The Minutes of the Budget and Finance Committee Meeting held on 21 March 2016, be taken and read as confirmed.

CARRIED

Moved Cr D Proleta
Seconded Cr G Caruso

The Minutes of the Confidential Budget and Finance Committee Meeting held on 21 March 2016, be taken and read as confirmed.

CARRIED

REPORTS

Administration

6.0.1 Future Reports for the Budget and Finance Committee

Moved Cr S Bedford
Seconded Cr L Caruso

1. The information be received.

CARRIED

*Finance***6.1.1 Project Budget Delegations**

Moved Cr S Bedford
Seconded Cr S White

1. A Financial Delegation (the Project Budget Delegation) be provided to the relevant General Manager to increase an approved budget of an individual capital project in the financial year provided that the program (Information Technology, Transportation, Property and Buildings, Drainage and Waterways, Parks and Streetscapes, Plant, Furniture and Equipment, Water Business Unit, Strategic Projects and Strategic Property) and sub-classification (new, renewal) will not exceed budget, and that there is no change in project scope as a result.
2. The Project Budget Delegation limit be set at \$15,000 per individual capital project with a budget up to \$150,000 in each financial year, and 10% of the project value for projects with budgets greater than \$150,000 in each financial year.
3. In any quarter when the Project Budget Delegation is exercised a separate, standalone report be presented to the Budget and Finance Committee at the end of that quarter with details also to be reported in the Quarterly Budget Review.
4. The Project Budget Delegation be reviewed during the 2017/18 Budget process.

CARRIED

*Financial Sustainability***6.2.1 Financial Indicators**

Moved Cr D Bryant
Seconded Cr J Woodman

1. The Operating Ranges for Financial Sustainability Indicators be set as follows
 - a. Operating Surplus Ratio: between 0% and 5%
 - b. Net Financial Liabilities Ratio: less than 40%
 - c. Asset Sustainability Ratio: between 90% and 110%
2. The Operating Ranges for Financial Sustainability Indicators be reviewed as part of considering future Long Term Financial Plan updates.

CARRIED

*Annual Plan and Budget***6.4.1 Belgravia Business Plans – 2016/17**

Moved Cr G Caruso
 Seconded Mayor G Aldridge

1. The 2016/17 Business Plans for the:
 - Gardens Recreation Centre,
 - Ingle Farm Recreation Centre, and
 - Salisbury Recreation Precinct
 be approved.
2. The proposed 2016/17 Fees and Charges for the Recreation Facilities managed by Belgravia Leisure be approved.

CARRIED

The Chairman considered that a short term suspension of meeting procedures would facilitate informal discussion of the proposed New Initiative Bids prior to the Committee making a recommendation on the item. The Committee supported this proposal and formal meeting procedures were suspended at 8:08pm to review New Initiative Bids within each category. The Chairman determined that, having reviewed all proposed New Initiative Bids, suspension of meeting procedures could conclude. Meeting procedures resumed at 9:14pm.

6.4.2 New Initiative Bids 2016/17

Cr G Reynolds left the meeting at 09:17 pm.

Moved Cr B Vermeer
 Seconded Cr S White

1. The Capital New Initiatives (including Strategic Property) totalling \$29,759,093 net expenditure be endorsed for inclusion in the Draft 2016/17 Annual Plan and Budget.
2. The IT New Initiatives totalling \$672,000 net expenditure be endorsed for inclusion in the 2016/17 Draft Annual Plan and Budget.
3. The Plant, Furniture and Equipment New Initiatives totalling \$1,864,200 net expenditure be endorsed for inclusion in the 2016/17 Draft Annual Plan and Budget.
4. The Operating New Initiatives totalling \$1,633,752 net expenditure be endorsed for inclusion in the 2016/17 Draft Annual Plan and Budget.
5. A further report be brought back on Items NAM23444 on the development process for the multicultural strategy and NAM23466 incorporating further information on the priority actions in adapting the Northern Adelaide Plans and Green Industries Program, prior to formal adoption of the budget.

CARRIED

6.4.3 Budget Workshop Action Update

Moved Cr L Caruso
Seconded Cr S Bedford

1. Information be received and noted.
2. Report on Outcomes of the Your Tutor Trial to be included on the futures report for Works and Services, and scheduled for March 2017.

CARRIED

*Mayor G Aldridge left the meeting at 09:19 pm.
Cr G Reynolds returned to the meeting at 09:19 pm.*

6.4.4 Budget Status Update

Moved Cr G Caruso
Seconded Cr S Reardon

1. Information be received.

CARRIED

6.4.5 Rating Strategy 2016/17

Mayor G Aldridge returned to the meeting at 09:22 pm.

Moved Cr G Caruso
Seconded Cr S White

1. Information be received.
2. The rate increase based on a 3.0% average increase, including the minimum, be endorsed as the basis for setting rates in 2016/17 and included in the Draft Annual Plan & Budget for public consultation.
3. The current general rate capping policy (as set out in section 3.6 of this report, Item No. 6.4.5, Budget and Finance Committee 18/04/2016) remains unchanged for 2016/17.
4. The application of the currently endorsed Life Style Village Rate Capping, which provides an automatic rate cap of 10% to be applied annually until such time as rate parity is achieved, remains unchanged for 2016/17.

Cr B Vermeer moved an AMENDMENT that

1. Information be received.
2. The rate increase based on a 2.9% average increase, including the minimum, be endorsed as the basis for setting rates in 2016/17 and included in the Draft Annual Plan & Budget for public consultation.
3. The current general rate capping policy (as set out in section 3.6 of this report, Item No. 6.4.5, Budget and Finance Committee 18/04/2016) remains unchanged for 2016/17.
4. The application of the currently endorsed Life Style Village Rate Capping, which provides an automatic rate cap of 10% to be applied annually until such time as rate parity is achieved, remains unchanged for 2016/17.

Seconded Cr D Balaza

The AMENDMENT on BEING PUT was CARRIED

The AMENDED MOTION on BEING PUT was CARRIED

CARRIED

*A **DIVISION** was requested by Cr G Caruso and the following members responded to the Chairman's call as having voted in favour of the **MOTION**:*

Crs D Balaza, S Bedford, D Bryant, L Caruso, D Proleta, G Reynolds and B Vermeer

*The following members responded to the Chairman's call as having voted against the **MOTION**:*

Mayor G Aldridge, Crs D Pilkington, G Caruso, S Reardon, S White and J Woodman

*The Chairman declared the **MOTION** was CARRIED*

Cr S White left the meeting at 09:33 pm.

Cr S Bedford left the meeting at 09:35 pm.

Cr S White returned to the meeting at 09:36 pm.

Cr S Bedford returned to the meeting at 09:37 pm.

6.4.6 Higher Value Property Review

Cr D Balaza left the meeting at 09:45 pm.

Moved Cr B Vermeer
Seconded Mayor G Aldridge

1. The Higher Property Value Rate Remission for 2016/17 for residential properties be set on the following basis:

Tier	Value Range	Rate Adjustment
1	0- \$467,000	0
2	\$467,000 - \$570,000	15%
3	\$570,000 +	35%

CARRIED

6.4.7 Draft 2016/17 Annual Plan and Budget

Cr D Balaza returned to the meeting at 09:49 pm.

Moved Cr B Vermeer
Seconded Mayor G Aldridge

1. Information be received.
2. Draft 2016/17 Annual Plan and Budget be endorsed for the purposes of Public Consultation, subject to further editing and formatting improvements without changing the substantive nature of the document, and changes required to reflect decisions of Council made at Budget and Finance Meeting 18 April and Council 26 April 2016.

CARRIED

6.4.8 Council Solutions 2016/17 Budget

Moved Cr G Caruso
Seconded Cr S Reardon

1. The proposed Council Solutions Regional Subsidiary 2016/17 Annual Budget be considered and noted.

CARRIED

6.4.9 Natural Resource Management (NRM) Levy Collection

Cr B Vermeer declared an interest due to his employer being a member of the Natural Resources Joint Standing Committee of the South Australian Parliament.

Cr D Proleta left the meeting at 09:58 pm.

Cr D Proleta returned to the meeting at 10:00 pm.

Moved Cr B Vermeer

Seconded Cr D Bryant

1. The Local Government Association's lobbying of the State Government in seeking alternate NRM Levy arrangements and its proposed campaign be noted and supported.
2. The City of Salisbury write to the NRM Board indicating the City of Salisbury expresses its displeasure at the proposed 6% increase to fees and requests that the NRM Board consider a rise no higher than that proposed by Council for its rates.

LOST

*A **DIVISION** was requested by Cr Vermeer and the following members responded to the Chairman's call as having voted in favour of the **MOTION**:*

Crs D Balaza, D Bryant, D Proleta, S Reardon and B Vermeer

*The following members responded to the Mayor's call as having voted against the **MOTION**:*

Mayor G Aldridge, Crs D Pilkington, S Bedford, G Caruso, L Caruso, G Reynolds, S White and J Woodman

*The Chairman declared the **MOTION** was **LOST***

Cr B Vermeer moved

1. Council note the Adelaide and Mount Lofty NRM Board proposed 6% levy increase and express its concern at the quantum of the increase.
2. The Local Government Association's lobbying of the State Government in seeking alternate NRM Levy arrangements and its proposed campaign be noted and supported.
3. Staff investigate projects within the City of Salisbury which could be submitted to the NRM Board for funding.

Seconded Mayor G Aldridge

CARRIED

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

6.9.1 Action of Rates Accounts Outstanding under Section 184 of the Local Government Act 1999

Moved Cr S White

Seconded Cr J Woodman

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

- it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

2. *In weighing up the factors related to disclosure,*

- disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations

- Non-disclosure of the matter and discussion of this item in confidence would protect information related to the personal affairs of any person (living or dead) and proposed action by Council where the rates for a property have been outstanding for a period of not less than three years.

*On that basis the public's interest is best served by not disclosing the **Action of Rates Accounts Outstanding under Section 184 of the Local Government Act 1999** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 10:11 pm.

The meeting moved out of confidence at 10:11 pm.

The meeting closed at 10:11 pm.

CHAIRMAN.....

DATE.....

ITEM	6.0.1
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
HEADING	Future Reports for the Budget and Finance Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Budget and Finance Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

- 3.1 The following table outlines the reports to be presented to the Budget and Finance Committee as a result of a Council resolution:

Meeting - Item	Heading and Resolution	Officer
29/04/2013 6.4.4	Fees and Charges Report - Waste Transfer Station 3. Subject to endorsement of the creation of the Program Review Sub Committee, the Program Review Sub Committee consider the cost structure and fee structure for residents/commercial vs. non-Salisbury residents/commercial accessing services at the Waste Transfer Station. Due: May 2016 Deferred to: June 2016 Reason: Further modelling being carried out.	Lyall Thomas
26/04/2016 6.1.1	Project Budget Delegations 4. The Project Budget Delegation be reviewed during the 2017/18 Budget process. Due: April 2017	Kate George
26/04/2016 6.4.2	New Initiative Bids 2016/17 5. A further report be brought back on Items NAM23444 on the development process for the multicultural strategy and NAM23466 incorporating further information on the priority actions in adapting the Northern Adelaide Plans and Green Industries Program, prior to formal adoption of the budget. Due: June 2016	Kate George

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Budget and Finance Committee have been reviewed and are presented to Council for noting.

CO-ORDINATION

Officer: Executive Group GMBE
Date: 09/05/16 05/05/16

ITEM	6.0.2
	BUDGET AND FINANCE COMMITTEE
HEADING	Minutes of the Program Review Sub Committee meeting held on Monday 9 May 2016
AUTHOR	Charles Mansueto, General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The minutes and recommendations of the Program Review Sub Committee meeting held on Monday 9 May 2016 are presented for Budget and Finance Committee's consideration.

RECOMMENDATION

- The information contained in the Program Review Sub Committee Minutes of the meeting held on 9 May 2016 be received and noted and that the following recommendations contained therein be adopted by Council:

PRSC1 Library Branches Christmas Opening Hours 2016

- Option 4, recommending that:
 - all Library staff defer the ½ day of leave on Friday 23rd December 2016;
 - Len Beadell Library only be open on Saturday 24th December 2016, Wednesday 28th, Thursday 29th, Friday 30th and Saturday 31st December 2016
 be adopted for Christmas 2016.

PRSC2 Property and Buildings Division Program Review Update

- The information be received.

PRSC3 Business Support Division Program Review Update

- That the information be received.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

- Minutes of the Program Review Sub Committee Meeting held on 9 May 2016

CO-ORDINATION

Officer: GMBE
Date: 12/05/2016



**MINUTES OF PROGRAM REVIEW SUB COMMITTEE MEETING HELD IN
COMMITTEE ROOM 1, 12 JAMES STREET, SALISBURY ON**

9 MAY 2016

MEMBERS PRESENT

Cr R Zahra (Chairman)
Mayor G Aldridge
Cr D Balaza (as deputy member to Cr E Gill)
Cr S Bedford
Cr D Bryant
Cr G Caruso
Cr L Caruso
Cr D Proleta
Cr B Vermeer

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community Development, Ms J Trotter
Manager Governance, Ms T Norman
Manager Community Capacity and Learning, Ms P Webb
Manager Property and Buildings, Mrs K Pepe
Manager Business Support, Mr K Stewart
Senior Coordinator Project Administration, Ms C Martin

The meeting commenced at 7.00pm

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

An apology has been received from Cr E Gill, with Cr D Balaza attending as the Deputy Member for Central Ward.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr D Balaza
Seconded Cr B Vermeer
The Minutes of the Program Review Sub Committee Meeting held on 15 March 2016, be taken and read as confirmed.

CARRIED

REPORTS

PRSC1 Library Branches Christmas Opening Hours 2016

Moved Cr G Caruso
Seconded Cr L Caruso
1. Option 4, recommending that:
• all Library staff defer the ½ day of leave on Friday 23rd December 2016;
• Len Beadell Library only be open on Saturday 24th December 2016, Wednesday 28th, Thursday 29th, Friday 30th and Saturday 31st December 2016
be adopted for Christmas 2016.

CARRIED

PRSC2 Property and Buildings Division Program Review Update

*Mayor G Aldridge left the meeting at 07:28 pm.
Mayor G Aldridge returned to the meeting at 07:32 pm.*

Moved Mayor G Aldridge
Seconded Cr D Bryant

1. The information be received.

CARRIED

PRSC3 Business Support Division Program Review Update

*Cr D Bryant left the meeting at 07:54 pm.
Cr D Bryant returned to the meeting at 07:56 pm.*

Moved Cr D Proleta
Seconded Mayor G Aldridge

1. That the information be received.

CARRIED

OTHER BUSINESS

Nil

CLOSE

The meeting closed at 8.20pm.

CHAIRMAN.....

DATE.....

ITEM	6.1.1
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
HEADING	Council Finance Report - April 2016
AUTHOR	Tim Aplin, Senior Accountant, Business Excellence
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making. 4.2 Develop strong capability and commitment to continually improve Council's performance.
SUMMARY	This report provides some key financial data as at 30 April 2016 for the information of Council as part of its stewardship role, and as required by the Treasury Management Policy.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Council's Treasury Policy requires that a report be prepared detailing fixed borrowings and variable borrowings at the end of the preceding month, together with all investments held, their terms and interest rates. Also included is a summary of Reserve Balances and Rates and Debtor Information. The policy requires that the timing of these reports be November, February and May, with the end of year report as soon as practical as part of the end of financial year reporting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 N/A
- 2.2 External
 - 2.2.1 N/A

3. REPORT

3.1 Investments as at 30 April 2016

Date	Institution	%	Term-Days	Maturity	Value
22-Mar-2016	LGFA	2.10%	60 Days	20-May-2016	2,500,000
07-Apr-2016	LGFA	2.05%	30 Days	09-May-2016	2,500,000
18-Apr-2016	LGFA	2.05%	30 Days	18-May-2016	1,200,000
21-Apr-2016	LGFA	2.05%	30 Days	23-May-2016	1,750,000
30-Apr-2016	LGFA	2.00%	At Call	30-Apr-2016	171,512
30-Apr-2016	NAB	3.00%	At Call	30-Apr-2016	10,720,846
30-Apr-2015	13,122,348				18,842,358

3.2 Council funds that are not immediately required for operational needs, and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings are invested in accordance with Council's Treasury Policy. These investments are split between short term deposits with the Local Government Finance Authority or at call with the National Australia Bank. Investments are selected taking into account which delivers the best value, having regard to investment returns, transaction costs and other relevant factors.

3.3 Reserves as at 30 April 2016

	Opening Balance as at 1/07/2015 \$	Transfer to Reserves YTD \$	Transfer from Reserves YTD \$	Current Balance \$
Plant Replacement Reserve	1,564,799	0	563,142	1,001,657
Open Space Reserve	1,294,162	471,991	0	1,766,153
Car Parking Reserve	906,758	34,203	0	940,961
Business Unit Reserve	995,892	0	0	995,892
Property Disposal Reserve	1,330,213	0	0	1,330,213
Subdivision Reserve	1,339,339	365,565	122,768	1,582,136
Cemetery Maintenance Reserve	849,187	14,282	0	863,469
Mausoleum Perpetual Care Fund	636,184	37,523	0	673,707

3.4 Reserves are a device used to ensure that Council has sufficient funds allocated for specific purposes. Transfers to reserves represent amounts received as contributions, indicative interest adjustments and property disposal proceeds. Transfers from the reserves represent the funding being applied to specific projects, or to reduce loan borrowing requirements.

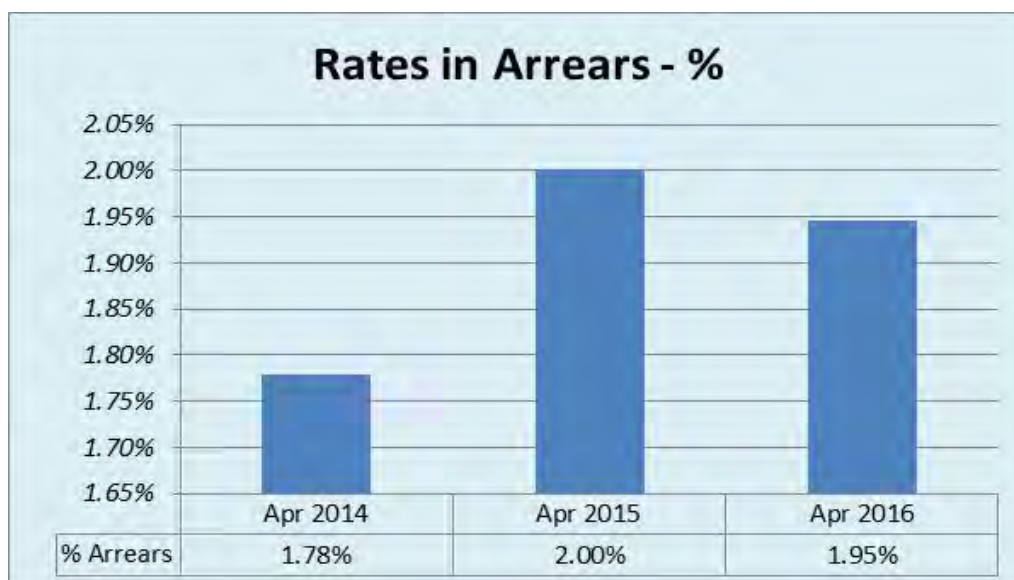
3.5 At 30 April 2016 the most significant movements are the transfers from the Plant Replacement Reserve \$563k, being allocations for purchases of replacements items of Fleet, and Subdivision Works \$123k for Developer Footpath and Street Tree programs.

3.6 Other significant movements include amounts transferred to the Open Space Reserve of \$472k (contributions received of \$447k and interest allocated of \$25k) and amounts transferred to the Subdivision Works Reserve of \$366k (contributions received of \$342k and interest allocated of \$24k) representing developer contributions received. Interest is apportioned on the balances of the Reserves on a monthly basis, with the Plant Replacement, Property Disposal and the Business Unit Reserves being the only exceptions.

3.7 Recovery of Rates

	No of Accounts	\$	%
Outstanding Balance as at 30 April 2016		16,965,779	19.35%
Outstanding Balance as at 30 April 2015		15,748,178	18.78%
Outstanding Rates Arrears as at 30 April 2016	4,448	1,700,621	1.95%
Outstanding Rates Arrears as at 30 April 2015	4,039	1,678,195	2.00%





3.8 The level of Council Rates in arrears at 30 April 2016 is 1.95%. The aim is to have a maximum level for Rates Arrears of 2.5% and the current level is below this. Rates Arrears are followed up on a daily basis and quarterly files are sent to Council's debt collection agency.

3.9 Other Debtors as at 30 April 2016

Debtor Type	Current	30 - 60 days	60 - 90 days	Over 90 days	Total
Sundry	\$ 145,937	55,823	3,594	26,226	231,580
Salisbury Water	\$ 0	792	0	0	792
Inflammable Undergrowth	\$ 0	707	0	804	1,511
Additional Bins	\$ 1,178	808	158	482	2,626
Health Licensing Fees	\$ 6,355	2,681	294	1,273	10,603
Property Management	\$ 26,899	93,631	12,863	11,729	145,122
TOTAL	\$ 180,369	154,442	16,909	40,514	392,234

3.10 The above aged analysis represents Councils debts outstanding as at 30 April 2016. Debts outstanding greater than 90 days account for 10.33% of the total outstanding balance. Debts that are outstanding for greater than 30 days are subject to council's debt collection procedures, which could include internal follow up and ultimately legal action through Councils debt collection agency.

3.11 Loan Schedule as at 30 April 2016

Debenture Loans

Principal Outstanding as at 1/07/2015	\$ 19,539,344
Loans Raised Year to Date	\$ -
Less Repayments of Principal Year to Date	\$ 1,180,033
Loan Principal Outstanding - Debenture Loans	\$ 18,359,311
Comparative figure - 30 Apr 2015 - \$20,943,505	

Cash Advance Debenture Borrowings (CADs)

Total CAD's available	\$ 28,747,000
Current CAD's drawdown amount year to date	\$ -
Balance of CAD's available	\$ 28,747,000

Interest Payments (Debenture Loans and CADs)

Interest Payments - Debenture Loans	\$ 1,056,147
Interest Payments - CAD's	\$ -
Total Interest Payments	\$ 1,056,147

3.12 The above Loan Schedule summarises payments that have been made on Council's existing Fixed Term Borrowings. As at 30 April 2016 there have been no drawdowns in relation to CAD's, primarily due to Council's working capital and cash position, associated with the early receipt of the 2015/16 Financial Assistance Grant funding on 30 June 2015, and Property Sales at the Walpole, Ryans and Diment Road Developments that occurred during 2014/15 and 2015/16

4. CONCLUSION / PROPOSAL

4.1 The analysis above demonstrates that Council is in a sound financial position with appropriate levels of debt and investments.

CO-ORDINATION

Officer: Executive Group
Date: 10/05/2016

ITEM	6.1.2
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
HEADING	Loan Borrowings
AUTHOR	Kate George, Manager Financial Services, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This report, required as part of the Treasury Management Policy, provides Council with information regarding any proposed borrowings that may be required to fund the 2015/16 revised budget. Due to the revisions made as part of this year's Budget Reviews, the level of property development proceeds received and the estimated end of year balance of the Property Disposal Reserve, there are no new borrowings are required at this time.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 In accordance with the City of Salisbury's Treasury Management Policy the attached Loan Borrowings Report for 2015/16 has been prepared.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Loan Borrowing requirements are assessed and reviewed quarterly as part of each Budget Review process.
- 2.2 External
 - 2.2.1 N/A

3. REPORT

- 3.1 The original budget was for no borrowings to be established during the 2015/16 year, due to a budgeted operating surplus of \$1,986k, and the utilization of property development proceeds of \$924k.

- 3.2 This position has been further revised through Quarterly Budget Reviews, and as at the third quarter review there is no requirement for borrowings, and this is achieved without the need to utilise property development proceeds. This has resulted primarily from additional Road to Recovery funds recognized at the first quarter.
- 3.3 The operating surplus as a the third quarter review is \$1,664k (subject to endorsement) is not reflective of our underlying surplus for the financial year, with two quarters of Financial Assistance Grant being received 29 June 2015. We normalise this timing difference when considering our loan requirements, as the funds although received early and brought to account, were not recognized in determining the prior year borrowing requirements due to the late timing of the receipt, and with no prior advice having been received. Normalising this timing difference results in no borrowings being required, nor any transfer from the property disposal reserve. Effective at the third quarter review we will be in a small investment position of \$230k (subject to endorsement).
- 3.4 At this time and in accordance with Surplus Community Land Policy we have reviewed the balance of the Property Disposal Reserve, to determine what funds will be available to apply to the reduction of future borrowings. The balance of the Property Disposal Reserve is currently \$1.3M, and is anticipated to be \$6.6M at year end, however it may vary depending on actual sales achieved, however to date there is no indication that this amount will not be achieved. These funds will be held available to be offset against future borrowing requirements, which have been reflected in the 2016/2017 Budgeted Consolidated Summary. In the short term these funds are utilized in our daily treasury management activities to minimize draw downs on Cash Advance Debentures, and when not required are invested in short term facilities. Further information is contained in the Finance Report on tonight's Budget and Finance agenda (item 6.1.1).
- 3.5 Council may wish to note that the current loan portfolio is comprised of Debenture Loans and Cash Advance Debentures (CAD's). The outstanding principal on Debenture Loans as at the 30 April 2016 is \$18.4M and will reduce to \$17.1M by the 30 June 2016 as a result of further scheduled principal repayments. Variable rate Cash Advance Debenture facilities total \$28.7M as at the 30 April 2016, with a nil draw down position, and none due to expire until 2017.

4. CONCLUSION / PROPOSAL

- 4.1 The favourable impacts to the operating budget, and normalizing the impact of the early payment of the Financial Assistance Grant have resulted in no additional borrowings being required to fund Council's 2015/16 decisions.
- 4.2 The Property Disposal Reserve will be increased through property sales this financial year, and the reserve will be available to reduce 2016/17 borrowings which has been reflected in the budget preparation. In the short term these funds will be utilized to reduce draw downs on CADs and will earn interest through short term investing activities.
- 4.3 The current level of loan borrowings detailed in paragraph 3.5 is appropriate to deliver on previous decisions of Council, and will be reviewed again in the later stages of 2016 with a review of Council's treasury performance following the audit of the end of financial year statements.

CO-ORDINATION

Officer: Executive Group
Date: 10/05/2016

ITEM	6.4.1
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
HEADING	Draft Fees and Charges 2016/17
AUTHOR	Kate George, Manager Financial Services, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This report is to enable the endorsement of the 2016/2017 Fees and Charges.

RECOMMENDATION

1. The Fees and Charges (excluding fees and charges relating to the Waste Transfer Station on page 40 & 41 of the 2016/17 Fees and Charges Booklet) as set out in Attachment 1 to this report (Item No. 6.4.1, Budget and Finance Committee, 16/05/2016) be endorsed. Where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2016/2017 Fees and Charges Booklet accordingly.
2. The Manager Community Health & Wellbeing be delegated authority to determine fees for Positive Ageing Services with special regard to not for profit organisations.
3. The Manager Community Capacity and Learning be delegated authority to vary fees for regular bookings at Twelve25 and authority to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
4. The General Manager City Infrastructure be delegated authority to vary fees by up to \$300 for Salisbury Memorial Park and vary Road Reinstatement on the basis of contractor's cost plus overheads.
5. The Manager Governance be delegated authority to waive fees for the provision of copies of documents as set out in Access to Information.
6. The Manager Property and Buildings be delegated authority to vary casual hire of park facilities fees and bonds.
7. The Chief Executive Officer be delegated authority to negotiate fees consistent with those endorsed in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity.
8. For ease of administration staff are authorised to round fees to the nearest 5 cents, where applicable.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 2016/17 Fees and Charges Booklet

1. BACKGROUND

- 1.1 Each year as part of the budget process Elected Members are asked to review and endorse fees and charges for Council services. Draft Fees and Charges booklet was provided to Elected Members at the Third Budget Workshop 30 March 2016, and fees and charges for Business Units have been reported within the Business Unit Reports to the March Budget and Finance committee.

2. CONSULTATION / COMMUNICATION**2.1 Internal**

- 2.1.1 There has been extensive engagement within the organisation to set Fees and Charges, with each Manager responsible for this aspect of their budget. The fees and charges have also been reviewed by the Executive, and also by Council during Budget Workshops and Business Unit Reports.

2.2 External

- 2.2.1 N/A

3. REPORT

- 3.1 Members will find attached the Fees and Charges 2016/17 Booklet.
- 3.2 Council staff have reviewed fees and charges with reference to inflation and the market where appropriate. The fees and charges presented in the attached have been reflected in the preparation of our draft annual budget and plan. It should be noted that where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, and this report recommends that staff be authorised to update the Fees and Charges Book accordingly.
- 3.3 Members may wish to note that previous reports of fees and charges for business units presented 21 March 2016 to Budget and Finance Committee are consistent with the detail provided attached to this report.
- 3.4 Within the fees and charges booklet are the following delegations:-
 - 3.4.1 The Manager Community Health & Wellbeing be provided delegated authority to determine fees for Positive Ageing Services with special regard to not for profit organisations.
 - 3.4.2 The Manager Community Capacity and Learning be provided with delegated authority to vary fees for regular bookings at Twelve25 and authority to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
 - 3.4.3 The General Manage City Infrastructure be provided delegated authority to vary fees by up to \$300 for Salisbury Memorial Park and vary Road Reinstatement on the basis of contractor's cost plus overheads.

- 3.4.4 Transfer Station Management staff be provided delegated authority to vary fees by up to 25% on the approved fee schedule for when the nature of waste or the carrying vehicle does not conform to any approved fee or vehicle category, or the load is significantly below capacity.
- 3.4.5 The Manager Governance be delegated authority to waive fees for the provision of copies of documents as set out in Access to Information.
- 3.4.6 The Manager Property and Buildings be delegated the authority to vary casual hire of park facilities fees and bonds.
- 3.5 To enable the organisation to be responsive to its customers and the community, it is proposed to provide the Chief Executive Officer with the delegation to vary Fees & Charges. The purpose of this delegation would be to enable access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity
- 3.6 Members will note that Dog Registration and Renewal Fees are set by Council – Resolution 0901/16 and as reported in the Budget Workshops, management is seeking to round these fees for ease of administration (e.g. Working Dog - \$15.63 will be rounded to \$15.65).
- 3.7 To assist members in their review of Fees and Charges, the table below provides a summary of the main driver utilised for each program area

PROGRAM	OVERVIEW COMMENT
Financial Services	Statutory Charges - gazetted in May/June
City Development Administration	Statutory Charges - gazetted in May/June
Environmental Health	Increased by CPI
Dog Control	Fees set by Council - Resolution 0901/16
Parking & By-Law Control	Increased by CPI & Statutory Charges - gazetted in May/June
Development Services	Statutory Charges - gazetted in May/June
Building	Statutory Charges - gazetted in May/June
Community Information Signs	Price to be maintained as part of agreement with businesses
Economic Development	Increased by CPI
Community Health & Wellbeing	No increase
Youth & Neighbourhood Services	No increase to Fees & Charges to maintain affordability
Salisbury Memorial Park	Cemetery Fees increased above CPI to align with market and cost structures
Roadworks	Minor increases for CPI, and price on application for private works
Pest Control	Tendered per hour for labour and chemicals
Bushfire Prevention	Site work plus \$210 Administration Fee (increased by CPI)
Waste Transfer Station	Fees increased by CPI and rounded to nearest dollar and quantities reviewed
Information Services	Public Documents - Required under Legislation Typically no volume
Urban Development	No increase, typically no volume

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Marketing & Customer Relations	No increase, typically no volume
Library Services	No increase to Fees & Charges to maintain affordability
Salisbury Water	No increase to maintain market price relativity
Waste Management	Increased by CPI
Property & Buildings	Fees & Charges are based on market conditions.
Sundry	Developer contributions - gazetted in May/June

3.8 It is noted that The Waste Transfer Station fees are under review as part of the program review, and for this reason the fees and charges for the Waste Transfer Station are not being recommended at this time. Consequently the Waste Transfer Fees will be subject of a further report on the June meeting agenda as they will need to set fees for 2016/17 prior to the end of financial year.

4. CONCLUSION / PROPOSAL

4.1 Fees and Charges be accepted and endorsed as presented.

CO-ORDINATION

Officer: Executive Group
Date: 10/15/2016



2016/17



Draft
Fees & Charges

**CITY OF SALISBURY
FEES AND CHARGES 2016/17**

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**CITY OF SALISBURY
FEES AND CHARGES 2016/17**

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PROGRAM - Financial Services**Rate Collection & Property Data****BUDGET AREA - 521****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$118,702	\$131,336	\$143,100	\$143,300

Section 187(1) of the Local Government Act, 1999 obliges Council to provide on application from authorised persons, a certificate of liabilities in regard to land held within the City of Salisbury area. Such certificates must state the amount of any outstanding liability for rates, charges or fines imposed upon the land plus any amounts which may have been received in advance of such liabilities falling due. The fee for providing the certificate is set down in Section 14 of the Local Government (General) Regulations of the Local Government (Certificate of Liabilities - Fee).

Fees	2015/16 \$	2016/17 \$
Certificate of Liabilities Search		
Rates Only Search	31.25	31.25
Full Search	51.25	51.25
Expedited Search	61.25	61.25
Historical Rates Notices	N/A	22.95
Repeat Refund Cheques Charge	N/A	50.00
Prior Year Transaction Listing, (per year, Maximum 3 years history is available)	N/A	30.00
Rate Collection & Property Data		
House Numbers	4.00	4.00
Assessment Register per record up to 50 records	8.00	8.00
Assessment Register per record after 50 records	4.00	4.00

PROGRAM - City Development Administration**City Development Administration****BUDGET AREA - 411****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$84,839	\$86,595	\$83,400	\$92,800

SECTION 7 CERTIFICATES

Section 12 of the Land and Business (Sale and Conveyancing) Act 1994 and Regulations 1995 requires that Councils supply the prescribed particulars within 8 clear business days of receiving an application. These prescribed particulars are detailed in forms 1 and 2 under the Regulations (as amended and in force from 1 September 2009). Council must provide the prescribed particulars.

The Act and Regulations provide a statutory framework for Councils (and other statutory bodies) to provide applicants who are interested in the status of particular land to find out whether there are any charges or prescribed encumbrances of which the Council has the benefit. The Act does not require or contemplate the provision of general information pertinent to the land but outside the scope of the Regulations.

Fees	2015/16 \$	2016/17 \$
For a Council search report to be provided by a Council		
(i) in relation to 1 strata unit	20.00	20.00
(ii) in relation to 2 strata units on the same strata plan	40.00	40.00
(iii) in relation to 3 or more strata units on the same strata plan	60.00	60.00
(iv) for each certificate of title to land under the Real Property Act 1886, or	0.00	0.00
o if the applicant requests that the particulars be provided within 24 hours after the receipt of the request	30.00	30.00
o if the applicant requests that the particulars be provided within 4 hours after the receipt of the request	100.00	100.00
o in any other case	20.00	20.00
In relation each Certificate of Title to land under the Real Property Act 1886,	30.50	30.50
Request of Copies of Documents from Development Application		
Residential Search Fee	44.00	44.00
Commercial/Industrial Search Fee	121.00	121.00

PROGRAM - Environmental Health**Health Act Administration****BUDGET AREA - 440****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$77,770	\$77,732	\$74,500	\$77,960

FINES & COSTS

In its capacity as the Authority and or administering agency for the following Acts and associated regulations,

- Public and Environmental Health Act
- Food Act
- Environment Protection Act
- Supported Residential Facilities Act
- And other legislation as prescribed to be administered by the Section,

the City of Salisbury can prosecute and or expiate offences as stipulated in the Acts. The penalties and expiation fees are set by the Acts and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the respective Acts. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

Pursuant to Regulation 5 of the Expiation of Offences Regulations, 1996, the fee for an expiation reminder notice is \$49 and if a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search.

Pursuant to Regulation 6 of the Expiation of Offences Regulations, 1996, the fee for an Expiation Enforcement Warning Notice is \$49 and if a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search.

SUNDRY LICENCES

Permit to use a Public Road for Business Purposes (Mobile Ice Cream Vans)

A permit may be issued under Sect. 222 of the Local Government Act 1999 for permission to sell commodities or articles in any street. Fees are fixed by Council pursuant to Section 188 of the Local Government Act, 1999 as amended.

Fees	2015/16 \$	2016/17 \$
Mobile Ice Cream Van Permit		
Initial Licence (per annum)	620.00	635.00
Renewal (per annum)	595.00	610.00
Temporary permit (per day)	120.00	123.00

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****Supported Residential Facilities Act 1992**

Fees	2015/16 \$	2016/17 \$
s 22(1)(a)(iii) Inspection fee for inspection of premises	180.00	180.00
s 24(2) Application for a licence	75.00	75.00
s 27(1)(b) Application for renewal of a licence	75.00	75.00
s 27(2) Late application for renewal of a licence – an additional fee of	45.00	45.00
s 30(2)(b) Application for the transfer of a licence	75.00	75.00
s 43(5)(c) Application in relation to a dispute	45.00	45.00
Schedule 1.3(a) of Regulations	350.00	350.00
Licensing fee – on a decision to grant a licence: 1) This fee must be paid within 7 days after the applicant receives written notification from the licensing authority that the application for a licence has been approved. 2) If the term of the licence is less than 12 months, the licence fee is a proportion of the fee under this paragraph, being the proportion that the number of whole months in the period of the licence bears to 12.		
Schedule 1.3(b) of Regulations See information in the Regulations if the term of a licence exceeds 12 months.		

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****South Australian Public Health (Wastewater) (Fees) Variation Regulations 2015**

Fees	2015/16 \$	2016/17 \$
Schedule 1 - Fees		
2. Application for a wastewater works approval if the relevant authority is a Council –		
(a) for the installation or alteration of a temporary on-site wastewater system -		
(i) if the system's capacity does not exceed 10 EP	45.25	45.25
(ii) if the system's capacity exceeds 10 EP	89 plus 22.30 for each 2 EP in excess of 10 EP	91 plus 22.30 for each 2 EP in excess of 10 EP
(b) for the installation or alteration of an on-site wastewater system (other than a temporary on-site wastewater system) -		
(i) if the system's capacity does not exceed 10 EP	102.00	102.00
(ii) if the system's capacity exceeds 10 EP	100 plus 22.30 for each 2 EP in excess of 10 EP	102 plus 22.30 for each 2 EP in excess of 10 EP
(c) for the connection of an on-site wastewater system to a community wastewater management system -		
(i) in the case of an existing on-site wastewater system	102.00	102.00
(ii) in the case of a new on-site wastewater system -	-	-
· if the system's capacity does not exceed 10 EP	102.00	102.00
· if the system's capacity exceeds 10 EP	102.00 plus 22.30 for each 2 EP in excess of 10 EP	102.00 plus 22.30 for each 2 EP in excess of 10 EP
3. Application for a wastewater works approval if the relevant authority is the Minister	451.00	451.00

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****South Australian Public Health (Wastewater) (Fees) Variation Regulations 2015 continued**

Fees	2015/16 \$	2016/17 \$
4. Application for variation or revocation of a condition of a wastewater works approval -		
(a) if the relevant authority is a Council	102.00	102.00
(b) if the relevant authority is the Minister	451.00	451.00
5. Application for postponement of expiry of a wastewater works approval	102.00	102.00
6 Inspections -		
(a) fee for an inspection in connection with an application or other matter under these regulations if the relevant authority is a Council	112.00	112.00
(b) fee for an inspection in connection with an application or other matter under these regulations if the relevant authority is the Minister		
(i) for the first inspection	Nil	Nil
(ii) for each subsequent inspection	178.00	178.00

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****Food Act 2001**

Fees	2015/16 \$	2016/17 \$
Note: Inspection fees currently are under consideration as part of a project being led by the LGA under the SA Health – LGA Food Act Memorandum of Understanding.		
Part 4—Miscellaneous		
Reg 11—Inspection fee		
Reg 11 (1)	An enforcement agency may impose an inspection fee for the carrying out of any inspection of any premises or food transport vehicle by an authorised officer appointed by the enforcement agency reasonably required in connection with the operation or administration of the Act.	
Reg 11 (2) A fee under sub regulation (1)—		
Reg 11 (2) (a)		
must not exceed the reasonable costs of the enforcement agency with respect to the inspection by the authorised officer and in any event must not exceed—		
Reg 11 (2) (a) (i) in the case of a small business;	82.00	84.00
Reg 11 (2) (a) (ii) in any other case; and	205.00	210.00
Reg 11 (2) (b)		
may be recovered by the enforcement agency as a debt from the occupier of the premises, or from the owner or operator of the food transport vehicle (as the case may be).		

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****FOOD SAFETY AUDIT FEES**

Pursuant to Section 188 of the Local Government Act, a Council may impose fees and charges for services supplied to a person at their request. These fees or charges must not exceed a reasonable estimate of the direct cost to Council in providing the service.

Standard 3.3.1 Food Safety Programs for Food Service to Vulnerable Populations has been implemented in South Australia as a result of amendments to the Food Act 2001.

This standard requires businesses providing food to vulnerable people to implement a documented and audited food safety program. This Food Safety Standard will apply to food businesses generally including, hospital facilities, aged care facilities, delivered means (Meals on wheels) and child care centres. These businesses must have a food safety program prepared, implemented and audited. The auditing services that are to be undertaken by Councils will be on a fee for service basis with associated costs for the auditing being recovered from the businesses.

Fees	2015/16 \$	2016/17 \$
Food Safety Audit		
Desktop Audit	86.50	88.50
On-Site Audit	178.00	182.00
Re-Audit (Follow Up Audit)	178.00	182.00

PROGRAM - Environmental Health**Health Act Administration - Continued****BUDGET AREA - 440****South Australian Public Health (Legionella) (Fees) Variation Regulations 2015**

Fees	2015/16 \$	2016/17 \$
Schedule 1 - Fees		
1. On application for registration of a high risk manufactured water system -		
(a) for registration of 1 system	35.75	35.75
(b) for registration of each additional system installed on the same premises	23.90	23.90
2. On application to the authority for renewal of registration of a high risk manufactured water system (for each system)	17.90	17.90
3. For inspection of a high risk manufactured water system -		
(a) for inspection of 1 system	143.00	143.00
(b) for inspection of each additional system installed on the same premises	95.00	95.00
On application to the Minister for a determination or approval under these regulations	596.00	596.00

PROGRAM - Inspectorial Services**Dog Control****BUDGET AREA - 450****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$1,137,461	\$1,101,157	\$1,105,100	\$1,125,700

Section 26 of the Dog and Cat Management Act, 1995, obliges Council to collect the fees and charges associated with the registration of dogs. The fees and charges are determined by Council and approved by the Minister of Environment and Conservation, and subject to the limitations of Section 41 of the Act.

Fees	2015/16 \$	2016/17 \$
Registration and Renewal Fees		
Standard Fee	61.00	62.50
Standard Fee - Desexed - Dog	36.60	37.50
Standard Fee - Desexed Microchipped Trained - Dog	24.40	25.00
Standard Fee - Desexed Microchipped - Dog	30.50	31.25
Standard Fee - Desexed Trained - Dog	30.50	31.25
Standard Fee - Microchipped	54.90	56.25
Standard Fee - Microchipped Trained	48.80	50.00
Standard Fee - Trained	54.90	56.25
Pensioner - Standard Fee	30.50	31.25
Pensioner - Desexed - Dog	18.30	18.75
Pensioner - Desexed Microchipped - Dog	15.25	15.63
Pensioner - Desexed Microchipped Trained - Dog	12.20	12.50
Pensioner - Desexed Trained - Dog	15.25	15.63
Pensioner - Microchipped	27.45	28.13
Pensioner - Microchipped Trained	24.40	25.00
Pensioner - Trained	27.45	28.13
Other Concession	30.50	31.25
Other Concession - Desexed - Dog	18.30	18.75
Other Concession - Desexed Trained - Dog	15.25	15.63
Other Concession - Desexed Microchipped Trained - Dog	12.20	12.50
Other Concession - Desexed Microchipped - Dog	15.25	15.63
Other Concession - Microchipped	27.45	28.13
Other Concession - Microchipped Trained	24.40	25.00
Other Concession - Trained - Dog	27.45	28.13
Working Dog	15.25	15.63
Working Dog - Desexed	15.25	15.63
Business Registration	61.00	62.50
Greyhound Registered with SAGRCB	15.25	15.63
Greyhound Registered with SAGRCB - Desexed	15.25	15.63

Puppies: for dogs less than 3 months old and registered after 1 January, the respective fee be reduced by 50% for the current year.

Part Year Registration: for dogs not previously registered in the area and registered after 1 April, the respective fee will be reduced by 50% for the current year.

PROGRAM - Inspectorial Services**Dog Control - Continued****BUDGET AREA - 450**

Fees	2015/16 \$	2016/17 \$
Registration and Renewal Fees continued		
Guide Dog/Therapeutic Dog - Desexed	No Fee	No Fee
Guide Dog/Therapeutic Dog/Disability Dog	No Fee	No Fee
Companion Dog	No Fee	No Fee
Transfer of Registration	10.00	10.00
Late Registration Penalty (flat rate)	10.00	10.00
Fees Unrelated to Registrations		
Replacement Disc Fee	10.00	10.00
Seizure Fee (Dog Wandering at large)	72.00	74.00
Daily Pound Fee	42.00	43.00
Certified Extract from register	10.00	10.00
Cat Trap Cage Deposit **	100.00	100.00

*** Customers with a valid pension or concession card are eligible to have the deposit fee waived.*

GUARD DOG COLLARS

Under the provisions of the Dog and Cat Management Act, Section 45D (1)(d) a person who owns, or is responsible for the control of an attack trained dog, a guard dog or a patrol dog must ensure that the dog must, at all times, wear a collar that complies with the requirements of the Board (except while the dog is suffering from injury, disease or sickness to the extent that the wearing of a collar would be injurious to the health of the dog);

Fees	2015/16 \$	2016/17 \$
Guard Dog Collars		
Guard Dog Collars	40.00	40.00

DOG FINES FROM PROSECUTIONS

In its capacity as the Authority and or administering agency for the Dog and Cat Management Act 1995 and associated Regulations, the City of Salisbury can prosecute and or expiate offences as stipulated in the Act. The penalties and expiation fees are set by the Act and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the Act. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

PROGRAM - Inspectorial Services**Dog Control - Continued****BUDGET AREA - 450****KENNEL LICENCE**

Pursuant to Section 33(4)(c) of the Dog & Cat Management Act 1995 Council can approve a kennel within its area for the purposes of providing temporary board to dogs. Under the provision of Section 26(6) Council may charge a fee for issuing an approval (licence). Fees are fixed by Council resolution pursuant to Section 188 of the Local Government Act, 1999.

Fees	2015/16 \$	2016/17 \$
Kennel Fees		
Licence Application	89.50	92.00
Licence Renewal (per annum)	59.50	61.00

PERMIT TO KEEP MORE THAN THE PRESCRIBED NUMBER OF DOGS

Pursuant to City of Salisbury By-Law No. 5 made under Section 90 of the Dog & Cat Management Act 1995, Council may grant permission to keep more than two dogs on a dwelling other than a small dwelling and more than one dog in a small dwelling. (As defined in the by-law). Under the provision of Section 26(6) Council may charge a fee for issuing a permit (licence). Fees are fixed by Council resolution pursuant to Section 188 of the Local Government Act, 1999.

Fees	2015/16 \$	2016/17 \$
Permit to Keep More Than the Prescribed Number of Dogs		
Application	59.00	60.00
Renewal Fee	49.00	50.00

Notes: The permit to keep more than the prescribed number of dogs has been amended to include an application and renewal structure to ensure that applicants maintain their information and status current. The application involves a site inspection and consultation with neighbours as well as referral and consultation with Development Planning and Environmental Health. The fees have been increased to cover administration and other costs associated with the approval and renewal process.

DOG SURRENDER FEES

As a service to the community Council will, on request, collect and relocate unwanted or frail dogs to an appropriate shelter or Veterinary Surgery. Fees are fixed by Council resolution pursuant to Section 188 of the Local Government Act, 1999.

Fees	2015/16 \$	2016/17 \$
Dog Surrender Fees		
Surrender of dogs	125.00	128.00
Surrender of dogs (pensioners)	62.50	64.00

Notes: The fees for dog handover have been adjusted to ensure that Council recovers the costs associated with the relocation of the dogs to the Dog Relocation service provider. The discounted rate offered to pensioners is recommended in an effort to encourage responsible hand over.

PROGRAM - Inspectorial Services**Dog Control - Continued****BUDGET AREA - 450****Dog & Cat Management Act 1995**

Section 26 of the Dog and Cat Management Act 1995 empowers Councils to charge:

- (a) Fees for the provision of extracts from registers kept under the Act; and
- (b) Fees (which may be differential) approved by the Minister –
 - (i) For the registration of dogs or businesses;
 - (ii) For late payment of registration fees; and
 - (iii) For meeting any other requirements imposed on Councils under the Act.

Councils set their own registration fees for dogs based on a fee range provided by the Dog and Cat Management Board, after approval by the Minister. The cap on fee levels currently is under review.

Sections 33 and 43 of the Act set out penalties and expiation fees if a dog over three months of age is unregistered or where dogs are wandering at large. Sections 37, 38, 40, 45, 45A, 45B, 45C, 45D, 55, 56, 57, 59B, 81, 82 and 85 of the Act set out penalties and expiation fees covering a wide range of specific and miscellaneous matters relating to dogs.

As part of a review currently underway, the Local Government Association advocating that dog registration fees (and related penalties and expiation fees) be dealt with in Regulations under the Dog and Cat Management Act in the future. This would facilitate an orderly indexation of fees each year.

Expiation Offences Act 1996

Fees	2015/16 \$	2016/17 \$
s5 - Reminder Notices		
s 5 (a) For the purposes of section 11(3) of the Act, the reminder notice fee is—	52.00	52.00
s 5 (b) plus, if a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register.	The fee for 1 such search	The fee for 1 such search
s 6 Expiation enforcement warning notices		
s 6 (a) For the purposes of section 11A of the Act, the warning notice fee is—	52.00	52.00
s 6 (b)if—		
s 6 (b)(i) a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register; and		
s 6 (b)(ii) an expiation reminder notice has not been issued to the alleged offender	The fee for 1 such search	The fee for 1 such search

PROGRAM - Inspectorial Services**Inspectorate****BUDGET AREA - 460****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$382,852	\$297,097	\$299,400	\$305,000

FOOTPATH TRADING PERMITS

A permit may be issued under Sect. 222 of the Local Government Act 1999 for permission to utilise the footpath to sell commodities or articles in any street. Fees are fixed by Council pursuant to Section 188 of the Local Government Act, 1999 as amended.

Fees	2015/16 \$	2016/17 \$
Footpath Trading Permits		
Outdoor Footpath Trading Application - Business	76.00	78.00
Outdoor Footpath Trading Renewal – Business	56.00	58.00
Outdoor Footpath Trading Application – Charity/Community Group	1.00	1.00
Outdoor Footpath Trading Renewal – Charity/Community Group	1.00	1.00

Note: The previous fees introduced for Footpath Trading were designed to encourage traders to utilise the street scape where possible and provide a market atmosphere. The changes to the permit structure and process now require consultation for Disabled access and traffic safety requirements along with an initial site visit to process the application.

The range of persons also utilising Footpath Trading Permits is also varied as it includes charity groups and community groups operating as not for profit along with businesses utilising the footpaths to enhance their businesses.

As a result it is recommended that two fee structures are introduced to recognise the different users. The increase of the business rate reflects some of the costs associated with the administration and processing of the permits. The increase is relatively low and would not be considered as discouraging to business.

The rate for charity and community groups remains at \$1.00 as purely consideration for the law of contract, and to encourage users of appropriate public areas.

PROGRAM - Inspectorial Services**Inspectorate - Continued****BUDGET AREA - 460****General Applications for Permits under Section 222 of the Local Government Act**

A permit may be issued under Section 222 of the Local Government Act 1999 for permission to utilise the footpath and road related areas for business purposes other than those covered by Footpath Trading Policy. Fees are fixed by Council pursuant to Section 188 of the Local Government Act, 1999 as amended. Examples of applications subject to this fee include mini skips and refuse containers placed on roads or verges.

Fees	2015/16 \$	2016/17 \$
General Applications		
Use of footpath not covered by Footpath Trading Policy - Initial Application	60.00	62.00
Use of Footpath not covered by Footpath Trading Policy - Renewal	37.50	39.00

PARKING FINES FROM PROSECUTIONS

In its capacity as the Authority and or administering agency for the following Acts and associated regulations,

- Road Traffic Act
- Australian Road Rules
- Private Parking Areas Act
- Road Traffic (miscellaneous) Regulations
- Environment Protection Act and Associated Environmental Policies
- And other legislation as prescribed to be administered by the Section,

the City of Salisbury can prosecute and or expiate offences as stipulated in the Acts. The penalties and expiation fees are set by the Acts and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the respective Acts. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

PROGRAM - Inspectorial Services**Inspectorate - Continued****BUDGET AREA - 460****Private Parking Areas Act 1986**

Fees	2015/16 \$	2016/17 \$
s. 8(1) Parking in a no standing area	89.00	89.00
s. 8(2) Eligibility to park in a disabled persons parking area	347.00	347.00
s. 8(3) Eligibility to park in a permit parking area	66.00	66.00
s. 8(4) Eligibility to park in a loading area	64.00	64.00
s. 8(5) Eligibility to park in a restricted parking area	64.00	64.00
s. 8(6) Parking in excess of time limit	49.00	49.00
reg 4(1)(a) Not parking wholly within one space	47.00	47.00
reg 4(1)(b) Parking in space already occupied	60.00	60.00
reg 5 Parked vehicle must not protrude over a walkway or driveway	72.00	72.00
reg 6 Parked vehicle must not obstruct vehicular or pedestrian access	72.00	72.00
reg 7 Area must be used for parking purpose	48.00	48.00
reg 8(a) Deface notice, sign or markings	88.00	88.00
reg 8(b) Insert/remove expiation notice	88.00	88.00
reg 11 Further offence	47.00	47.00

PROGRAM - Inspectorial Services**Inspectorate - Continued****BUDGET AREA - 460****LITTER EXPIATIONS**

Pursuant to Section 5(1) of the Expiation of Offences Act, 1996, Council may issue expiation notices for offences against the provisions of Section 235 of the Local Government Act 1999.

Fees	2015/16 \$	2016/17 \$
Litter Expiations		
Depositing Litter in public place	315.00	315.00

LITTER FINES FROM PROSECUTIONS

Section 235 of the Local Government Act, 1999 authorises Council to instigate proceedings for offences relating to the depositing of litter or waste matter in a public area. Fines, as prescribed in the Act, plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

BY-LAWS EXPIATIONS

Pursuant to Section 5(1) of the Expiation of Offences Act 1996 if an expiation fees fixed by or under an Act, regulation or by-law in respect of an offence, an expiation notice may be given under the Expiation of Offences Act to a person alleged to have committed the offence and the alleged offence may accordingly be expiated in accordance with the Expiation of Offences Act. An expiation fee may be fixed by Council resolution in accordance with section 246(5)(b) of the Local Government Act 1999, as amended.

Minimum expiation fee: \$100.00

Maximum expiation fee: \$187.50

BY-LAWS FINES FROM PROSECUTION

In the enforcement of the City of Salisbury By-Laws, Council may be required to instigate Court proceedings against offenders against those By-Laws. Penalties may be set down in the By-Laws or in the Act or Regulations under which the By-Law is made. Fines, plus any costs that may be awarded against offenders, are paid into Court and from thence remitted to Council.

In accordance with Section 246(3)(g) of the Local Government Act Council may fix a maximum penalty for any breach of a By-Law provided that the maximum penalty so fixed does not exceed \$750.

Maximum Penalty: \$750

PROGRAM - Inspectorial Services**Inspectorate - Continued****BUDGET AREA - 460****BY LAW 2 - REMOVAL, STORAGE AND OR DISPOSAL OF MOVEABLE SIGNS**

Under By-Law 2 Moveable Signs, subparagraph 10.4, the owner or other person entitled to recover a Moveable Sign removed pursuant to subparagraph 10.3 of the By-Law must pay to the Council any reasonable costs incurred by the Council in removing, storing and attempting to dispose of the Moveable Sign before being entitled to recover the Moveable Sign.

Note:

*1. Storage charges will not be charged for signs stored within a Council Facility. Any signs requiring external storage and incurring a fee for storage will result in the storage costs being charged as a direct cost recovery.

**2. Disposal costs will be charged as a direct cost recovery as these vary depending on the size of the sign and the material utilised in construction.

Fees	2015/16 \$	2016/17 \$
Moveable Sign Removals		
Removal	50.00	55.00
Storage of Sign *1	Varies	Varies
Disposal of Sign **2	Varies	Varies

PERMIT FEES FOR BY LAW 3 - OBSTRUCTION OF ROAD

Under By-Law 3 Roads, clause 2.6 Obstruction of Roads, a person must not without permission erect or install or place any structure, item or material of any kind so as to obstruct the road or any foot way, water channel or water course in a road. A hoarding permit is issued as the approval is for the use of the area for various activities.

Fees	2015/16 \$	2016/17 \$
Hoarding Fees		
Hoarding Applications for Commercial/Industrial locations	500.00	512.00
Hoarding Applications for Residential locations and minor hoarding	60.00	62.00
Hoarding Applications for Charity/Community Group	10.00	11.00

PROGRAM - Inspectorial Services**Inspectorate - Continued****BUDGET AREA - 460****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$3,315	\$4,999	\$3,800	\$3,800

IMPOUNDING FEES

Section 237 of the Local Government Act, 1999 authorises Council to remove or impound any vehicle abandoned in a public place. Notice of such a removal must be served upon the owner if known, or if unknown, notice may be given by way of newspaper advertisement. All costs incurred by Council are recoverable from the owner and if not paid within 14 days of the service of the notice, the vehicle may be sold or otherwise disposed of. Fees charged are costs incurred.

SEARCH FEES RECOVERED

Regulation 7(1) and 7A of the Expiation of Offences Regulations 1996, provides that, where a motor vehicle registration search has been required in the course of enforcement of the provisions of the Local Government Act or any other prescribed Act or By-Law for offences against which an expiation fee has been set, the cost to Council of one such search is recoverable. Costs incurred by Council from the relevant agency are the fees charged for the search. The current agency for South Australian registration searches is Transport SA.

Fees	2015/16 \$	2016/17 \$
Search Fees		
Vehicle Registration Search Fees	7.00	7.00
Abandoned Farm Implement or Vehicle	315.00	315.00

PROGRAM - Development Services**Planning Assessment****BUDGET AREA - 410****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$371,837	\$370,863	\$343,800	\$328,700

The Development Act of 1993 and Regulations prescribe the fees relating to applications for Development Plan consent and Building Rules consent.

Certain types of application must be given public notice in a newspaper circulating throughout the whole of the City. Council has the power to set the fee for this cost component.

Fees	2015/16 \$	2016/17 \$
Development Application Fees		
Consent - up to \$10,000 Development cost	37.50	37.50
Consent - \$10,000 to \$100,000 Development cost	103.00	103.00
Consent - over \$100,000 Development cost *0.125% of development cost	0.125% of development	0.125% of development
Referral (per body)	213.00	213.00
Concurrence (per body)	357.00	357.00
Public Notification - Category 2 & 3 Notification	103.00	103.00
Public Notification - Category 3 Notification (Newspaper Advertisement)	580.00	580.00
Special Builder - single storey *p.o.a	Price on application	Price on application
Special Builder - two storey *p.o.a	Price on application	Price on application
Certificate of Titles Request	NA	35.00
Encumbrance Fees	NA	165.00

PROGRAM - Development Services**Planning Assessment - Continued****BUDGET AREA - 410****Development Act 1993**

- Many of the development application fees shown below require Councils to provide a percentage distribution to the Development Assessment Commission. Details are shown in an Advisory Note 12b (Planning) issued by the Planning Services Unit of the Department of Planning, Transport and Infrastructure in June 2013 (telephone 8303 0601).
- Fees shown under Items 1(8) – Building Rules Fees are calculated under a formula (unless the minimum fee applies) which takes account of floor areas and complexity factors. The formula is set out in Schedule 6(1)(8) of the Development Regulations 2008.

Fees	2015/16 \$	2016/17 \$
Item 1(1) Lodgement Fee – the <i>base amount</i> (no assessment against building rules)	60.00	60.00
Item 1 (1) (a) Additional Lodgement Fee – non-complying (other than land division). Additional to the <i>base amount</i>	96.50	96.50
Item 1 (1) (c) Additional Lodgement Fee - if assessment against Building Rules is required and Development Cost > \$5,000 (including a case where the relevant building rules assessment is undertaken by a private certifier). Additional to the <i>base amount</i>	68.00	68.00
Item 1(2) (c) Development Plan Assessment Fee (if the development cost does not exceed \$10,000)	37.50	37.50
Item 1 (2) (d) Development Plan Assessment Fee (if the development cost exceeds \$10,000 but does not exceed \$100,000)	103.00	103.00
Item 1 (2) (e) Development Plan Assessment Fee (if the development cost exceeds \$100,000)	0.125% if the development cost up to a maximum of \$200,000	0.125% if the development cost up to a maximum of \$200,000
Item 1 (4) (a) Non-complying Development Administration Fee	122.00	122.00

PROGRAM - Development Services**Planning Assessment - Continued****BUDGET AREA - 410****Development Act 1993 - Continued**

Fees	2015/16 \$	2016/17 \$
Item 1 (4) (b) (i) Non-complying Development Assessment Fee (if the development cost does not exceed \$10,000)	51.50	51.50
Item 1 (4) (b) (ii) Non-complying Development Assessment Fee (if the development cost exceeds \$10,000 but does not exceed \$100,00)	122.00	122.00
Item 1 (4) (b) (iii) Non-complying Development Assessment Fee (if the development cost exceeds \$100,000)	0.125% of the development cost of up to a maximum of \$200,000	0.125% of the development cost of up to a maximum of \$200,000
Item 1 (5) (a) (i) Referral Fee	213.00	213.00
Item 1 (5) (a) (ii) Referral Fee (if the development cost exceeds \$1,000,000)	357.00	357.00
Item 1 (5) (b) (i) Referral Fee (if it falls within the ambit of clauses 1(6), 2(3), 2(7), 2(8), 2(10) or 3(3) of Schedule 22-for the referral to the EPA	357.00	357.00
Item 1 (5) (b) (ii) Referral Fee (if it falls within the ambit of item 19, 20 or 21-for a referral under those items)	357.00	357.00
Item 1 (6) Public Notification Fee	103.00	103.00
Item 1 (8) (a) Building Rules Fee (Minimum Fee)	65.50	65.50
Item 1 (8) (b) Building Rules Fee (Minimum Fee)	65.50	65.50
Item 1 (8) F Building Rules Fee (Minimum Fee)	65.50	65.50
Item 1 (9) Consent to development at variance with building rules	150.00	150.00
Item 1 (11) Development Authorisation (Staged Consents) Fee (including a case where the relevant building rules assessment is undertaken by a private certifier)	60.00	60.00
Item 1 (12) Development (Schedule 1A) Fee	50.00	50.00
Item 2 (a) Application for assignment of, or change in, classification of a building (Minimum Fee)	64.00	64.00

PROGRAM - Development Services**Planning Assessment - Continued****BUDGET AREA - 410****Development Act 1993**

Fees	2015/16 \$	2016/17 \$
Item 2(b) - Application for assignment of, or change in, classification of a building (Minimum Fee)	64.00	64.00
Item 2. F - Application for assignment of, or change in, classification of a building (Minimum Fee)	64.00	64.00
Item 3 - Certificate of Occupancy Fee	43.00	43.00
Item 4 - Application for issue of schedule of essential safety provisions	92.50	92.50
Item 6 (a) - Referral to Building Rules Assessment Commission – for Class 1 and 10 buildings	472.00	472.00
Item 6 (b) - Referral to Building Rules Assessment Commission – for Class 2 to 9 buildings	1036.00	1036.00
Item 7 (1) - Registration of a Land Management Agreement (S.57 or S.57A))	72.00	72.00
Item 7 (2) - Copy of a Land Management Agreement (S.57(2d) or S.57A(7))	13.40	13.40
Item 9 - Application to extend any consent or approval under regulation 48	96.50	96.50
Regulated and significant trees		
Reg 117 (4) - For the purposes of section 42(6) of the Act, the amount payable for each replacement tree that is not planted.	84.00	84.00
Open space contribution scheme		
For the purposes of subsections (1)(d) and (7) of section 50 of the Act, the following rates of contribution are prescribed:		
Reg 56 (2) (a) - Where the land to be divided is within Metropolitan Adelaide or Outer-Metropolitan Adelaide - for each new allotment or strata lot delineated by the relevant plan that does not exceed 1 hectare in area	6,488.00	6,488.00
Reg 56 (2) (c)- Where the land is to be divided is within Regional South Australia - for each allotment or strata lot delineated by the relevant plan that does not exceed 1 hectare in area	2,849.00	2,849.00

PROGRAM - Development Services**Building Control****BUDGET AREA - 430****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$263,205	\$249,929	\$248,300	\$219,810

PROVISIONAL BUILDING RULES CONSENT

The Development Act 1993, as amended, requires that any building work to be performed in the City of Salisbury area must first be approved by Council. Application fees are calculated pursuant to Schedule 6 of Development Regulations 1993, according to set formula depending upon the type of structure:

eg For a building or structure that has a floor area

$$F = 0.0023 \times CI \times A \times CF$$

where:

F is the fee (in dollars) payable

CI is the construction index determined by the Minister from time to time and set out in the Schedule of Construction Indices published in the Gazette

A is the prescribed floor area

CF is the complexity factor as set out in Schedule 6.

Fees	2015/16 \$	2016/17 \$
Development Application Fees		
Lodgement	60.00	60.00
Lodgement - over \$5,000 + BRC is required	128.00	128.00
Lodgement (if secondary lodgement is required)	60.00	60.00
Lodgement - Swimming Pools	179.00	179.00
Building Rules Consent Only	50.00	50.00
Building Rules Assessment Fees		
Class 1,2 & 4 - per square metre	2.90	2.90
Class 3,5 & 6 - per square metre	3.86	3.86
Class 7 & 8 - per square metre	2.56	2.56
Class 9a & 9c - per square metre	4.37	4.37
Class 9b - per square metre	3.84	3.84
Class 10 - per square metre	0.87	0.87
Demolition	66.50	66.50
Certificate of Occupancy	43.00	43.00
Building Rules Consents - Private Certification	Up to \$10,000	Up to \$10,000

PROGRAM - Corporate Signage**Corporate Signage****BUDGET AREA - 480****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$3,294	\$9,930	\$38,100	\$26,400

Fees	2015/16 \$	2016/17 \$
Signs		
Existing Large Sign - renewal of Panel	440.00	440.00
Existing Large Sign - new Panel	660.00	660.00
New Large Sign - per Panel	Price on Application	Price on Application
Existing Small Sign - renewal of Panel	275.00	275.00
Existing Small Sign - new Panel	330.00	330.00
New Small Sign - per Panel	Price on Application	Price on Application
Community Information Signs (Pole Mounted)		
Community name blade only installed with lettering, brackets & fittings	86.00	86.00
Pole (for street/community sign) supply and install with 600mm spike	60.00	60.00

PROGRAM - Economic Development**Business Advisory Service****BUDGET AREA - 653****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$0	\$6,433	\$10,300	\$10,600

Fees	2015/16 \$	2016/17 \$
Venue Hire		
Polaris Centre - Training Room Hire - Hourly Rate	75.00	78.00
Polaris Centre - Training Room Hire - Half Day (4 hours)	260.00	269.00
Polaris Centre - Training Room Hire - Full Day (9am to 5pm)	345.00	357.00
Polaris Centre - Room Hire Per Day - Block Booking 10+ Consecutive Days	NA	275.00 per day

PROGRAM - Community Health & Wellbeing**Positive Ageing Services****BUDGET AREA - 355****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$393,302	\$410,717	\$454,200	\$447,700

Jack Young Centre

The City of Salisbury maintains the Jack Young Centre for Seniors as a drop-in Centre for people aged 50 and over, younger people with disabilities, and carers, providing meals, social, recreational and information services. Fees are fixed by Council resolution pursuant to section 188 of the Local Government Act, 1999.

The Facilities at the Jack Young Centre are available for hire when not in use. Prices determined at the discretion of the Manager with special regard to not for profit organisations. All rates are hourly unless otherwise stated.

Fees	2015/16 \$	2016/17 \$
Membership Fees		
Annual Membership fee for Centre users – due each July	10.00	10.00
Program fees		
Activities-Leisure, Recreation, Wellbeing, Learning, fitness	3.00 - 10.00	3.00 - 10.00
Catering		
Soup	3.00	3.00
Hot Main Course	5.50	5.50
Small Meals	4.50	4.50
Sandwiches	4.00	4.00
Jacket Potatoes	5.50	5.50
Beverages (Tea & Coffee)	0.50	0.50
Espresso Coffee	2.00	2.00
Dessert	2.50	2.50
Cakes & Biscuits	1.00	1.00
Frozen Meals	5.80	5.80
Venue Hire		
JYC - Conference, Library or Craft Room - Community / Charity Groups	18.00	18.00
JYC - Conference, Library or Craft Room - General	20.00	20.00
JYC - Conference, Library or Craft Room - Registered User	17.00	17.00
JYC - Main Hall - General	27.00	27.00
JYC - Main Hall - Registered Users	23.00	23.00
JYC - Main Hall - Community / Charity Groups	24.00	24.00

PROGRAM - Community Health & Wellbeing**Positive Ageing Services - Continued****BUDGET AREA - 355****Para Hills Centre**

Council, in conjunction with the Commonwealth Home Support Programme (CHSP), maintain a co-ordinated service for the frail aged within the City of Salisbury. The program is located at the Para Hills Centre on Monday, Tuesday and Friday and is available to CHSP eligible people who have been assessed as requiring a supported program which will give opportunity for social interaction and activities tailored around the capacity of the group. The program is supported by a staff member with assistance from volunteers. Fees are fixed by Council resolution, pursuant to Section 188 of the Local Government Act, 1999 as amended.

All fees listed are per hour charges unless otherwise stated.

Fees	2015/16 \$	2016/17 \$
Hall Hire Fees		
Weeknights - General	27.00	27.00
Weeknights - Community Group	24.00	24.00
Saturday Night - Fee + bond required	390.00	390.00
Program Fees		
Activities- Leisure, Recreation, Wellbeing, Learning, Fitness	3.00 to 10.00	3.00 to 10.00
Para Hills Centre - Monday and Friday Program	10.00	10.00

PROGRAM - Youth and Neighbourhood Services**Youth Enterprise Centre - "Twelve25"****BUDGET AREA - 377****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$156,547	\$136,551	\$114,500	\$83,400

Council offers enterprise focused programs to people aged 12-25 years who live, study or work within the City. The fees for class participation reflect the costs associated with its delivery; tutor fees, student materials, consumables and specialist equipment.

Some programs may attract external funding and grants which will be used to subsidise costs to participants, in accordance with the conditions of the grants.

Room hire fees are set to cover the associated cost of utilities, insurance and cleaning.

The fee structure includes incentives for community service groups and agencies delivering youth specific services from the centre of 50% and 40% respectively.

Additionally, following the upgrade of the Ken McMahon Hall into a niche theatre space, a new Saturday evening package has been developed to encourage theatre and music events into the CBD of Salisbury. This pricing only applies when the event is open to the public (being either free or with a door / ticket charge) and not for 'closed group' events. All promoters must conform to the centres event risk management framework.

Where Twelve25 partners with an organisation to deliver a program and / or develop youth service opportunities, or where a long term (more than 6 months) regular booking the centre manager has the discretion to determine appropriate fees.

For internal hirers departmental use (other departments and divisions) as per established practice no charge for room hire is made but 'add ons' may be charged by negotiation and a cancellation fee for non attendance may be charged. This rate does not apply when another department books the space for the use of a third party.

Volunteers of three months standing of Twelve25 receive the community discount rate on any bookings.

A new minimum hire fee for all bookings of \$25.00 applies (irrespective of the class of hirer).

An additional administration fee of \$10 per day applies where groups or hirers don't have their own public liability policy and rely on councils 'uninsured groups' policy.

An additional administration fee of \$25 per application applies to Council's consideration of 'extension of hours' request beyond twelve midnight close.

An additional administration fee of \$25 applies for room hirers requiring access to the centre before 8.30am.

PROGRAM - Youth and Neighbourhood Services**Youth Enterprise Centre - "Twelve25" - Continued****BUDGET AREA - 377**

For high risk events where large numbers of people, high risk activities or significant alcohol consumption is expected, Council reserves the right to require paid security staff (from councils preferred contractor) in attendance at the hirers cost or that 'additional cleaning' is factored into the event pricing.

*** All Facility hire Fees & Charges listed under the "Twelve25" program are per hour figures unless otherwise stated.

Special Fees

For the existing permanent user groups of the Salisbury Institute they are charged different fees in accordance with a Memorandum of Understanding with council which came into effect 1st January 2015. Fees are lower than the community rate to reflect those groups historic management, financial and in-kind contributions to the centre. Those groups have representation on the Salisbury Centre Tenants Advisory Group.

Fees	2015/16 \$	2016/17 \$
Instructor Fees		
Participant Fee - Volunteer Instructor	1.10	1.10
Office Partnering		
Workstation only (per annum Community Partner Organisations only)	500.00	500.00
Computer (per annum pro rata)	900.00	900.00
Computer Software (per annum pro rata)	650.00	650.00
Phone/Fax (per annum pro rata)	1,000.00	1,000.00
Internet access (per annum pro rata)	500.00	500.00
Other Fees		
Lost Key (plus cost of replacement)	20.00	20.00
Lost swipe card (plus cost of replacement)	30.00	30.00
Photocopy/Printing		
A4 (per page)	0.15	0.15
A3 (per page)	0.30	0.30
Alfresco Hire		
Rear alfresco area - Hire	15.00	15.00
Cancellation (>14days)	7.50	7.50
Cancellation (<14days)	15.00	15.00
Community Discount (50%)	7.50	7.50
Youth Service Discount (40%)	6.00	6.00

PROGRAM - Youth and Neighbourhood Services**Youth Enterprise Centre - "Twelve25" - Continued****BUDGET AREA - 377**

Fees	2015/16 \$	2016/17 \$
Equipment Hire		
Data Projector Hire - Per hour unless otherwise stated	20.00	20.00
Data Projector Hire - Community Discount (50%)	10.00	10.00
Data Projector Hire - Youth Service Discount (40%)	8.00	8.00
Use of Mini PA / DVD - Per Hour	10.00	10.00
Use of Mini PA / DVD - Community Discount (50%)	5.00	5.00
Use of Mini PA / DVD - Youth Service Discount (40%)	4.00	4.00
Use of Laptop for Presentations - Hire	10.00	10.00
Use of Laptop for Presentations - Community Discount (50%)	5.00	5.00
Use of Laptop for Presentations - Youth Service Discount (40%)	4.00	4.00
Set of 14 PC Tablets - Hire Per Hour	1.00	1.00
Set of 14 PC Tablets - Community Discount (50%)	0.50	0.50
Set of 14 PC Tablets - Youth Service Discount (40%)	0.40	0.40
PA System w/mixing desk - Hire	100.00	100.00
PA System w/mixing desk - Community Discount (50%)	50.00	50.00
PA System w/mixing desk - Youth Service Discount (40%)	40.00	40.00
Internet access for training delivery - Hire	10.00	10.00
Car Park Hire		
Car Park - Hire (per day or part day)	250.00	250.00
Cancellation (>14days) (per day or part day)	125.00	125.00
Cancellation (<14days) (per day or part day)	250.00	250.00
Community Discount (50%)	125.00	125.00
Youth Service Discount (40%)	100.00	100.00
Catering and Cleaning		
Use of BBQ's (ex gas) (per day)	35.00	35.00
Catering Staff and Volunteer support (per hr)	20.00	20.00
Community Discount (50%)	10.00	10.00
Youth Service Discount (40%)	8.00	8.00
Tea Coffee Biscuits (per head)	3.50	3.50
Community Discount (50%)	1.75	1.75
Youth Service Discount (40%)	1.40	1.40
Cleaning - additional (per hr) Minimum 3 hr callout	35.00	35.00
Use of outdoor umbrellas (per day)	35.00	35.00

PROGRAM - Youth and Neighbourhood Services**Youth Enterprise Centre - "Twelve25" - Continued****BUDGET AREA - 377**

Fees	2015/16 \$	2016/17 \$
Community Music Room Hire		
Community Music / Theatre Package - Saturday only- Hire *		
Conditions Apply	50.00	50.00
Community Music / Theatre Package - Saturday only- Deposit * Conditions Apply	350.00	350.00
Community Music / Theatre Package - Saturday only- Cancellation (>14 days)	25.00	25.00
Community Music / Theatre Package - Saturday only- Cancellation (<14 days)	50.00	50.00
Community Music / Theatre Package - Saturday only- Community Discount * Conditions Apply	25.00	25.00
Movie Screen Hire - per day (Self Set-up)	150.00	150.00
Computer Suite Hire		
Computer Suite - Hire	30.00	30.00
Cancellation (>14days)	15.00	15.00
Cancellation (<14days)	30.00	30.00
Community Discount (50%)	15.00	15.00
Youth Service Discount (40%)	12.00	12.00
Consulting and Meeting Room Hire		
Consulting and Meeting Room - Hire	10.00	10.00
Cancellation (>14days)	5.00	5.00
Cancellation (<14days)	10.00	10.00
Community Discount (50%)	5.00	5.00
Youth Service Discount (40%)	4.00	4.00
Hall Hire Fees		
Ken McMahan Hall - Hire	30.00	30.00
Ken McMahan Hall - Deposit	350.00	350.00
Ken McMahan Hall - Cancellation (>14days)	15.00	15.00
Ken McMahan Hall - Cancellation (<14days)	30.00	30.00
Ken McMahan Hall - Community Discount (50%)	15.00	15.00
Ken McMahan Hall - Youth Service Discount (40%)	12.00	12.00
Kitchen Hire		
Kitchen - Hire	10.00	10.00
Cancellation (>14days)	5.00	5.00
Cancellation (<14days)	10.00	10.00
Community Discount (50%)	5.00	5.00
Youth Service Discount (40%)	4.00	4.00

PROGRAM - Youth and Neighbourhood Services**Youth Enterprise Centre - "Twelve25" - Continued****BUDGET AREA - 377**

Fees	2015/16 \$	2016/17 \$
Project Art Room Hire		
Project Art Room - Hire	30.00	30.00
Cancellation (>14days)	15.00	15.00
Cancellation (<14days)	30.00	30.00
Community Discount (50%)	15.00	15.00
Youth Service Discount (40%)	12.00	12.00
Staff Call Out Fees		
Staff call-out to event problem by hirer (per hour with a minimum of 1 hr)	45.00	45.00
Stage Room Hire		
Stage Room - Hire	15.00	15.00
Cancellation (>14days)	7.50	7.50
Cancellation (<14days)	15.00	15.00
Community Discount (50%)	7.50	7.50
Youth Service Discount (40%)	6.00	6.00
Supper Room Hire		
Supper Room - Hire	16.00	16.00
Cancellation (>14days)	8.00	8.00
Cancellation (<14days)	16.00	16.00
Community Discount (50%)	8.00	8.00
Youth Service Discount (40%)	6.40	6.40

PROGRAM - Salisbury Memorial Park**Salisbury Memorial Park Cemetery****BUDGET AREA - 297****Revenue:**

Actuals		Revised Budget	Budget
2012/13	2013/14	2015/16	2016/17
\$385,095	\$606,978	\$441,600	\$477,700

The City of Salisbury maintains the Salisbury Memorial Park Cemetery in Spains Road, Salisbury. Fees are fixed by Council in accordance with Section 188 of the Local Government Act, 1999. The General Manager City Infrastructure has delegated authority to vary fees by up to \$300 at Salisbury Memorial Park Cemetery.

Note: Vault charges are consolidated to include lease, vault and installation charges. These fees were individually displayed in the past. 99 year Vault leases have been increased to compare with current market rates.

Fees	2015/16 \$	2016/17 \$
Cemetery Fees		
Extension of existing lease (5yr increments)	360.00	370.00
Soil Removal	475.00	490.00
Oversized Coffin	220.00	230.00
American Box type/metal caskets	720.00	740.00
Ledger Removal/replacement	620.00	640.00
Concrete Floor removal/replacement	620.00	640.00
Lift & Lower - 0-9 years since burial	2,500.00	2,575.00
Lift & Lower - 10-15 years since burial	1,700.00	1,750.00
Lift & Lower - 16 years and more	1,200.00	1,240.00
Funerals - after 3pm	450.00	465.00
Funerals - Saturday	550.00	570.00
Funerals - Short Notice (less than 24 hours notice)	550.00	570.00
Scattering of Ashes	155.00	160.00
Insertion/removal of Ashes into an existing grave	400.00	415.00
Insertion of ashes in coffin at time of burial	150.00	160.00
Exhumation	6,000.00	6,200.00
Reservation Fees 2yr no right of renewal	350.00	360.00
Licence in Perpetuity	22,000.00	23,000.00
Children's Section		
Children's Section (to 10 years) Burial Fee	490.00	500.00
Children's Section (to 10 years) Lease	360.00	370.00
Stillborn Section		
Stillborn Section Burial Fee & Perpetual Lease	320.00	320.00
Stillborn Section - Plaque	200.00	200.00

PROGRAM - Salisbury Memorial Park**Salisbury Memorial Park Cemetery continued****BUDGET AREA - 297**

Fees	2015/16 \$	2016/17 \$
Lawn Section		
Interment adult - Single	1,800.00	1,850.00
Interment adult - Double	1,950.00	2,000.00
Interment adult - Triple	2,200.00	2,200.00
Lawn Section Lease	3,700.00	3,800.00
Niche Wall		
Niche Wall License 25 yrs	330.00	330.00
Donnybrooke Sandstone - Lease 25 yrs single	600.00	600.00
Donnybrooke Sandstone - Lease 25yrs double	1,100.00	1,100.00
Cremation Licences		
Rose & Shrub Gardens 25 year Lease	1,030.00	1,060.00
Moss Rock - 25 Year Lease	1,300.00	1,060.00
Water Feature Lease	1,000.00	1,000.00
Bedrock	1,030.00	1,060.00
Garden 19 -25 Year Lease	1,300.00	1,060.00
Garden 20 & 21 - 25 Year Lease	830.00	850.00
Garden 28 - 25 Year Lease (single only)	830.00	850.00
Inurnments		
Rose & Shrub Garden 1st Inurnment	1,000.00	1,000.00
Rose & Shrub Garden 2nd Inurnment	530.00	380.00
Rose Garden 20 & 21	530.00	620.00
Rose Garden 28	420.00	590.00
Water Feature Placement & Plaque	650.00	660.00
Bedrock 1st Inurnment	870.00	1,080.00
Bedrock 2nd Inurnment	525.00	370.00
Moss Rock 1st Inurnment	1,320.00	1,230.00
Garden 19 1st Inurnment	1,330.00	1,270.00
Garden 19 2nd Inurnment	525.00	470.00
Red Brick Inurnment	280.00	490.00
Donnybrooke Sandstone - 1st Inurnment	400.00	400.00
Donnybrooke Sandstone - 2nd Inurnment	380.00	380.00
Vaults		
Vault plot lease 50yrs	13,600.00	14,000.00
Vault plot lease 99 yrs	23,000.00	23,700.00
Reopen/Close Vaults Existing Vault	1,800.00	1,850.00
Headstone Permits		
New Headstone	200.00	210.00
Additional Inscription	100.00	105.00
Vault Headstone Permit	600.00	620.00

PROGRAM - Civil and Waste**Roads****BUDGET AREA - 821****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$6,805	\$16,391	\$16,900	\$17,300

Council may construct, remove or repair crossovers and carry out other minor works on behalf of property owners from whom the costs are recoverable under Section 213 of the Local Government Act, 1999.

**Residents wanting to purchase either storm water covers or storm water inserts for kerbing can purchase direct from Holbri Engineering. They can be contacted on 8287 4244 or at their place of operation at Wiley Street Elizabeth South. Costs will be determined between the resident and Holbri.

Fees	2015/16 \$	2016/17 \$
Private Works Income		
Standard kerb crossing per linear metre 5.2m wide	1,038.00	1,063.00
Widening of crossover per linear metre above 5.2m wide	200.00	205.00
Industrial kerb crossover per linear metre (min 6 metres,	216.00	Price on application
Stormwater outlet "standard kerb"	** As stated above	** As stated above
Stormwater outlet "roll up kerb" (inc. steel cover) contractor supply & install	** As stated above	** As stated above
Footpath stormwater covers (contractor works - supply only) -60mm or 70mm	100.00	102.00
Steel stormwater insert for roll up kerb (contractor works - supply only)	** As stated above	** As stated above

PROGRAM - Civil and Waste**Roads - Continued****BUDGET AREA - 821**

Council reinstates roads that have been opened or broken up by statutory authorities. The costs are recoverable by Council under Section 213 of the Local Government Act, 1999. Since January 1991 the fees charged have been calculated on the basis of contractor's cost plus overheads with periodic review by, and at the sole discretion of, the General Manager City Infrastructure.

Fees	2015/16 \$	2016/17 \$
Concrete Footpaths		
Reconstruct upright kerb - 4m minimum (\$/per linear metre)	168.00	172.00
Replace concrete path with 75mm concrete (\$/per metre squared)	76.00	78.00
Replace concrete path with 100mm concrete (\$/per metre squared)	92.00	94.00
Replace concrete apron with 100mm reinforced concrete (\$/per metre squared)	163.00	167.00
Replace concrete with block paver for crossover/footpath (\$/per metre squared)	97.00	99.00
Paver lift and relay existing pavers (\$/per metre squared)	61.00	62.00
Road Reinstatement Income		
Bitumen Road (per square metre) *p.o.a	Price on application	Price on application

PROGRAM - Civil and Waste**Signs****BUDGET AREA - 822****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$369	\$1,546	\$0	\$0

Before approval of a new land division is granted, Council requires the lodgement of funds by the developer to cover Council's cost of installation, or kerbside etching, of street signs.

Council may also carry out additional street signage at the request of ratepayers or special interest groups. Such costs are recoverable by Council under Section 188 of the Local Government Act, 1999.

Fees	2015/16	2016/17
	\$	\$
Signs		
Developer Contribution	234.00	234.00

PROGRAM - Parks and Landscape

Pest BUDGET AREA - 866

Revenue:

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$0	\$0	\$0	\$0

Section 182 of the Natural Resources Management Act 2004, as amended, obliges Council, in its capacity of Salisbury Animal and Plant Control Board pursuant to Section 183, to require owners of property to destroy all pest plants as declared under Section 183. In the event of non-compliance with a notice served under Section 183(10), Council may carry out the requirements of the notice and recover costs from the owner.

Minimum standard charge: Section 183 of the Natural Resources Management Act 2004, allows the Board to recover any reasonable costs and expenses incurred.

**Tendered per hour Price including chemicals.

Fees	2015/16 \$	2016/17 \$
Private Works Income		
For larger areas of total vegetation spraying: 1 operator plus one vehicle mount	** As stated above	** As stated above
For two operators plus one vehicle mounted spray unit	** As stated above	** As stated above
Exotic woody weed control, where advanced specimens are present	** As stated above	** As stated above

PROGRAM - Parks and Landscape**Fire Prevention****BUDGET AREA - 867****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$14,984	\$10,792	\$24,000	\$21,000

The Fire and Emergency Services Act 2005 requires owners/ occupiers to control and maintain all inflammable undergrowth to a height not exceeding 100mm throughout the duration of the fire danger season. In the event of non-compliance with a notice served under either of these Acts Council may carry out the requirements of the notice and recover costs from the owner/occupier.

BURNING PERMITS

In accordance with Council's Environmental Protection (Burning) Policy where an application for consent to burn is made to the Council, an application fee will be imposed under Section 188 of the Local Government Act, 1999.

**The tendered price will vary according to the tender selected for the Fire Fuel Reduction Contract.

** Site work costs may be Tendered Price or internal costs of labour and machinery.

** \$200 Administration Fee

Fees	2015/16 \$	2016/17 \$
Non-Trafficable Areas		
Whipper Snipper – per hour (plus admin cost)	**Site work cost plus \$205 Administration Fee	**Site work cost plus \$210 Administration Fee
Sundry Licences		
Burning Permits	31.00	31.00
Trafficable Areas		
Admin Fee (per event)	205.00	210.00
Area less than 0.2 hectares	**Site work cost plus \$205 Administration Fee	**Site work cost plus \$210 Administration Fee
Firebreaks - per 100m (4m wide) (plus admin cost)	**Site work cost plus \$205	**Site work cost plus \$210

PROGRAM - Waste Transfer Station**Transfer Station Operations****BUDGET AREA - 885****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$1,373,521	\$1,342,522	\$1,187,000	\$1,206,200

To fulfil the obligation under the Local Government Act, 1999 and the Public and Environmental Health Act 1987, as amended, to promote proper standards of public and environmental health in the City of Salisbury, and for the convenience of ratepayers, Council maintains a Refuse Transfer Station at Research Road. Charges are fixed by Council pursuant to Section 188 of the Local Government Act, 1999.

Transfer Station Management may vary fees by up to 25% on the approved fee schedule for special circumstances, or when the nature of waste or the carrying vehicle does not conform to any approved fee or vehicle category.

Fees	2015/16 \$	2016/17 \$
Sorted Loads		
Vehicle - Sorted : Sorted - Car Boot/Single Item (TV, fridge,	14.00	14.00
Vehicle - Sorted : Sorted - Station Wagon all sizes	29.00	30.00
Vehicle - Sorted : Sorted - Panel Vans - solid side utes	30.00	31.00
Vehicle - Sorted : Sorted - Drop down ute level	39.00	40.00
Trailers : Sorted - 7' x 4' level	30.00	31.00
Trailers : Sorted - 7' x 4' up to 1 metre high	35.00	36.00
Trailers : Sorted - 7' x 4' up to 2 metres high	39.00	40.00
Trailers : Sorted - 7' x 4' over 2 metres high	47.00	48.00
Trailers : Sorted - over 8' x 5' up to 1 m high	43.00	44.00
Trailers : Sorted - over 8' x 5' level	37.00	38.00
Trailers : Sorted - 8' x 5' up to 2m high	49.00	50.00
Trailers : Sorted - over 8' x 5' over 2m high	56.00	57.00
Trailers : Sorted - up to 10' x 6' level	39.00	40.00
Trailers : Sorted - up to 10' x 6' to 1 metre high	48.00	49.00
Trailers : Sorted - up to 10' x 6' to 2 metres high	56.00	57.00
Trailers : Sorted - up to 10' x 6' over 2 metres high	58.00	59.00
Trailers : Sorted - over 10' x 6' Tray Trucks to 1metre	57.00	58.00
Trailers : Sorted - over 10' x 6' Tray Trucks to 2 metres	68.00	69.00
Trailers : Sorted - over 10' x 6' Tray Trucks over 2 metres	71.00	72.00
Mulch : Sale of mulch per cubic metre (7' x 4' trailer)	27.00	28.00
Green Waste Disposal : Trailer up to 7' x 4'	21.00	21.00
Green Waste Disposal : Trailer over 7' x 4', up to 10' x 6', up	27.00	28.00
Green Waste Disposal : Trailer over 7' x 4', up to 10' x 6',	44.00	45.00
Green Waste Disposal : All other vehicles, up to 1 metre	35.00	36.00
Green Waste Disposal : All other vehicles, up to 2 metres	54.00	55.00
Green Waste Disposal : All other vehicles, over 2 metres	63.00	64.00
Sorted Vans - Passenger	30.00	31.00
Sorted Vans - Commercial	39.00	40.00

PROGRAM - Waste Transfer Station**Transfer Station Operations - Continued****BUDGET AREA - 885**

Fees	2015/16 \$	2016/17 \$
Miscellaneous Items : Skips (2 cubic metres) - per skip	95.00	97.00
Miscellaneous Items : Skips (3 cubic metres) - per skip	120.00	122.00
Miscellaneous Items : Car/motorcycle, tyres off rim (per tyre)	6.00	6.00
Miscellaneous Items : Car/motorcycle, tyres on rim (per tyre)	9.00	9.00
Miscellaneous Items : truck, tyre off rim (per tyre)	15.00	15.00
Miscellaneous Items : truck, tyre on rim (per tyre)	25.00	26.00
Miscellaneous Items : Mattresses (all sizes)	22.00	22.00
Miscellaneous Items : Ensemble base (if not part of general	12.00	12.00
Miscellaneous Items : Gas Cylinder	10.00	10.00
Miscellaneous Items : Fluoro tubes	1.00	1.00
Vehicle Unsorted : Car Boot/Single Item (TV, fridge, stereo	28.00	29.00
Vehicle Unsorted : Station Wagon all sizes	41.00	42.00
Vehicle Unsorted : Panel Vans - solid side utes	54.00	55.00
Vehicle Unsorted : Drop down ute level	68.00	69.00
Trailer Unsorted : Light load to 7' x 4'	45.00	46.00
Trailer Unsorted : 7' x 4' level	54.00	55.00
Trailer Unsorted : 7' x 4' up to 1 metre high	62.00	63.00
Trailer Unsorted : 7' x 4' up to 2 metres high	91.00	93.00
Trailer Unsorted : 7' x 4' over 2 metres high	106.00	108.00
Trailer Unsorted : 8' x 5' level	72.00	73.00
Trailer Unsorted : 8' x 5' level up to 1m high	83.00	85.00
Trailer Unsorted : 8' x 5' level up to 2m high	122.00	124.00
Trailer Unsorted : 8' x 5' level over 2m high	141.00	144.00
Trailer Unsorted : Light load to 10' x 6'	71.00	72.00
Trailer Unsorted : up to 10' x 6' level	76.00	78.00
Trailer Unsorted : up to 10' x 6' to 1 metre	97.00	99.00
Trailer Unsorted : up to 10' x 6' to 2 metres	134.00	137.00
Trailer Unsorted : up to 10' x 6' over 2 metres	162.00	165.00
Trailer Unsorted : over 10' x 6' Tray Trucks to 1metre	127.00	130.00
Trailer Unsorted : over 10' x 6' Tray Trucks to 2 metres	149.00	152.00
Trailer Unsorted : over 10' x 6' Tray Trucks over 2 metres	175.00	197.00
Unsorted Vans - Passenger	54.00	55.00
Unsorted Vans - Commercial	68.00	69.00

PROGRAM - Information Services**Access to Information****BUDGET AREA - 504****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$0	\$0	\$0	\$0

The Local Government Act 1999 obliges Council to allow public access to certain Council documents and to furnish copies of the same if required. The charges for these documents are established by resolution of Council. Subject to the volume of copies requested, the Manager Governance may waive fees for the provision of copies of documents set out in this section.

Fees	2015/16 \$	2016/17 \$
Public Documents - Required under Legislation		
Allowances and Benefits - Elected Members (full set)	5.00	5.00
Allowances and Benefits - Elected Members (per page)	0.50	0.50
Allowances and Benefits - Policy	0.50	0.50
Annual Business Plan and Budget	10.00	10.00
Annual Report (after fourth copy)	3.00	3.00
Audited Financial Statements	10.00	10.00
Audited Financial Statements (after first copy)	3.00	3.00
By-Laws (full set)	5.00	5.00
By-Laws (per page)	0.50	0.50

PROGRAM - Information Services**Access to Information - Continued****BUDGET AREA - 504**

Fees	2015/16 \$	2016/17 \$
Public Documents - Required under Legislation		
Campaign Donation Returns (full set)	7.50	7.50
Campaign Donation Returns (per page)	0.50	0.50
Code of Conduct - Council Members	3.00	3.00
Code of Conduct - Employees	3.00	3.00
Code of Practice for Access to Meetings and Associated	3.00	3.00
Code of Practice for Meeting Procedures	3.00	3.00
Community Land Register (per page)	0.50	0.50
Council Initiated Proposals (per page)	0.50	0.50
Delegations Register (per page)	0.50	0.50
Fees and Charges (full document)	5.00	5.00
Fees and Charges (per page)	0.50	0.50
Financial Delegations (per page)	0.50	0.50
Financial Interests - DAP (per page)	0.50	0.50
Financial Interests - Elected Members (full set)	5.00	5.00
Financial Interests - Elected Members (per page)	0.50	0.50
Internal Review of a Council Decision Procedures (per page)	0.50	0.50
Land Management Agreements Register (per page)	0.50	0.50
Minutes of Council, Committee or Sub-Committee Meeting	0.50	0.50
Notice and Agenda for Meetings of Council and Committees	0.50	0.50
Order Making Policy (per page)	0.50	0.50
Procurement Policy (per page)	0.50	0.50
Public Consultation Policy (per page)	0.50	0.50
Public Initiated Submissions (per page)	0.50	0.50
Public Roads Register (full register)	5.00	5.00
Public Roads Register (per page)	0.50	0.50
Remuneration, Salaries and Benefits Register (full register)	5.00	5.00
Remuneration, Salaries and Benefits Register (per page)	0.50	0.50
Representation Options Papers and Reports on Reviews of Strategic Management Plans (full set)	10.00	10.00
Training and Development (Elected Members) Policy (per	0.50	0.50
Voters Roll for the Area (Candidates) (after first copy)	3.00	3.00

PROGRAM - Information Services**Freedom of Information****BUDGET AREA - 543****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$252	\$413	\$0	\$0
Freedom of Information Act			
Fees		2015/16	2016/17
		\$	\$
Schedule 1	1		
Application for access to an agency's document (section 13(c))		33.00	33.00
Schedule 1	2 (1)		
For dealing with an application for access to an agency's document and in respect of the giving of access to the document. (section 19(1)(b) and (c))-			
(a) in the case of a document that contains information concerning the personal affairs of the applicant -			
(i) for up to the first two hours spent by the agency in dealing with the application and giving access		No charge	No charge
(ii) for each subsequent 15 minutes so spent by the agency		12.30	12.30
(b) in any other case - for each 15 minutes so spent by the agency		12.30	12.30
Schedule 1	2		
(2)			
(a) Where access is to be given in the form of a photocopy of the document		0.20	0.20
(b) Where access is to be given in the form of a written transcript of words recorded or contained in the document		7.40	7.40
(c) Where access is to be given in the form of a copy of a photograph, x-ray, video tape, computer tape or computer disk		Actual cost incurred	Actual cost incurred
(d) Where a document is to be given to the applicant by post or delivery		Actual cost incurred	Actual cost incurred
Schedule 1	3		
On application for review by an agency of a determination made by the agency under Part 3 of the Act (section 29(2)(b))		33.00	33.00

PROGRAM - Urban Development**Urban Planning****BUDGET AREA - 420****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$0	\$0	\$0	\$0

SALE OF DEVELOPMENT PLAN AMENDMENT

In accordance with Section 31(3) of the Development Act 1993 copies of City of Salisbury Plan Amendment Reports are available for purchase at the Council Chambers. Fees are fixed by Council resolution pursuant to Section 188 of the Local Government Act, 1999 on the recommendation of the Policy Planner.

SALE OF ZONE MAP

Staff have compiled a plan of the Salisbury LGA depicting zone boundaries. The plan is regularly updated.

Fees	2015/16 \$	2016/17 \$
Maps and Plans Purchases		
Development Plan - Amendment (per copy)	20.00	20.00
Zone Map - Copy of Plan (AO Size 841 x 1189) (per copy)	11.00	11.00

PROGRAM - Marketing and Customer Relations**Customer Centre****BUDGET AREA - 506****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$5,359	\$3,089	\$0	\$0

The John Harvey Gallery is available for exhibitions, after application and approval by a delegated Council officer. A separate policy and procedure exists for approval of exhibitions, and development of the exhibition program.

Fees	2015/16 \$	2016/17 \$
Gallery Exhibition and Display Fees		
Exclusive Use Exhibition (per day)	Negotiated	Negotiated
Exclusive Use Exhibition (per week)	Negotiated	Negotiated
Gallery Hire Fees		
Community Use - Hourly Rate	42.00	42.00
Community Use - Full Day Rate	225.00	225.00
Commercial Use - Hourly Rate	60.00	60.00
Commercial Use - Full Day Rate	360.00	360.00
After Hours and Night Use Security charge	50.00	50.00
Cancellation Fees	40.00	40.00
Cleaning Fees (per staff, per hour)	45.00	45.00
Set up/Pack Down Fee	78.00	78.00
Keys not returned	100.00	100.00
Smoking in Building Fine	100.00	100.00

PROGRAM - Library Services**Library Branch Services****BUDGET AREA - 324****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$125,127	\$123,994	\$146,800	\$136,800

The City of Salisbury maintains a comprehensive free lending library service for the benefit of the local community. Libraries are located at Salisbury, Ingle Farm, Para Hills, Salisbury West and Mawson Lakes. A mobile Home Library Service operates for the benefit of less mobile members of the community. No lending fees are charged, but other sundry fees are fixed by Council in accordance with Section 188 of the Local Government Act, 1999. The Manager of Community Learning and Capacity may vary fees and charges for the purpose of introducing new programs and/or allowing for increases in supply cost.

Fees	2015/16 \$	2016/17 \$
Debt Collection		
Debt Collection Fee****	60.00	60.00
Non PLAIN Inter Library Loan	5.00	5.00
Overdue Notice Fine	2.00	2.00
Lost Book (Price varies according to item)	Varied	Varied
Eric Goodall Meeting Room		
Community/Charitable Groups (per hour)	15.00	15.00
Corporate/Commercial use (per hour)	20.00	20.00
Fax Machine		
Local (per page)	1.50	1.50
STD/Interstate (first page)	3.00	3.00
STD/Interstate (subsequent pages)	1.20	1.20
Overseas (first page)	5.50	5.50
Overseas (subsequent pages)	1.20	1.20
Receiving a Fax	1.00	1.00
Helen Barnes Room		
Catering – morning or afternoon tea – negotiable (from) per Community/Charitable Groups (per hour)	1.50 10.00	1.50 15.00
Corporate/Commercial use (per hour)	20.00	20.00

PROGRAM - Library Services**Library Branch Services - Continued****BUDGET AREA - 324**

Fees	2015/16 \$	2016/17 \$
JP Photocopying/Printing		
Power of Attorney Forms (per copy)	1.00	1.00
Medical Attorney Forms (per copy)	1.00	1.00
Statutory Declaration Forms (per copy)	0.30	0.30
Local History		
Local History Service *plus additional costs	35.00	35.00
Local History Publications	Various	Various
St Catherine's (GRO) per hour	2.20	2.20
Local History Publications - "A Tale of Two Suburbs"	20.00	20.00
Para Hills 50th Celebration DVD	2.00	2.00
Membership Fees		
Friends of the Library	3.00	3.00
Other Fees		
Laminating A4 (each)	2.20	2.20
Laminating A3 (each)	3.50	3.50
Materials re-processing charges(i.e. damage to cases, labels,	2.00	2.00
Replacement Library Card	2.20	2.20
Photocopy/Printing		
Standard A4 (per copy)	0.20	0.20
Standard A3 (per copy)	0.40	0.40
From Microfiche (per copy)	0.30	0.30
Colour A4 (per copy)	1.00	1.00
Colour A3 (per copy)	2.00	2.00

PROGRAM - Salisbury Water**Retail - Marketing / Sales****BUDGET AREA - 190****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$1,771,323	\$2,109,788	\$2,227,600	\$2,808,200

Council provides recycled and cleansed storm water to a range of customers including business, schools, residential properties, and for use on its own reserves. These fees are set in accordance with Section 188 of the Local Government Act 1999.

Negotiated Price Scheme (for upfront Capital Contribution)

Council may offer an industry, a Commercial Enterprise, Business, Sporting Complex, or Community Organisation (i.e. non-residential user) that is a major user of mains water, an incentive to become a Salisbury Water user. In lieu of the Non-Residential Entity partially or completely funding the costs to install Salisbury Water infrastructure to their property, Council may by agreement offer a conditional discounted price on Salisbury Water to that customer for a limited discount period.

Any negotiated price offered to a non-residential user must be justified and approved by the Chief Executive Officer.

Fees	2015/16 \$	2016/17 \$
Non-Residential Properties		
Substantive Retail Water Supply(per kL)	2.55	2.55
Water Banking & Licenced Transfer of Credits (per kL)	1.90	1.90
Supply Charge (to cover meter reading, cross connection)	50.00	50.00
Day Time Supply to Tank Only	2.31	2.32
Community Based Not for Profit Organisation (upon)	1.65	1.65
Bulk Water Supply (negotiated per kL)	1.65	1.65
Residential Properties		
Substantive Retail Water Supply - allotment sizes over	2.55	2.55
Supply Charge (to cover meter reading, cross connection)	50.00	50.00
Fixed Annual Charge - allotment size up to 300m2 (External Supply)	103.00	103.00
Fixed Annual Charge - allotment size up to 300m2 (Internal/External supply)	123.00	123.00
Other Fees		
Non Payment - Flow Restriction	184.00	184.00
Non Payment - Disconnection	Contractor costs + \$177	Contractor costs + \$177
Connection Fee - 20mm/50 mm meter	Quoted per connection	Quoted per connection

PROGRAM - Waste Management**Domestic Refuse Collection****BUDGET AREA - 231****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$44,535	\$42,550	\$59,500	\$50,640

Fees	2015/16 \$	2016/17 \$
Domestic Refuse Collection		
Upgrade from 140 litre service to 240 litres general waste	112.00	115.00
Second 240 litre waste service per annum	180.00	184.00
Recycling Collection		
Recycling Collection Second 240 litre recycling service per annum	46.00	47.00
Domestic Hard Waste Service		
Customer Contribution for Domestic Hard Waste Service	10.00	10.00

PROGRAM - Property and Buildings

Property Management **BUDGET AREA - 540**

Revenue:

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$730,831	\$714,190	\$759,535	\$786,965

SPECIAL EVENTS PERMITS

Fee for use of Council owned/managed properties per day \$200.00 or in the case of junior teams, the fee shall be reduced by 50%.

AUTHORISATION TO USE A PUBLIC ROAD FOR BUSINESS PURPOSES

Under Section 221 a person may not make an alteration to a public road unless authorised to do so by the Council and under Section 222 of the Local Government Act 1999 a permit may be issued on a public road for business purposes. A permit may grant rights of exclusive occupation to all or part of the public road.

**The Applicant must pay for all other fees that are deemed to be out of pocket expenses incurred by Council, such as public consultation costs, preparation of the agreement and other administration costs.*

Fees	2015/16 \$	2016/17 \$
Permit to use a public road for business purposes		
Permit to use a public road for business purposes - Initial Permit for exclusive	This is to be negotiated between Council and the applicant and will be charges at a full commercial rate.	This is to be negotiated between Council and the applicant and will be charges at a full commercial rate.
Bus Shelter Advertising - per shelter	1,800.00	1,800.00

PROGRAM - Property and Buildings**Property Management - Continued****BUDGET AREA - 540****AUTHORISATION TO USE A PUBLIC ROAD FOR PRIVATE PURPOSES**

Under Section 221 of the Local Government Act 1999 an authorisation may be issued on a public road for private purposes. An authorisation may grant rights of exclusive occupation to all or part of the public road.

**The Applicant must pay for all other fees deemed to be out of pocket expenses incurred by Council, such as public consultation costs, preparation of the agreement, surveying, valuation, advertising, LTO costs and any other administration costs.*

Fees	2015/16 \$	2016/17 \$
Authorisation to use a public road for private purposes		
Public road use for private purposes - Initial Authorisation exclusive use	870.00	870.00
Public road use for private purposes - Initial Authorisation	565.00	565.00

Application fees to cover administration costs associated with the legal procedures and requirements as set out in the Local Government Act 1999, for the revocation of community land and closing a public road.

Fees	2015/16 \$	2016/17 \$
Revocation of Community Land and Closing a Public Rd		
Application fee payable by a private homeowner - Section 194 LGA 1999	875.00	875.00
Application fee payable by a private homeowner - Roads(Opening & Closing) Act 1991	875.00	875.00
Application fee payable by a business - Section 194 LGA 1999	1,900.00	1,900.00
Application fee payable by a business owner - Roads (Opening & Closing) Act 1991	1,900.00	1,900.00
Title Production Fee	225.00	230.00
Consent fee (signing and sealing) of documents	225.00	225.00
Preparation of permit fee	900.00	900.00

PROGRAM - Property and Buildings**Property Management - Continued****BUDGET AREA - 540**

Council has various reserves available for hire for the purposes of events or activities. Hiring fees are set by Council in accordance with Section 188 of the Local Government Act, 1999. The Manager Property and Buildings has the delegated authority to vary fees. A cleaning bond of \$200 for small events (under 100 people) and \$1000 for large events (over 100

Commercial Hirers - are those who expect to generate income from their venture and whose net profits are dispersed to individual members.

Private Functions - are individuals who hire a venue for a function such as a wedding, birthday etc.

Local Groups - those whose membership is primarily made up of residents within the City of Salisbury or individuals or groups whose primary function is within the City of Salisbury area.

Community Groups/Not for Profit Organisations - are those that meet for the purpose of providing a service for the community's benefit and do not profit from the function.

Fees	2015/16 \$	2016/17 \$
Carisbrooke Reserve Hire		
Summer Season - Full Day Hire - Private, Local Groups, Community, Not for Profit	203.50	210.00
Summer Season - Half Day Hire - Private, Local Groups, Community, Not for Profit	112.00	115.00
Winter Season - Full Day Hire - Private, Local Groups, Community, Not for Profit	163.00	165.00
Winter Season - Half Day Hire - Private, Local Groups, Community, Not for Profit	114.00	115.00
Summer Season - Full Day Hire - Commercial	466.00	475.00
Summer Season - Half Day Hire - Commercial	254.50	260.00
Winter Season - Full Day Hire - Commercial	305.50	315.00
Winter Season - Half Day Hire - Commercial	259.00	265.00
Key Deposit	120.00	120.00
Casual Hire of Park Facilities		
Summer Season - Full Day Hire Private, Local Groups, Community, Not for Profit	147.50	150.00
Summer Season - Half Day Hire - Private, Local Groups, Community, Not for Profit	76.00	80.00
Winter Season - Full Day Hire - Private, Local Groups, Community, Not for Profit	127.00	130.00
Winter Season - Half Day Hire - Private, Local Groups, Community, Not for Profit	76.00	80.00
Summer Season - Full Day Hire - Commercial	362.50	370.00
Summer Season - Half day hire - Commercial	185.00	190.00
Summer Season - Circuses or other events with performing animals	509.00	520.00
Winter Season - Full Day Hire - Commercial	254.50	260.00
Winter Season - Half Day Hire - Commercial	185.00	190.00
Winter Season - Circuses or other events with performing animals	509.00	520.00
Key Deposit	120.00	120.00

PROGRAM - Property and Buildings**Property Management - Continued****BUDGET AREA - 540**

Fees	2015/16 \$	2016/17 \$
Boat Ramp Licence Fees		
St Kilda Boat Ramp - Permit Parking Entry Fee	7.50	10.00
St Kilda Boat Ramp - Pensioner Concession	5.60	7.50
St Kilda Boat Ramp - Annual Permit	155.00	155.00
St Kilda Boat Ramp - Pensioner Concession	119.00	119.00
St Kilda Boat Ramp - Six month Permit	88.00	85.00
St Kilda Boat Ramp - Pensioner Concession	68.00	65.00
St Kilda Boat Ramp - Replacement Permit	11.00	10.00
St Kilda Boat Ramp - Pensioner Concession	7.50	7.50

Note: Research of surrounding and competing boat ramps indicated our fees were at a reasonable rate to encourage usage. Increase as per Council resolution

In addition Council resolved to introduce pensioner concession for prescribed persons for Boat ramp fees. The concession is to be 25% of the scheduled fees above. (Refer April 2011 item 3.3.1 St Kilda Boat Ramp Fees, Resolution 322)

PROGRAM - Sundry**Developer Contributions****BUDGET AREA - 010****Revenue:**

Actuals		Revised Budget	Budget
2013/14	2014/15	2015/16	2016/17
\$3,125	\$28,267	\$19,800	\$0

Pursuant to Section 50A(6) of the Development Act 1993 as amended the council have determined the rate of contribution rate for all three car parking funds being Salisbury District Centre, Mawson Lakes Town Centre/Mixed Use Precinct and Ingle Farm District Centre be set at \$11,000 per car parking space.

The Development Act of 1993 and Regulations prescribe the fees relating to the Open Space Contribution Scheme.

Regulation 56A(2)(a) - \$6,150

Regulation 56A(2)(c) - \$2,758

Fees	2015/16 \$	2016/17 \$
Developer Contributions		
Car parking Fund	11,000.00	11,000.00
Street Tree Contribution	515.00	515.00
Open Space Contribution Scheme Regulation 56A(2)(a)	6,150.00	6,150.00
Open Space Contribution Scheme Regulation 56A(2)(c)	2,758.00	2,758.00
Developer Contributions for Works Outside the Site		
Stormwater Contribution - downstream headworks - per lot	1,500.00	1,500.00
Stormwater Contribution - downstream headworks - per Upgrade to existing infrastructure external to development site	32,500.00	32,500.00
	As negotiated with Developer	As negotiated with Developer

ITEM	6.5.1
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
PREV REFS	
HEADING	Third Quarter Budget Review 2015/16
AUTHOR	Kate George, Manager Financial Services, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making. Choose an item.

RECOMMENDATION

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1) be endorsed and net operating \$641,900 and net capital \$1,074,000 be debited to the Sundry Project Fund. This will bring the balance to \$1,715,900.

2. Funds be allocated for the following **non-discretionary** net bids:

OPERATING

▪ OPAL Program	\$ 25,000
▪ Little Para Par 3 Golf Course Interim Management	\$ 45,000
▪ Parks and Landscapes External Water	\$ 80,000

CAPITAL

▪ Sunburnt Street Ingle Farm – Local Flooding	\$ 170,000
▪ Little Para Par 3 Golf Course Interim Management	\$ 43,000
▪ St Kilda Playground Tube Slide	\$ 400,000
▪ Outdoor Crèche Perimeter Protections - Bagster and Pooraka Farm Community Centres	\$ 47,000
▪ TOTAL	\$ 810,000

Funds be allocated for the following **discretionary** net bids:

OPERATING

▪ Master Plan Contribution – Saltfields Development	\$ 40,000
▪ TOTAL	\$ 40,000

NB: This will bring the balance of the Sundry Projects Fund to \$865,900.

3. The following transfers be approved:
 - a. Transfer \$60,000 from City Infrastructure Consulting (operating) to capital expenditure within PR:23198 St Kilda Master Plan Stage 2 \$50,000 and PR:20996 Cobbler Creek Stormwater Management Plan \$10,000

- b. Transfer \$5,300 from Economic Development and Urban Policy Consulting (operating) to fund works undertaken in PR:22335 Wiltshire Street Upgrade Feasibility Concept Design.
 - c. Transfer \$40,500 from PR:17205 Watercourse Management Program to PR:23376 Port Wakefield Service Road Box Culverts as per Council Resolution 0959/2016 March 2016.
4. Decrease investments in 2015/16 by a net \$58,100.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Third Quarter Budget Review 2015/16

1. BACKGROUND

- 1.1 In accordance with Part 2 of the Local Government (Financial Management) Regulations 2011, Financial Accountability, the attached Third Budget Review for the financial year 2015/16 has been prepared.

2. CONSULTATION / COMMUNICATION

- 2.1.1 The processes of preparing the budget review requires extensive internal consultation to ensure that commentary reflects the operations of Council, and to identify funding needs, which typically have been subject of various Council reports leading up to the review.
- 2.2 External
 - 2.2.1 N/A

3. REPORT

- 3.1 The forecast surplus of \$764k at the Second Quarter Budget Review has increased as a result of the Third Quarter Review to a surplus of \$1,664k with a number of favourable declarations, and relatively constrained operating bids.
- 3.2 Budget Review Operating Bids total only \$190k, with Capital Bids totalling \$660k; the majority of bids have been subject of separate reports to Council with recommendations to refer to this Review.
- 3.3 The original budget was for no borrowings to be established during the 2015/16 year, due to a budgeted operating surplus of \$1,986k, and the utilization of property development proceeds of \$924k. This position has been further revised through the Quarterly Budget Reviews, and as at the Third Quarter Review there is no requirement for borrowings, and this is achieved without the need to utilise property development proceeds. This has resulted primarily from additional Road to Recovery funds recognized at the first quarter.
- 3.4 The original expenditure budget for the capital program was \$38.7M and has been increased by carry forwards and grant funds to become \$56.2M. The table below provides percentage completed details, and the actual spend to March plus commitments at that time more than total the original budget, and is 65% of the revised budget.

		% of Original Budget (\$38.7M)	% of Revised Budget (\$56.2M)
Spent to Date	\$24.8M	64.10%	44.10%
Spend + Commitments	\$34.5M	89.10%	61.30%

3.5 The program is being monitored closely, with measures being taken to remove barriers to delivery. Additionally we are considering options for delivering this significant program, including additional resources and outplacing works. Project and procurement strategy reviews have commenced to help inform future works by incorporation of lessons learnt.

4. CONCLUSION / PROPOSAL

4.1 It is proposed that Council consider the Third Quarter Budget Review 2015/16 report attached and endorse the Recommendations as detailed on page 17 of the attached document, and above.

CO-ORDINATION

Officer: Executive Group
Date: 10/05/2016



**THIRD QUARTER BUDGET REVIEW
2015/16 REPORT**

For the period ended
31 March 2016

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1. Executive Summary

We commenced 2015/16 with a budgeted operating surplus of \$1,986k, which was adversely impacted by \$4.065M at the First Quarter Budget Review as a result of the Federal Financial Assistance Grant Funding being received in the preceding year and required to be brought to account in 2014/15 end of year results. As this is a timing impact only there is no “real” impact on our financial sustainability.

Consolidated Funding Statement

This statement (Section 3.3) details the movement between the original budget and our budget position following the adoption of this review. We are reviewing our operating budget from an original budget position of \$1,986k surplus, to a surplus of \$1,664k.

2015/16 Operating Budget Forecast	\$
Original Budgeted Operating Surplus	1,986
Early Receipt of FAG and ULR in 2014/15	(4,065)
2014/15 Operating Carry Forward Projects	(1,448)
2015/16 Operating Carry Forward Projects - Estimated	1,200
First Quarter Budget Review Adjustments (Resolution 0757/2015)	2,837
Second Quarter Budget Review Adjustments (Resolution 0920/2016)	254
Third Quarter Budget Adjustments	900
Forecast Operating Surplus / (Deficit)	1,664

This year’s operating budget has been significantly impacted by the early receipt of the first two quarters of the Federal Financial Assistance Grant and Untied Local Roads funding, resulting in a reduction in the current year income of \$4.065M. These funds were unexpectedly received last financial year in June, and although related to this financial year had to be brought to account in 2014/15 financial year as required by the Local Government Act and Accounting Standards. This had a favourable impact on our cash and surplus for the previous financial year, with an equal reduction in our income and surplus in 2015/16. From a forecast perspective it is appropriate to be conservative and therefore we have not included any financial assistance payments due for 2016/17 in this year’s operating results.

Also impacting the operating budget is the carry forward of prior year projects of \$1,448k into the current year. These projects were funded in last year's operating budget and are being spent during 2015/16. Similarly we have estimated that there will be carry forwards of \$1,200k from this year into 2016/17, which is reflective of historical trends of operating carry forwards. These impacts bring the operating result to a deficit of \$2,327k. Adjustments at the First Quarter Budget Review adjustments were \$2,837k (reflecting additional road funding of \$1M), with a further improvement of \$254k inclusive of proposed bids as a result of the Second Quarter Budget Review, bringing the forecast to a surplus of \$764k. Adjustments totalling \$900k included in this Budget Review will further improve the surplus to \$1,664k.

Capital Works Program

The Capital Works spend to date is \$24.8M or 64.1%, and inclusive of commitments is \$34.5M or 89.1% of the original capital budget of \$38.7M. The original capital expenditure budget of \$38.7M has been increased by carry forwards of \$17M, which includes budgets for property development projects of \$6M. Carry forwards together with changes resulting from grant funded projects brings the revised capital expenditure budget to \$56.2M, with the year to date spend of \$24.8M being 44.1% of the revised budget and \$34.5M or 61.3% inclusive of commitments. As we progress towards the end of the financial year, Council's capital expenditure is 5% higher than at the same time in 2014/15. This is an indication that the amount anticipated to be Carried Forward for the Capital Program should fall between 12-14% range by the end of the 2016 Financial Year. Details of the capital program are contained in Appendix 4.

Sundry Projects Fund

The overall impact of budget variations is a favourable \$1,716k as detailed in Appendix 1. New budget bids total \$810k non-discretionary and \$40k discretionary, with \$660k being Capital bids. This budget review results in a decrease in investments of \$58k. Further details are contained in Section 3.2.

Loan Borrowings / Investments

The original budget was for no loan borrowings required for 2015/16, which resulted from having a higher budgeted surplus, and utilising property development proceeds to negate borrowings. Council adopted this approach to increase capacity to fund significant future projects. This budget review results in a small decrease in investments from \$288k to \$230k, and also improves the balance of the Property Disposal Reserve. Further details are contained in Sections 3.2 and 4.

2. New Bid Proposals

	\$	\$	\$
NON DISCRETIONARY - OPERATING BIDS			
<p>OPAL Program The current OPAL program commenced in Salisbury in September 2012 and a five year agreement was entered into with SA Health for this site to run until September 2017. Due to changes that occurred in 2014/15 SA Health required that Council sign a contract variation that came into effect on 1 October 2015. Advice in relation to the status of the OPAL program and the variation to the agreement was reported to Council in September 2014 (Policy and Planning Report 1.3.3) at which time Council resolved the 'information be received and noted'. The agreement with SA Health commits the Council to allocating \$25k per annum to the OPAL program until September 2017.</p> <p>It is noted that the allocation of this funding was not provided within the 2015/16 Budget and this funding will need to be committed as part of the Budget Review process. The commitment of \$25k to the OPAL program is a stipulation of the Council's agreement with SA Health and these funds will be used for the implementation of the endorsed OPAL program within the Salisbury Local Government area. It is pertinent to note that if funding is not allocated Council will be in breach of the Agreement with SA Health. Further it should be noted that the \$25k allocation is not currently included in the 2016/17 Draft Budget, and in accordance with the contract variation committing Council to the program until September 2017, this will need to be included.</p>	25,000		25,000
<p>Little Para Par 3 Golf Course – Interim Management and Capital Renewal This bid results from Council Resolution (1063/2016), that resolved that funding be allocated to implement the decision of Council in relation to interim management of the Little Para Par 3 Golf Course for 2015/16, \$45k operating (note associated capital renewal bid of \$43k)</p>	45,000		45,000
<p>Parks and Landscapes - External Water Seasonal conditions are requiring approximately 3% higher irrigation demand over long term averages and this is likely to increase given the dry conditions experienced in April</p>	80,000		80,000
TOTAL - NON-DISCRETIONARY - OPERATING BIDS	150,000		150,000

New/Additional Operating Bids	Expenditure \$	Funding \$	Net Bid \$
DISCRETIONARY - OPERATING BIDS			
Master Plan Contribution - Saltfields Development As part of the development of the land previously owned by Ridley Corporation, staff have had discussions with the new land owner Epic Holdings as to their proposed development. An outcome has been an in principle agreement to review the previous Master Plan for the area to test the assumptions behind the Master Plan design (including engineering and commercial elements). To ensure that Council has input into the proposed development at the Master Planning stage and to ensure the final development enhances the outcomes and minimises any impact on Council (as Council will inherit the infrastructure constructed as part of the development and will be responsible for the ongoing maintenance of the area when handed over). As part of the agreement Council would contribute up to an estimated \$40k to the review of the planning, engineering and infrastructure components of the Master Plan review,	40,000		40,000
TOTAL - DISCRETIONARY - OPERATING BIDS	40,000		40,000
TOTAL OPERATING BIDS	190,000		190,000

New/Additional Capital Bids	Expenditure	Funding	Net Bid
	\$	\$	\$
NON DISCRETIONARY – CAPITAL BIDS			
Sunburnt Street Ingle Farm - Local Flooding In accordance with Works and Services Report, Item 2.6.1, 21 March 2016, Resolution 0959/2016, an allocation of \$170k non-discretionary expenditure is required to amend drainage infrastructure adjacent to No.1 Sunburnt Street, Ingle Farm. Existing stormwater infrastructure needs to be relocated to reside within Council boundary.	170,000		170,000
Little Para Par 3 Golf Course – Interim Management and Capital Renewal: This bid results from Council Resolution (1063/2016), that resolved that funds to be allocated to implement the decision of Council in relation to interim management of the Little Para Par 3 Golf Course, \$43k Capital Renewal (note associated operating Bid of \$45k)	43,000		43,000
St Kilda Playground Tube Slides As part of the renewal of St Kilda Playground, the site was designed to provide various levels of play and adventure. Play elements were designed and installed for beginners through to advanced users. The two intermediate to advanced tube slides installed on the volcano have now been subject to a number of incident reports. Whilst these slides comply with legislation and standards, investigations both internally and from independent consultants are currently underway to determine whether the slides are acceptable in their current form with respect to operational error and style of use which could lead to injuries. The current continuously welded slides are not able to be easily modified and investigations may show that significant modification of these slides may not be feasible and require full replacement. This Bid is for the the cost of the replacement of the tube slides and has been submitted to enable works to be undertaken during the last part of the financial year should the worst case scenario be realised. Further information is contained within Item 2.6.1 'Capital Works Progress Report - April 2016' being presented to tonights Works and Services Committee 16 May 2016	400,000		400,000
Outdoor Crèche Perimeter Protections - Bagster and Pooraka Farm Community Centres Council, as a result of a car accidentally crashing into Bagsters Community Centre Crèche area, has installed temporary barriers at both Crèche sites to minimise the risk of further occurrences. As per Works and Services Council Report May 2016, it is proposed to construct a concrete sleeper wall on the Community Centre properties to replace the existing pool style fencing to minimise future risks of a car entering the creche areas. Further information on this Bid is contained within Item 2.7.1 'Design and Installation of Outdoor Crèche Perimeter Protections at the Bagsters Road and Pooraka Farm Community Centres' being presented to tonight's Works and Services Committee 16 May 2016	47,000		47,000
TOTAL - NON-DISCRETIONARY - CAPITAL BIDS	660,000		660,000
TOTAL CAPITAL BIDS	660,000		660,000

3. Budget Review

3.1 Policy and Context

In considering the various aspects of this review, Council should be mindful of the following policy in relation to the Sundry Projects Fund, contained within the Treasury Policy.

1. Any surplus contained within the Sundry Projects Fund following adjustments for variations to existing estimates is applied in the first instance to a reduction in borrowings.
2. Any new bids/projects arising through the year are to be referred to the budget planning process for the subsequent year unless they are of sufficient urgency, in which case Council may finance such project by reducing/cancelling an existing budgeted project or approving an increase to the borrowing or reducing investments.
3. The Surplus Community Land Policy requires that net property development proceeds be offset against current or future borrowings.

As part of establishing the 2015/16 budget Council determined a need to build capacity to fund future significant projects, and consequently sought to minimise loan borrowings through a higher operating surplus and the utilisation of property development proceeds to keep debt levels low. When the original budget was formed it was on the basis that \$924k would be transferred from the Property Disposal Reserve to offset the loan borrowings that would otherwise have been required. As a result of improved position through this and previous reviews this transfer will not be required. This will result in \$924k being available in the reserve to offset borrowings in future years, and the cash will be used in the interim to minimise draw downs on CADs. As a result of reversing this transfer from the reserve there is a small decrease in investments of \$58k.

3.2 Sundry Projects Fund

The Sundry Projects Fund (SPF) represents a mechanism or 'clearing house' for dealing with budget variations and urgent bids. In a sense its balance represents the projected surplus for the year but it must be remembered that there are variations through the budget and the final result will be a combination of the Sundry Projects Fund and these other variations. The current status of the Sundry Projects Fund as a result of this review is represented below:

Sundry Projects Fund	\$
Original Budget 1st July 2015	-
Additions:	
First Quarter Budget Review (Resolution 0757/2015)	3,384,300
Second Quarter Budget Review (Resolution 0920/2016)	257,700
Allocations:	
First Quarter Budget Review (Resolution 0757/2015)	(1,532,300)
Second Quarter Budget Review (Resolution 0920/2016)	(1,821,300)
Impact on Loan Borrowings:	
Increase in Investments - First Quarter (Resolution 0757/2015)	(1,852,000)
Decrease in Investments - Second Quarter (Resolution 0920/2016)	1,563,600
Balance prior to the consideration of bids	-
Recommendations – Third Quarter Budget Review:	
Variations to Sundry Projects Fund – Appendix 1 Budget Variations Summary (Recommendation 1)	
Operating Variations	641,900
Capital Variations	1,074,000
Balance after Variations to the Sundry Projects Funds	1,715,900
Allocations arising from bids contained in Section 2	(850,000)
Reversal of Budgeted transfer from the Property Disposal Reserve	(924,000)
Movements in General Loan Borrowings / Investments:	
Decrease in Investments due to bids offset by Operating & Capital Variations	58,100
Net Decrease in Investments	58,100
Balance Remaining (subject to review)	-

As part of establishing the 2015/16 budget Council determined a need to build capacity to fund future significant projects, and consequently sought to minimise loan borrowings through a higher operating surplus and the utilisation of property development proceeds to keep debt levels low. When the original budget was formed it was on the basis that \$924k would be transferred from the Property Disposal Reserve to offset the loan borrowings that would otherwise have been required. As a result of improved position through this and

previous reviews this transfer will not be required. This will result in \$924k being available in the reserve to offset borrowings in future years, and the cash will be used in the interim to minimise draw downs on CADs. As a result of reversing this transfer from the reserve there is a small decrease in investments of \$58k.

3.3 Consolidated Funding Statement

Consolidated Funding Statement	Third Quarter Revised Budget 2015/2016	Original Budget 2015/2016
	\$'000	\$'000
PART 1 - OPERATING		
Operating Revenue - Original Budget	109,761	109,761
First Quarter Budget Review Adjustments (Resolution 0757/2015)	(1,423)	
Second Quarter Budget Review Adjustments (Resolution 0920/2016)	148	
Proposed Third Quarter Adjustments:		
Operating Income Gains	423	
Operating Income Losses	(189)	
Operating Income Budget Variations (Appendix 1)	572	
Interest on Reserves	27	
Developer Contributions	356	
Operating Revenue	109,675	109,761
Operating Expenditure - Original Budget	107,775	107,775
First Quarter Budget Review Adjustments (Resolution 0757/2015)	1,253	
Second Quarter Budget Review Adjustments (Resolution 0920/2016)	(106)	
Proposed Third Quarter Adjustments:		
Operating Expenditure Savings and Declarations	(408)	
Operating Expenditure Budget Variations (Appendix 1)	572	
Operating New Bids (Considered as part of this Review)	190	
Operating Expenditure transferred to Capital	(65)	
Operating Expenditure	109,211	107,775
Estimated 2015/16 Operating Carry Forwards	1,200	
Operating Surplus/(Deficit)	1,664	1,986
PART 2 - CAPITAL AND OTHER ADJUSTMENTS		
Capital Revenue - Original Budget	15,846	15,846
First Quarter Budget Review Adjustments (Resolution 0757/2015)	(496)	
Second Quarter Budget Review Adjustments (Resolution 0920/2016)	16	
Proposed Third Quarter Adjustments:		
Capital Income Gains	832	
Other Capital Income Budget Variations (Appendix 1)	67	
Capital Revenue	16,265	15,846
Net Surplus/(Deficit) Resulting From Operations	17,929	17,832
Capital Expenditure - Original Budget	38,672	38,672
First Quarter Budget Review Adjustments (Resolution 0757/2015)	17,549	
Second Quarter Budget Review Adjustments (Resolution 0920/2016)	1,214	
Proposed Third Quarter Adjustments:		
Capital Expenditure Savings and Declarations	(242)	
Capital New Bids (Considered as part of this Review)	660	
Other Capital Expenditure Budget Variations (Appendix 1)	67	
Capital Expenditure transferred from Operating Budgets	65	
Capital Expenditure	57,985	38,672
Principal Repayments	(2,399)	(2,399)
Net Transfers to and from Reserves	(2,170)	(1,278)
Prior Year Carry Forward Funds	18,997	
Timing Difference in Financial Assistance Grant	4,065	
Estimated Current Year Operating Carry Forward Funds	(1,200)	
Add Back Depreciation of Non-Current Assets	23,917	24,517
Reversal of Budgeted transfer from the Property Disposal Reserve	(924)	
Cash Surplus/(Deficit/Borrowings)	230	0
Proposed (Loan Borrowings) / Investments Balance	230	0

11

The Consolidated Funding Statement (CFS) above provides comparison between the original budget and the revised position should this review be adopted. The statement identifies the projected Operating Surplus / (Deficit) which is a primary indicator of financial sustainability. The original budget was for an operating surplus of \$1,986k, which has been revised to a forecast surplus of \$1,664k at this review. Timing differences of \$4,065k have been a significant impact in the current year, and were caused by the Financial Assistance Grant and Untied Local Roads grant for the first two quarters of 2015/16 being received in 2014/15. This early receipt was reflected in our operating result for 2014/15, and in our cash holdings at the end of financial year, so is purely a timing issue, rather than an operating concern, and has no impact on our financial sustainability.

Also impacting on the deficit are 2014/15 Carry forwards of \$1,448k, which is largely offset by our estimate of 2015/16 operating carry forward projects of \$1,200k. Other adjustments resulted in a surplus of \$2,837k at the First Quarter Budget Review and a further adjustment of \$254k at Second Quarter Budget Review. This review also produces a favourable adjustment of \$900k, after variations and new bids. These favourable adjustments offset the timing issues associated with the early receipt of the grant funding mentioned above. A reconciliation of the changes to our budgeted operating surplus is shown below, however, it should be noted that the final result for the year will be further impacted through other variations throughout our operations.

2015/16 Operating Budget Forecast		\$
Original Budgeted Operating Surplus		1,986
Early Receipt of FAG and ULR in 2014/15		(4,065)
2014/15 Operating Carry Forward Projects		(1,448)
2015/16 Operating Carry Forward Projects - Estimated		1,200
First Quarter Budget Review Adjustments (Resolution 0757/2015)		2,837
Second Quarter Budget Review Adjustments (Resolution 0920/2016)		254
Third Quarter Budget Adjustments		900
Forecast Operating Surplus / (Deficit)		1,664

The Consolidated Funding Statement provides a summary of changes to capital income and capital expenditure, with the most significant impact being Capital Carry Forwards of \$17M. Other impacts on cash are also considered, to arrive at the overall projected borrowings / investment balance. As this is a snapshot for the financial year, it shows that there is a decrease in cash requirements, with an investments balance of \$230k, as a result of this review and once the reversal of the original budgeted transfer from the Property Disposal Reserve is taken into account.

3.4 Transfer of Funds - (Chief Executive Officer Delegation)

There has been wages and salaries savings of \$219k identified in the March Quarter, with these savings being transferred to the Wages and Salaries Provision Account. There has been a total allocation of \$181k since last reported at the Second Quarter Review, with the significant amounts being the allocation of \$88k to the Waste Transfer Station to cover increased safety requirements, \$26k to People and Culture for recruitment costs associated with senior positions, \$16k to City Development Administration to fund a trainee that has been extended until June 2016, with funding no longer provided from the Traineeship Scheme and \$14k to the Customer Centre to fund an adjustment to salary classifications.

3.5 Transfer of Funds Requests

It is proposed that the following transfer of budgets be incorporated as part of this review:-

1. Transfer \$60,000 from City Infrastructure Consulting (operating) to capital expenditure within PR23198 St Kilda Master Plan Stage 2 \$50,000 and PR 20996 Cobbler Creek Stormwater Management Plan \$10,000.
2. Transfer \$5,300 from Economic Development and Urban Policy Consulting (operating) to fund works undertaken in PR22335 Wiltshire Street upgrade feasibility concept design.
3. Transfer \$40,500 from PR17205 Watercourse Management Program to PR23376 Port Wakefield Service Road Box Culverts as per Council Resolution 0959/2016 March 2016.

For reference there has been no utilisation in the Third Quarter of the project budget delegation provided to General Manager's to transfer funds between projects contained within the same category and type of spend, consequently there is no associated report required to the Budget and Finance Committee.

4. Loan Borrowings/Investments and Reserves

Loan Borrowings/Investments

Details of the movement in the current year investments / borrowings:

	\$
Original Budget 1st July 2015	
First Quarter Budget Review 2015/16 Variation to General Borrowing / (Investments) Requirements (Resolution 0757/2015)	(1,852,000)
Second Quarter Budget Review 2014/15 Variation to General Borrowing Requirements (Resolution 0920/2016)	1,563,600
Third Quarter Budget Review 2015/16 Variation to General Borrowing Requirements/(Investments) recommended	58,100
Revised Borrowings/(Investments) 2015/16 Subject to this Review	(230,300)

As part of establishing the 2015/16 budget Council determined a need to build capacity to fund future significant projects, and consequently sought to minimise loan borrowings through a higher operating surplus and the utilisation of property development proceeds to keep debt levels low.

We had originally budgeted for no new borrowings or new investments in 2015/16, with adjustments as part of the first quarter budget review being an increase of investments of \$1,852k, offset by a reduction of these investments of \$1,564k at the second quarter budget review. The third quarter budget review shows a decrease of these investments of \$58k; bringing budgeted investments to \$230k, noting also that there is an improved position for the property disposal reserve with more detail contained within Section 3.2.

Reserves

Details	Year to Date	Full Year	
	Actual \$000's	Rev. Bud \$000's	Orig. Bud \$000's
Transfers to Reserves	910	8,377	7,486
Transfers from Reserves	686	6,208	6,208
Total	224	2,169	1,278

The above table summarises movements within Council's Reserve Accounts e.g. Drainage Reserve, Open Space, Property Disposals Reserve etc., and are in line with budget expectations. Details of balances of Reserves are contained in periodic Finance Reports. The Year to Date Budget represents the Full Year Revised Budget, although the funds will be transferred from the Reserves when required by individual projects.

5. Recommendations

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1) be endorsed and net operating \$641,900, net capital \$1,074,000 be debited to the Sundry Project Fund. This will bring the balance to **\$1,715,900**.
2. Funds be allocated for the following **non-discretionary** net bids:

OPERATING

▪ OPAL Program	\$ 25,000
▪ Little Para Par 3 Golf Course Interim Management	\$ 45,000
▪ Parks and Landscapes External Water	\$ 80,000

CAPITAL

▪ Sunburnt Street Ingle Farm – Local Flooding	\$ 170,000
▪ Little Para Par 3 Golf Course Interim Management	\$ 43,000
▪ St Kilda Playground Tube Slide	\$ 400,000
▪ Outdoor Crèche Perimeter Protections – Bagster and Pooraka Farm Community Centres	\$ 47,000
▪ TOTAL	\$ 810,000

Funds be allocated for the following **discretionary** net bids:

OPERATING

▪ Master Plan Contribution – Saltfields Development	\$ 40,000
▪ TOTAL	\$ 40,000

NB: This will bring the balance of the Sundry Projects Fund to \$865,900.

3. Council approve the following transfers:
 1. Transfer \$60,000 from City Infrastructure Consulting (operating) to capital expenditure within PR23198 St Kilda Master Plan Stage 2 \$50,000 and PR 20996 Cobbler Creek Stormwater Management Plan \$10,000
 2. Transfer \$5,300 from Economic Development and Urban Policy Consulting (operating) to fund works undertaken in PR22335 Wiltshire Street upgrade feasibility concept design.
 3. Transfer \$40,500 from PR17205 Watercourse Management Program to PR23376 Port Wakefield Service Road Box Culverts as per Council Resolution 0959/2016 March 2016.
4. Decrease investments in 2015/16 by a net \$58,100.

Appendix 1 – Budget Variation Summary

Budget Variation Summary as at 31 March 2016

Item	Details	Expense Increase/ (Decrease)	Revenue Increase/ (Decrease)	Net Increase/ (Decrease)
			<i>Includes</i>	
			<i>Expenditure Recoveries</i>	<i>Sundry Projects Fund</i>
OPERATING VARIATIONS				
Expenditure Savings				
1	Salisbury Water - Electricity	(100,000)		100,000
2	Workers Compensation Insurance - adjustment to 2015-16 premiums (refer item 18)	(96,000)		96,000
3	Fleet Services - Fuel	(90,000)		90,000
4	Organisational Training Budget	(79,700)		79,700
5	Library Services - Mawson Lakes Library UnISA Contribution	(15,000)		15,000
6	People and Culture Consultancy Funds	(10,000)		10,000
7	Traineeships - vacancies within the traineeship program	(10,000)		10,000
8	Continuous improvement expenditure savings following Restructure	(7,000)		7,000
Income Gains				
9	Property and Buildings - Rental Income and User Charges		85,000	85,000
10	Insurance - 2015 Special Distribution LGA Mutual Liability Scheme		61,300	61,300
11	Building Rules Certification Unit - External Client Services		50,000	50,000
12	Insurance - 2015 Special Distribution LGA Workers Compensation Scheme		45,700	45,700
13	Waste Transfer Station - General gate revenue		40,000	40,000
14	Insurance - 2015 Special Distribution LGA Asset Mutual Fund		32,500	32,500
15	Building Rules Certification Unit - Building Fees		30,000	30,000
16	Planning Assessment - Application Fees		20,000	20,000
17	Watercourse Management Program - sale of surplus native seeds		15,000	15,000
18	Workers Compensation Insurance - adjustment to 2015-16 premiums (refer item 1)		14,000	14,000
19	Building Control - Development Lodgment Fees		10,000	10,000
20	St Kilda Boat Ramp Permit Fees		10,000	10,000
21	Building Control - Private Certification Fees		5,000	5,000
22	Environmental Health - Food Premises Inspection Fees		5,000	5,000
Income Losses				
23	Salisbury Water - External water supply and rebates	55,000	(122,000)	(177,000)
24	Inspectorial Services Dog Pound - Reduction in length of time dogs are being impounded		(12,300)	(12,300)
Adjustments - Nil Effect				
25	Roxby Downs External Client Services - travel and accommodation now paid direct	(6,000)	(6,000)	0
26	Parks and Landscapes - Fire Prevention Works	(7,500)	(7,500)	0
27	Hepatitis B Immunisation Program - variation to fee offer from funding body	(8,000)	(8,000)	0
28	Salisbury Water - Internal Interest	(40,000)	(40,000)	0
29	Salisbury Water - Increased Internal Water within Parks and Landscapes	306,000	306,000	0
30	Parks and Landscapes - Tree Removal	5,800	5,800	0
31	Recreational Services Contract Management ****	175,000	175,000	0
32	Building Safe Communities for Women - External Grant Funding ****	55,580	55,580	0
33	Library Subsidy Grant - additional funding ****	34,900	34,900	0
34	St Jays Recreation Centre ****	30,000	30,000	0
35	OPAL Program ****	12,500	12,500	0
36	Gallery Cultural Activities ****	5,000	5,000	0
37	Salisbury Secret Garden ****	9,000	9,000	0
Net Impact to Operating Result - Transfer to Sundry Projects Fund		219,580	861,480	641,900
CAPITAL VARIATIONS				
Adjustments - Nil Effect				
38	Cross Keys BMX Starting Gate - Council Resolution 0856/2016	26,600	26,600	0
39	Port Wakefield Service Road Box Culverts - Council Resolution 0959/2016	40,500	40,500	0
40	Sportsfield Lighting Projects Salisbury Amateur Athletic Club - Council Resolution 1041/2016	90,000	90,000	0
Net Impact to Capital Program		157,100	157,100	0
PROPERTY DEVELOPMENT VARIATIONS				
Expenditure Savings				
41	Walpole Road Stage 3 (SPDSC2 8 February 2016)	(242,000)		242,000
Income Gains				
42	Walpole Road Stage 3 (SPDSC2 8 February 2016)		832,000	832,000
Net Impact to Property Development Program		(242,000)	832,000	1,074,000
Transfer To / (From) Sundry Project Fund				1,715,900

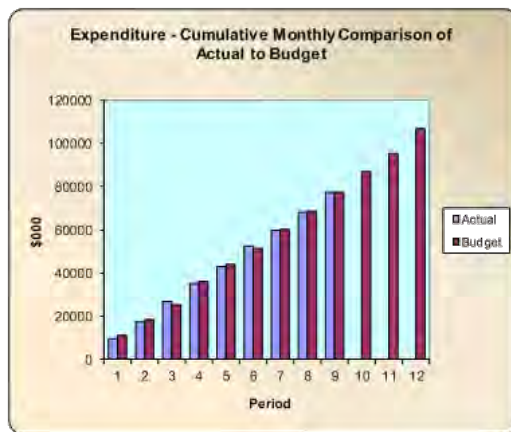
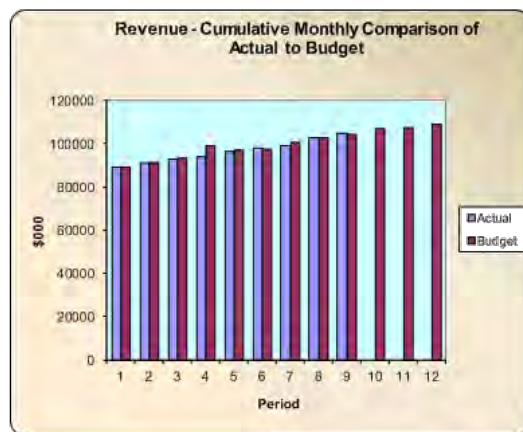
NB ***** Adjustment to budgets already processed

Appendix 2 – Statement of Comprehensive Income



City Of Salisbury Statement of Comprehensive Income For the Period Ending 31 March 2016

	Year to Date			Full Year	
	Actual \$000	Rev Bud \$000	Variance \$000	Rev Bud \$000	Org Bud \$000
INCOME					
Rates	87,650	87,634	16	87,684	87,684
Statutory Charges	2,471	2,257	214	2,639	2,642
User Charges	4,324	4,269	55	5,374	5,354
Grants, Subsidies & Contributions	8,518	8,521	(4)	11,405	12,469
Investment Income	374	530	(156)	696	616
Reimbursement	391	297	94	350	201
Other Revenue	1,162	937	225	1,051	795
Total Income	104,889	104,446	443	109,199	109,761
EXPENSES					
Employee Costs	27,012	27,250	238	35,862	35,592
Materials, Contracts and Other Expenses	31,240	33,303	2,063	47,229	45,456
Finance Costs	1,558	1,513	(45)	2,100	2,100
Depreciation, amortisation & impairment	18,033	18,019	(14)	24,062	24,627
Total Expenses	77,843	80,085	2,242	109,252	107,775
Operating Surplus/(Deficit) before Capital Amounts	27,046	24,360	2,686	(53)	1,986
Net gain (loss) on disposal or revaluation of assets	63	0	63	0	0
Amounts specifically for new or upgraded assets	529	438	91	792	1,416
Physical resources received free of charge	0	0	0	5,000	5,000
Other Comprehensive Income	0	0	0	0	0
Total Comprehensive Income	27,638	24,798	2,840	5,739	8,402



The Operating Surplus / (Deficit) before Capital Amounts reflects the Original Budget, revised for Council endorsed budget revisions contained in First and Second Quarter Budget Reviews, and also includes the impact of 2014/15 operating carry forwards of \$1.4M, and whilst provision is made in the consolidated funding statement for the potential carry forward from 2015/16 into 2016/17, this will not be reflected in the Operating Surplus until the end of Financial Year, when specific projects and budget lines are known. Also included are Third Quarter "nil effect" adjustments as indicated in Appendix 1- Budget Variation Summary. Following Council endorsement the revised budget will reflect all changes contained in this review.

Commentary – Statement of Comprehensive Income

Year to Date: Actual v Revised Budget

The commentary on the Statutory Report is designed to explain the variations appropriate to this 'view' but no actions are required as, where necessary, they are picked up elsewhere in the report. Comment is made only to variances greater than \$50k unless there are significant issues that need to be brought to members' attention.

Revenue

Statutory Charges – Favourable Variance \$214k

The favourable variance predominantly relates to higher than anticipated income received within Development Services, being Building lodgement fees \$17k, Building application fees \$119k and Planning application fees \$53k. Adjustments have been made as part of this Review for each of these income streams (refer Appendix 1 Budget Variation Summary Items 11, 15, 16 and 19).

User Charges – Favourable Variance \$55k

The favourable variance predominantly relates to higher than anticipated Commercial Tenants Rental income \$60k, of which an adjustment has been made as part of this review (refer Appendix 1 Budget Variation Summary Item 9).

Investment Income – Unfavourable Variance \$156k

The unfavourable variance is primarily the result of lower than anticipated Interest received on investment activity.

Reimbursement Income – Favourable Variance \$94k

The favourable variance is predominantly related to reimbursements for miscellaneous private works to leased facilities and also for costs associated with road closures undertaken by Property and Buildings \$25k. Also attributing to this variance is \$18k reimbursement for employee entitlements received from other Councils and a \$14k reimbursement relating to a Wages Adjustment for the 2014/15 Workers Compensation Premiums. An adjustment has been made as part of this review for the Workers Compensation Premium (refer Appendix 1 Budget Variation Summary Item 18).

Other Revenue – Favourable Variance \$225k

The favourable variance is predominantly related to Special Distribution Funds received from the LGA Asset Mutual Liability Scheme \$61k, LGA Asset Mutual Fund \$33k and Workers Compensation Scheme \$46k, all of which adjustments have been included in this review (refer Appendix 1 Budget Variation Summary Items 10, 12 and 14). Also attributing to this variance is higher than anticipated Permit fees \$35k. An adjustment has also been included in this review (refer Appendix 1 Budget Variation Summary Item 20).

Expenditure**Employee Costs - Favourable Variance \$238k**

The favourable variance predominantly represents Wages and Salaries savings from various divisions that have been allocated to the Wages and Salaries Provision \$352k, offset by higher than anticipated Annual Leave and Sick Leave taken year to date.

Materials, Contracts and Other Expenses – Favourable Variance \$2,063k

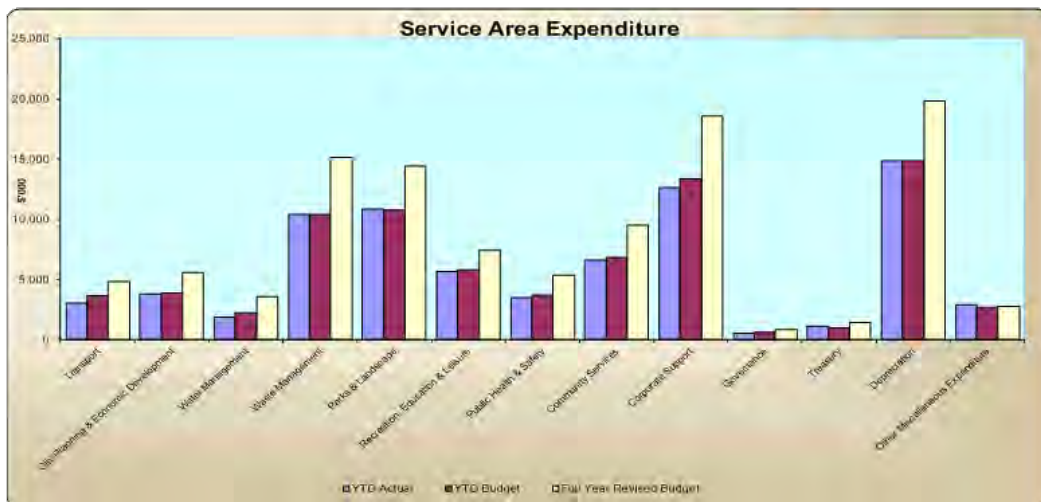
The favourable variance is predominantly the result of the timing of payments and the timing of the delivery of various programs. Among the most significant variances that relate to the timing of programs are Line-marking Maintenance \$145k, Footpath Maintenance \$178k, Signs \$145k, Cross Keys Depot Building and Compliance Maintenance \$102k and Verge Mowing \$100k, with these programs anticipated to align to budget by the end of the financial year. There are also favourable variances within Organisational Review \$150k and City Infrastructure Consulting Services. Also attributing to the favourable variance is Electricity costs across Council \$395k as a result of energy efficient reviews undertaken, with the largest variance being in Salisbury Water \$143k, of which an adjustment is included in this review (refer Appendix 1 Budget Variation Summary Item 2).

Appendix 3 – Statement of Financial Performance – Key Directions



City of Salisbury
Statement of Financial Performance by Key Direction
For the Period Ending March 2016

	Year to Date			Full Year	
	Actual \$000's	Budget \$000's	Variance \$000's	Rev Budget \$000's	Orig Budget \$000's
NET OPERATING RESULT					
Surplus/(Deficit)	27,638	24,798	2,840	5,739	8,402
Represented By:					
KEY DIRECTION REVENUE					
The Prosperous City:					
Transport	2,347	2,349	(2)	3,806	3,658
City Planning & Economic Development	1,411	1,204	207	1,503	1,320
The Sustainable City:					
Water Management	1,843	1,881	(39)	2,365	2,365
Waste Management	1,068	1,021	46	1,293	1,369
Parks & Landscape	71	68	2	85	85
The Living City:					
Recreation, Education & Leisure	841	836	5	879	600
Public Health & Safety	1,410	1,394	16	1,572	1,670
Community Development	2,983	2,969	13	3,788	3,403
Achieving Excellence:					
Corporate Support	1,641	1,386	255	1,567	1,400
Governance	1	0	1	2	2
Treasury	374	530	(156)	696	616
Grants Commission	2,361	2,362	(1)	3,149	5,590
Rates	87,650	87,634	16	87,684	87,684
Other Miscellaneous Revenue	889	811	78	811	0
Total Operating Revenue	104,889	104,446	443	109,199	109,761
Capital Contributions	592	438	154	5,792	6,416
Total Revenue	105,481	104,884	598	114,991	116,177
KEY DIRECTION EXPENDITURE					
The Prosperous City:					
Transport	3,047	3,701	655	4,841	4,948
City Planning & Economic Development	3,782	3,897	115	5,569	5,073
The Sustainable City:					
Water Management	1,860	2,275	415	3,571	3,558
Waste Management	10,388	10,378	(9)	15,174	15,109
Parks & Landscape	10,817	10,802	(15)	14,390	14,708
The Living City:					
Recreation, Education & Leisure	5,693	5,829	136	7,458	7,204
Public Health & Safety	3,524	3,776	252	5,338	5,389
Community Development	6,866	6,852	186	9,488	8,749
Achieving Excellence:					
Corporate Support	12,608	13,361	752	18,523	17,801
Governance	522	613	90	828	792
Treasury	1,112	1,036	(76)	1,478	1,478
Depreciation	14,890	14,889	(1)	19,853	20,453
Other Miscellaneous Expenditure	2,935	2,678	(257)	2,742	2,511
Total Expenditure	77,843	80,085	2,242	109,252	107,775

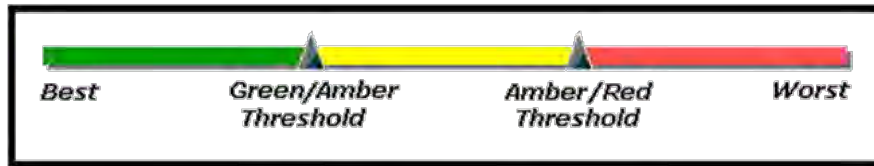


Full Year revised budget includes revisions to expenditure budgets for funds carried forward from 2014/15 into 2015/16. We anticipate a carry forward from 2015/16 into 2016/17, however, at this time specific programs cannot be identified, and this will be brought to account at the end of financial year.

How to interpret the performance indicator gauges

The performance indicators and explanations provide non-financial information supporting the variance analysis commentary contained within the Statement of Financial Performance – Key Directions.

PIs - Values

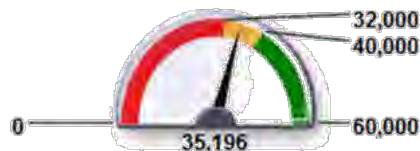


Green:- OK - Performance above target - denotes current value is between the amber/green threshold and the best value.

Amber:- Warning - Performance below target (within 20% of target) - denotes current value is between the amber/red threshold and the amber/green threshold.

Red:- Alert - Performance significantly below target - denotes current value is between the amber/red threshold and the worst value.

Cumulative result for 2009/10 as of Q3 2009/10



Minimum/Maximum Value

These are the values shown at the extreme ends of the scale on the gauge; they do not represent quarterly or annual target values.

eg. The minimum value of 0 is on the left hand side of the gauge and the maximum value of 60,000 is on the right hand side of the gauge.

Red/Amber Thresholds

The Red/ Amber Threshold are set at 20% below the quarterly target.

eg. The quarterly target is 40,000 units therefore the Red/Amber Threshold is 32,000 units (ie 20% below the quarterly target.)

Quarterly Target

The quarterly target is shown on the gauge at the Green/Amber Threshold.

eg the quarterly target value is 40,000 units.

Performance Indicator Result

The performance indicator result for the period is shown by the needle on the gauge with the value recorded at the bottom of the gauge.

eg The performance indicator value is 35,196 which is represented in the amber range of the gauge as the value is lower than but within 20% of the quarterly target of 40,000.

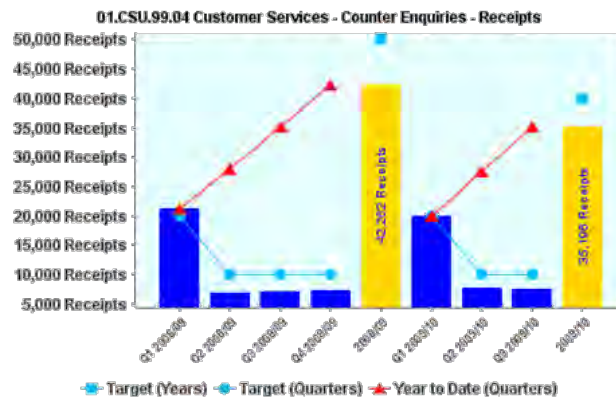
Annual Target

The annual target is not represented on the gauge until the fourth quarter when it becomes the quarterly target.

Nb: - Sometimes the gauges are inverted depending whether the best result is to maximize or minimize the outcome.

How to interpret the trend graphs

Trend Chart



The trend chart is a graphical and historical view of a performance indicator.

Blue Bar

The Blue Bar represents the Quarterly result for the relevant period, which is measured on the left hand side of the chart.

Yellow Bar

The Yellow Bar represents the Annual result for the relevant period and is an aggregation of the relevant Quarterly Blue Bars.

Target (Years)

The Target (Years) appears above the Yellow Bar on the chart and represents the Annual Target for the Performance Indicator as outline within initial Business Plans.

Target (Quarters)

The Target (Quarters) appears above each Blue Bar on the chart and represents the Quarterly Target for the Performance Indicator. The Target (Quarterly) is also joined by a light blue line to each subsequent quarter within the relevant year. In this particular example, the level of activity is higher in the first quarter than subsequent quarters and this is also reflected in the Target (Quarterly).

Year to Date (Quarters)

The Year to Date (Quarters) is a red line that appears above the Blue Bars on the chart and represents the aggregation of the Quarterly Result.

Commentary – Key Direction

The Prosperous City - Net Favourable Variance \$975k

Transport - Net Favourable Variance \$653k

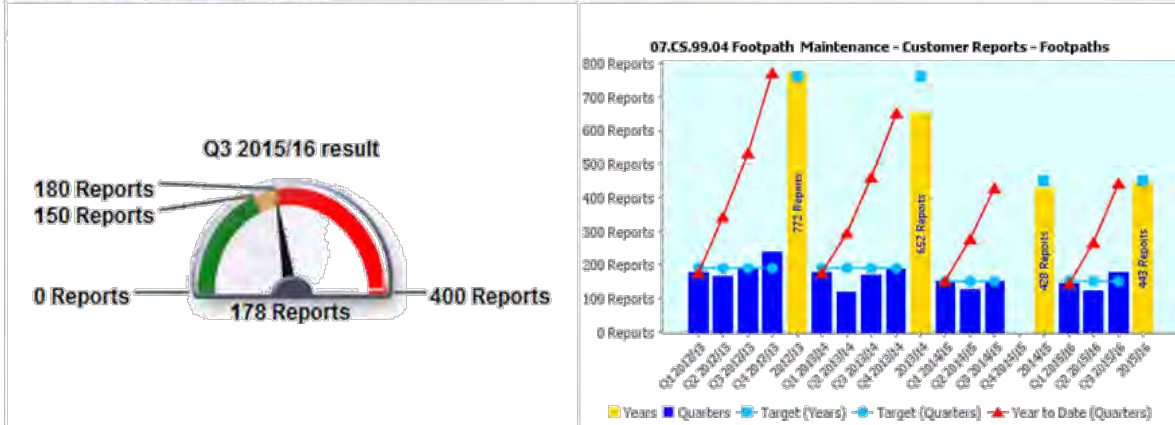
Revenue Unfavourable Variance \$2k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
				No significant variance to report.	Nil

Expenditure - Favourable Variance \$655k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Roads	GMCI	393		<p>The favourable variance is predominantly resulting from the timing in the commencement of Line-marking program \$145k; however this program is expected to be on target by the end of the year.</p> <p>Also attributing to the variance is the timing of reactive works associated with Pothole Repairs \$59k, and the timing of Sewer Trenches Maintenance and Inspections \$47k and the Kerb and Gutter Replacement Program \$42k. It is anticipated that the program will align to budget by the end of the financial year.</p>	Nil
Signs	GMCI	124		<p>The favourable variance is a result of the timing of contractual expenditure within Etched Street Name Maintenance \$61k and Regulatory Signs Program \$34k. It is anticipated that these programs will align to budget by the end of the financial year.</p>	Nil
Footpath Maintenance	GMCI	178		<p>The favourable variance is predominantly related to the timing of programmed works associated with Footpath Paver Maintenance, which was delayed awaiting the results of the last audit. This has now been completed and it is anticipated that the program will align to budget by the end of financial year.</p>	Nil

07.CS.99.04 Footpath Maintenance - Customer Reports - Footpaths
Customer Reports - Footpaths

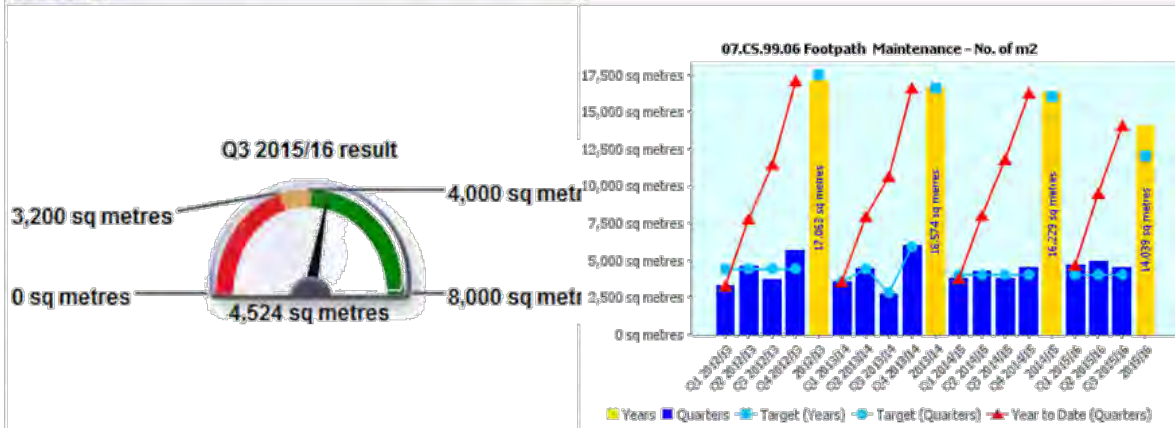


Notes

Footpath enquiries are slightly higher than target with forecast expectations for the 3rd quarter.

29/04/2016

07.CS.99.06 Footpath Maintenance - No. of m2
No. of m2



Notes

Footpath repair works are on track and expected to remain on track at year end.

29/04/2016

City Planning and Economic Development - Net Favourable Variance \$322k**Revenue - Favourable Variance \$207k**

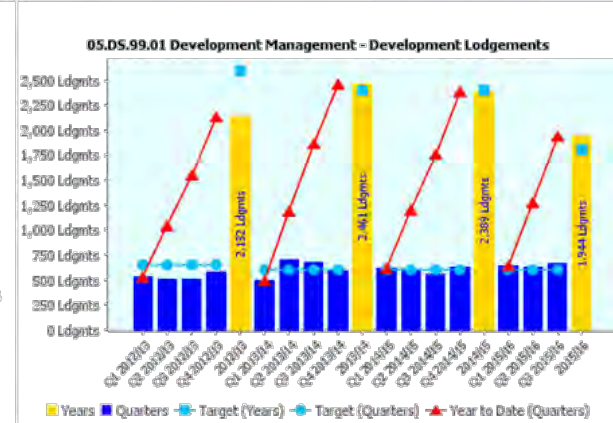
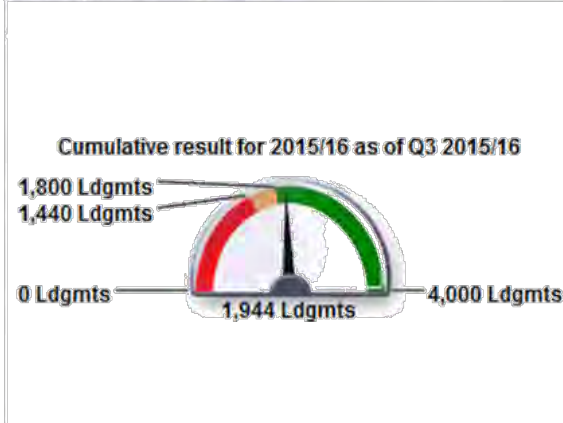
Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Planning Assessment	GMCID	61	20	The favourable variance is attributable to higher than anticipated lodgements received to date. Also attributing to the overall variance is a large application fee received; however this application may not eventuate which in turn could result in a refund being made during the Fourth Quarter. Consequently the income gain that has been calculated has disregarded this fee.	Debit \$20,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 16.</i>
Building Control	GMCID	29	10 5	The favourable variance is attributable to an increased amount of high value development applications \$17k, plus \$5k higher than budgeted Private Certification Fees. Income Gains of \$10k for Development Lodgement Fees and \$5k for Private Certification Fees have been included as part of this Review.	Debit \$10,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Items 19.</i> Debit \$5,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 21.</i>
Building Rules Certification Unit	GMCID	106	50 30 (6)	The favourable variance is predominantly related to an increase in both internal \$42k and external \$77k applications processed above Business Plan predictions, with applications shifting towards housing rather than sheds and verandahs. There is also an unfavourable variance within the Roxby Downs External Client Services of \$12k, as a result of travel and accommodation for staff being paid directly by Roxby Downs Council. This is offset by favourable expenditure and as such a nil effect adjustment has been included as part of this Review.	Debit \$50,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 11.</i> Debit \$30,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 15.</i> Credit \$6,000 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 25.</i>

Expenditure - Favourable Variance \$115k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Building Rules Certification Unit	GMCID	62	6	<p>The favourable variance is predominantly related to a reduction in requirements to date for external contractual services \$28k as a result of an increase in works undertaken in-house. It is anticipated that this will align to the budget over the last quarter of the financial year, with a focus on swimming pool applications. Also impacting is the timing of payment for Government Levies \$12k.</p> <p>Roxby Downs External Services expenditure is also favourable \$9k, as a result of travel and accommodation expenses now being paid directly by Roxby Downs Council. A nil effect adjustment has been included as part of this Review.</p>	Debit \$6,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 25.</i>
Economic Development	GMCID	67		The favourable variance is predominantly related to the timing of consulting services \$61k. These funds are committed for the Flood Mapping and Residential Demand Analysis works which will result in the majority of these funds being expended by the end of the financial year.	Nil

05.DS.99.01 Development Management - Development Lodgements

Development Lodgements



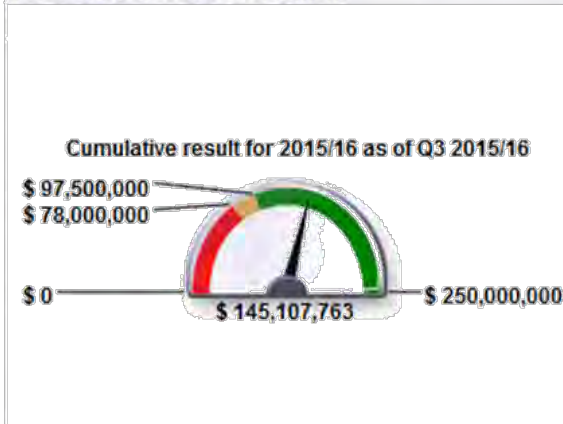
Notes

Lodgements currently on track to meet BP targets

29/04/2016

05.DS.99.02 Development Management - Value of Approved Development

Value of Approved Development



Notes

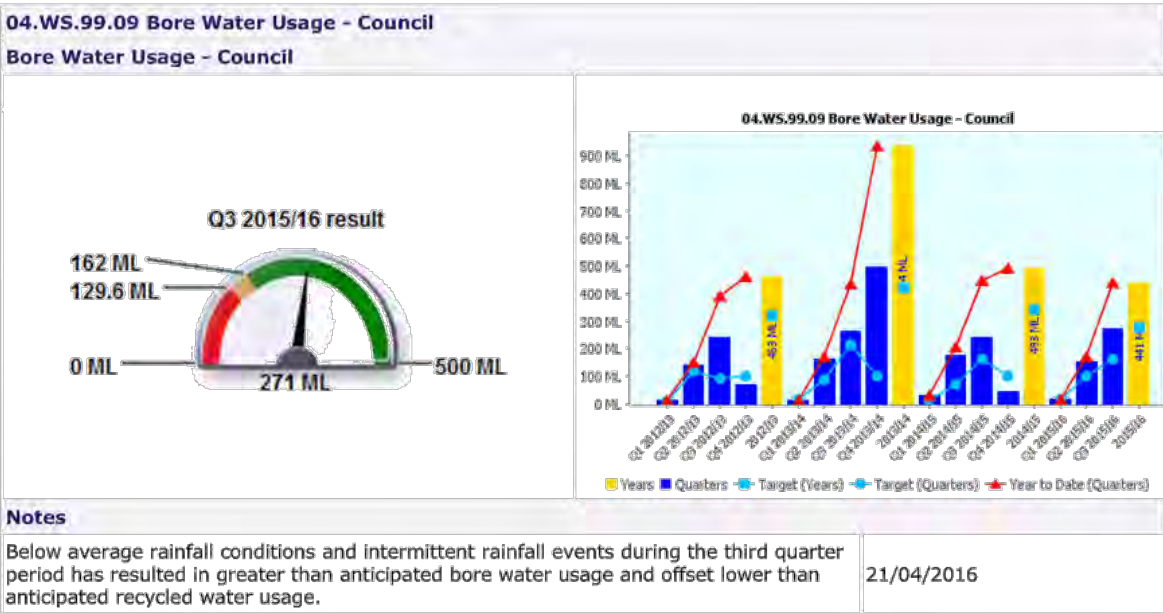
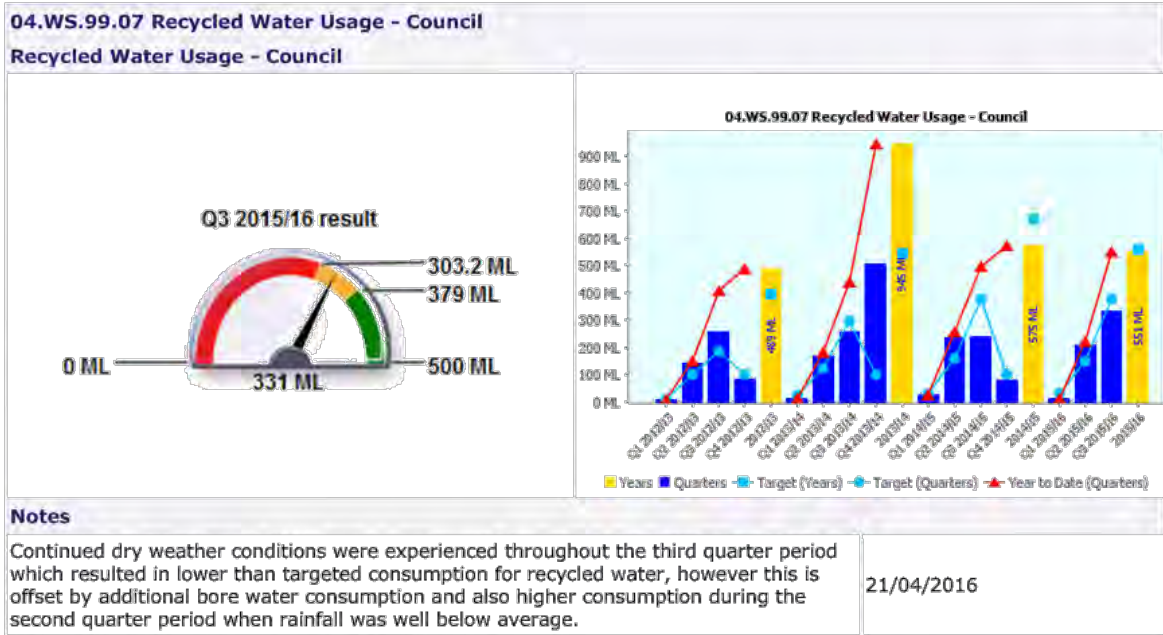
increase in application value due to several unexpected applications having higher construction cost than originally anticipated

29/04/2016

The Sustainable City - Net Favourable Variance \$400k**Water Management - Net Favourable Variance \$376k****Revenue – Unfavourable Variance \$39k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Salisbury Water	GMBE	(40)	(177)	<p>The unfavourable variance is predominantly attributable to lower than anticipated external water usage, year to date \$19k unfavourable particularly within the wholesale sector. It is anticipated that external income will be significantly unfavourable by the end of the financial year therefore an adjustment of \$122k has been included as part of this Review. Also attributing to the unfavourable variance is higher than anticipated rebates provided, \$63k year to date, with a \$55k adjustment included as part of this Review.</p> <p>Offsetting this is higher than anticipated contributions received towards developments at The Orchard and The Glades. This income is offset by increases in contractual and materials expenditure that will be incurred in future years.</p>	Credit \$177,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 23.</i>

Expenditure – Favourable Variance \$415k					
Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Salisbury Water	GMBE	427	100	The favourable variance is predominantly related to lower than anticipated electricity costs year to date of \$201k as a result of energy efficient works undertaken across the Business Unit, with \$100k expenditure savings being declared as part of this Review.	Debit \$100,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 1.</i>
			40	Lower than anticipated Interest expenditure of \$30k year to date is also attributing to this variance resulting from lower than anticipated interest rates, with an adjustment of \$40k included in this Review.	Debit \$40,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 28.</i>
			306	Also attributing to the favourable variance is higher than anticipated internal usage of water, particularly within the Parks and Landscapes division. Consumption is currently 48ML higher than anticipated as a result of below average rainfalls year to date. A \$306k nil effect adjustment has been included as part of this Review.	Debit \$306,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 29.</i>
Drainage Systems	GMCI	(37)		The unfavourable variance predominantly relates to contractual expenditure on reactive underground drainage maintenance works. It is anticipated that budget will align to budget by the end of the financial year.	Nil

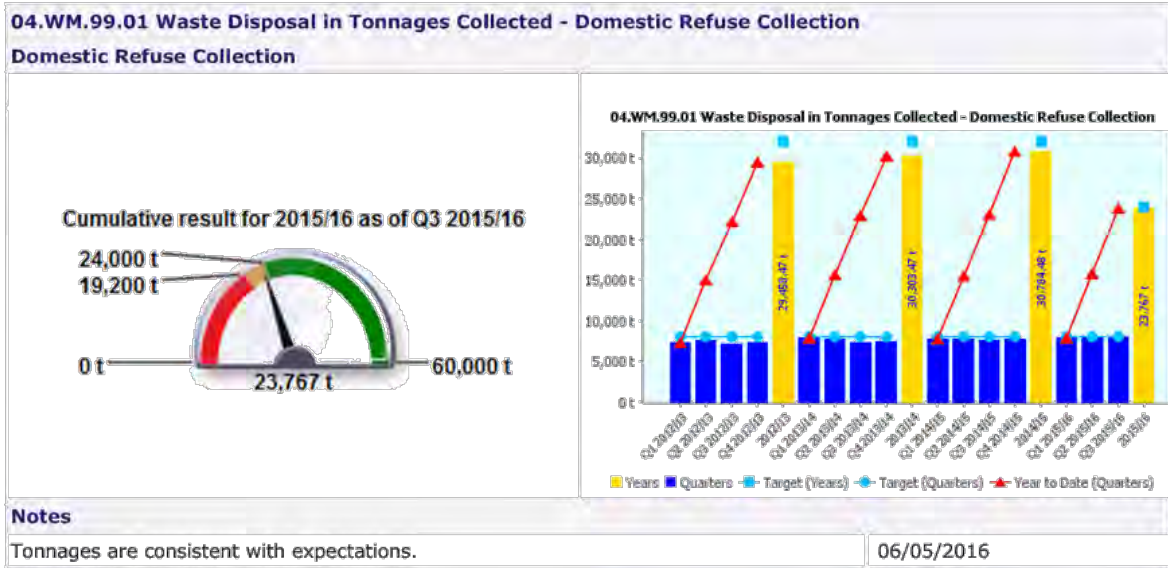


Waste Management - Net Favourable Variance \$37k**Revenue - Favourable Variance \$46k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Transfer Station Operations	GMCI	62	40	The favourable variance predominantly relates to higher than anticipated general gate income. An adjustment of \$40k Income has been included as part of this Review.	Debit \$40,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 13.</i>

Expenditure – Unfavourable Variance \$9k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Waste Management	GMCI	84		The favourable variance of \$84k is a minor variation as compared to the total waste management budget and will be monitored over the remaining quarter. It is anticipated to be on target at the end of the financial year.	Nil
Roads	GMCI	(37)		The unfavourable variance predominantly relates to Dumped Rubbish Collection with higher levels of activity being experienced during the year.	Nil
Transfer Station Operations	GMCI	(36)		The unfavourable variance predominantly relates to vacant substantive positions being filled by agency staff and weekend overtime labour allocated for bin compaction works at the Transfer Station. An \$88k allocation from the Wages and Salaries Provision has been made during the third quarter.	Nil



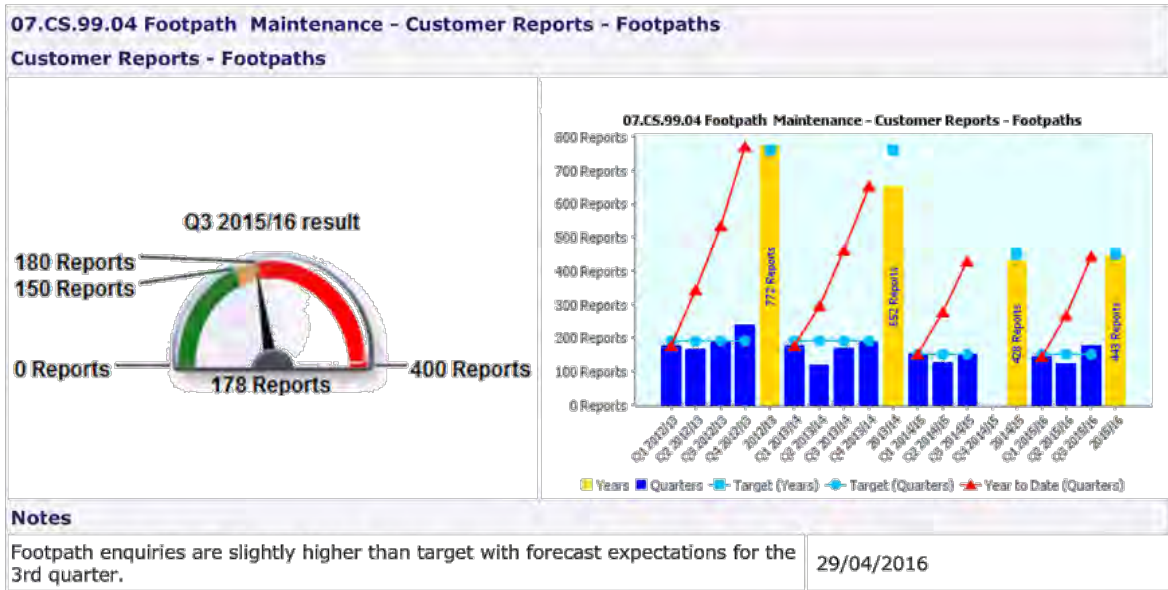
Parks and Landscape - Net Unfavourable Variance \$13k**Revenue - Favourable Variance \$2k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Tree Management	GMCI	17	6	The favourable variance is attributable to higher than anticipated reimbursements for private works relating to tree/stump removal, which is offset by the costs involved.	Debit \$5,800 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 30.</i>
Fire Prevention	GMCI	(6)	(7)	The unfavourable variance is a result of lower than anticipated fees received for fire prevention, with a corresponding favourable variance within expenditure for this program.	Credit \$7,500 to Sundry Projects Fund Refer <i>Appendix 1 Budget Variation Summary Item 26.</i>

Expenditure – Unfavourable Variance \$15k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Tree Management	GMCI	67		The favourable variance is predominantly related to the timing of programmed tree unit pruning, however this is expected to align by the end of the financial year.	Nil
Wetlands and Biodiversity	GMCI	(52)		The unfavourable variance is predominantly related to higher demands for internal labour in this program which is offset by favourable variances in Parks and Landscape Administration.	Nil
Public Toilets	GMCI	41		The favourable variance is predominantly related to timing of General Building and Compliance Maintenance. It is anticipated that the program will meet budget by the end of the financial year.	Nil
Turf and Irrigation	GMCI	(129)		The unfavourable variance is predominantly related to Materials for Irrigation Maintenance \$99k and higher levels of labour costs \$65k resulting from the reserve irrigation reactivation program. Offsetting this is a favourable variance within the Sportsground Mowing Program \$82k.	Nil
Feature Landscapes	GMCI	74		The favourable variance predominantly relates to internal labour allocations, with corresponding offsets in other programmed areas.	Nil

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Park Maintenance	GMCI	(301)	(306)	<p>The unfavourable variance is predominantly related to an increase in Internal Water usage \$228k year to date.</p> <p>A full year projection for Internal Water charges has been included as part of this Review, offset by internal income in the Salisbury Water Business Unit.</p>	Credit \$306,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 29.</i>
Fire Prevention	GMCI	36	7	The favourable variance predominantly relates to lower than anticipated contractor works relating to fire prevention. This is offset by lower income and will be adjusted as part of this review.	Debit \$7,500 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 26.</i>
Pest	GMCI	69		The favourable variance predominantly relates to the timing of Invoices for general weed control. It is anticipated that this will align to budget by the end of the financial year.	Nil
Verges (Road Reserves)	GMCI	99		The favourable variance is related to the timing of programmed works for Connector Roads \$52k and Residential Roads \$29k. It is anticipated that this will align to budget by the end of the financial year.	Nil



The Living City - Net Favourable Variance \$608k**Recreation, Education and Leisure - Net Favourable Variance \$141k****Expenditure - Favourable Variance \$136k**

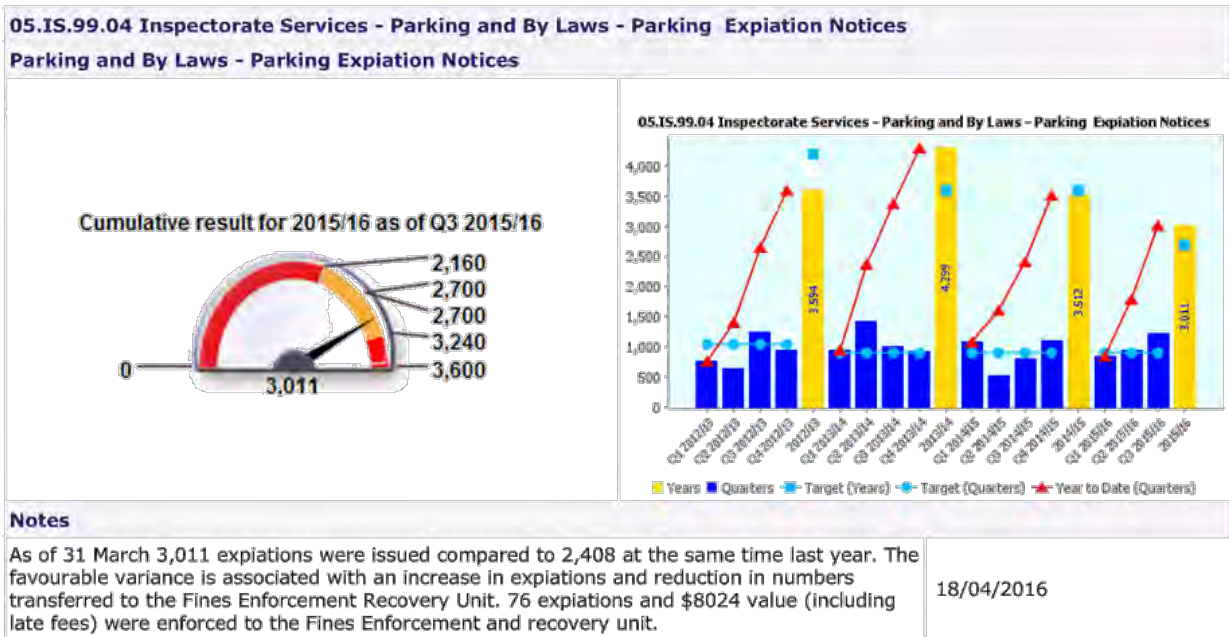
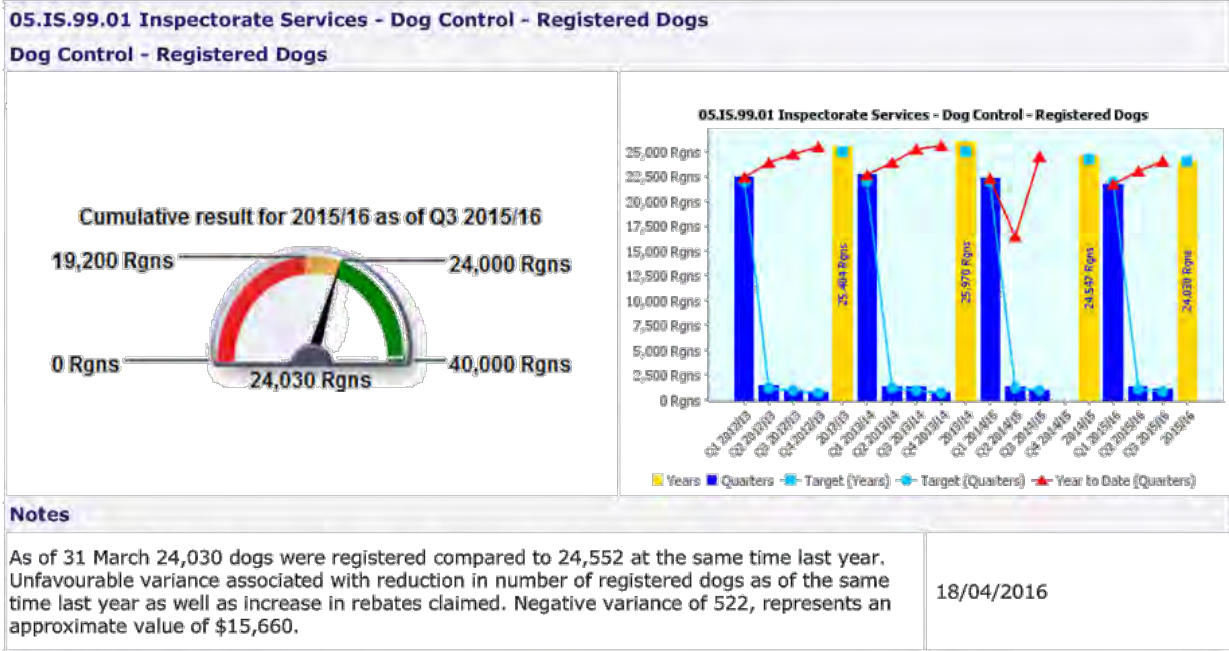
Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Community Capacity and Learning	GMCD	100	15	<p>The favourable variance is predominantly a result of the timing of Invoices relating to electricity \$16k, membership cards \$6k and agreed contributions to UniSA for the Mawson Centre \$50k.</p> <p>It is anticipated that the contribution to UniSA will be \$15k less than budgeted, with an adjustment made as part of this Review. The remaining items are expected to align to budget by the end of the financial year.</p>	Debit \$15,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 5.</i>
Recreation Centres	GMCD	46		<p>The favourable variance is predominantly resulting from the timing of Building Maintenance across the Recreation Centre facilities of \$94k.</p> <p>Offsetting this variance is a \$36k unfavourable variance relating to the Recreation Centre Contract Management. It is anticipated that the unfavourable variance will reduce with the closure of the Pool during Winter.</p>	Nil

Public Health and Safety - Net Favourable Variance \$268k**Revenue – Favourable Variance \$16k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Parking and Bylaws Control	GMCID	18		The favourable variance is predominantly resulting from an increase in Parking Fines \$9k and Fines Received from Prosecution \$7k. Mobile expiation units have been implemented during the Third Quarter which has contributed to this favourable variance.	Nil

Expenditure – Favourable Variance \$252k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Crime Prevention and Repair	GMCID	107		The favourable variance is predominantly related to a lower numbers of volunteers for Volunteer Graffiti Removal Team \$24k and lower than anticipated requirements for reactive works in Graffiti Removal \$38k. It is anticipated that the program will meet budget expectations by the end of the financial year. There is also a favourable variance within Insurance – Vandalism \$46k relating to lower than anticipated requirements for reactive works.	Nil
Food and Health Regulation	GMCID	41	8	The favourable variance is predominantly related to the timing of Invoices for Mosquito Control \$14k and a reduction in the funding received from for the Hepatitis B Immunisation Program \$6k. A nil effect adjustment for the Immunisation Program has been included as part of this Review.	Debit \$8,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 27.</i>
Street Lighting	GMCID	79		The favourable variance predominantly relates to the timing of electricity Invoices \$123k. Offsetting this is higher than anticipated contractor expenditure for Reserve Lighting \$25k and Council Managed Street Lighting \$19k. It is anticipated that the program will meet budget expectations by the end of the financial year.	Nil

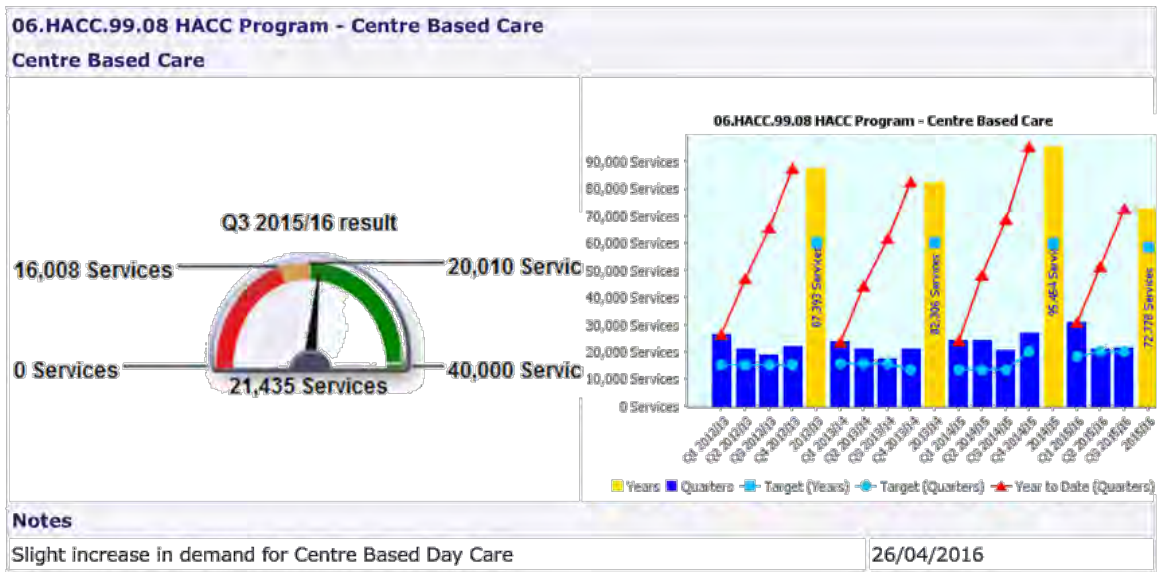


Community Development - Net Favourable Variance \$199k**Revenue - Favourable Variance \$13k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Community Development	GMCD	13		No significant variances to report.	Nil

Expenditure – Favourable Variance \$186k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Community Development	GMCD	23		The favourable variance is predominantly a result of the timing of expenditure within OPAL \$25k and Community Grants Program \$13k. It is anticipated that budget expectations will be met by the end of the financial year.	Nil
Positive Ageing	GMCD	215		The favourable variance is predominantly related to vacancies and associated program delays in the externally funded Home Assist Program. Also attributing is a favourable variance in Social Activities Program \$21k. It is anticipated that the program will meet budget expectations by the end of the financial year.	Nil
Neighbourhood Development	GMCD	(25)		The unfavourable variance predominantly relates to \$28k higher than anticipated General Building Maintenance for Community Centres and a \$31k unfavourable variance for Twelve25, primarily being \$11k Wages and Salaries as a result of additional staffing requirements for events associated with the Salisbury Secret Garden and other minor contractual and materials variance within programs. Offsetting these is a favourable variance of \$42k within the Community Centre Support Program, as a result of the timing of expenditure within the program. It is anticipated that this will align to budget by the end of the financial year.	Nil



Achieving Excellence – Net Favourable Variance \$701k**Corporate Support – Net Favourable Variance \$1,007k****Revenue – Favourable Variance \$255k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		Timing \$000	Permanent \$000		
Business Excellence	GMBE	145	140	The favourable variance predominantly relates to Special Distribution Funds received in relation to Asset Mutual Fund \$33k, Mutual Liability Fund \$61k and Workers Compensation Fund \$46k.	Debit \$139,500 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Items 10, 12 and 14.</i>
City Infrastructure	GMCI	110	95	The favourable variance is predominantly the result of higher than anticipated income associated with Commercial Leases \$59k and Permit Fees \$46k within Property Management.	Debit \$95,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Items 9 and 20.</i>

Expenditure - Favourable Variance \$752k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		Timing \$000	Permanent \$000		
Business Excellence	GMBE	450	80	<p>The favourable variance is primarily related to Wages and Salaries vacancies within the People and Culture division \$52k and timing of expenditure within the Organisational Wellbeing (Workplace Health and Safety) area \$29k and Organisational Development \$100k.</p> <p>Agency employees have been engaged to cover Workplace Health and Safety vacancies and it is anticipated that the budget will align by the end of the financial year.</p> <p>Expenditure savings of \$80k have been included as part of this review relating to the Training Budget.</p> <p>Also attributing to the variance are favourable variances within Information Services, predominantly resulting from timing of operating components of Capital Projects, mainly the Asset Management System Project \$65k and the timing of Invoices for IT Leasing \$58k that will be expended by year end.</p> <p>There are also favourable variances within Accounting Services \$50k resulting from the timing of contractual expenditure \$29k and corporate receipting costs \$20k. Rates Administration is also favourable by \$42k resulting from the timing of legal expenditure. It is anticipated that these budgets will meet expectations by the end of the financial year.</p>	Debit \$79,700 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 4.</i>
Executive	GMBE	143		<p>The favourable variance is primarily related to the timing of the Organisational Review program \$150k, with funds committed to ongoing programs across Council. A number of program reviews are in progress and will reduce the favourable variance by the end of the financial year.</p>	Nil

City Infrastructure	GMCI	160	90	<p>The favourable variance is attributable to timing variances within General Building Maintenance \$60k, Building Compliance Maintenance \$38k and GMCI Contractor Budget \$105k. A transfer of \$60k from the Contractor Budget towards Cobbler Creek Stormwater Management Plan and St Kilda Master Plan has been included in this Review.</p> <p>Fleet Services are also favourable predominantly as a result of lower than anticipated Fuel costs and the timing of lease payments for light vehicles. At this review a declaration of \$90k is being made for fuel savings.</p>	<p>Debit \$90,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 3.</i></p>
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Governance – Net Favourable Variance \$91k

Expenditure – Favourable Variance \$90k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Council	CEO	89		The favourable variance is predominantly the result of the timing of expenditure for Elected Member Training and Development \$26k and Representation Review NIB \$24k.	Nil

Treasury – Net Unfavourable Variance \$232k**Revenue – Unfavourable Variance \$156k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Treasury	GMBE	(156)		The unfavourable variance is the result of lower than anticipated interest received on our investment activity. This is related to our cash holding being used to fund expenditure rather than having to utilise short term cash advance debentures (CAD's). A nil effect adjustment, for interest income and expense is being calculated and will be included as part of the review.	Nil

Expenditure – Unfavourable Variance \$76k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Treasury	GMBE	(76)	(40)	<p>The unfavourable variance is predominantly the result of lower than anticipated internal interest charges on the Salisbury Water Business Unit borrowings</p> <p>This is offset by lower interest costs associated with not having to utilise CAD's. As there is a direct correlation between the lower interest costs and income a nil effect adjustment is currently being calculated and will be included as part of this review.</p>	Credit \$40,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 28.</i>

Rates and other Miscellaneous – Net Unfavourable Variance \$164k**Revenue – Favourable Variance \$94k**

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Staff Oncosts and Recovery	GMBE	64	14	<p>The favourable variance is attributable to payments from other Councils for the continuity of service for sick leave entitlements, which is only paid when employees exhaust their current entitlements, and Long Service Leave entitlements for employees who have transferred from other Councils. These payments will offset expense incurred or be transferred to the Long Service Leave Provision.</p> <p>Also attributing is a refund for Workers Compensation Insurance Scheme \$14k relating to the Wages Adjustment for 2014/15.</p>	Debit \$14,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 18.</i>

Expenditure – Unfavourable Variance \$258k

Program/Budget Area	General Manager	Variance		Comment	Action Required
		YTD \$000	Permanent \$000		
Building Maintenance	GMCI	45		The favourable variance is predominantly related to the timing of contractual expenditure in Building Maintenance. It is anticipated that this will meet budget by the end of the financial year.	Nil
Salaries and Wages Provision	GMBE	263		The favourable variance represents Wages and Salaries savings from various divisions that have been allocated to the Provision, offset by any allocations made from the Provision.	Nil

Staff Oncosts and Recovery	GMBE	(590)	96	<p>The unfavourable variance is primarily related to higher levels of Annual Leave \$441k and Sick Leave \$79k. This area is constantly reviewed in line with wage and salary expenses incurred within the other Service Areas.</p> <p>Also attributing to this variance is the timing of Superannuation contributions \$149k. It is anticipated that this will align to budget by the end of the financial year.</p> <p>Offsetting this unfavourable variance is lower than anticipated Workers Compensation Insurance \$110k, of which expenditure savings have been declared as part of this Review.</p>	Debit \$96,000 to Sundry Projects Fund <i>Refer Appendix 1 Budget Variation Summary Item 2.</i>
Rates	GMBE	33		The favourable variance is predominantly related to the timing of the payment to the Natural Resources Management Board. Should there be any excess or shortfall in the rate collected, it will be adjusted for in the next financial year.	Nil

Appendix 4 – Capital Expenditure Report

Capital Works Program Report as at March 2016

	Original Budget	Revised Budget	YTD Actuals	Commitments	Balance Remaining
EXPENDITURE					
Information Technology	157,000	1,009,100	400,472	167,365	441,263
Transportation	13,243,400	12,660,363	8,775,640	179,394	3,705,328
Property & Buildings	6,097,200	9,981,749	3,182,145	2,114,111	4,685,493
Drainage & Waterways	2,447,500	4,106,259	2,154,214	321,193	1,630,851
Parks & Streetscapes	3,328,000	6,132,279	3,606,949	850,842	1,674,488
Salisbury Water Business	2,254,000	2,011,537	1,237,169	213,066	561,302
Fleet	2,555,310	4,293,529	1,350,553	270,211	2,672,765
Strategic Projects	2,240,000	3,748,534	420,999	1,043,615	2,283,921
Strategic Property	6,350,000	12,289,460	3,679,505	4,506,684	4,103,271
Not Applicable	-	-	-	-	-
	38,672,410	56,232,809	24,807,645	9,666,481	21,758,683
INCOME					
Transportation	966,000	1,104,000	143,175	-	960,825
Property & Buildings	111,000	30,750	29,091	-	1,659
Drainage & Waterways	100,000	623,021	12,448	-	610,573
Parks & Streetscapes	-	-	750	-	750
Salisbury Water Business	350,000	165,000	200,000	-	35,000
Fleet	483,445	483,445	-	-	483,445
Strategic Property	13,836,000	24,146,974	6,596,668	-	17,550,306
	15,846,445	26,553,190	6,982,132	-	19,571,058
NET	22,825,965	29,679,619	17,825,513	9,666,481	2,187,626

Note: In accordance with the delegation provided to General Managers to transfer program budgets within Asset Categories: there have been no transfer requests in the third quarter of 2015/16.

CAPITAL EXPENDITURE

As at the end of the Third Quarter the revised capital expenditure budget for 2015/16 was \$56.2M including carry forward funds, with \$24.8M / 44.1% spend to date and \$34.5M / 61.4% inclusive of commitments. This result can be attributed to significant efforts and continuous improvement elements implemented to improve project delivery and minimise carry forward for the organisation.

As we progress towards the end of the financial year, Council's capital expenditure is 5% higher than at the same time in 2014/15. This is an indication that the amount anticipated to be Carried Forward for the Capital Program should fall between 12-14% range by the end of the 2016 Financial Year. This is between 3-5% lower than last financial year and just within the targeted range of 15%.

The Carry Forward amount is expected to be primarily related to a number of key programs, being:

- The Underdown Park redevelopment that has commenced three months later than anticipated
- Diment Road reconstruction, which has had major modifications to the design in February 2016 resulting in the project commencement being delayed
- Mawson Lakes Overpass/Green Trails Connection as a result of the timing of DPTI planning processes
- A significant increase in Streetscape and Water Course Program planting works resulting in an increase in allowances in the 2016/17 financial year.
- A significant budget set aside for a major land acquisition which is currently going through a due diligence process prior to confirmation of the acquisition. This may not be settled prior to the end of the financial year.
- Plant and Fleet has been significantly impacted by the Program Review of the Parks and Civil areas, with items to be purchased on hold pending the outcomes of these reviews.

It should be noted, however, that this percentage will change slightly following budget adjustments resulting from this Budget Review.

Information Technology (39.7% Spent / 56.3% inclusive of commitments)

- The implementation and delivery of the Private Wi-Fi Network is completed. Work continues on testing security and authentication related aspects ahead of formal launch to the local community.
- Mobile expiations have been implemented and General Inspectors are raising infringements using the PinForce system. Changes announced by SA Health are being incorporated into the Mobile Health Inspection solution. Once completed, training will commence with the Environmental Health team.

Transportation (69.3% Spent / 70.7% inclusive of commitments)

- Road Reseal Program is continuing to be progressively delivered across the City and expected to be completed this financial year.
- Final footpaths are being constructed completing the 2015/16 Council Funded Footpath Program. The program has been able to successfully address multiple requests from the community over the year.
- An audit of the City's lights has been progressively undertaken. There are approximately 20,000 lights within the City and to date 9,800 of these have been reviewed highlighting approximately 80 inconsistencies. These identified inconsistencies are being rectified and expected to result in a \$5,000 savings. This audit will inform next year's program of works.
- The renewal of carparks at Rowe Park and Brahma Lodge Oval are now complete. As part of the Carpark Renewal Program, work is commencing at Harry Bowey and Carisbrooke Reserve.
- Preparatory works commenced at Mawson Lakes to enable the renewal of asphalt paths. The asphalt work will follow in May and be completed in June.

- Reconstruction of a section of Diment Rd, Burton, adjacent Beadell Street, is in procurement phase. This is part funded by Minister for Local Government and Regional Development, Roads to Recovery Program.
- Construction of the new pedestrian crossing, Gloucester Avenue, Salisbury East, is programmed for completion during the April school holidays. This then completes sites to be constructed in 2015/16 within the School Zones and Pedestrian Crossings Program.
- Within Kaurna Park, five bridges have now been renewed within this reserve providing safe crossings over waterways.
- Renewal of access tracks, Dry Creek, Mawson Lakes, was recently completed. The works occurred adjacent The Strand, Mawson Lakes.

Property and Buildings (31.9% Spent / 53.1% inclusive of commitments)

- A new shade structure and complementary minor landscape has been completed at the rear of Twelve25 Salisbury Youth Enterprise Centre improving amenities for visitors to the centre.
- Capital Upgrade Program for Sports and Recreation, construction of the new clubroom facilities at North Pines is well advanced. The building reached lock up in March and scheduled to completion this financial year.
- Award of contract for construction of the clubroom facilities at Underdown Park is imminent with commencement on site expected to occur in May. Pending inclement weather, the facility is scheduled for completion September 2016.
- Resource Recovery Park, Stage 3, landscape design is now complete with planting commencing in June. New shade structure is currently in design to provide protection at the cashier. With manufacture lead time, it is anticipated this work will carry forward and be finalised in the new financial year.
- Construction has commenced across various sites for the 2015/16 Building Renewal Program. Pending unforeseen, this program is expected to be completed this financial year. 2014/15 St Kilda Interpretive Centre is still pending investigation with engineering advice currently being prepared to inform detailed scope of works.
- The design for the upgrade of the Salisbury Grand Stand remains on hold pending the Salisbury Precinct Master Plan. Survey of the whole site is underway.
- Club/Sport Facility Upgrades Program (Minor Capital Works), construction of new storage facilities at Cockburn Green is now complete.
- Installation of replacement backboards in the multi-purpose room at Parafield Gardens Recreation Centre is scheduled to occur in the April school holidays.
- Acquisition of land at Salisbury Bowling Club continues. With legal advice and documentation being prepared, and further due diligence work required following our initial investigation, the results of

which will be subject to a further report, it is likely that settlement will not occur until next financial year and thus result in a carry forward.

Drainage and Waterways (52.5% Spent / 60.3% inclusive of commitments)

- Barker Road, Major Flooding Program, the contract is awarded for directional boring to the newly acquired pump station. This work is expected to be completed in June.
- The Local Flooding Program has continued to progress well with Cawarra Crescent, Paralowie and Janine Drive, Burton recently completed. Design for Sunburt Street, Ingle Farm was completed in April followed by Contractors commencing construction.
- Adjacent Pratt Avenue, Pooraka, erosion mitigation works commenced in April along Dry Creek. This work forms the major component of the 2015/16 Watercourse Management Program.
- Fencing along Burton West Industrial Drain is currently being finalised. Plant establishment for the site will continue into the new financial year.

Parks and Streetscape (58.8% Spent / 72.7% inclusive of commitments)

- Renewal of reserve fencing at the Paddocks is now complete, with sections along Kesters and Bridge Road renewed.
- Renewing of playgrounds at Cokers Reserve, Madison Park and Golding Oval are well advanced. New equipment for Strowan Park is currently being manufactured and expected to be installed in June.
- Shade structures at Davey Oval and Daniel Avenue Reserve have been procured and scheduled for installation after the school holidays.
- Construction of the new compliant tram stop is now complete at St Kilda, adjacent the amenities block. Also recently completed was the installation of two new shelter and associated seating.
- A new historical sign has been ordered for installation at Kentish Green, detailing the origins of the reserve.
- Irrigation Renewal Program is complete pending small section of Pitman Park which is pending completion of the Parabanks upgrade.
- Tree removals have commenced as part of the City Pride Street Program. Replacement trees have been secured and expected to commence planting in May. A two year plant establishment period will follow.
- New pole vault concrete pad and cage for discuss/hammer has been completed at Rundle Park as part of the Minor Capital Works Program. Also as part of this program, five new outdoor seats and tables, and a building roller shutter was installed at St Kilda Community Centre.
- New rotunda has been constructed at Salisbury Memorial Park, providing a suitable place to sit and reflect.

Salisbury Water Business (61.5% Spent / 72.1% inclusive of commitments)

- The Bridgestone Flood Mitigation/Stormwater Harvesting is nearing completion. Work is being finalised on the mechanical/electrical installation and PLC programming.
- Disinfection systems have been rolled out and successfully commissioned at 6 major stormwater harvesting schemes - Parafield, Kaurna Park, Edinburgh South, Bennett Rd and Bushman Ct (Unity Park) and at 1 groundwater supply system at Andrew Smith Drive reserve. During the fourth quarter disinfection systems will be installed at remaining smaller sites ie the Paddocks, Walkley Heights, Kentish and Moyes booster pump stations.
- Tanks and booster pump stations at Lake Windermere and Salisbury Downs Oval will commence in the fourth quarter. Pumps have been purchased and tenders awarded for construction. Note, work can only commence on modifying these sites when irrigation demand has ceased for the season.
- A contract has been awarded for automation of the lake fill system at Mobarra Park, Mawson Lakes. Works can now commence with the end of the summer lake-fill season.

Fleet (31.5% Spent / 37.7% inclusive of commitments)

- Conversion of a further 14 vehicles from lease to buy is near complete. Pending lead delivery times, program is expected to be completed this financial year.
- The Plant and Fleet Replacement Program is currently being delivered in alignment with the approved Acquisition Strategy. Several items are pending manufacture and delivery which may impact the 2015/16 carry forward value for this program.
- Several items of plant remain on hold pending Program Reviews. These are likely to result in a continued carry forward into 2016/17.

Strategic Projects (11.2% Spent / 39.1% inclusive of commitments)

- Negotiations with DPTI – Infrastructure Division is continuing in relation to the proposed new pedestrian link at Mawson Lakes. Construction timetable will be communicated when established.
- Bridgestone Park Redevelopment, award of the civil and landscape tender is now imminent with works scheduled to commence in May. This project is expected to be completed early in the new financial year.
- Stage 2 – Para Hills Community Hub development of the concept plan contract has been awarded with the consultant able to commence work in March.

Strategic Property (29.9% Spent / 66.6% inclusive of commitments)

- The majority of construction is complete on the Tranche 1 projects (Ryans Road, Walpole Road Stage 1 and 2 and Diment Road and final sales/settlements on the projects are being finalised. Only the final landscaping of the Kaurna Reserve and footpath works at Ryans Road remains to be committed. A

Tranche 1 reconciliation of costs and revenue is underway along with a process to resolve the GST Margin Scheme application over the four projects, which could represent a further increase to the project net returns, anticipated for a response by 30 June 2016.

- The Walpole 3 project within Tranche 2 is in full construction, with both civil and landscape contractors on site, with construction due for completion in September 2016. Sales commenced in April and first settlements are scheduled to occur from August. Early sales have been very strong on this project and additional revenue is forecast as part of BR3 as a result of the inclusion of an additional 30 affordable housing allotments from the original business case. The balances of the Tranche 2 projects are having final business case investigations completion prior to any decision to proceed to construction/sale.

CAPITAL INCOME

The capital works income revised budget for 2015/16 is \$26.6M which mainly comprises \$24.1M (whole of project life) for Strategic Property, with commentary provided above under “Strategic Property”.

Appendix 5 – Savings from New Initiative Bids

During the preparation of the 2015/16 budget the following bids were approved which had associated savings. These operational savings have been included into the 2015/16 budget.

New Initiative Bid	2015/16 Saving
22839 Salisbury Water Mobarra Park Lake Fill Automation	\$2,000
22850 Replacement of Email Archiving System	\$5,500
22802 Fleet Purchase	\$11,969
TOTAL	\$19,469

Appendix 6 – Business Units

Salisbury Memorial Park

Details	Year to Date			Full Year		
	Actual \$'000s	Budget \$'000s	Variance \$'000s	Rev.Bud \$'000s	Orig.Bud \$'000s	Forecast \$'000s
Revenue	330	335	(5)	442	452	442
Expenditure	352	348	(3)	402	402	402
Surplus/(Deficit)	(22)	(13)	(9)	40	50	40

The overall net result for Salisbury Memorial Park as at the Third Quarter shows a deficit of \$22k compared to the budgeted deficit of \$13k. The previous quarter showed a deficit of \$72k compared to a budgeted deficit of \$45k. This is an improved position attributed to an increase in new leases and burials during this quarter. Total new leases for the third quarter were 29 with total burials for the quarter reaching 41.

The soon to be completed water feature upgrade, Rotunda / Niche Wall development and surrounding garden bed upgrade is expected to provide increased revenue opportunities going forward and plans are underway to promote/market these services as they come online.

The revenue outlook for end of June 2016 is expected to be \$442k and expenditure \$402k resulting in a net favourable variance of \$40k and this will be closely monitored.

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Building Rules Certification Unit

Details	Year to Date			Full Year		
	Actual \$'000s	Budget \$'000s	Variance \$'000s	Rev.Bud \$'000s	Orig.Bud \$'000s	Forecast \$'000s
Revenue	451	345	106	444	459	518
Expenditure	212	274	62	362	334	356
Surplus/(Deficit)	239	71	168	82	125	162

Actual income to the end of the Third Quarter has exceeded budget by 30.1% due mainly to an increase in lodged external applications above Business Plan predictions. Also attributing is a shift away from applications for sheds and verandahs towards applications for housing which attract a higher dollar value. In addition, year to date expenditure is \$62k favourable due to lower than expected contractual services and levies to the State Government that will be payable in the Fourth Quarter.

A budget adjustment has been made in this Review to account for the increased income and also the reduction of expenditure associated with the provision of services to Roxby Downs Council.

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Salisbury Water

Details	Year to Date			Full Year		
	Actual \$'000s	Budget \$'000s	Variance \$'000s	Rev. Bud \$'000s	Orig. Bud \$'000s	Forecast \$'000s
External Income	1,805	1,782	23	2,228	2,228	2,106
Internal Income	2,530	2,285	245	2,539	2,539	2,845
Total Income	4,335	4,067	268	4,767	4,767	4,951
Expenditure	3,507	3,627	120	4,841	4,811	4,756
Surplus/(Deficit)	828	440	388	(74)	(44)	195

The Salisbury Water Business Unit completed the Third Quarter of the 2015/16 financial year with a favourable variance of \$388k against the YTD revised budget of \$440k.

A total of 1,090 ML of Salisbury Water was distributed to internal and external customers during the Third Quarter, of which the external sales volume was 489 ML.

The SWBU has supplied 1,994 ML of recycled water across its customer base so far this financial year. Below average rainfall from August through to December and intermittent rainfall during the Third Quarter has resulted in continued strong demand from irrigation based customers. This is particularly reflected in the education and private community sectors and is also reflected in higher internal consumption to maintain Council's commitment to maintaining a 'green' City.

Income totalling \$4,335k has been received to date, which is \$268k above the revised YTD budget expectations. The final forecast is predicted to be \$4,951k, an overall favourable increase of \$184k.

Operational expenditure is \$120k below the YTD budget expectation as a result of:

- lower electricity charges associated with the timing of invoices and a credit received for an overcharged electricity account,
- finance charges which are directly linked to lower than predicted interest rates, and
- material costs being lower than YTD budget predictions.

Subject to conservative predicted sales volumes during the fourth quarter period, the full year outlook is a surplus of \$195k, compared to the revised budget deficit of \$74k.

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Waste Transfer Station (excluding Hard Waste Collection Service)

Details	Year to Date			Full Year		
	Actual \$'000s	Budget \$'000s	Variance \$'000s	Rev. Bud \$'000s	Orig. Bud \$'000s	Forecast \$'000s
External Income	1,002	940	62	1,187	1,269	1,227
Internal Income	347	322	25	429	449	429
Total Income	1,349	1,262	87	1,616	1,718	1,656
Expenditure	1,177	1,117	(60)	1,575	1,544	1,575
Surplus/(Deficit)	172	145	27	41	174	81

The Transfer Station has completed the Third Quarter of 2015/16 with a favourable YTD variance of \$27k.

Revenue for the first 9 months was \$87k favourable (\$1,349k compared to the YTD budget of \$1,262k). The majority of this is a result of general gate revenue which was \$47k favourable. Internal income was \$25k favourable largely due to ongoing high volumes of illegal dumping and a focus removing green waste from verges. Scrap metal sales remain favourable at \$5k due to continued good volumes and the drop in scrap metal prices being milder than expected. The future of scrap metal prices remains uncertain and will continue to be monitored and reported.

Expenditure for the corresponding period was unfavourable by \$60k (\$1,177k against the YTD budget of \$1,117k), which is primarily the result of agency staff being required to backfill vacancies resulting from staff movements and additional safety requirements. \$88k has been allocated from the Wages and Salaries Provision during the third quarter to cover the additional safety requirements at the site. The engagement of fixed term/permanent staff is on hold pending finalisation of the Waste Transfer Station Program Review.

The forecast external income has been updated increased revenue from gate fees of \$40k that have been experienced throughout the year. The forecast internal income position is expected to be met. Forecast expenditure has been extrapolated as the costs outlined above to staff the site will continue to apply.

The Transfer Station variances will be monitored and it is anticipated that the forecast net position for 2015/16 may fall short of the revised budget position.

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Appendix 7 – Budgeted Financial Statements and associated Financial Indicators

The Budgeted Financial Statements presented in this Appendix are as originally budgeted, varied for the First and Second Quarter Budget Review and for reserve transfers and nil effect budget adjustments already processed (Appendix 1). Adopted recommendations resulting from this Budget Review will be incorporated subsequently.

**City of Salisbury
Long Term Financial Plan Model
BUDGETED STATEMENT OF FINANCIAL POSITION**

	2016 Revised Budget \$000's
YEAR ENDING 30 JUNE 2016	
ASSETS	
Current Assets	
Cash & Cash Equivalents	19,093
Trade & Other Receivables	4,933
Inventories	7,558
Total Current Assets	31,584
Non-Current Assets	
Financial Assets	1,006
Equity Accounted Investments in Council Businesses	3,323
Infrastructure, Property, Plant & Equipment	1,323,309
Other Non-Current Assets	30,170
Total Non-Current Assets	1,357,808
TOTAL ASSETS	1,389,392
LIABILITIES	
Current Liabilities	
Trade & Other Payables	12,890
Borrowings	2,560
Provisions	6,505
Total Current Liabilities	21,955
Non-Current Liabilities	
Trade & Other Payables	1,573
Borrowings	14,580
Provisions	79
Total Non-Current Liabilities	16,232
TOTAL LIABILITIES	38,187
NET ASSETS	1,351,205
EQUITY	
Accumulated Surplus	308,576
Asset Revaluation Reserve	1,014,000
Other Reserves	28,629
TOTAL EQUITY	1,351,205

City of Salisbury
Long Term Financial Plan Model
BUDGETED STATEMENT OF CASH FLOWS

	2016 Revised Budget \$000's
YEAR ENDING 30 JUNE 2016	
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts	
Operating Receipts	108,336
Investment Receipts	695
Payments	
Operating Payments to Suppliers and Employees	(84,699)
Finance Payments	(2,094)
Net Cash provided by (or used in) Operating Activities	22,238
CASH FLOWS FROM INVESTING ACTIVITIES	
Receipts	
Amounts Specifically for New /Upgraded Assets	802
Sale of Real Estate Developments	18,417
Repayments of Loans by Community Groups	3
Payments	
Expenditure on Renew al/Replacement of Assets	(18,438)
Expenditure on New /Upgraded Assets	(14,640)
Expenditure - Real Estate developments	(6,350)
Net Cash Provided by (or used in) Investing Activities	(20,206)
CASH FLOWS FROM FINANCING ACTIVITIES	
Payments	
Repayments of Borrowings	(2,399)
Net Cash provided by (or used in) Financing Activities	(2,399)
Net Increase/(Decrease) in cash held	(367)
Cash & Cash Equivalents at Beginning of Period	19,460
Cash & Cash Equivalents/Movements in Borrowings at End of Period	19,093

City of Salisbury
Long Term Financial Plan Model
BUDGETED STATEMENT OF CHANGES IN EQUITY

	2016 Revised Budget \$000's
YEAR ENDING 30 JUNE 2016	
ACCUMULATED SURPLUS	
Balance at end of previous reporting period	296,352
Net Result for Year	12,940
Transfers to Other Reserves	(7,486)
Transfers from Other Reserves	6,770
Balance at end of period	308,576
ASSET REVALUATION RESERVE	
Land	307,669
Land Improvements	17,320
Buildings	35,286
Infrastructure	650,205
Library Books	2,338
Joint Ventures - Other comprehensive income	1,181
Balance at end of period	1,014,000
OTHER RESERVES	
Balance at end of previous reporting period	27,913
Transfers from Accumulated Surplus	7,486
Transfers to Accumulated Surplus	(6,770)
Balance at end of period	28,629
TOTAL EQUITY AT END OF REPORTING PERIOD	1,351,205

	2016 Revised Budget \$000's
YEAR ENDING 30 JUNE 2016	
Operating Revenues	109,199
less Operating Expenses	109,252
Operating Surplus/(Deficit) before Capital Amounts	(53)
Less: Net Outlays on Existing Assets	
Capital Expenditure on Renewal/Replacement of Existing Assets	18,438
less Depreciation, Amortisation & Impairment	24,062
less Proceeds from Sale of Replaced Assets	0
	(5,624)
Less: Net Outlays on New and Upgraded Assets	
Capital Expenditure on New /Upgraded Assets	20,990
less Amounts Specifically for New /Upgraded Assets	802
less Proceeds from Sale of Surplus Assets	18,417
	1,771
Net Lending / (Borrowing) for Financial Year	3,800

In any one year, the above financing transactions are associated with either applying surplus funds stemming from a net lending result or accommodating the funding requirement stemming from a net borrowing result.

CITY OF SALISBURY	
ESTIMATED FINANCIAL INDICATORS	
For the year ending 30 June 2016	
Revised for the 3rd Quarter Budget Review	
<p>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.</p>	
Operating Surplus/(Deficit)	(\$0.05M)
<i>Being the operating surplus (deficit) before capital amounts</i>	
Operating Surplus Ratio	
<u>Operating Surplus</u>	(0.06%)
Rates – general & other less NRM levy	
<i>This ratio expresses the operating surplus/(deficit) as a percentage of general and other rates, net of NRM levy</i>	
Net Financial Liabilities	
<u>Total Liabilities</u>	\$13.173M
Net Financial Liabilities are defined as total financial liabilities less financial assets (excluding equity accounted investments in Council businesses)	
Net Financial Liabilities Ratio	
<u>Net Financial Liabilities</u>	12.06%
Total Operating Revenue	
<i>Indicates the extent that council can meet its net financial liabilities out of operating revenue.</i>	
Asset Sustainability Ratio	
<u>Net Asset Renewals</u>	100%
Depreciation Expense	
<i>Indicates whether capital assets are being renewed or replaced at the same rate as these assets are wearing out.</i>	

The above budgeted ratios are as originally budgeted, varied for the First and Second Quarter Budget Review and for reserve transfers and nil effect budget adjustments already processed (Appendix 1). Adopted recommendations resulting from this Budget Review will be incorporated subsequently.

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ITEM	6.6.1
	BUDGET AND FINANCE COMMITTEE
DATE	16 May 2016
HEADING	Adelaide and Mount Lofty Ranges Natural Resources Management Board (NRM) Separate Rate
AUTHOR	Kate George, Manager Financial Services, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	<p>This report details the Natural Resources Management (NRM) Levy for 2016/17, collected by way of a separate rate as required by the Natural Resources Management Act 2004.</p> <p>The report is for information with Council's declaration of the separate rate planned for the June 2016 Council Meeting.</p>

RECOMMENDATION

1. The information be received and the resolution for the Natural Resources Management separate rate be prepared for the June 2016 meeting of Council.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Consultation on Council's Contribution to the NRM

1. BACKGROUND

- 1.1 Each year Council collects the Natural Resources Management Levy on behalf of the Adelaide and Mount Lofty Ranges Natural Resources Management Board, through a separate rate, in accordance with the requirements of the Natural Resources Management Act 2004.

2. REPORT

- 2.1 In accordance with the requirements under the Natural Resources Management Act 2004, Council is required to contribute \$1,874,664 to the NRM for the 2016/17 year, which is a 7.9% increase on the previous year (noting that increases in the prior two years were 1.7%).

2.2 We need to increase this amount by an estimated cost of any rebates and remissions applicable to the rates levied because these cannot be recovered from the Board. Furthermore, any excess or shortfall in rates collected in the current year needs to be adjusted for in the subsequent year. Accordingly the total amount to be generated from the levy rate:

• Board requirement	\$1,874,664	(LY \$1,737,920)
• Rebates/Remission estimate 2016/17	\$23,270	
• Less 2015/16 over recovery of rates	\$21,053	
	<u>\$1,876,881</u>	

2.3 The requirement is collected by way of a separate rate on the capital values of applicable properties in the Salisbury Council area.

3. CONCLUSION / PROPOSAL

3.1 These details are provided as information in preparation for the declaration of the special rate at the time Council declares its own rate planned for late June.

CO-ORDINATION

Officer: Executive Group
Date: 10/05/2016

From: DEWNR:AMLR Feedback [DEWNR.AMLRFeedback@sa.gov.au]
Sent: Monday, 11 April 2016 4:01:08 PM
Subject: Council contribution to Regional NRM Levy for Adelaide and Mount Lofty Ranges [DLM=For-Official-Use-Only]

For Official Use Only

Dear all,

In late 2015 the Adelaide and Mount Lofty Ranges Natural Resources Management Board (the Board) wrote to Councils, inviting comment on its annual review of the Board's Business and Operational Plan (Volume 2 of the *Adelaide and Mount Lofty Ranges Natural Resources Management Plan*).

The Board has completed consultation on the business and operational plan. It has incorporated changes made as a result to comments received during consultation.

Included in the draft amendments, the Board identified a regional NRM levy (the levy) increase of 6%. This requires a contribution of \$27,337,400 from councils within the region. (The indicative share for each Council of this base contribution is listed at Attachment A.)

The Business and Operational Plan has been endorsed by the Minister for Sustainability, Environment and Conservation (the Minister). The Board (on behalf of the Minister) is seeking feedback in regards to its adoption.

Please note that under section 95 of the NRM Act (and in accordance with Chapter 10 of the Local Government Act), Council must reimburse itself by collecting the levy through its rates notice. Council may also collect a fee from the board for the administrative cost incurred collecting the levy. Further information relating to these costs is provided in section 96 of the NRM Act and regulation 4C(6) of the *NRM (Financial Provisions) Regulations*.

If you have any comment to make on your share of the base contribution for 2016-17 please reply by close of business **29 April 2016** to: DEWNR.AMLRFeedback@sa.gov.au

After consideration of any comments, the Minister will publish approved contributions will in the *Government Gazette*.

Thank you for your prompt attention to this matter.

Please feel free to contact Hannah Ellyard on 8273 9100 with any queries.

Regards,
Hannah

Hannah Ellyard

Acting Manager Planning and Evaluation

Natural Resources Adelaide and Mt Lofty Ranges

P (08) 8273 9100

205 Greenhill Road Eastwood SA 5063 (DX 174, Adelaide)

Note: I currently work part time - Monday, Tuesday, Wednesday and Thursday

naturalresources.sa.gov.au | [follow us on facebook](#)

 Natural Resources Adelaide and Mt Lofty Ranges	 Department of Environment, Water and Natural Resources
 cid:image003.gif@01CFADA8.FE60C720	

The information in this email may be confidential and/or legally privileged. Use or disclosure of the information to anyone other than the intended recipient is prohibited and may be unlawful. If you have received this email in error please advise by return email.

Table B2: Average levy per property and estimated share of levy

Local government area	Average levy per property (\$) ¹	Estimated share of levy (\$) ²
Adelaide	61	1,465,202
Adelaide Hills	49	886,896
Alexandrina	44	162,145
Barossa	35	432,886
Burnside	70	1,466,668
Campbelltown	43	1,001,895
Charles Sturt	44	2,504,213
Gawler	30	328,948
Holdfast Bay	53	1,093,763
Light	38	309,488
Mallala	33	162,513
Marion	40	1,682,675
Mitcham	50	1,468,661
Mt Barker	47	101,077
Norwood, Payneham and St Peters	56	1,111,232
Onkaparinga	33	2,606,295
Playford	25	994,500
Port Adelaide Enfield	37	2,337,467
Prospect	50	489,370
Salisbury	34	1,874,664
Tea Tree Gully	37	1,588,699
Unley	63	1,175,788
Victor Harbor	35	379,019
Walkerville	69	270,392
West Torrens	42	1,260,136
Yankalilla	32	182,808
Total	41	27,337,400

¹ Estimated based on July 2015 capital value data. All property types (residential, commercial, industrial, rural).

² Estimated based on July 2015 capital value data. Final figures will be published in the Government Gazette following the adoption of the plan.

Local government collection of the Division 1 Regional NRM Levy

The share of the total to be collected by each local government will be calculated based on the proportion of the total capital value of the region within that council area. The estimated share for each local government for the 2016-17 year is presented in Table A3. The final contribution for each local government area will be published annually in the Government Gazette.