COORONG FINANCE COMMITTEE

Coorong Civic Centre Chambers
95-101 Railway Terrace, Tailem Bend
Tuesday 1 October 2019 at 1:08pm

MINUTES

Welcome

Committee Members: Cr. Paul Simmons (Mayor & Committee Chairperson)
                        Cr. Jeff Arthur (Deputy Mayor)
                        Cr. Sharon Bland
                        Cr. Brenton Qualmann
                        Cr. Lisa Rowntree
                        Cr. Glynis Taylor
                        Cr. Tracy Hill
                        Cr. Neville Jaensch (arrived 1:26pm)
                        Cr. Leng (arrived 1:54pm)

Present
        David Mosel, Acting Chief Executive Officer
        Graeme Maxwell, Acting Director Community & Corporate
        Judy Thompson, Finance Manager
        Ben Jarvis, minute taker

Apologies
        Nil

4. CONFIRMATION OF MINUTES – COORONG FINANCE COMMITTEE MEETING HELD 4 JUNE 2019

Moved Cr Arthur, Sec. Cr Qualmann that the minutes of the Coorong Finance Committee meeting held on 4 June 2019 are received and noted.

CARRIED UNANIMOUSLY

5. MINUTE ACTION LIST

Cr. Qualmann asked when Council Members will be able to expect all credit card statements appearing on Council’s website as per motion passed at March 2019 meeting. Acting Chief Executive Officer advised that Norman Waterhouse lawyers are still in the process of preparing documentation to accompany public release of same, so administration staff will be in a position to act and/or advise Council Members within the next few weeks.

Cr. Rowntree commented that Nat Traeger’s name (former Director Community & Corporate) should be removed from the minute action list and replaced with the appropriate officer.

Further to Cr. Qualmann’s question, Cr. Bland asked how many other councils make their credit card statements publically available, similar to Coorong. Acting Director Community & Corporate could not recall any like councils undertaking the same practice.
Cr. Arthur asked when cash flow data and details of all Council assets connected to the Community Wastewater Management Scheme (CWMS) will be presented as per minute 6.2 in February 2019. Acting Chief Executive Officer took the question on notice. A supplementary discussion ensued regarding Council’s property register and how this feeds into the CWMS database versus manual extraction of scheme data by Council officers.

The Mayor referred to a recent meeting he attended with Council’s Property Officer and Department of Planning, Transport & Infrastructure (DPTI) representatives regarding disposal of DPTI land and assets, and wondered if any further information was to hand. Acting Director Community & Corporate advised Council is awaiting receipt of further information from DPTI. Discussion regarding the district wide land review undertaken in 2014 (particularly land adjacent the railway corridor in Tailem Bend) ensued.

Cr. Taylor referred to the notes column for item 6.2 (February) in the minute action list, specifically minute 109/19 of the ordinary meeting held on 16 April 2019 which stated the financial component had been addressed. Acting Chief Executive Officer could not elaborate any further and took the question on notice, as potentially all that is required at this point is to finalise the asset data. A supplementary discussion ensued regarding number of Council assets connected to the CWMS and what constitutes a connection (particularly where multiple connections exist).

Cr. Jaensch entered the meeting at 1:26pm.

6. QUESTIONS

QUESTIONS WITH NOTICE

6.1.1 Cr. ARTHUR ASKS

Could you please provide me with the following details (i.e. information from the Register of Remuneration, Salaries and Benefits) for all the staff as at 30 April 2019 and also include (and highlight) details of any positions that are not filled at that date but are allowed for in the 2019/2020 budget.

Also car use is it for Private Use (PU) or for commute use only (CU).

Also not sure about leave loadings whether some employees on contract get it or not so that information is also required If not paid (NA) if paid the amount.

RESPONSE

The previous Director Community and Corporate sought legal advice in regard to providing individual employee information. This advice highlighted the inappropriateness of providing individual leave (annual leave or long service) details.

The Chief Executive Officer ensures that a “Register of Employee Remuneration, Salaries and Benefits” is maintained pursuant to section 105 of the Local Government Act 1999. The register includes the title and salary for each position held and identifies if it is a permanent, casual or contract position. The register is available for inspection (by the
public and/or Elected Members) at the Principal Office of the Council during ordinary office hours per section 105 (3) and extracts may be obtained under section 105 (4).

Information in relation to which positions have the benefit of a Council vehicle, the permitted use of the vehicle (being private or commuter) and whether fringe benefit tax attaches to the same were provided to members and included in the Minutes of the Finance Committee meeting held on 2 April 2019 and the Minutes of the Council meeting held on 16 April 2019.

With regards to the balance of Council’s employee liabilities, Administration can advise the following gross accruals as at 30 June 2019:

- total number of accrued annual leave days: 1347
- total financial liability of accrued annual leave days: $441.8k
- total financial liability of leave loading: $50.8k
- total number of accrued long service leave days: 1724.7
- total financial liability of accrued long service leave days: $571.4k

There are currently 10 vacant positions within the current organisational structure and provided for within the 2019/2020 budget. They are as follows:

1) Chief Executive Officer
2) Director Community & Corporate
3) Information Services Coordinator
4) Governance Officer
5) Community Development Officer
6) Coordinator – Development
7) Senior Building Officer
8) Environmental Health Officer
9) Works Coordinator Operations
10) Community Facilities Employee

The following vacant positions were not funded in the 2019/20 budget:

1) Arts & Community Development Officer
2) Community Facilities Staff
3) Trainee x 2
4) Procurement Officer
5) Library Officer

Positions not currently receiving leave loading are as follows:

1) Chief Executive Officer
2) Director Infrastructure & Asset
3) Director Community & Corporate

Amidst discussion of 6.1.1 there appeared to be some concern regarding the library officer position based at the Coonalpyn Library, and that this position (and subsequent removal of funding of same) had not been properly discussed at Council level. Administration staff will table an item at the next Council meeting as a matter of urgency. The reduction of the Director Community & Corporate position to 0.5 FTE also requires further explanation.
Coorong District Council
Minutes of the Coorong Finance Committee meeting held 1 October 2019

6.1.2 Cr. ARTHUR ASKS

Could you also provide the following information (i.e. district valuation information) when the final figures are received from Valuer General?

RESPONSE

<table>
<thead>
<tr>
<th>Classification</th>
<th>2018/19 Capital Value</th>
<th>2018/19 No: of Properties</th>
<th>2019/20 Capital Value</th>
<th>2019/20 No: of Properties</th>
<th>% Valuation Change</th>
<th>Diff Rate 18/19</th>
<th>Generated Rates Raised 18/19</th>
<th>Diff Rate 19/20</th>
<th>General Rates Raised 19/20</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>371,671,500</td>
<td>2,047</td>
<td>403,963,500</td>
<td>2,076</td>
<td>8.7%</td>
<td>0.004293</td>
<td>2,288,434</td>
<td>0.004220</td>
<td>2,334,741</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Bulk Handling</td>
<td>8,167,100</td>
<td>8</td>
<td>8,792,106</td>
<td>8</td>
<td>7.7%</td>
<td>0.012234</td>
<td>102,076</td>
<td>0.012027</td>
<td>106,008</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Commercial</td>
<td>54,654,500</td>
<td>168</td>
<td>73,797,607</td>
<td>166</td>
<td>35.0%</td>
<td>0.004293</td>
<td>202,049</td>
<td>0.004220</td>
<td>192,332</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Industrial</td>
<td>4,345,780</td>
<td>40</td>
<td>4,334,467</td>
<td>40</td>
<td>-0.3%</td>
<td>0.004293</td>
<td>25,039</td>
<td>0.004220</td>
<td>24,753</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Primary Production</td>
<td>1,035,354,500</td>
<td>1,537</td>
<td>1,209,073,100</td>
<td>1,536</td>
<td>16.8%</td>
<td>0.003734</td>
<td>4,220,819</td>
<td>0.003587</td>
<td>4,605,373</td>
<td>-3.9%</td>
</tr>
<tr>
<td>Vacant Land</td>
<td>47,678,300</td>
<td>816</td>
<td>46,264,400</td>
<td>794</td>
<td>-3.0%</td>
<td>0.005151</td>
<td>385,878</td>
<td>0.005064</td>
<td>365,638</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Other</td>
<td>28,129,120</td>
<td>481</td>
<td>30,545,820</td>
<td>481</td>
<td>8.6%</td>
<td>0.004293</td>
<td>53,173</td>
<td>0.004220</td>
<td>36,229</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Total</td>
<td>1,550,000,800</td>
<td>5,097</td>
<td>1,776,771,000</td>
<td>5,101</td>
<td>14.6%</td>
<td>7,277,468</td>
<td>7,665,074</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6.1.3 Cr. ARTHUR ASKS

Please provide details of numbers connected to CWMS Scheme for 2017/2018 and 2018/2019.

RESPONSE

2017 - 2018  CWMS Connected  1851
2018 - 2019  CWMS Connected  1859

QUESTIONS WITHOUT NOTICE
NIGHT

7. MOTIONS WITH NOTICE
NIGHT

MOTIONS WITHOUT NOTICE
NIGHT

These minutes are subject to final ratification at the next council meeting. Where an amendment results in the change of intent then a revised copy will be forwarded with the subsequent meetings minutes.
   
   Cr. Leng entered the meeting at 1:54pm.
   
   Moved Cr. Taylor, Sec. Cr. Rowntree that the Coorong Finance Committee receives and notes the 2018-2019 Operating Expenditure & Income Report.
   
   CARRIED UNANIMOUSLY

   
   Moved Cr. Rowntree, Sec. Cr. Taylor:
   1. That the Coorong Finance Committee receives and notes the 2019-2020 Operating Expenditure & Income Report as at 23 September 2019 and notes that the report does not contain all expenditure and income related to the months of July – September 2019 inclusive;
   2. That the Coorong Finance Committee consider rescheduling the occurrence of monthly meetings in order to afford finance staff appropriate time to prepare month-end financial reports to which the monthly meeting relates.
   
   CARRIED UNANIMOUSLY

    
    Moved Cr. Rowntree, Sec. Cr. Leng that the Coorong Finance Committee receives and notes the updated Capital Report for the period ending 23 September 2019.
    
    CARRIED UNANIMOUSLY

11. **DEBT RECOVERY MANAGEMENT REPORT AS AT 20 SEPTEMBER 2019**
    
    Moved Cr. Rowntree, Sec. Cr. Arthur that the Coorong Finance Committee recommends that Council receives and notes the Debt Recovery Management Report.
    
    CARRIED UNANIMOUSLY

12. **RATING POLICY REVIEW**
    
    Moved Cr. Leng, Sec. Cr. Jaensch that the Coorong Finance Committee recommends that Council seek professional assistance in undertaking Council’s Rating Policy Review, in a timely manner reflective of Council’s current resources and capacity.
    
    CARRIED UNANIMOUSLY

13. **SERVICE REVIEW OUTLINE**
    
    Moved Cr. Leng, Sec. Cr. Rowntree that the Coorong Finance Committee recommends that Council seek professional assistance in undertaking the Council’s Service Reviews.
    
    CARRIED UNANIMOUSLY
14. **(LATE ITEM) MURRAY DARLING ASSOCIATION MEMBERSHIP & EXPENDITURE**

Moved Cr. Rowntree, Sec. Cr. Taylor that the Coorong Finance Committee recommends Council continue to pay Murray Darling Association membership fees and participate in Region 6 and Murray Darling Association matters.

CARRIED UNANIMOUSLY

15. **OTHER BUSINESS**

The Mayor stated the Coorong district will be subject to receipt of drought assistance funding following an announcement by the Commonwealth government. While Council is awaiting official confirmation as to funding amount and parameters, any projects that attract new employment, meet economic development outcomes and new forms of unbudgeted expenditure would be looked upon favourably. Cr. Jaensch referred to the Rural Financial Counselling Service available to residents and Cr. Bland echoed the effectiveness of targeted outreach in applying such funding support.

16. **CLOSURE**

There being no further business, the Mayor declared the meeting closed at 2:53pm.