

Reports of the Corporate Governance Committee Meeting held at 5.30pm on Tuesday, 10 March 2015.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Minutes of the Corporate Governance Committee held on 10 March 2015

Present His Worship the Mayor, Councillor P Lake
Councillor C Mead (Chairperson)
Councillor F Borg
Councillor P Hawker
Councillor R Kolkman
Director Business Services - Mr M Sewell
Acting Director City Works - Mr G Mitchell
Acting Manager Assets and Supply Services - Mrs K Stares
Manager Emergency Management and Facility Services - Mr R Blair
Manager Financial Services - Mrs C Mears
Manager Governance and Risk - Mrs M Dunlop
Manager Human Resources - Mr B Clarence
Manager Information Management and Technology - Mrs S Peroumal
Manager Operational Services - Mr A Davies
Manager Property Services - Mr J Milicic
Manager Waste and Recycling Services - Mr P Macdonald
Executive Assistant - Mrs D Taylor

Apologies (Kolkman/Hawker)

That the apologies from Councillors Chanthivong, Greiss and Dobson be received and accepted.

CARRIED

Acknowledgement of Land

An Acknowledgement of Land was presented by the Chairperson Councillor Mead.

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. GOVERNANCE AND RISK

1.1 National General Assembly of Local Government 2015

Reporting Officer

Manager Governance and Risk

Attachments

1. Letter from Australian Local Government Association regarding the 2015 National General Assembly of Local Government (contained within this report)
2. Discussion Paper 2015 Call for Motions (contained within this report)
3. National General Assembly 2015 program (contained within this report)

Purpose

To advise Council that the 2015 National General Assembly (NGA) of Local Government will be held on 14-17 June 2015.

History

The National General Assembly (NGA) of Local Government is the major event on the annual Local Government events calendar. The NGA typically attracts more than 800 mayors, councillors and senior officers from councils across Australia and is an opportunity to contribute to the development of national local government policy and receive updates on the major policy issues facing local government nationally.

Report

The Australian Local Government Association (ALGA) is holding the 2015 National General Assembly at the National Convention Centre in Canberra on 14-17 June 2015. Council is also advised of the scheduling conflict with the June Council Meeting to be held on Tuesday 16 June 2015.

The 2015 NGA is being held at an important time, as the Commonwealth Government has invited all interested parties to consider potential reform of the Federation and of taxation.

Invitations have been extended to the Prime Minister, the Leader of the Opposition, the Leader of the Australian Greens and relevant Ministers to attend the conference to provide key note addresses.

The theme of the conference is 'Closest to the Community: Local Government in the Federation'. This theme reflects the essential role of local government to provide 'good governance' of local communities throughout Australia and will provide councils with the forum to debate White Paper on the Reform of the Federation.

A discussion paper has been issued by the Australian Local Government Associations calling for motions to be dealt with at the 2015 conference. Motions require the endorsement of Council and must be received by ALGA no later than 17 April 2015.

To assist Councils in submitting motions for debate, the ALGA has put together a discussion paper providing guidelines for motions and background information (attachment 2).

To be eligible for inclusion in the NGA Business Papers, and then debate on the floor of the NGA, motions must follow the following principles:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the Assembly
3. complement or build on the policy objectives of your state and territory local government association
4. propose a clear action and outcome
5. not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of local government.

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level, which will assist local governments to meet local community needs. For example: That this National General Assembly call on the Federal Government to restore indexation to local government financial assistance grants.

Councillors are asked to draft their motions in the format prescribed by the ALGA (see below) and to submit as a Notice of Motion for consideration by the Council at the meeting to be held on 17 March 2015.

Motion

National Objective

Why is this a national issue and why should this be debated at the NGA? (Maximum 100 words)

Summary of Key Arguments

Background information and supporting arguments (maximum 300 words).

Council staff will coordinate the online lodgement of motions endorsed by Council.

Officer's Recommendation

1. That the Acting General Manager or their nominee and the Director Business Services be authorised to attend the 2015 National General Assembly of Local Government together with any interested Councillors, with expenses to be met in accordance with Council's policy.
2. That Council determine any motions that are to be submitted.

Committee's Recommendation: (Borg/Kolkman)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 17 March 2015 (Mead/Dobson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 37

That the Officer's Recommendation be adopted.

ATTACHMENT 1



FEB25'15 08:29:52 RCVD

AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

20 February 2014

Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560

Dear Mayor Lake

I am writing to invite you and your colleagues to attend this year's National General Assembly of Local Government (NGA) at the National Convention Centre in Canberra from 14 - 17 June 2015.

Invitations have been extended to the Prime Minister, the Deputy Prime Minister and the Leader of the Opposition to address the sector. We will also be joined by other ministers, shadow ministers and leading public figures presenting keynote addresses, which will help to focus our discussions at the NGA.

The theme for this year's NGA is 'Closest to the Community: Local Government in the Federation'. The Australian Government is currently working with all state and territory governments and ALGA to develop White Papers on reform of the Federation and Taxation. The NGA presents local government as a whole with an opportunity to consider the range of issues being raised and to ensure local government's aspirations are addressed in the White Papers. I have been clear that I want to see local government strengthened as a result of any reform and we need your input to advance that objective.

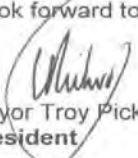
The NGA program will cover a wide range of issues, reflecting the diversity of local government and our interests. There will be opportunities for delegates to interact with not only invited political and keynote speakers, but with panels of subject-matter experts and local government representatives.

Enclosed is the NGA Registration Brochure which contains details of the program, business agenda and associated events. I have also enclosed the NGA 2015 discussion paper and the official call for motions. This year's NGA presents an ideal opportunity to offer your ideas and experience to your local government colleagues and through to the Australian Government as we consider the challenges that lay ahead.

Your council's involvement in the NGA is important in assisting ALGA to maintain the Government's engagement with local government and to drive improved outcomes for the local government sector at the national level.

A number of crucial policy motions will be debated at the NGA and it is essential that every council is represented in these debates to actively contribute to the dialogue as we strategically position the sector within our Federation.

I look forward to seeing you in Canberra.


Mayor Troy Pickard
President

ATTACHMENT 2



**AUSTRALIAN LOCAL
GOVERNMENT ASSOCIATION**

National General Assembly of Local Government

14 -17 June 2015

Call for Motions

'Closest to the Community: Local Government in the Federation' Discussion Paper

February 2015

Preamble

The 2015 NGA is being held at an important time, not only for local government, but the Commonwealth, states and territories and the Australian people. It is a time when the Commonwealth Government has invited all interested parties to consider potential reform of the Federation and of taxation.

While the Government recognises that the current Federation has given rise to '... a vibrant democracy, a strong economy and a cohesive society that millions of migrants have chosen to join', it also suggests that over time, it has '.... increased the overlap of roles and responsibilities between spheres of government and reduced accountability to voters, created duplication and blame-shifting'. The Prime Minister has frequently alluded to this problem, and has established a White Paper process on the Reform of the Federation, and a White Paper on Taxation to address these issues.

The White Paper on the Reform of the Federation will '... seek to clarify roles and responsibilities to ensure that, as far as possible, the States and Territories are sovereign in their own sphere, so that voters know who is responsible for what'.

The Prime Minister in his Sir Henry Parkes Commemorative Dinner address at Tenterfield on 25 October 2014 said that '... the Government is determined to make the case for change'. But he also acknowledged that consensus is required for rethinking the conventions about which level of government is responsible for the delivery of a particular service, or the revenue measures to which particular levels of government should have access. He said, '...Without a measure of consensus, any change requiring legislation is unlikely to secure parliamentary passage and the whole exercise could turn out to be futile'. He went on to say, '...Without an element of consensus, any change that's actually achieved could be reversed at the earliest opportunity and therefore hardly worth doing'.

Local government is an essential part of the Australian system of government. Local governments are democratically elected and provide for the 'good governance'¹ of local communities throughout Australia. As part of that role, councils provide crucial local planning, services, programs and infrastructure including local roads, community halls, sports, cultural and recreation facilities that underpin the life of every local community throughout Australia. In this way local government is indeed the level of government that is 'closest to the community'.

It is therefore an important partner and stakeholder in the development of a national consensus on any reform proposal and should help shape this debate and make its contribution to the White Paper process. The Australian Local Government Association (ALGA) has had input to these papers, and in consultation with state and territory local government associations has made submissions on relevant matters. ALGA also intends to make substantial submissions to the Green Papers expected to be released on the Federation and Taxation during this process and encourages all councils to become actively involved in this process.

The NGA debate on motions and associated discussions will help to inform the ALGA Board in formulating these submissions.

¹ See objects of state and territory Local Government Acts.

How Can Councils Submit Motions

The National General Assembly of Local Government is an important opportunity for you and your council to influence the national policy agenda.

To assist you and your council to identify motions that address the theme of the NGA the ALGA Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the Paper, but are not expected to respond to every question contained in them. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and then debate on the floor of the NGA, motions must follow the following principles:

1. Be relevant to the work of local government nationally;
2. Be consistent with the themes of the Assembly
3. Complement or build on the policy objectives of your state and territory local government association;
4. propose a clear action and outcome, and
5. not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of local government.

Motions should generally be in a form that seek the NGA's support for a particular action or policy change, at the Federal level which will assist local governments to meet local community needs. For example: That this National General Assembly call on the Federal Government to restore indexation to local government financial assistance grants.

Motions should be lodged electronically using the online form available on the NGA Website at: www.alga.asn.au. All motions require among other things: a contact officer; a clear national objective; a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than 11:59pm on Friday 17 April 2015, electronically in the prescribed format.

All motions submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

For more information, please contact the Director, National Events on (02) 6122 9400.

Introduction

During the 2013 Federal election campaign the Coalition announced their intention to produce a White Paper on the Reform of the Federation if they were to win Government. In addition, the Coalition promised to produce a White Paper on Taxation.

As a result, on 28 June 2014 the Commonwealth Government released the Terms of Reference for a White Paper on the Reform of the Federation. These can be found at <https://federation.dpmc.gov.au/>. At the time of writing the Terms of Reference for the White Paper on Taxation were not publicly available.

The Federation White Paper process will include the release of a Green Paper which will canvas options for reform in the latter part of 2015, and ultimately the White Paper which will outline '...a clear, well defined and timely policy platform', during the lead up to the next Federal election.

The Commonwealth has released five issues papers to engage interested parties on some of the key issues that will be considered in the White Paper Process. These are:

Issues Paper 1 - A Federation for Our Future

Issues Paper 2 - Roles and Responsibilities in Housing and Homelessness

Issues Paper 3 - Roles and Responsibilities in Health

Issues Paper 4 - Roles and Responsibilities in Education

Issues Paper 5 - COAG and Federal Financial Relations

Copies can be found at: <https://federation.dpmc.gov.au/issues-papers>

A separate Discussion Paper on Taxation is expected to be released in the coming weeks.

This National General Assembly (NGA) provides an important opportunity for local government to debate issues and options for reform, as well as to develop a national position ahead of the White Paper on the Reform of the Federation and White Paper on Taxation.

Councils and NGA delegates are strongly encouraged to read these discussion papers prior to submitting motion for this year's NGA.

Local Government in the Federation

Local government in Australia pre-dates Federation. The City of Adelaide was established in 1840, the first local government in the extensive network which exists today.

The formation of the early municipal authorities built on local initiatives inspired by local citizens who recognised and acted on the need for the provision of local services and infrastructure which were not being provided by colonial administrations. Typically, the municipal authority provided traditional property services such as local roads, waste management and through these services (waste, waste water and sewerage) environmental health services to meet local needs. Over time local authorities began to provide utilities and services such as electricity and gas. Gradually colonial administrations / states began to aggregate and regulate local networks such as electricity and take them over. In addition, over time, states began to prescribe local services that should be provided locally by the

municipal government including the provision of regulatory services, planning and other services.

Arguably this was just the beginning of some 'blurring' of roles, responsibilities and accountability between the existing two levels of governments in Australia. It also, inevitably, led to the significant debates about funding responsibilities. The evolution of the roles and responsibilities between states and local government is an important part of the story of how government institutions evolved to meet the emerging needs and demands of Australians. On 1 January 1901 our current Federal system was formalised.

As Commonwealth and state relations evolved, local government continued to operate at the local level. In the 1970s both the Whitlam and Fraser Governments, supported the need for the rapid expansion of government services, including municipal services in local communities. In addition, there was a recognition of the need for Commonwealth/states services to be delivered locally and the Commonwealth forged a direct relationship with local government through the provision of funds to local government.

The Fraser Government formalised support by establishing the system of Financial Assistance Grants (FAGs). Local government received a guaranteed share of Personal Income Tax through the *Local Government (Personal Income Tax Sharing) Act 1976*. Under the Act the amount of local government's share was to rise to 2%. The Hawke Government scrapped that approach and, after an inquiry in 1985, introduced a new Act at the same time as maintaining the system of FAGs.

FAGs aimed to facilitate Horizontal Fiscal Equalisation (HFE) and support the national provision of local government services. Commonwealth responsibility to maintain funding to local government (in this broad sense) was reconfirmed during the negotiation of the Goods and Services Tax (GST) in 1999. The concept of the Commonwealth funding (part funding) local services nationally was taken further with the advent of the highly successful and much need Roads to Recovery program (R2R) in 2000.

White Paper Terms of Reference

The Terms of Reference for the White Paper on the Reform of the Federation set out four overarching questions for investigation. These are:

- What are the practicalities of limiting policy and funding to core national interest matters, as typified by the matters in section 51 of the Constitution?
 - How can overlap between Local, State and Commonwealth responsibilities or involvement in the delivery and funding of public programs be reduced or, if appropriate be eliminated?
 - How can we achieve agreement between States and Commonwealth Governments about their distinct and mutually exclusive responsibilities and subsequent funding sources for associated programs?
 - How can we achieve equity and sustainability in the funding of any programmes that are deemed to be the responsibility of more than one level of government.
-

These four questions are the starting point for the national debate and for councils to consider in the development of NGA motions.

The challenge of this NGA can be considered at two levels:

- 1. identify and propose potential reform of the Federation, including funding relationships, that will improve the operation of the Federation and improve government service delivery to the Australian people, and*
- 2. from a Local Government perspective, propose reforms that should occur to strengthen Local Government, and / or, if there are reforms to Commonwealth and state relations by shifting roles and responsibilities, how can any adverse impacts on Local Government and local communities be addressed.*

Principles and criteria to be applied when allocating roles and responsibilities between different levels of government

The White Paper on the Reform of the Federation will consider principles and criteria to be applied when allocating roles and responsibilities between different levels of government. They can be considered 'design principles' for designing, or re-designing, our Federation. The White Paper's Terms of Reference set out six principles:

- accountability for performance in delivering outcomes;
- subsidiarity;
- national interest considerations;
- equity, efficiency and effectiveness of service delivery;
- durability; and
- fiscal sustainability.

It is important to note that this list extends the list of four principles agreed at the Special Premiers' Conferences in 1990 and 1991 as part of a previous attempt to reform our Federation. The four principles agreed at that time were nationhood, subsidiarity, structural efficiency and accountability. The focus on structural efficiency was borne out in the New Federalism agenda given expression in the National Competition Policy.

The first Issues Paper provides detailed descriptions of each principle and importantly it suggests that it is important to realise that these principles will often be in conflict, and in choosing between different policy options, governments will necessarily need to consider the trade-offs between them.

It poses the following questions:

- Are these the right principles? Are there additional principles that should be considered?
 - How should these principles be prioritised?
 - What are the likely trade-offs between the principles that need to be considered?
-

Motions are invited on whether these principles are the right principles. For example a motion in the following form:

That this NGA supports (or does not support some or all of) the following six principles and criteria as outlined in Issues Paper No 1 to be applied when allocating roles and responsibilities between different levels of government

- *accountability for performance in delivering outcomes;*
- *subsidiarity;*
- *national interest considerations;*
- *equity, efficiency and effectiveness of service delivery;*
- *durability; and*
- *fiscal sustainability.*

Motions are invited on specific examples on how these principle and criteria should be applied to specific services that are directly relevant to Local Government.

White Paper Issues Papers

Issues Paper Number 1, A Federation for Our Future (September 2014) begins with a discussion of the Federation from 1 January 1901 and goes on to discuss the evolution of the Federation including the Constitutional basis of the allocation of roles and responsibilities between the Commonwealth and the states and territories. Over time, the paper suggests, roles and responsibilities for service provision between the Commonwealth and state boundaries became blurred.

The second, third and fourth Issues Paper are related to specific portfolios. These include: housing and homelessness; health; and education. The final Issues Paper deals with COAG and Federal Financial Relations.

The Issues Papers only briefly touch on local government with little discussion of the evolution of the current Commonwealth, state and local government relationship.

In light of this, a series of questions arise about Local Government's responsibilities including what is Local Government's current role in these areas, what the role should be and how it should be funded.

Housing and Homelessness

Which level of government should be responsible for housing policy?

If more than one, how should roles and responsibilities in particular policy funding and delivery, be shared between governments and how should cost shifting between governments be avoided?

Which level of government should be responsible for funding public housing?

Which level of government, if any, should be responsible for the delivery of public housing?

Which level of government if any should be responsible for the regulation of public housing?

Which levels of government should be responsible for policy, funding, delivery and regulation to address homelessness?

What are the roles and responsibilities of local government in housing and homelessness?

Who should fund that role?

If there are changes in roles and responsibilities in relation to housing and or homelessness between levels of government, in particular between the Commonwealth and states/territories, what measures should be taken to stop cost shifting to local government?

Which level of government should be responsible for health and or education policy?

Which level of government should be responsible for funding health and education services?

If more than one, how should roles and responsibilities in particular policy funding and delivery, be shared between governments and how can cost shifting between governments be avoided?

Which level of government, if any, should be responsible for the delivery of health and or education?

Which level of government if any should be responsible for the regulation of health or education?

What are the roles and responsibilities of local government in health and or education?

Who should fund that role?

If there are changes in roles and responsibilities in relation to housing and or homelessness between levels of government, in particular between the Commonwealth and states/territories, what measures should be taken to stop cost shifting to local government?

Further Context for Consideration

Outcomes of 2014 NGA

In response to the release of the National Commission of Audit Report (2014) and the 2014 - 15 Federal Budget decision to freeze the indexation of Financial Assistance Grants (outlined below), the 2014 NGA resolved:

Delegates of the 2014 National General Assembly, in recognition of the vital importance of the Financial Assistance Grants (FAGs) to local government for the provision of equitable levels of local government services to all Australian communities, unanimously call on the Commonwealth Government to:

- *restore indexation of Financial Assistance Grants in line with CPI and population growth immediately,*
-

- *reject Recommendation 22 of the National Commission of Audit in which the Commission recommends that tied grants to local government cease, and to the extent that programs are identified as priorities, local and state government provide them to the communities they serve.*

Further Delegates also resolved that:

- *It is imperative that the Commonwealth consult with local government, the states and territories and local communities in the development of the White Paper on Reform of the Federation and the White Paper on Taxation; that the Government's White Papers must genuinely reflect the wishes of the Australian people; and that future Federal-state and local financial relationship arrangements must ensure long term sustainable distribution of taxation revenues between the levels of government that are commensurate with the roles and responsibilities of each level government in our modern Federation.*

2014 National Commission of Audit

On 1 May 2014 the National Commission of Audit released its Phase 1 and 2 reports. The audit was established in October 2013 and asked, inter alia; "... assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication."

The two reports made 86 recommendations – 64 in its Phase 1 Report which dealt predominantly with roles and responsibilities and improving the sustainability of the nation's finances, and a further 22 recommendations in its Phase 2 Report which mostly addressed public sector performance and accountability as well as infrastructure. Many of these recommendations may be of interest to those engaged in the broad issue of Commonwealth-state relations. They may also have implications for local government. However there are some specific recommendations that go directly to the heart of Commonwealth-local government relations, and state and local government relations.

The approach taken by the 2014 Commission is similar to that of the 1996 National Commission of Audit with its central theme being that the Commonwealth has a narrow range of responsibilities (essentially outlined in Section 51 of the Constitution), and that the States have residual powers and therefore are responsible for most service delivery including health, education and ultimately local government. In stark terms the Commission proposed to sever the direct funding relationship between the Commonwealth and local government.

Recognising the degree of vertical fiscal imbalance within the Federation the 2014 Commission proposed in Recommendation 22 (Phase 2 Report) that: '... States have access to the personal income tax system so that they are in a better position to fund their own priorities. This will include support for local government.' They further conclude that in this situation, the need for separate tied funding from the Commonwealth will diminish. The Commission recommends that '... tied grants to local government cease, and to the extent that programmes are identified as priorities, local or State governments provide them to the communities they service.'

Recommendation 5 (Phase 2 Report) advances the same model for infrastructure funding: '... the States are responsible for infrastructure and should determine their own priorities'. Noting that implementing the Commission's recommendations will take time (i.e. states to

obtain access to additional revenue through personal income tax), the Commission recommends that a range of infrastructure funding, including the Identified Roads Component of FAGs and Nation Building Funds i.e. Roads to Recovery grants, be consolidated into a single pool.

In releasing the Audit Report the Treasurer explained that there were some Commission recommendations that the Government would accept, and would inform the preparation of the 2014 - 15 Federal budget, there would be some recommendations that the Government would reject and that there were some recommendations that would be considered in the context of the White Paper on Reform of the Federation and the White Paper on Taxation.

On 13 May 2014 the Commonwealth brought down the 2014 - 15 Federal Budget and provided a brief response to the Commission of Audit indicating that payments to local government would be considered in the Federation White Paper.

2014 - 15 Federal Budget

In the 2014 - 15 Federal Budget the Government committed to provide \$2.2867 billion in Financial Assistance Grants to Local Government (FAGs). However, the Government also announced it would pause the indexation of FAGs for the next three years.

Local Government Financial Assistance Grants (FAGs) are a Commonwealth Specific Purpose payment to local government paid through the states and Northern Territory Government. Payments are made to councils by jurisdictional Treasurers on the advice of state and territory Local Government Grants Commissions under the provisions of the *Local Government (Financial Assistance) Act 1995*.

The objects of the *Local Government (Financial Assistance) Act 1995* enable the Commonwealth Parliament to provide assistance to the states for the purposes of improving:

- (a) the financial capacity of local governing bodies;
- (b) the capacity of local governing bodies to provide their residents with an equitable level of services;
- (c) the certainty of funding for local governing bodies;
- (d) the efficiency and effectiveness of local governing bodies; and
- (e) the provision by local governing bodies of services to Aboriginal and Torres Strait Islander communities.

Freezing of FAG's will reduce Commonwealth expenditures (and grants to councils) by more than \$925 million over the forward estimates.

The freezing of FAGs indexation means that the aggregate level of FAGs will be permanently reduced by 13 per cent, unless there is a future government decision to restore this base with a catch-up payment.

Councils are invited to submit motions to address either these developments, and or that build on the 2014 resolution of the NGA.

Note:

Motions should be lodged electronically using the online form available via the NGA website at: www.alga.asn.au.

All motions require among other things: a contact officer; a clear national objective; a summary of the key arguments in support of the motion, and endorsement of your council.

Motions should be received by ALGA no later than 11:59pm Friday 17 April 2015, electronically in the prescribed format.

ATTACHMENT 3



The poster features a light blue background with a large black gear graphic in the center. Inside the gear, the text reads: **NGA15** CLOSEST TO THE COMMUNITY: LOCAL GOVERNMENT IN THE FEDERATION. To the left of the gear, there is a smaller black gear and a book cover titled 'Commonwealth Federation' with the subtitle 'WHI South Australia agree under the...'. In the top right corner, a blue box contains the text 'PROGRAM & REGISTRATION'. At the bottom, the dates '14-17 JUNE 2015' are listed, followed by 'NATIONAL CONVENTION CENTRE CANBERRA', 'REGISTER ONLINE', and the website 'WWW.ALGA.ASN.AU'. The bottom right corner features the logo of the Australian Local Government Association (ALGA).

PROGRAM & REGISTRATION

NGA15
CLOSEST TO THE
COMMUNITY:
LOCAL GOVERNMENT
IN THE FEDERATION

14-17 JUNE 2015
NATIONAL CONVENTION CENTRE
CANBERRA
REGISTER ONLINE
WWW.ALGA.ASN.AU

 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION



PRESIDENT'S: WELCOME

Dear Colleagues,

I invite you to attend this year's National General Assembly of Local Government (NGA) at the National Convention Centre in Canberra from 14-17 June 2015.

Invitations have been extended to the Prime Minister, the Deputy Prime Minister and the Leader of the Opposition to address the sector. We will also be joined by other ministers, shadow ministers and leading public figures presenting keynote addresses, which will help to focus discussions at the NGA.

The theme for this year's NGA is **'Closest to the Community: Local Government in the Federation'**

The Australian Government is currently working with all state and territory governments and ALGA to develop White Papers on reform of the Federation and Taxation. The NGA presents local government as a whole with an opportunity to consider the range

of issues being raised and to ensure local government's aspirations are addressed in the White Papers. I have been clear that I want to see local government strengthened as a result of any reform and we need your input to advance that objective.

The NGA program will cover a wide range of issues, reflecting the diversity of local government and our interests. There will be opportunities for delegates to interact with not only invited political and keynote speakers, but with panels of subject-matter experts and local government representatives.

The ALGA Board recently called for Notices of Motions for the NGA and these will set out the framework for debate. I would encourage you and your council to think through ideas or initiatives you would like to see debated at the NGA and to submit these as motions.

Your council's involvement in the NGA is important in assisting ALGA to maintain the Government's engagement with local government and to drive improved outcomes for the local government sector at the national level. A number of crucial policy motions will be debated at the NGA and it is essential that every council is represented in these debates to actively contribute to the dialogue as we strategically position the sector within our Federation.

I look forward to seeing you in Canberra.



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2015 THEME OVERVIEW

CLOSEST TO THE COMMUNITY: LOCAL GOVERNMENT IN THE FEDERATION

The 2015 NGA is being held at an important time, not only for local government, but the Commonwealth, states and territories and the Australian people. It is a time when the Commonwealth Government has invited all interested parties to consider potential reform of the Federation and of taxation.

While the Government recognises that the current Federation has given rise to ‘... a vibrant democracy, a strong economy and a cohesive society that millions of migrants have chosen to join’, it also suggests that over time, it has ‘... increased the overlap of roles and responsibilities between spheres of government and reduced accountability to voters, created duplication and blame-shifting’. The Prime Minister has frequently alluded to this problem, and has established a White Paper process on the Reform of the Federation, and a White Paper on Taxation to address these issues.

The White Paper on the Reform of the Federation will ‘... seek to clarify roles and responsibilities to ensure that, as far as possible, the States and Territories are sovereign in their own sphere, so that voters know who is responsible for what’.

The Prime Minister, in his Sir Henry Parkes Commemorative Dinner address at Tenterfield, on 25 October 2014 said that ‘... the Government is determined to make the case for change’. But he also acknowledged that consensus is required for rethinking the conventions about which level of government is responsible for the delivery of a particular service, or the revenue measures to which particular levels of government should have access. He said, ‘... Without a measure of consensus, any change requiring legislation is unlikely to secure parliamentary passage and the whole exercise could turn out to be futile’. He went on to say, ‘... Without an element of consensus, any change that’s actually achieved could be reversed at the earliest opportunity and therefore hardly worth doing’.

Local government is an essential part of the Australian system of government. Local governments are democratically elected and provide for the ‘good governance’ of local communities throughout Australia. As part of that role, councils provide crucial local planning, services, programs and infrastructure including local roads, community halls, sports, cultural and recreation

facilities that underpin the life of every local community throughout Australia. In this way local government is indeed the level of government that is ‘closest to the community’.

It is therefore an important partner and stakeholder in the development of a national consensus on any reform proposal and should help shape this debate and make its contribution to the White Paper process. The Australian Local Government Association (ALGA) has had input to these papers, and in consultation with state and territory local government associations has made submissions on relevant matters. ALGA also intends to make substantial submissions to the Green Papers expected to be released on the Federation and Taxation during this process and encourages all councils to become actively involved in this process.

The NGA debate on motions and associated discussions will help to inform the ALGA Board in formulating these submissions.



2015 NATIONAL GENERAL ASSEMBLY

PROVISIONAL PROGRAM

Sunday 14 June 2015

5:00 pm- Welcome Reception
7:00 pm

Monday 15 June 2015

8:00 am Opening Ceremony:
• National anthem
• Welcome to Country
• Board introduction
• Prime Minister, **The Hon Tony Abbott MP** (invited)

8:45 am President's Welcome

10:00 am Keynote Speaker

10:30 am **MORNING TEA**

11:00 am FACILITATED DISCUSSION
Is local government a real partner?

12:30 pm **LUNCH**

1:15 pm CONCURRENT SESSIONS:
Your Council, Your Challenges
• Governance and Ethics
• Financial and Asset Management
• Innovation and Community Engagement

2:45 pm President of Local Government NZ,
Mayor Lawrence Yule

3:15 pm **AFTERNOON TEA**

3:45 pm Keynote Speaker

4:15 pm DEBATE ON MOTIONS: *Declaration*

5:00 pm Close Day 1

7:00 pm **BUFFET DINNER**
National Convention Centre

Tuesday 16 June 2015

9:00 am DEBATE ON MOTIONS

10:00 am Leader of the Opposition,
The Hon Bill Shorten MP (invited)

10:30 am **MORNING TEA**

11:00 am DEBATE ON MOTIONS

12:00 pm Leader of the Australian Greens,
Senator Christine Milne (invited)

12:30 pm **LUNCH**

1:30 pm PANEL SESSION:
Getting the job done - Council solutions

3:00 pm **AFTERNOON TEA**

3:30 pm Keynote Speaker

4:00 pm DEBATE ON MOTIONS

5:00 pm Close Day 2

7:00 pm **OFFICIAL DINNER** Parliament House

Wednesday 17 June 2015

9:00 am *Adapting to climate risk*
Prof Jean Palutikoff, National Climate Change and Research Facilities

9:30 am DEBATE ON MOTIONS

10:30 am Deputy Prime Minister and Minister for Infrastructure and Regional Development,
The Hon Warren Truss MP

11:00 am **MORNING TEA**

11:30 am **SPEAKER: Community services**

12:00 pm Keynote Speaker

12:20 pm President's Closing remarks

12:30 pm Close

ASSOCIATED EVENTS



Australian Local Government Women's Association Breakfast

Monday 15 June 2015
7:30 am-8:30 am

The ALGWA National President is pleased to invite members, friends and colleagues to our 5th Annual Networking Breakfast as part of the National General Assembly. The breakfast will be held on Monday 15 June from 7:30 am-8:30 am.

Seating is strictly limited, so book early. Details will be available on: www.algwa.net.au



Regional Capitals Australia Networking Breakfast

Wednesday 17 June 2015
7:30 am-8:45 am

Regional Capitals Australia (RCA) is an alliance of local government associations and councils from around Australia. The alliance is working to create a strong network of regional capitals that are at the forefront of federal policy and the national identity.

RCA will be holding a networking breakfast on Wednesday 18 June at the National Convention Centre during the ALGA conference.

To register for the event and for enquiries about RCA, please contact:

Email secretariat@regionalcapitalsaustralia.org

Phone 0422 067 858

Visit our website at www.regionalcapitalsaustralia.org



SPEAKER PROFILES

Prime Minister The Hon Tony Abbott MP



Tony Abbott was sworn in as the 28th Prime Minister of Australia on 18 September 2013.

Mr Abbott was first elected as Member for Warringah in March 1994. Prior to the election of the Coalition Government on 7 September 2013, Mr Abbott had been Leader of the Opposition since 1 December 2009.

During the Howard Government, Mr Abbott served as a Parliamentary Secretary, Minister, Cabinet Minister, and Leader of the House of Representatives. As Minister for Employment Services (1998-2001) Mr Abbott oversaw the development of the Job Network and a major expansion of Work for the Dole.

As Minister for Employment and Workplace Relations (2001-2003) Mr Abbott boosted construction industry productivity through the establishment of the Cole Royal Commission.

As Minister for Health and Ageing (2003-2007) Mr Abbott oversaw the expansion of Medicare rebates to allied health professionals such as dentists and psychologists and introduced the reforms which delivered record levels of bulk billing for patients. Mr Abbott also introduced the Medicare safety net for people with big out-of-pocket expenses.

Prior to entering parliament, Mr Abbott was a journalist with The Australian and The Bulletin. He was press secretary and political adviser to the Leader of the Opposition, Dr John Hewson, before becoming Executive Director of Australians for Constitutional Monarchy.

Mr Abbott holds Economics and Law degrees from Sydney University. He is a Rhodes Scholar and holds a Master of Arts (Politics and Philosophy) from Oxford University. Mr Abbott is the author of four books.



The Hon Bill Shorten MP



Bill Shorten is the Federal Member for Maribyrnong and was elected leader of the Australian Labor Party

and Leader of the Opposition on 13 October 2013.

Mr Shorten completed a Bachelors degree in Arts and Law from Monash University, as well as an MBA from the Melbourne Business School.

Bill has since worked as a union organiser, union secretary, as a member of the ACTU executive, as a Member of Parliament and as a Minister in a Labor Government.

As a senior member of the Rudd/ Gillard Labor Governments, Bill played a key role in securing a number of historic reforms including establishing DisabilityCare and increasing universal superannuation to 12 per cent.

As Minister for Workplace Relations, Bill continued the Labor Government's ongoing commitment to a fair and productive workplace relations system and during his time as Minister for Education helped secure the Better Schools reforms.

Prior to entering Parliament, Bill worked at the Australian Workers Union, holding key leadership positions including State Secretary of the AWU Victoria Branch from 1998 to 2006 and the National Secretary from 2001 to 2007.

Bill has an enduring interest in social justice issues such as domestic violence, equal opportunity at work, and as a father of three and a stepdad, the increasing diversity of families in Australia.

The Hon Warren Truss MP



The Hon Warren Truss MP is Deputy Prime Minister of Australia and the Minister for Infrastructure and Regional Development.

He became Leader of the Nationals in 2007 and is the longest serving federal leader of any political party in Australia today.

A third generation farmer from the Kumbia district near Kingaroy in Queensland, Mr Truss first won the federal seat of Wide Bay in 1990.

He was a Minister in the Howard Government for 10 years, serving as Minister for Customs and Consumer Affairs in October 1997, and a year later, Minister for Community Services. In July 1999 Mr Truss became the Minister for Agriculture, Fisheries and Forestry, where he served for six years. He became Minister for Transport and Regional Services in July 2005 and, in September 2006, was appointed Minister for Trade.

Before entering Parliament, Mr Truss was a Kingaroy Shire Councillor (1976 to 1990), including seven years as Mayor. He was Deputy Chairman of the Queensland Grain Handling Authority and a member of the State Council of the Queensland Graingrowers Association for more than 10 years.

Mr Truss is also former State and National President of the Rural Youth Organisation and President of the Lutheran Youth of Queensland.

Senator Christine Milne



Christine Milne, Senator for Tasmania and Leader of the Australian Greens, is one of Australia's most experienced and

respected environmental and community activists, with a career spanning 30 years. After leading the successful campaign to protect farming land and fisheries from the Wesley Vale Pulp Mill, Christine was elected to the Tasmanian parliament in 1989, and became the first woman to lead a political party in Tasmania in 1993. She was elected to the Senate in 2004 and to the Leadership in 2012 following the retirement of Senator Bob Brown.

Christine's vision to address climate change and her unparalleled experience with power-sharing minority governments led to the establishment of the Multi-Party Climate Change Committee and its successful negotiations to design the Clean Energy Future package. The package placed innovation, opportunity and clean energy at the forefront of the transformation of the Australian economy for the 21st century.

As spokesperson on food security, Christine put the issue on the national agenda by calling for the development of a national food security plan during the 2010 election. She continues to advocate for reform of Australia's food and agricultural systems to ensure sustainability and prosperity now and into the future.

2015 REGIONAL COOPERATION AND DEVELOPMENT FORUM

BENEFITS OF LOCAL AND REGIONAL INFRASTRUCTURE INVESTMENT

SUNDAY 14 JUNE 2015
National Convention Centre Canberra



→ Includes the launch of the 2015-16
State of the Regions Report

The 2015 Regional Forum is the opening event of the National General Assembly of Local Government. It is a great opportunity for mayors, councillors, RDA members and other key decision and policy makers to gather together, share contemporary knowledge and experience to strengthen the ability of Australia's diverse regions to compete in the global economy.

This year's Forum and report examines the critical role played by our regional infrastructure assets and models the productivity benefits arising from strategic investment in a range of asset classes.

The Forum will allow the sharing of ideas and opportunities through both a mix of practitioner and academic insights, as well as hearing the latest positions from politicians, senior officials and other key regional stakeholders including representatives from Economic Development Australia, the Regional Australia Institute and the Australian and New Zealand Regional Science Association International.

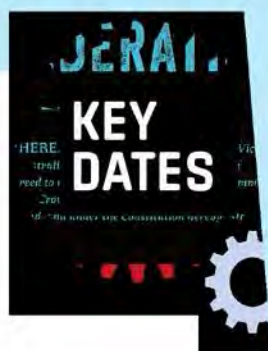
The official launch of the 2015-16 State of the Regions Report also takes place at the Forum. The Report is commissioned by ALGA and prepared by National Economics and published with the support of Jardine Lloyd Thompson. All delegates receive a hardcopy Executive Summary of the Report.

Provisional Program

- 9:30 am Welcome and Introduction: ALGA President, **Mayor Troy Pickard**
- 9:40 am KEYNOTE ADDRESS *Debunking regional development myths and re-imaging the Region*, **Dr Paul Collits**, Adjunct Professor, University of the Sunshine Coast and Economic Development Adviser, Gosford City Council, NSW
- 10:10 am 2015 National Local Government Award Winners *Boosting Productivity through Infrastructure and Contributing to Regional Growth*
- 10:45 am MORNING TEA
- 11:15 pm State of the Regions Launch: **Infrastructure**
Dr Brain and **Dr Manning** of National Economics
Economic Development Australia
- 12:00 pm **Mr Steve Chapple**, National Chair of EDA and Director Sustainable Environment, Mornington Peninsula Shire Council, Vic (invited)
- 12:30 pm LUNCH
- 1:30 pm Opposition spokesperson for Regional Development
the Hon Julie Collins MP (invited)
- 1:50 pm PANEL DISCUSSION: The Role of Regional Collaboration and Governance in the Federation:
TECHNICAL WORKSHOP: Exploring this year's State of the Regions Report, National Economics (**Dr Peter Brain** and **Dr Ian Manning**)
- 2:45 pm AFTERNOON TEA
- 3:15 pm Deputy Prime Minister, **the Hon Warren Truss MP** (invited)
- 3:55 pm Official Closing, ALGA President
- 4:00 pm Close

Regional Forum Registration is \$395 (inc GST) or \$195 when you also register to attend the National General Assembly.

For more information or to register for the Regional Cooperation and Development Forum, go to www.alga.asn.au



Submission for Motions for Debate	Friday 17 April 2015
Early Bird Registration on or before	Friday 1 May 2015
Standard Registration on or before	Friday 29 May 2015
Late Registration on or after	Friday 29 May 2015

MOTIONS FOR DEBATE

The NGA is your opportunity to contribute to the development of national local government policy.

The ALGA Board is calling for motions for the 2015 NGA under the theme *Closest to the Community: Local Government in the Federation*. To assist Councils in preparing motions a Discussion Paper has been prepared and is available via www.alga.asn.au

To be eligible for inclusion in the NGA Business Papers motions must follow the principles:

1. Be relevant to the work of local government nationally;
2. Be consistent with the themes of the Assembly;
3. Complement or build on the policy objectives of your state and territory local government association;
4. Propose a clear action and outcome; and
5. Not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of local government.

Motions should be submitted electronically via the online form at www.alga.asn.au and should be received by ALGA no later than 11:59 pm AEST, Friday 17 April 2015.

Motions submitted will be reviewed by a committee of the ALGA Board as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government.

Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

Motions that are agreed to at the National General Assembly become Resolutions. These Resolutions are then considered by the ALGA Board when setting national local government policy and when the Board is making representations to the Federal Government at Ministerial Councils, during meetings and in ALGA publications. The ALGA Board is not bound by any resolutions passed at the NGA.

VOTING PROCEDURES

Each council is entitled to one voting delegate in the debating session. Councils will need to determine who their voting delegate will be. Voting cards can be collected at the Assembly. Councils do not need to advise ALGA of the name of the voting delegate prior to collecting voting cards.



REGISTRATION DETAILS

General Assembly Registration Fees

Early bird registration \$899

Payment received by
Friday 1 May 2015

Standard registration \$999

Payment received on or before
Friday 29 May 2015

Late registration \$1,200

Payment received on or after
Friday 29 May 2015

General Assembly Registration Includes

- Attendance at all General Assembly sessions
- Morning tea, lunch and afternoon tea as per the General Assembly program
- One ticket to the Welcome Drinks, Sunday
- General Assembly satchel and materials.

Day Registration Fees

Monday 15 June 2015 \$470

Tuesday 16 June 2015 \$470

Wednesday 17 June 2015 \$260

Day Registration Includes

- Attendance at all General Assembly sessions on the day of registration
- Morning tea, lunch and afternoon tea as per the General Assembly program on that day
- General Assembly satchel and materials.

Sunday Regional Development Forum [Sunday 14 June 2015]

Forum Only \$395

NGA Delegate \$195

Accompanying Partners Registration Fees

**Accompanying Partners
Registration Fee \$240**

Accompanying Partners Registration Includes

- 1 ticket to the Welcome Reception, Sunday 14 June
- Day tour Monday 15 June
- Day tour Tuesday 16 June
- Lunch with General Assembly Delegates on Wednesday 17 June.

Payment Procedures

Payment can be made by:

- Credit card - MasterCard, Visa and American Express
- Cheque made payable to ALGA
- Electronic Funds Transfer:

Bank: Commonwealth

Branch: Curtin BSB No: 062905

Account No: 10097760

NOTE: If paying via EFT you must quote your transaction reference number on the registration form.

Cancellation Policy

All alterations or cancellations to your registration must be made in writing and will be acknowledged by post, facsimile or email. Notification should be sent to:

Conference Co-ordinators
PO Box 4994, Chisholm ACT 2905
Fax (02) 6292 9002
Email conference@confco.com.au

An administration charge of \$110 will be made to any participant cancelling before Friday 1 May 2015. Cancellations received after Friday 1 May 2015 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

Privacy Disclosure

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

SOCIAL FUNCTIONS

Photographs

During the National General Assembly there will be a contracted photographer, the photographer will take images during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

Welcome Reception and Exhibition Opening

Sunday 14 June 2015
National Convention Centre

5:00-7:00 pm

\$44 per person for day delegates and guests.

No charge for full registered delegates.

No charge for registered accompanying partners.

DRESS CODE: smart casual.

Buffet Dinner

Monday 15 June 2015
The Ballroom, National Convention Centre

7:00-11:00 pm

\$100 per person.

DRESS CODE: smart casual.

Coaches will depart Assembly hotels (except Crowne Plaza) at approximately 6:45 pm with return shuttles commencing from 10:15 pm.

General Assembly Dinner

Tuesday 16 June 2015

The Great Hall, Parliament House

7:00-11:00 pm

\$130 per person.

DRESS CODE: lounge suit/collar and tie for men and cocktail style for women.

Tickets to the prestigious General Assembly Annual Dinner at Parliament House are always highly sought after. Due to the size of the Great Hall, places are limited and therefore booking early is highly recommended to ensure your place.

Coaches will depart all Assembly hotels at approximately 6:45 pm with return shuttles commencing from 10:15 pm.

Note: Bookings are accepted in order of receipt.

Canberra Weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12-15°C and temperatures do drop to 1c on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.



PARTNER TOURS

ACCOMMODATION

Venue and Dress Code

Exhibition Opening and Welcome Reception

VENUE National Convention Centre, Constitution Ave, Canberra City.

DRESS CODE Smart casual.

General Assembly Business Sessions

VENUE National Convention Centre, Constitution Ave, Canberra City.

All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

DRESS CODE Smart casual.

Exhibition

VENUE National Convention Centre, Constitution Ave, Canberra City.

The exhibition is being held in the Exhibition Hall of the National Convention Centre.

DRESS CODE Smart casual.

Buffet Dinner

VENUE The dinner is being held in the Ballroom at the National Convention Centre.

DRESS CODE Smart casual.

General Assembly Dinner

VENUE Parliament House.

The General Assembly Dinner is being held in the Great Hall.

DRESS CODE Lounge suit/collar and tie for men and cocktail style for women.

Monday 15 June

REGIONAL CANBERRA: WINERY AND CHOCOLATE

Today's partner tour will experience two regional areas located just outside Canberra. Our first stop is Gundaroo which is home to several boutique wineries including the venue for the day—Capital Wines. The group will enjoy wine tasting at the cellar door followed by lunch.

The group will then transfer to Murrumbateman to visit Robin Rowe Chocolates, here the group will be given a short demonstration with time to enjoy some samples and view the merchandise.

Tuesday 16 June

CANBERRA EXHIBITIONS

This morning the group will visit the Australian War Memorial and view First World War Galleries, which have been redeveloped to commemorate the centenary of the First World War (opened December 2014).

After lunch the group will be able to experience a new local exhibition, further details will be provided as they are confirmed.

To book your accommodation at the rates listed below complete the appropriate section of the registration form. Bookings are subject to availability and should be made prior to Friday 15 May 2015.

All cancellations or amendments must be made in writing to Conference Co-ordinators and will be acknowledged by facsimile.

Please note your credit card details are required to guarantee your room. Neither Conference Co-ordinators nor the hotel will make any charges against your credit card unless you fail to give 21 days notice in writing of your cancellation. Full payment of your account will be required at the time of your departure.

NOTE All Canberra hotels have a complete non-smoking policy

CROWNE PLAZA

1 Binara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district. Featuring a contemporary design, the Crowne Plaza provides guests with an outdoor pool, sauna, health/fitness centre, 24-hour reception, concierge, undercover parking and onsite dining at the RedSalt Restaurant. All rooms are non-smoking and include iron/ironing board, tea/coffee making facilities, hairdryer and room service is available.

SUPERIOR ROOM \$295 per night
single/twin/double

DELUXE ROOM \$345 per night
single/twin/double

AVENUE HOTEL

80 Northbourne Avenue, Canberra

A brand new property which recently opened in November 2014, the Avenue Hotel is Canberra's newest and only 5-star hotel in the CBD. The hotel has an onsite restaurant and bar, 24-hour reception and room service, gymnasium, undercover parking (charges apply per night) and guest lounge with free wifi. Offering hotel rooms, 1 and 2 bedroom apartments, all rooms have king size beds, rainfall showers, balconies and mini bar. The apartments also have full kitchen facilities, the Avenue is a 15-20 minute walk from the Convention Centre.

HOTEL ROOMS: **\$225** per night
single/twin/double

1 BEDROOM APARTMENTS: **\$275** per night
single/double

HOTEL REALM

18 National Circuit, Barton

The Hotel Realm is one of Canberra's 5-star hotels and is located walking distance from the popular shopping and restaurant villages of Kingston and Manuka. The Hotel Realm has two restaurants, a bar, day-spa, hairdresser and health club located on-site. The rooms are modern and have king sized beds, high speed internet (for a fee) LCD TV, pay movie channel, Foxtel and 24-hour room service.

STANDARD ROOM: **\$230** per night
single/twin/double

MANTRA

84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located and approximately a 15-20 minute walk from the National Convention Centre. The hotel features a heated indoor pool, sauna, fully-equipped gymnasium and the Zipp restaurant bar onsite. All rooms offer voice mail, individually controlled air-conditioning, pay per view movies, mini bar, tea/coffee making facilities, hairdryer and complimentary toiletries. One and two bedroom apartments also offer a separate lounge and dining area, fully-equipped kitchen and a laundry with washing machine, dryer, iron and ironing board.

HOTEL ROOM: **\$209** per night
single/twin/double

1 BEDROOM APARTMENT: **\$249** per night
single/twin/double

MEDINA APARTMENT HOTEL JAMES COURT

74 Northbourne Avenue, Canberra

The Medina Apartments Hotel James Court is approximately a 15-20 minute walk from the National Convention Centre and is close to cafes, restaurants, gyms and shopping. The hotel offers reception, undercover parking, outdoor heated swimming pool, sauna, gymnasium and a restaurant delivery service. All rooms feature private balconies, climate controlled air conditioning, separate lounge/dining areas, broadband access (for a fee), spa bath, mini bar, fully equipped kitchen facilities and an in-room safe. Note: Reception operates between the hours of 6.30am and 11.30pm.

1 BEDROOM APARTMENT: **\$210** per night
single/twin/double

2 BEDROOM APARTMENT: **\$260** per night
single/twin/double

NOVOTEL

65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 15 minute walk from the National Convention Centre. The hotel offers 24-hour reception and room service, an onsite restaurant and bar, gymnasium and undercover parking (charges apply per night). In-room facilities include mini bar, tea/coffee making facilities, broadband (for a fee), Fox Sports and News, pay per view movies, climate control air-conditioning, hairdryer, iron and ironing board. Executive rooms have a king size bed.

STANDARD ROOM: **\$250** per night
single/twin/double

EXECUTIVE ROOM: **\$280** per night
single/twin/double

PEPPERS GALLERY HOTEL (FORMALLY DIAMANT HOTEL)

15 Edinburgh Place, Canberra

Peppers Gallery Hotel (formally Diamant Hotel, re-branded in 2014) is a boutique 80 room hotel located at the intersection of Marcus Clarke St and Edinburgh Ave, 15 minutes walk from the Convention Centre. Peppers Gallery Hotel features 24-hour reception, a restaurant and a bar. The rooms have a mini-bar, tea/coffee making facilities, plasma TVs, CD and DVD players, broadband (for a fee), and in-room safe.

STANDARD ROOM: **\$250** per night
single/twin/double

Accommodation options continue over page



COACH TRANSFERS

CAR PARKING

QT HOTEL [FORMALLY RYDGES LAKESIDE]

1 London Circuit, Canberra

Qt Hotel Canberra (formally Rydges Lakeside) has recently been renovated throughout the foyer and restaurants. The rooms have been updated and offer balconies and high speed internet (for a fee), pay per view movies, mini bar, hairdryer, iron and ironing board. The hotel is a 15 minute walk to the National Convention Centre and has 24-hour reception, room service, onsite restaurant and bar.

STANDARD ROOM: \$249 per night
single/twin/double

WALDORF

2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Waldorf is only a couple minutes walk from the National Convention Centre. This hotel has 24-hour reception and provides guests with a gymnasium, indoor heated lap pool and onsite dining at the Waldorf London Restaurant. All rooms have kitchen and laundry facilities, in room safe, dining table and chairs, complimentary cable TV, pay per view movies, high speed internet service (for a fee) and room service is available. One bedroom apartments also offer a separate lounge/dining area.

STUDIO ROOM: \$210 per night single
\$225 per night twin/double

1 BEDROOM APARTMENT:
\$230 per night single
\$245 per night twin/double

Welcome Reception and Exhibition Opening Sunday 14 June 2015

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4:45 pm. The return coaches will depart at 7:00 pm.

Daily Shuttles to and from the National Convention Centre

A shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 8:00 am and 8:30 am. Return shuttles will depart the National Convention Centre at 5:00 pm.

Buffet Dinner National Convention Centre Monday 15 June 2015

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 6:45 pm. A return shuttle service will commence at 10:15 pm.

General Assembly Annual Dinner Parliament House Tuesday 16 June 2015

Coaches will collect delegates from all General Assembly hotels (including Crowne Plaza Canberra) at approximately 6:45 pm. A return shuttle service will operate between 10:15 pm and 11:15 pm.

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$18.00 per day. Alternatively, voucher public parking is available 200m from the entrance at a cost of approximately \$13.50 per day. The voucher machines are coin operated.

REGISTRATION FORM **REGISTER ONLINE**
WWW.ALGA.ASN.AU

NGA15 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 14-17 JUNE 2015
Australian Local Government Association ABN 31 008 613 876

Multiple delegates > photocopy form

Register online, download PDF or return this form to:

Conference Co-ordinators
PO Box 4894 Chisholm ACT 2905
Phone (02) 6292 8000 Fax (02) 6292 8002
Email conference@alga.com.au

By submitting your registration you agree to the terms and conditions of the cancellation policy

PERSONAL DETAILS

TITLE	NAME	SURNAME
(Dr/Mr/Ms/Mr/Ms/Mr/Ms)		
POSITION		
COUNCIL/ORGANISATION		
ADDRESS		
SUBURB	STATE	POSTCODE
PHONE	MOBILE	FAX
EMAIL		
NAME FOR BADGE		

How did you find out about the General Assembly? ☐ ALGA ☐ State/Territory Association ☐ Council ☐ Other:

PRIVACY DISCLOSURE ☐ I DO consent to my name appearing in the 2015 General Assembly List of Participants booklet (name, organisation and state only disclosed) as outlined in the privacy disclosure on page 10.
☐ I DO consent to ALGA disclosing my personal contact information as outlined in the privacy disclosure on page 10.

REGISTRATION FEES

GENERAL ASSEMBLY REGISTRATION FEES

Please note registration does NOT include attendance at the Regional Cooperation and Development Forum

EARLY BIRD REGISTRATION FEES (payment received on or before 1 May 2015) ☐ \$899.00
STANDARD REGISTRATION FEES (payment received on or before 29 May 2015) ☐ \$999.00
LATE REGISTRATION FEES (payment received after 29 May 2015) ☐ \$1,200.00
DAY REGISTRATION FEES ☐ Monday 15 June \$470.00 ☐ Tuesday 16 June \$470.00 ☐ Wednesday 17 June ☐ \$260.00

REGIONAL CO-OPERATION AND DEVELOPMENT FORUM REGISTRATION FEES

REGIONAL DEVELOPMENT FORUM ONLY Registration Fee ☐ \$395.00
GENERAL ASSEMBLY DELEGATE Registration Fee ☐ \$195.00
STATE OF THE REGIONS REPORT 2015-16 (Single licence) ☐ \$240.00
STATE OF THE REGIONS REPORT 2015-16 (Organisational licence) ☐ \$700.00

ACCOMPANYING PARTNERS REGISTRATION FEES

REGISTERED ACCOMPANYING PARTNER Name for lapel badge: \$240.00

SOCIAL FUNCTIONS INCLUDED IN FEES

One ticket to each of the following functions is included in the full General Assembly registration and/or accompanying partners registration fee. Please confirm if you will be attending by placing a tick in the appropriate boxes. To purchase additional tickets to any of the following functions please indicate the number required and complete the total amount payable.

REGISTERED DELEGATES AND PARTNERS

WELCOME RECEPTION AND EXHIBITION OPENING (SUNDAY 14 JUNE 2015)

I/we will attend: ☐ Delegate ☐ Partner Number of additional tickets ☐ @ \$44.00 each . . . Total \$

REGISTERED PARTNERS

Day 1 • Regional Canberra - winery and chocolate (Monday 15 June 2015)

☐ I will attend: ☐ Partner Number of additional tickets ☐ @ \$100.00 each . . . Total \$

Day 2 • Canberra exhibitions (Tuesday 16 June 2015)

☐ I will attend: ☐ Partner Number of additional tickets ☐ @ \$100.00 each . . . Total \$

Registration form continues over the page

2. PROPERTY SERVICES

No reports this round

3. FINANCIAL SERVICES

3.1 Investment report - January 2015

Reporting Officer

Manager Financial Services

Attachments

Investment portfolio performance for the month of January 2015 (contained within this report)

Purpose

To provide a report outlining Council's investment portfolio performance for January 2015.

Report

Council invests any surplus funds that become available through the financial instrument designated by the Ministerial Order from the Office of Local Government. The *Local Government Act 1993* and the *Local Government (General) Regulation 2005* require a monthly investment report be presented to Council.

Council's Investment Portfolio as at 31 January 2015 stood at approximately \$91m. Funds are currently being managed both by Council staff and Fund Managers and are in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and Council's Investment Policy.

Portfolio Performance

Directly managed investments show an outperformance of the 90 day bank bill index benchmark by more than 100 basis points for the reporting period.

Monthly annualised return		January
Council Managed Funds		3.75%
Benchmark: 90 Day Bank Bill Index		2.73%

Investment returns can fluctuate during any one reporting period based on market perceptions, or as in the case of funds under management, changes in asset classes. As such, any measurement of performance is better reflected over a rolling 12 month period to average out any fluctuations in monthly performance. Council's total investment portfolio has outperformed the benchmark on average over the last 12 months.

Rolling year to date return	January
Council Managed Funds	3.86%
Benchmark: 90 Day Bank Bill Index	2.67%

Council's portfolio as at 31 January 2015 is diversified with 64% in term deposits of varying lengths of maturity which are managed in accordance with market expectations and Council's investment strategy, 28% in floating rate deposits which gives Council a set margin above either 30 or 90 day bank bills, 6% in fixed rate bonds, 1% in funds in a short term at call account.

Maturity profile	31 January
Short term at call	\$1,234,198
0 – 3 months	\$29,831,508
3 – 6 months	\$22,029,795
6 – 12 months	\$8,225,000
12 months +	\$29,500,000

All investments are placed with approved deposit taking institutions. No funds are placed with any unrated institutions.

Credit exposure	31 January
AAA to AA-	80%
A+ to A-	18%
BBB+ to BBB-	2%
Other approved deposit taking institutions	0%

Economic outlook

The Reserve Bank of Australia (RBA) Board reduced the cash rate by 25 basis points to a record low of 2.25% at its meeting held on 3 February, which most economists considered the decision would be 'line ball'. The rate was kept on hold at the most recent RBA Board meeting held 3 March 2015. The accompanying statement to this decision cited the sharp fall in commodity prices and increases in supply as having an effect on future inflation. Growth in the global economy, particularly that of China, is slowing and the Euro and Japanese economies are also weaker than expected.

The RBA noted that while the cash rate has been stable for the past 18 months, a further reduction was appropriate after taking into consideration recent economic data and updated forecasts to facilitate support to demand as well as fostering sustainable growth to ensure inflation remains within target levels.

Summary

Council's investment portfolio continues to outperform the benchmark of the 90 day bank bill index. The Local Government Investment Guideline leaves little scope for the enhancement of Council's investment portfolio with the various investment products being offered. However, to enhance the portfolio, advantage is taken on the length of maturity of the investment given the rating of the institution, as well as reviewing any new investment products offered in consultation with Council's financial advisor, Spectra Financial Services.

Regular liaison with Council's external financial advisor assists in monitoring all of the risk factors to maximise Council's return on the investment portfolio, while minimising the risk associated with this strategy.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Hawker/Mead)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 17 March 2015 (Mead/Dobson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 37

That the Officer's Recommendation be adopted.

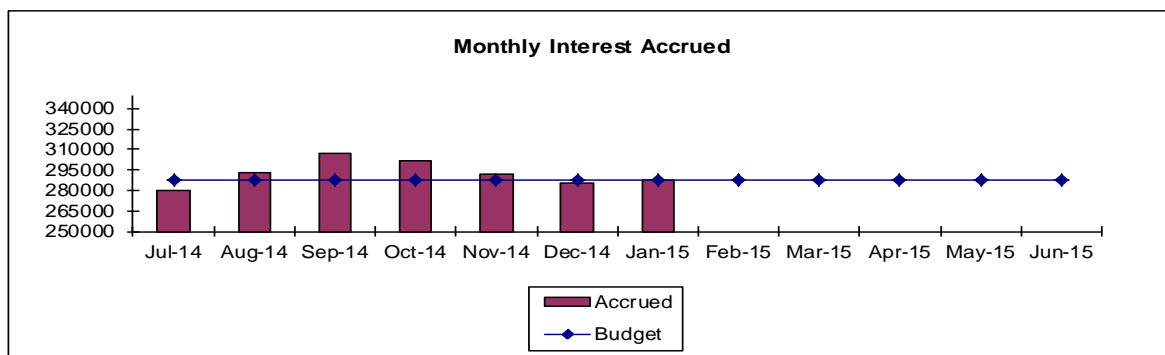
ATTACHMENT 1

CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO

Summary January 2015

Benchmark UBS Warburg 90 Day Bank Bill Index
Portfolio Balance \$90,820,501.55

Monthly Performance	Return (mth)	Return (pa)
UBSW 90 Bank Bill Index	0.23%	2.73%
Total Portfolio	0.32%	3.74%
<i>Performance to Benchmark</i>	+ 0.09%	+ 1.01%
Portfolio - Direct Investments	0.32%	3.75%
<i>Performance to Benchmark</i>	+ 0.09%	+ 1.02%
Short Term Call Account	0.21%	2.50%

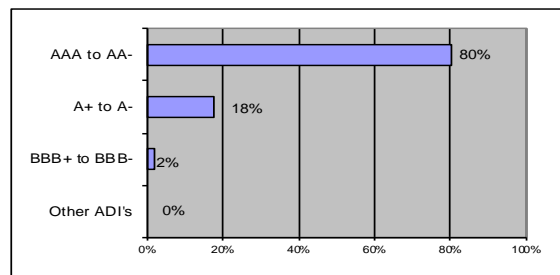


Year to Date Performance

Credit Exposure

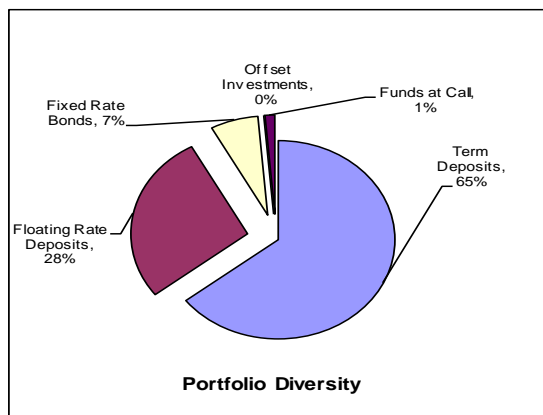
Rolling 12 Month Period
3.86% Council Managed Funds
2.67% Benchmark

Interest Budget to Actual
Average Budget to Period \$2,012,500
Actual Accrued to Period \$2,046,611



Securities

Institutions



	Amount Invested	% Portfolio
Funds at Call	\$ 1,234,197.69	1%
NSW Treasury	\$ 2,225,000.00	2%
National Australia Bank	\$ 38,808,574.88	43%
ANZ Bank	\$ 3,500,000.00	4%
Westpac Bank	\$ 12,075,409.00	13%
St George Bank	\$ 1,179,539.40	1%
Commonwealth Bank	\$ 6,500,000.00	7%
Bank Western Australia	\$ 7,297,780.58	8%
AMP Bank	\$ 4,000,000.00	4%
Suncorp Metway	\$ 2,000,000.00	2%
ING Bank	\$ 4,000,000.00	4%
Rural Bank	\$ 2,000,000.00	2%
Bank of Queensland	\$ 4,000,000.00	4%
ME Bank	\$ 2,000,000.00	2%
	\$ 90,820,501.55	100%

3.2 Sundry Debtors Report - January 2015

Reporting Officer

Manager Financial Services

Attachments

1. Debtors summary to 31 January 2015 (contained within this report)
2. Ageing of sundry debts to 31 January 2015 (contained within this report)

Purpose

To provide a report detailing the amount outstanding by type and age for sundry and miscellaneous debts for the period ending 31 January 2015.

Report

Debts outstanding to Council as at 31 January 2015 are \$1,003,018, reflecting an increase of \$200,008 since December 2014. The ratio of outstanding debts to current invoices has decreased from 37% in December to the current level of 29%. This debtor management ratio is a measure of the effectiveness of recovery efforts, however is impacted by Council policies as well as economic and social conditions.

Invoices raised – January 2015

During the month, 1423 invoices were raised totalling \$672,907. The majority of these are paid within a 30 day period, however those that remain unpaid from previous periods for longer than 90 days are detailed at the end of this report. The most significant invoices raised during the month have been in the following areas:

Various Sundry Items – \$164,512 – the main invoices relate to:

Joyland Amusements Pty Ltd - commission payment for Fisher's Ghost Carnival 2014	\$107,912
Camden Council - contribution to legal advice from Sparke Helmore Lawyers in relation to the South West Sydney Councils Resource Recovery Project - contract with WSN Environmental Solutions and manufacture and supply tennis court booking signs	\$11,112
Wingecarribee Shire Council - contribution to legal advice from Sparke Helmore Lawyers in relation to the South West Sydney Councils Resource Recovery Project - contract with WSN Environmental Solutions	\$10,654
Wollondilly Shire Council - contribution to legal advice from Sparke Helmore Lawyers in relation to the South West Sydney Councils Resource Recovery Project - contract with WSN Environmental Solutions	\$10,654

Design Group NSW Pty Ltd - manufacture and installation of street signs in Claymore	\$8,578
Sylvanvale Disability Services - hire of Big Blue Studio 02/12/14 to 28/01/15, Studio Manager, Professional Development talks/seminars, video documentation and catering	\$7,549

Land and Building Rentals – \$118,951 – the main invoices relate to:

Nuvezo Pty Ltd - monthly rental Dumaresq Street Cinema	\$23,797
Aldi Stores - monthly rental Macquarie Fields	\$28,640
Glenquarie Hotel Pty Ltd - monthly rental Macquarie Fields	\$20,438
Caltex Oil Australia Pty Ltd - monthly rental Macquarie Fields	\$15,062
Mycorp Group Pty Ltd - monthly rental Macquarie Fields	\$13,696
McDonalds Australia Limited - monthly rental Macquarie Fields	\$7,732
Macarthur Community Options - monthly rental Campbelltown	\$6,090
NSW Basketball Association Limited - monthly rental Minto	\$4,583

Licence Fees – \$64,820 – the invoices relate to:

Food and swimming pool licence fees at various locations within the Local Government Area	\$64,820
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Public Hall Hire - \$62,006 – the main invoices relate to:

Hire of various Council facilities in the Local Government Area	\$62,006
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Receipts to the value of \$472,899 have been received during the period, the most notable in the following areas:

Land and Building Rentals	\$99,445
Corporate Administration	\$93,963
Road and Footpath Restoration	\$50,205
Public Hall Hire	\$45,554
Various Sundry Items	\$35,698
Shop and Office Rentals	\$35,093

Sundry debts outstanding – 31 January 2015

Debts exceeding 90 days of age totalled \$173,834 as at 31 December 2014. The major invoices relating to this balance include:

Description	Date Invoiced	Balance at 31 December 2014
Debtor 68316.9 - retaining wall between Lot 1451 DP 703487, 2 and 4 Brownlow Place, Ambarvale. Debtor is maintaining arrangement to pay \$450 per month as approved by Council	09/06/10	\$10,157

Caspers Baseball Club - electricity charges. Club is experiencing financial difficulty, unable to commit to structural payment plan but have been making irregular payments to reduce the debt. Council continues to meet with club and Macarthur Baseball to resolve debt	17/12/12 to 14/03/14	\$8,052
Minto Cobras JRLFC - electricity charges and hire fees relating to usage of Benham Oval. Administrator has been appointed by Western Suburbs District Junior Rugby League Limited, currently performing an administrative and financial audit. Payment expected on 27 February 2015	15/05/12	\$5,608
Caltex Oil Australia Pty Ltd - dispute over market valuation review, this amount is subject to independent assessment	08/02/13	\$7,563
Insight Mercantile Pty Ltd – abandoned motor vehicle, unable to locate owner of the vehicle. Finance company acknowledges Councils power to sell an encumbered vehicle. The vehicles have gone to the auctioneer and are due to be auctioned in February 2015	18/07/14	\$2,788
GE Automotive – abandoned motor vehicle, unable to locate owner of the vehicle. Finance company acknowledges Councils power to sell an encumbered vehicle. The vehicles have gone to the auctioneer and are due to be auctioned in February 2015	05/07/12	\$5,709
74366.6 - motor vehicle accident at the Animal Care Facility, no response to letters sent. Councils agent Executive collections is in the process of performing Skip Tracing to locate debtor	05/06/14	\$1,959
Solo Water - effluent removal for September 2014. Paid 13 February 2015	21/10/14	\$16,384
YMCA - recovery of outgoings and reconciliation of end of year financials following end of contract	21/07/14	\$4,875 (paid)
Arts NSW - contribution for 2014 Parliament Aboriginal prize. Paid 3 February 2015	21/10/14	\$55,000 (paid)

Debt recovery action is undertaken in accordance with Council's Sundry Debtor Recovery Procedures Policy and commences with the issue of a tax invoice. A person or entity may be issued any number of invoices during the calendar month for any business, services or activities provided by Council. At the conclusion of each calendar month, a statement of transactions is provided with details of all invoices due and how payments or credit notes have been apportioned. Once an invoice is paid, it no longer appears on any subsequent statement.

All debts that age by 90 days or more are charged a statement administration fee of \$5.50 per statement. Debtors are contacted by telephone, email or in writing to make suitable arrangements for payment of the overdue debt. Where a suitable arrangement is not achieved or not maintained as agreed, a seven day letter is issued referencing referral to Council's debt recovery agents.

Matters referred to Council's recovery agent are conducted in accordance with relevant legislation and the *Civil Procedures Act 2001*. Formal legal recovery commences with a letter of demand (or letter of intent) providing debtors with at least 14 days to respond. In the event that no response is received, instructions are given to proceed to Statement of Claim allowing a further 28 days to pay or defend the action. Failing this, the matter will automatically proceed to judgment and continue through the *Civil Procedures Act 2001* process.

All costs associated with formal legal recovery are payable by the debtor and staff continue to make every effort to assist debtors to resolve their outstanding debt before escalating it through the local court.

During the month, 60 accounts were issued a letter of demand on Council's letterhead, advising that if the account was not settled or an appropriate arrangement was not made, the account will escalate to formal legal action through Council's agents.

Council's agents were instructed to proceed with one Statement of Liquidated Claim for unpaid Licence fees and one Examination Notices also for unpaid licence fees.

Council officers continue to provide assistance to debtors experiencing difficulties in paying their accounts. Debtors are encouraged to clear their outstanding debts through regular payments where possible, to avoid any further recovery action.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Borg/Kolkman)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 17 March 2015 (Mead/Dobson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 37

That the Officer's Recommendation be adopted.

ATTACHMENT 1

DEBTORS SUMMARY 1 January 2015 to 31 January 2015

DEBTOR TYPE/DESCRIPTION	ARREARS AT 31/12/2014	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/01/2015	% DEBT RATIO
Corporate Administration	204,329	53,955	93,963	164,322	16.38%
Abandoned Items	6,662	0	0	6,662	0.66%
Education and Care Services	18,710	0	0	18,710	1.87%
Community Bus	89	381	0	470	0.05%
Sportsground and Field Hire	43,149	3,718	22,872	23,995	2.39%
Government and other Grants	25,011	5,500	13,098	17,413	1.74%
Public Hall Hire	25,148	62,006	45,554	41,600	4.15%
Health Services	350	0	0	350	0.03%
Land and Building Rentals	48,617	118,951	99,445	68,123	6.79%
Healthy Lifestyles	9,843	28,285	28,260	9,868	0.98%
Library Fines and Costs	180,917	2,948	1,968	181,897	18.14%
Licence Fees	30,922	64,820	23,857	71,885	7.17%
Pool Hire	35,506	43,368	15,831	63,042	6.29%
Private Works	19,696	0	5,762	13,934	1.39%
Road and Footpath Restoration	45,576	24,651	50,205	20,022	2.00%
Shop and Office Rentals	14,588	41,344	35,093	20,838	2.08%
Various Sundry Items	98,832	164,512	35,698	227,646	22.70%
Waste Collection Services	34,500	58,469	1,294	91,675	9.14%
	803,010	672,907	472,899	1,003,018	100%

ATTACHMENT 2

AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 January 2015

Description	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	45,492	7,700	36,651	74,478	164,322	33,182
Abandoned Items	0	0	0	6,662	6,662	6,662
Education and Care Services	18,710	0	0	0	18,710	0
Community Bus	470	0	0	0	470	0
Sportsground and Field Hire	2,538	384	56	21,016	23,995	31,062
Government and other Grants	5,500	10,313	1,600	0	17,413	0
Public Hall Hire	32,318	4,734	2,212	2,336	41,600	3,577
Health Services	0	0	0	350	350	350
Land and Building Rentals	58,547	1,292	391	7,893	68,123	7,554
Healthy Lifestyles	2,090	4,722	917	2,139	9,868	876
Library Fines and Costs	181,897	0	0	0	181,897	0
Licence Fees	52,640	4,045	2,465	12,735	71,885	16,500
Pool Hire	41,389	20,228	246	1,180	63,042	1,239
Private Works	0	0	0	13,934	13,934	19,696
Road and Footpath Restoration	5,717	12,564	0	1,741	20,023	2,314
Shop and Office Rentals	15,958	4,880	0	0	20,838	0
Various Sundry Items	152,354	2,584	59,722	12,986	227,646	12,405
Waste Collection Services	58,139	0	17,152	16,384	91,675	0
	634,326	73,447	121,411	173,834	1,003,018	135,416

3.3 Revised Policy - Hardship

Reporting Officer

Manager Financial Services

Attachments

Revised Hardship Policy (contained within this report)

Purpose

To seek Council's endorsement of the revised Hardship Policy.

History

The abovementioned policy was adopted by Council on 1 August 2006 and was last reviewed on 10 April 2012. The policy is now due for review in accordance with the Records and Document Management Policy.

Report

The abovementioned policy has been reviewed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

The Hardship Policy has been reviewed and found that no changes were required. It is recommended that the policy be adopted and a new review date set.

Officer's Recommendation

1. That the revised Hardship Policy as attached to this report be adopted.
2. That the Policy review date be set at 31 March 2018.

Committee's Recommendation: (Hawker/Kolkman)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 17 March 2015 (Mead/Dobson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 37

That the Officer's Recommendation be adopted.

ATTACHMENT 1

 campbelltown city council		POLICY
Policy Title	Hardship Policy	
Related Documentation	Rate Recovery Policy	
Relevant Legislation/ Corporate Plan	<i>Local Government Act 1993</i>	
Responsible Officer	Manager Financial Services	

Policy details may change prior to review date due to legislative changes etc, therefore this document is uncontrolled when printed.

Objectives

To provide financial relief to customers of Council experiencing difficulties in meeting their commitments in Rates, Debtors and other Fees and Charges.

Policy Statement

Assessment of financial hardship to be made internally following a set of guidelines and the completion of Council's 'Financial Hardship Relief Application Form'. Criteria for income and asset values shall be determined in accordance with the Centrelink 'Pensions - Income and Assets Test' as reviewed annually in September.

1. Rates

- Write off interest charges accrued over a period of twelve months from the date of debt, subject to the debt being paid in the agreed period.
- Reduce penalty interest by one half over a period of eighteen months on ratepayer accounts where financial hardship has resulted due to significant changes in the rateable valuation of their land.
- Limited to the single property owned and occupied (jointly or not) by the applicant.

2. Debtors

- Write off interest or administration fees for debts paid within a structured payment plan geared to clear the debt within a maximum twelve-month period.

3. Fees and Charges

Waste collection charges

- Write off interest charges accrued over a period of twelve months from the date of debt, subject to the debt being paid in this period.
- Limited to the single property owned and occupied (jointly or not) by the applicant.

Other Fees and Charges

- Due to the nature of the adopted fees and charges, any reduction or abandonment of a fee due to financial hardship being incurred shall be determined on an individual basis subject to Council resolution.

Council must be satisfied that the case falls within a category of hardship, alternatively fees and charges must not be reduced unless public notice given over a twenty-eight day exhibition period.

Scope

This Policy will be available to all ratepayers and organisations within the Local Government Area. It is however anticipated to have a direct impact on less than 100 individuals at any given time.

Definitions

Date of Debt	The amount due to Council on the day an application is made including arrears and current annual instalments in any given year.
Penalty Interest	Interest raised in accordance with the <i>Local Government Act, 1993</i> and as adopted by Council within its Operational Plan.
Rateable Valuation	Land value used for rating purposes, ie net of allowances allowed by <i>Valuation of Land Act, 1916</i> and <i>Local Government Act, 1993</i> - Section 585.
Administration Fees	Standard flat fee as adopted by Council in annual Fees and Charges.

Legislative Context

The following Sections of the *Local Government Act 1993* are included and influence this Policy:

Section 564
Section 566
Section 567
Section 601
Section 610E

Principles

The Manager Financial Services will be responsible for administering the principles and that appropriate steps are taken to maintain a level of confidentiality with data supplied for the purposes of conducting a fair and equitable assessment.

Responsibility

The Manager Financial Services may delegate their responsibility to the Revenue Accountant to ensure proper procedural documentation is maintained at a level satisfactory to Council and relevant legislation.

Effectiveness of this Policy

Key Performance Indicators

- maintain or reduce the amount percentage of outstanding debts with Council through a formal customer assistance program.
- monitor the number of successfully completed applications within the scope of this Policy.

END OF POLICY STATEMENT

4. HUMAN RESOURCES

No reports this round

5. INFORMATION MANAGEMENT AND TECHNOLOGY

No reports this round

6. GENERAL BUSINESS

Nil.

Confidentiality Motion: (Hawker/Mead)

That the Committee in accordance with Section 10A of the *Local Government Act 1993*, move to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

CARRIED

23. CONFIDENTIAL ITEMS

23.1 Licence and Sub Licence Agreement Bob Prenter Reserve, Macquarie Fields

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
-

Motion: (Mead/Hawker)

That the Committee in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

CARRIED

There being no further business the meeting closed at 5.36pm.

C Mead
CHAIRPERSON
