

Annual Business Plan 2015-16



MAYOR AND CEO OVERVIEW

It is a pleasure to be able to introduce our business plan for 2015-16. We have had another very busy year in 2014-15, consolidating on earlier work and driving improvements in the way that we manage the business. This process has seen our business challenge the way that we work, looking for better, more cost effective solutions to the day to day operations. This has again seen some significant costs driven out of the business and everyone in the business is to be congratulated on their part in achieving these savings. Changes have been extensive and have necessitated some difficult decision-making, as well as the need to source new skills and experience to complement the existing Team.

The Kangaroo Island Futures Authority (KIFA) have been of invaluable assistance to Council over their term, with the direct and indirect funding and assistance provided in performing / facilitating work that this Council would have otherwise struggled to achieve. With KIFA finishing at the end of June 2015 and the Commissioner for Kangaroo Island, Ms Wendy Campana, commencing in early May, we will see a good transitional period where the works in progress will continue. KIFA have assisted Council / Community with funding around the preparation for the Small Islands of the World Conference to be held on the Island in July 2017; ongoing work deriving from the Community Housing Strategy Paper delivered in 2014; strategic work around initiatives for developing materials and processes for *Living Kangaroo Island* and *Connect Kangaroo Island* – the former involves developing materials to attract residents to the Island and the latter to create a virtual network opportunity for our significant numbers of off-Island ratepayers to become actively engaged and involved with our on-Island community by leveraging their skills, knowledge and passion for the Island with Council / Community initiatives.

KIFA continues to fund our work around the needs of the Airport in the form of market research and business case development to establish the best means of building traffic through this facility. This important work will result in a State Government supported bid to Federal Government for the funds for an airport upgrade that will see us construct the infrastructure required to enable east-coast direct flights drawing on those that currently don't visit the Island as well as providing realistic export opportunities to east coast markets / international gateways for our high value produce.

We will be running into our fifth year of managing the \$2M Unsealed Road Upgrade Program funded by the Department of Planning, Transport & Infrastructure and 2015-16 will see the balance of Harriet Road being completed from south to north, coupled with Springs Road commencing from the North Coast Road end. The 115km of works completed over the last four years have substantially improved our main ring routes and have allowed us to reduce maintenance costs associated with these roads since then.

Table 1: Budget Headlines

Revenue	\$12,712,897	4.4% overall revenue increase over '14/15 Original Budget'
Expenditure	\$11,665,669	3.1% increase over '14/15 Original Budget'
Depreciation	\$4,263,650	2.4% reduction over '14/15 Original Budget'
Deficit	\$3,216,453	8.2% reduction over '14/15 Original Budget'
CAPEX Budget	\$1,510,610	Net capital spend (allowing for \$801,390 grant / capital income)
Community Capital Project Fund	\$200,000	Allocation same as in 14/15 Original budget.
DPTI Unsealed Roads	\$2,000,000	

Revenue is a continuing challenge for this Council. Rates and service charge increases this year have been maintained at a minimum. Rates have increased by CPI (2.1%) + Infrastructure Contribution (2%) + Growth (tracking on average at 1%). Service Charges for CWMS will increase this year by CPI (2.1%). This increase will cover the annualised costs associated with repairs and maintenance activities on two of the main schemes plus the biannual 3rd party pump station inspections.

Fleurieu Regional Waste Authority continue to do an excellent job and, despite rising costs and the excessive wear and tear on the collection vehicle, have maintained cost control well with no rise being required in 2015-16. Work is in hand to reassess collection methodology with a view to decreasing costs further for the Community.

The success of the Community Capital Infrastructure Grant Program has been widely acknowledged with projects in 2014-15 delivering in excess of \$549,000 worth of projects with the available grant funding of \$200,000 (36% net contribution). This program has empowered Community Groups around the Island to be able to successfully pitch for third party grants as well as leverage their own funds to build infrastructure with significant resident and visitor benefit. There is another \$200,000 available in the 2015-16 budget and we look forward to seeing this money leveraged as well into the future.

As has often been said cost control is 'bread and butter' work for officers of Council and this year is no exception. The 2015-16 budget has continued the theme of reducing costs where possible with like-for-like gross (fixed and contract) employee costs declining this year in real terms by 4.6% despite the rise encapsulated within our Enterprise Bargaining Agreement (3.1%). Whilst CPI this year is slightly lower than last year at 2.1% (down by 0.2%), it still impacts on all costs and as we are all aware power and water costs have certainly increased well above that level. Good control has been maintained in 2014-15 and the budget presented has three areas of expense that have lifted our material costs by greater than CPI when compared to last year's budget.

A review of all plant equipment charges has seen an increase of \$236,000 in planned material spend associated with the operations of plant and equipment and these costs will be borne across all of the jobs carried out by Council equipment across the year. The decision of Federal Government in May 2014 to remove \$178,352 Supplementary Road Funding left this Council having to absorb the impact. This was taken into the accounts as an unallocated stretch target which artificially reduced our material cost structure for 2014-15 budget. This has now been reinstated with savings taken elsewhere across the accounts (mix of labour / material cost savings). The CWMS 3rd party inspection services that have to be carried out every other year are due in 2015-16 and these represent an additional \$62,000. Normalising the expenditure for these unusual items sees us deliver a 1.3% increase in material costs – well within the target of CPI minus 0.5%.

Having adopted a Long Term Financial Plan (LTFP) in 2013 and then reconsidering in 2014 we are pleased to be able to say that this budget places us well within the projected position for 2015-16 with revenues 3% lower than projected; expenses 5% lower than expected but the overall deficit position being 12% lower than originally anticipated which is a great outcome.

ESTIMATED COMPREHENSIVE INCOME STATEMENT COMPARISON - LTFP 16 - Budget 15-16

Year Ended 30 June:		2014 Actual	2015 Estimate	2016 Plan Year 1	2015-16 Budget	2015-16 Budget as % LTFP
		\$(000)	\$(000)	\$(000)		
Total Revenues		12,929	12,371	13,170	12,713	97%
Total Expenses		16,607	15,903	16,828	15,930	95%
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS		(3,678)	(3,532)	(3,658)	(3,217)	88%

In a comparison with an efficiencies report presented to Council in August 2014 we have performed strongly in attaining the predicted savings. We have seen overall spending increase in the areas of Amenity (11%), Service (8%) and Delivery (2%) functions with corresponding reduction in Regulation (2%) and in particular Overhead spend with 19% reduction overall. We are confident that the changes we have implemented will be sustainable providing that the status quo on grant revenue and legislative / compliance cost is retained. We should still retain sufficient capability to continue to deliver additional cost savings as well as providing for a greater flexibility for further cost efficiencies in the future. We will reach a point in the next year / possible two years where it will be very difficult to continue to strip cost out of the business without reductions in service. Service reviews are being conducted this year which will see the business bench-mark our current costs of delivery against what we deliver and we will then need to engage with the Community around how we manage / maintain or reduce our service in line with cost.

Council debt is manageable with a split of 41% being self-funded debt – borrowings that are covered by specific service charges such as waste and our sewage systems and 59% being general debt funded through rates and non-specific service charges. It is our intent to utilise the pre-depreciation cash surplus generated of \$ 1,047,198 to repay \$ 975,736 in the continued aggressive approach to debt principal reduction commenced in 2014-15 which will ensure that future debt requirements (for capital work programs) may continue in a controlled and sustainable manner.

The Penneshaw CWMS Project is on track to commence in 2015-16. As a project substantially funded through the Local Government administered, State Government funded Subsidy scheme it does not have a financial impact in the 2015-16 financial year although, dependent on start date, we may have commenced loan drawdown for this project by the close of the year. Provided that construction commences within the next three to six months we would expect the scheme to be complete and commissioned for 2016-17 financial year and the newly connected properties contributing their service charge.

Overall this is a budget aimed at continuing the process of working toward financial sustainability within 9 years (2015-2024) – this Council's stated goal. This is a significant challenge without structural funding changes and Council will continue to work on strategies that will see this goal attained. We will continue to optimise our allocation of each rate \$ and this is recognised at every level in Council. Once again it is pleasing to be able to say that 2015-16 has the potential to be a year of great opportunity for Council and the Community alike.

We commend this budget to you and on behalf of Elected Members, management and staff of Council we would like to thank the Community for their support and look forward to continuing to work closely together over the next twelve months.

1 INTRODUCTION

This Annual Business Plan identifies Council's commitment to projects for 2015-16. This plan is derived from Council's Strategic Management and Action Plan 2014-2018. The Plan aims to maintain and improve relevant, efficient services for the Community.

Council has adopted an ambitious 10 year Long Term Financial Plan (LTFP) with the end objective being financial sustainability. The 2015-16 Annual Business Plan is the second year of the LTFP and Council is committed to this 10 year journey which will include identifying and adopting specific objectives and actions for the year consistent with the Council's Strategic Plan, Long Term Financial Plan (LTFP) and Infrastructure and Asset Management Plans (IAMP) to ensure the appropriate management of Council's revenue.

1.1 Kangaroo Island Council

The Kangaroo Island Council was formed in 1996 following the amalgamation of the District Council of Kingscote and District Council of Dudley.

Kangaroo Island Council governs the Local Government area of Kangaroo Island. Kangaroo Island is located 13.5 kilometres from the mainland at its closest point, encompasses an area of 4,400 square kilometres and has a resident population of 4,417. The Council is responsible for the management of 1,300 kilometres of unsealed roads and 250 kilometres of sealed roads. The Island welcomed 197,973 national and international visitors during 2014, a number that is steadily increasing year-on-year.

1.2 Elected Members

Mayor

Peter Clements	peter.clements@kicouncil.sa.gov.au	0488 552 510
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Deputy Mayor

Joy Willson	joy.willson@kicouncil.sa.gov.au	0438 876 811
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Councillors

Graeme Connell	graeme.connell@kicouncil.sa.gov.au	0408 806 272
Peter Denholm	peter.denholm@kicouncil.sa.gov.au	08 8553 1343
Sharon Kauppila	sharon.kauppila@kicouncil.sa.gov.au	0439 687 155
Ken Liu	ken.liu@kicouncil.sa.gov.au	0428 322 005
Pip Masters	pip.masters@kicouncil.sa.gov.au	0427 096 608
Graeme Ricketts	graeme.ricketts@kicouncil.sa.gov.au	0419 424 179
Larry Turner	larry.turner@kicouncil.sa.gov.au	0429 990 307
Cathie Tydeman	cathie.tydeman@kicouncil.sa.gov.au	0400 333 107

An Electors Representation Review was completed in 2009-10 and was formally gazetted in October 2009. The Electors Representation Review is undertaken every eight years and it examines the boundaries of the Council. It also examines if a ward composition change is required and whether Council should have a Mayor or Chairperson. The findings of the review recommended that Council's composition remain the same at 9 Councillors and a Mayor.

1.3 Senior Management Team

Chief Executive Officer	Andrew Boardman	08 8553 4506
Director Business Support	Ted Botham	08 8553 4521



1.4 General Statistics

Population:	4,417
Land Area:	4,400 km ²
Length:	155 km
Width:	55 km
Road Network:	234 km Sealed Roads 1,250 km Unsealed Roads
Current Asset Valuations:	Current Replacement Valuation All Assets \$250,000,000 Depreciable Valuation All Assets \$189,000,000
Number of Full-time Employees (FTE):	59.4

1.5 Assessments and Rates

Assessed Capital Value	\$1,556,495,560
Number of Rateable Properties	5,437
General Rates Income	\$5,971,577
Residential (cents in the dollar)	\$0.3256
Commercial – Shop (cents in the dollar)	\$0.3451
Commercial – Office (cents in the dollar)	\$0.3451
Commercial – Other (cents in the dollar)	\$0.3451
Industry – Light (cents in the dollar)	\$0.3451
Industry – Other (cents in the dollar)	\$0.3451
Primary Production (cents in the dollar)	\$0.2768
Vacant Land (cents in the dollar)	\$0.4917
Other Rateable Land (cents in the dollar)	\$0.3451
Marinas (cents in the dollar)	\$0.3451
CWMS (Community Waste Water Management Schemes) Income	\$1,158,550
CWMS (fee per connection)	\$587.50
Waste Management Income	\$1,498,815
Waste Management Charge – Treatment & Disposal	\$218.00
Waste Management Charge – Collection	\$113.00
NRM (Natural Resources Management) Levy Income	\$157,475
NRM Levy per property	\$32.50
Fixed Charge	\$290.00
Number of Non-Rateable Properties	480
Capital Value Non-Rateable Properties	\$91,677,680
Number of Pensioners	393
Number of Self-Funded Retirees	104
Rates Capping	20%



1.6 Contact Details

All correspondence should be addressed to Council office using one of the following methods:

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Email: kicouncil@kicouncil.sa.gov.au

2 SIGNIFICANT INFLUENCES AND PRIORITIES

A number of significant factors have influenced the preparation of Council's 2015-16 Annual Business Plan, including the following:

- Supplementary Local Road Funding Agreement between Federal and State Government expired in May 2014 and was not renewed by Federal Government as part of their Budget Process for 2014-15. Worth \$17M to South Australia, this removed \$178,352 of revenue from Council's Grant formula in 2014-15 Financial Year and, despite lobbying, has not been reinstated. This required a 1.6% cut in expenses to accommodate in 2014-15 and this has also been planned into 2015-16 Annual Business Plan and Budget.
- At the same time as Federal Government passed down their May 2014 Budget they removed the indexation on the Federal Assistance Grants (FAGs) which are distributed to the States who then distribute the grants to Local Government via the State Grants Commission funding formula. This indexation is predicted to accelerate the decline in FAGS distributions to around 4% year on year.
- Federal Government also announced that they would be doubling Roads to Recovery (R2R) funding for the financial year 2015-16 only – this is worth \$283,000 per year for Kangaroo Island. This is normally received as Operating Income and is expended on road maintenance activities. In this budget we have received our normal 12 months allocation as Operating Income but the additional \$283,000 will be received as a Capital Income given that it is predicted as a one-off event.

3 SERVICES THAT THE KANGAROO ISLAND COUNCIL PROVIDES

All councils have responsibilities under the *Local Government Act*, 1999 and other relevant legislation, including the following:

- Regulatory activities e.g. maintaining the voters' roll and supporting the elected Council.
- Setting rates, preparing an annual budget and determining longer term strategic management plans for the area.
- Management of basic infrastructure including roads, footpaths, parks, public open spaces, street lighting and rubbish collection.
- Development planning and control, including building fire safety assessment.
- Various environmental health services.
- Fire protection.
- Dog & cat management.

In response to community needs, Council also provides further services and programs including:

- Library services
- Parks and gardens
- Environmental programs
- Youth services
- Economic development
- Public amenities
- Community Passenger Network (CPN)
- Ovals and sporting arenas
- Playgrounds
- Community programs
- Car parking
- Tidal swimming pool
- Community development

Council seeks to be responsive to changing needs. Regular community surveys are undertaken to ascertain levels of satisfaction (i.e. Comparative Performance Measurement (CPM) satisfaction survey) to identify areas of improvement.

Council also operates a number of facilities on a *fee for service* basis. Please refer to Appendix B. These provide important community benefits whilst also generating revenue for services and projects of benefit to the Kangaroo Island Council, as follows:

- Camping Grounds
- Cemeteries
- Waste Management
- Community Wastewater Management Schemes (CWMS)
- Airport
- Town Halls
- Water Standpipes
- Boat ramps and marina facilities

Further information of the costs associated with providing these services and how these services contribute to the achievement of Council's strategic objectives can be found overleaf. Please refer to Item 4.6.



4 LINKING STRATEGIC GOALS TO VISION AND MISSION

4.1 Whole of Island Vision

Our whole of Island approach will support community learning; health, social and environmental well-being and economic growth, ensuring a sustainable future for all.

(As agreed to by Island agencies this now appears in the individual strategic plans).

4.2 Council's Vision Statement

A confident, growing and cohesive community benefiting from a thriving economy based on strong tourism and primary production sectors, preserving our unique heritage and sustainably managing our natural environment.

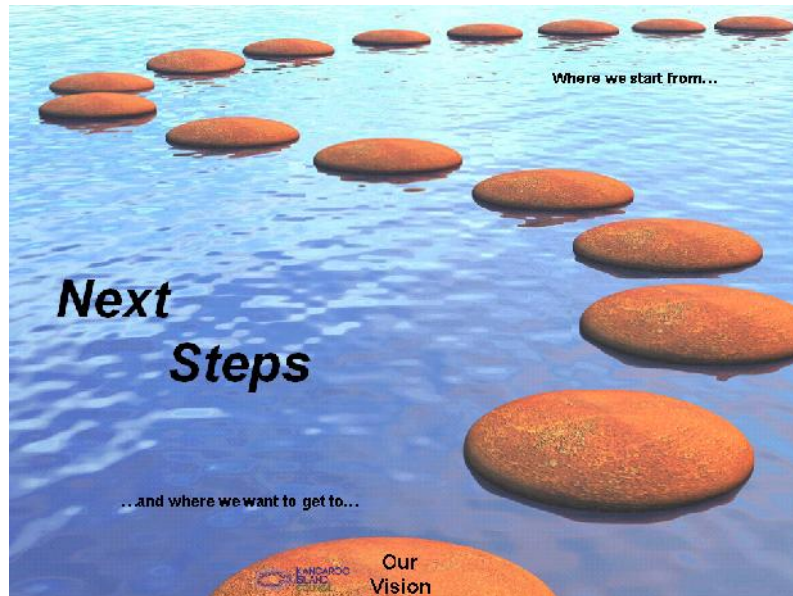
4.3 Council's Mission Statement

To provide leadership, direction and responsible stewardship of resources and delivery of efficient, cost effective key services to our community.

4.4 Core Values that Underpin our Vision

- **Creativity and Innovation**
To lead by initiative, innovation and have due regard for the Community's aspirations.
- **Equality**
To treat citizens and each other with trust, honesty, tolerance and respect.
- **Accountability & Transparency**
To maintain the highest ethical standards in dealing with citizens and each other.
- **Sustainability**
To provide and manage the Island's assets to the current needs of the Community and our future generations.
- **Service Oriented**
To provide appropriate service to our citizens in a prompt and pleasant manner.
- **Participatory**
To share information, listen and consult with the Community and each other.

Next Steps is a program we are running within the organisation where we consider the implications of our Vision, Mission, Values and Behaviours and focus on those elements that will make a difference to our business – leadership, organisational structure, communication, culture and alignment, approach to operations, performance and attention to cost and community engagement. The program fits around all staff meetings and looks at exposure to different skills and techniques for managing the need for and effects of change in our working environment.



4.5 Strategic Plan

The Kangaroo Island Council adopted the 2014-2018 Strategic Management Plan at an ordinary meeting of Council on 10 February 2015. Council has designed this plan to increase the effectiveness of Council delivery by prioritising its resources over the next four years to:

- Firstly, effectively deliver the essential services and legislative requirements to the Island.
- Secondly, provide a leadership role and support activities that address opportunities and challenges impacting the Island and overall decision making.

Providing greater clarity between essential and core services that are Council's legislated responsibility and the work of the Council to assist, lead, advocate, educate and partner with others to achieve outcomes is an important one for more effective resourcing decisions. The consultation process for this plan showed the highest priority of Council should be around effective delivery and management of core and legislated activities and services. Optional activities and services that may be sought by Community, but are not a primary Council role, should be analysed carefully. Generally there is no desire to see a loss of services but it was recognised that some existing activities that are not core Council responsibility may be able to be provided by others. In addition, some core areas of Council responsibility may be able to be undertaken in partnership with others, freeing up scarce Council resources for higher priority activities. This is important as certain core Council areas were also flagged as requiring greater focus. Each action in the Plan is coded as a 'delivery' or 'support' area to improve recognition of this vital principle – essential Council tasks (delivery) and desired Council tasks (support).

The Kangaroo Island Council has identified three simple strategic approaches to improvement:

- Responsible Cost Management
- Revenue Generation
- Community Service / Stimulus

To help achieve these, this Plan will consolidate recent progress in strengthening the Council's governance, administrative and financial management approaches to cope with very limited budgets and significant legislative requirements. There will be a focus on better communication – with all key stakeholders - to improve the transparency and understanding around Council work but also to better partner and leverage with others.

4.6 Goals & Objectives

The plan has seven key work areas and goals that align with Council's structure and summarise the focus of Council over the next four years.

- 1 **Infrastructure** – the responsible management and provision of essential Council services
- 2 **Our Shared Vision** – planning for our Island's future
- 3 **Community and Island Culture** – supporting our diverse Community and Culture
- 4 **Collaboration** – cross Government relations
- 5 **Our Island** – healthy natural and cultural environment
- 6 **Supporting our Economy** – working to facilitate and develop an attractive environment to conduct business in
- 7 **Our Organisation** – internal management and organisational effectiveness

The goals, objectives and actions of the Strategic Management and Action Plan 2014-2018 are listed in detail in the rear of this document. Council is striving to better utilise the Business Plan and incorporate the goals, objectives and actions into Council's day to day operations. Department Directors report to Council on a monthly basis on their area of responsibility, for example the status of the relevant objectives and actions within the Business Plan.

4.6.1 Responsible Cost Management

Strategic Group	Action ID	Strategic Outcomes
Infrastructure	2.1	A long term Infrastructure Asset Management Plan (IAMP) and a process of continuous improvement.
Infrastructure	3.1	Explore further options for ownership / funding models of road network to achieve long term financial sustainability.
Community and Island Culture	9.1	Optimise costs to Council in partnership with Community.
Community and Island Culture	10.1-2	Support Community priorities and activities in line with strategic directions - through grants to reduce costs.
Collaboration	8.1 8.3-6	Integrated and improved delivery of Government Services.
Our Island	4.1-3	Environmentally sustainable best practice in Council decision making.
Supporting Our Economy	7.1-3	Reduce Costs to Community / Council.
Our Organisation	1.1-2	Appropriate business planning and financial management.
Our Organisation	5.1	Adopt and resource best practice strategic and financial planning processes.
Our Organisation	6.1-2	Appropriate business planning and financial management.

4.6.2 Revenue

Strategic Group	Action ID	Strategic Outcomes
Infrastructure	13.1-2	E-Tags for road users.
Infrastructure	14.1-2	Kangaroo Island Airport is managed in a sustainable manner that enables economic prosperity.
Community and Island Culture	16.1-3	Promote living on Kangaroo Island to increase rate revenue.
Community and Island Culture	19.1	Grant optimisation opportunities for Council / Community.
Collaboration	18.1	Work collectively with other parts of Government to leverage funds.
Supporting Our Economy	17.1-3	A supportive environment exists for business and economic development.
Supporting Our Economy	20.1-4	Community owned energy infrastructure company.
Our Organisation	11.1-3	Appropriate business planning and financial management.
Our Organisation	12.1-2	Use assets to best advantage.
Our Organisation	15.1-3	Grant revenue optimisation.

4.6.3 Community Service / Stimulus

Strategic Group	Action ID	Strategic Outcomes
Infrastructure	23.1-4	A built environment that delivers on Community needs.
Our Shared Vision	21.1-2	Have a shared vision and develop a whole-of-Island 10-20 year Community Plan.
Our Shared Vision	31.1-2	Increased resident population of Kangaroo Island to drive economic growth.
Our Shared Vision	33.1	Foster innovation.
Community and Island Culture	25.1	Stronger (empowered) and active Community and organisations.
Community and Island Culture	32.1	Sustainable housing for KI residents in need of assistance.
Community and Island Culture	34.1	Support services needed on the Island.
Community and Island Culture	38.1-4	High level of Community engagement.
Community and Island Culture	38.5	High level of commitment for a healthy environment.
Collaboration	35.1	Advocate for Community benefit outcomes.
Our Island	36.1-5	Environmentally sustainable best practice in Council decision making.
Our Island	36.6	That the wellbeing of our Community be to our constant care.
Our Island	36.7	Encourage the development of Art in all its forms.
Supporting Our Economy	28.1	A supportive environment exists for business and economic development.
Supporting Our Economy	30.1-3	Optimise Kangaroo Island land use to grow the Island economy.
Our Organisation	22.1	Innovative approaches to Community funding.
Our Organisation	24.1-2	Effective communication.
Our Organisation	26.1-4	Improved governance.
Our Organisation	27.1-3	Positive internal culture.
Our Organisation	29.1-2	Council recognised for its exceptional customer service, focused on delivery for the Community.

5 LINKING THE STRATEGIC GOALS TO THE BUDGET

5.1 Governance - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Elected Members	259,155	0	0	0	259,155
Governance Support Services	472,205	-31,040	0	0	441,165
Corporate Services	768,146	-1,848,042	0	0	-1,079,896
TOTAL	1,499,506	-1,879,082	0	0	-379,576

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Work with Business Support Department to review, determine and set long term service levels.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.	Q1 - Q4
Work with Commissioner for Kangaroo Island to continue advocating for strategies to address access issues and cost effective delivery of government services through cross-agency / Council partnerships	7.1 - Advocate for affordable access to Island by both sea and air, for freight and people. 7.2 - Work collectively with State / Federal Governments to leverage funds. 8.1 - Government Service Delivery - Explore a coordinated approach to combined Government service delivery on the Island including potential provision of single on-line portal.	Ongoing
Continue review of under-utilised assets and draft long term plan for development, management or disposal of under-performing assets.	12.1 - Review underutilised reserves / non-usable assets and explore potential to lease, sell, co-develop for commercial or Community return.	Q1 / Q2
Off the back of Facilities Business Case work in 2014-15, continue to develop Business Case to secure airline services to Island.	14.1 - Develop case for Airport redevelopment and expansion of services.	Q1 / Q2
Deliver 'Live KI' website / digital prospectus in conjunction with Brand Alliance.	16.3 - Deliver a 'Live KI' Prospectus. Work with Brand KI and key stakeholder groups to develop and maintain a range of information in the form of a prospectus to attract new residents to Kangaroo Island.	Q1

Develop bond options for debt management.	22.1 - Investigate opportunity to create a Community bond issue to speed up debt reduction.	Q1 / Q2
Focus on developing township specifications, service levels and audit tools in conjunction with Community groups and Council.	23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.	Q1
Deliver Penneshaw CWMS Project.	23.2 - Finalise the Penneshaw CWMS plan and engage contractor to complete works. 23.3 - Connection of all premises to Penneshaw Scheme in compressed timescale.	Q1 - Q4

5.2.1 Business Support - Finance and IT Systems - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
NRM	157,475	-160,907	0	0	-3,432
Financial Service Operations	491,199	-21,892	0	0	469,307
Rates	230,254	-5,951,768	0	0	-5,721,514
Information Technology	398,164	-450	30,000	0	427,714
TOTAL	1,277,092	-6,135,017	30,000	0	-4,827,925

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Introduce and support the implementation of improved Information Technology to Kangaroo Island Council and the wider Community	5.1 - Remove inefficiencies in Core Business processes to mitigate business risk. 7.2 - Work collectively with State / Federal Governments to leverage funds. 8.1 - Government Service Delivery - Explore a coordinated approach to combined Government service delivery on Kangaroo Island including potential provision of single on-line portal. 27.1 - Ensure that our people and culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.	Q1 - Q3

Continued development of implemented financial budgeting, long term financial planning and reporting systems.	<p>6.1 - Develop and implement reporting procedures, tied to the Strategic Plan / Business Plan and maintain Strategic Plan as an evolving document.</p> <p>6.2 - Simple Key Performance Indicators (KPI) reporting system developed and implemented with formal reporting to Audit / Finance Committees - extend to simple traffic light system for organisational health.</p> <p>11.3 - Adopt and resource best practice strategic and financial planning processes.</p>	Q1 - Q4
Continue the implementation of the Rural and Urban Street Addressing Policy, to complete street numbering in all townships.	30.2 - Continue to develop more structural plans for the four major towns and coastal settlements.	Q1 - Q4
Adopt and resource best practice strategic and financial processes, including a Review the Rates Outsourcing Project implemented 2014/2015.	5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Q1 - Q3
Review the Rates Outsourcing Project implemented 2014/2015.	5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Q1 - Q3
Business wide definition and review of Service Levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes and de-risk business.</p>	Ongoing

5.2.2 Business Support - Community Engagement and Marketing - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Events	22,000	0	0	0	22,000
Youth Services	12,910	-6,000	0	0	6,910
Community Engagement	316,379	0	0	0	316,379
Community Grants	287,850	0	0	0	287,850
Community Passenger Network	106,365	-153,080	0	0	-46,715
Library	165,495	-32,520	0	0	132,975
TOMM	15,000	0	0	0	15,000
Records Management	154,268	0	0	0	154,268
Customer Service	184,556	0	0	0	184,556
Cemeteries	51,384	-24,000	0	0	27,384
Website Management	37,267	0	0	0	37,267
TOTAL	1,353,474	-215,600	0	0	1,137,874

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Continuation of Community Partnerships and Infrastructure Grants Scheme.	10.1 - Continue the momentum of the Community Grant Partnerships approach. 19.1 - Collaborate to support external grant funding application opportunities between Council and Community Groups for key services and infrastructure.	Q1 - Q4
Delivery of YAC (Youth Advisory Council) including sourcing additional funding and development of projects to support youth on Kangaroo Island.	8.6 - Active collaboration / discussions with other Islands, partner councils (regional collaborations), reference groups and networks. 38.3 - Encourage active citizenship by ALL (including off-Island ratepayers, retirees and youth). 38.4 - Encourage, support and partner with Community to develop arts, heritage, youth and culture, sports, tourism, business, participation and promotion.	Q1 - Q4

Continued management and maintenance programs for library for use by all members of the Community.	8.4 - Island-wide approach to Community program delivery - Re-direct current Council participation in health and education to appropriate entities e.g. Library.	Q1 - Q4
Continued delivery of customer service focused on our Community.	29.1 - Continue staff and contractor professional development geared towards a culture of customer service excellence. 29.2 - Service and solution provider of Council services to our Community.	Ongoing
Continued development, advocacy and implementation of transport services across the Island for the Community Passenger Network and Integrated Passenger Network (Rockhopper).	10.2 - Further develop the Community Passenger Network (CPN). 8.6 - Active collaboration / discussions with other Islands, partner councils (regional collaborations), reference groups and networks.	Q1 - Q4
Provide effective communication through use of website and social media options.	24.1 - Establish optimised approach to Community Engagement through social media. 24.2 - Improved website including cross-linking to other relevant partner sites (Brand KI / GFW / AGKI / TKI etc.).	Ongoing
Responsibility for the delivery and implementation of a comprehensive Volunteer Management Framework for Kangaroo Island Council.	8.6 - Active collaboration / discussions with other Islands, partner councils (regional collaborations), reference groups and networks.	Q1 - Q4
Business wide definition and review of service levels within Kangaroo Island Council.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available. 1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables. 5.1 - Remove inefficiencies in core business processes and de-risk business.	Ongoing

5.2.1 Business Support - HR, Risk Management, WHS - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Human Resources	399,117	-6,000	0	0	393,117
Payroll	41,917	0	0	0	41,917
WHS	127,797	0	0	0	127,797
TOTAL	568,831	-6,000	0	0	562,831

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Review and continue development of the HR policies, procedures and documentation.	<p>27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.</p> <p>27.2 - Provide opportunities for our staff to access the training and development to enable them to contribute to our organisational outcomes.</p> <p>27.3 - Further develop and maintain an internal culture of trust, wellbeing and personal satisfaction.</p>	Q1 - Q4
Continue to review, design, develop and implement WHS management policies, procedures and documentation.	<p>27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.</p> <p>27.2 - Provide opportunities for our staff to access the training and development to enable them to contribute to our organisational outcomes.</p> <p>27.3 - Further develop and maintain an internal culture of trust, wellbeing and personal satisfaction.</p>	Q1 - Q4
Review outcome of the online learning system introduced for the employees of Kangaroo Island Council during 2014/15.	<p>27.2 - Provide opportunities for our staff to access the training and development to enable them to contribute to our organisational outcomes.</p> <p>29.1 - Continue staff and contractor professional development geared towards a culture of excellent customer service</p>	Q1 - Q4

Review the Performance Management System introduced during 2014/15.	<p>27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.</p> <p>27.2 - Provide opportunities for our staff to access the training and development to enable them to contribute to our organisational outcomes.</p> <p>27.3 - Further develop and maintain an internal culture of trust, wellbeing and personal satisfaction.</p> <p>29.1 - Continue staff and contractor professional development geared towards a culture of customer service excellence.</p>	Q1 - Q4
Source and implement Business Process efficiencies within Kangaroo Island Council operations.	<p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes to mitigate business risk.</p>	Q1 - Q4
Provide sufficient / adequate resources and support to the delivery end of the business.	<p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in Core Business processes to mitigate business risk.</p> <p>29.1 - Continue staff and contractor professional development geared towards a culture of customer service excellence.</p>	Q1 - Q4
Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in Core Business processes to mitigate business risk.</p>	Ongoing

5.3.1 Asset Services - Business Undertakings - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Campgrounds	186,443	-50,455	0	0	135,988
Airport	496,763	-474,598	0	0	22,165
Private Works	214,855	-310,770	0	0	-95,915
Property Portfolio (incl. Outdoor Licences)	66,360	-324,409	0	0	-258,049
TOTAL	964,421	-1,160,232	0	0	-195,811

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Continued management and maintenance programs for Council campgrounds.	<p>9.1 - Work with Community to identify areas of cost / service that may be 'localised' and run at greater efficiency and lower cost (e.g. tidal pool, campgrounds, playgrounds, parks, gardens, sporting facilities and ovals).</p> <p>12.1 - Review underutilised reserves / non-usable assets and explore potential to lease, sell, co-develop for commercial or Community return.</p> <p>12.2 - Optimise returns from tourism operations</p> <p>23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.</p>	Q1 - Q4
Property Portfolio Review to continue, as part of the broader revitalisation of Infrastructure and Asset Management Plan (IAMP).	<p>2.1 - Develop and implement Infrastructure Asset Management Plans.</p> <p>12.1 - Review underutilised reserves / non-usable assets and explore potential to lease, sell, co-develop for commercial or Community return.</p>	Q1 - Q4
Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes and de-risk business.</p>	Ongoing

5.3.2 Asset Services - Community Services - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Risk Mitigation and Safety	21,638	-240	0	0	21,398
Fire Protection	158,621	-75,750	0	0	82,871
Ablution Facilities	284,394	0	47,000	0	331,394
TOTAL	464,653	-75,990	47,000	0	435,663

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
To continue fire protection community education and works. Additional funding sources to be leveraged for additional capability / level of service.	8.5 - Develop shared cross-agency plans such as bushfire prevention, flood mapping of Island and drainage approaches. Climate Change and Recovery Plan.	Q1 - Q3
Business wide definition and review of service levels within Kangaroo Island Council.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available. 1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables. 5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Ongoing

5.3.3 Asset Services - Culture - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Property (Halls)	160,813	-18,250	181,000	0	323,563
TOTAL	160,813	-18,250	181,000	0	323,563

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Kingscote Pavilion flooring reseal.	23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.	Q1 - Q4
To implement and completion of routine maintenance activities on Town Hall facilities.	23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.	Q1 - Q4
To implement the upgrade of the Kingscote Town Hall Dauncey Street façade.	23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc. 37.1 - Support opportunities to record, preserve, manage and interpret our local heritage, arts and culture.	Q1 - Q2
Business wide definition and review of service levels within Kangaroo Island Council.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available. 1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables. 5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Ongoing

5.3.4 Asset Services - Development Services - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Building Control	203,690	-47,333	0	0	156,357
Development Planning	254,731	-37,040	0	0	217,691
Development Plan Amendments	5,000	0	0	0	5,000
TOTAL	463,421	-84,373	0	0	379,048

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Maintain compliance with statutory functions and timeframes for development assessment processes under the <i>Development Act</i> , 1993 and other appropriate regulations.	28.1 - Provide effective, efficient development, building and environmental services solutions for the Community. 30.1 - Continue to monitor and refine Kangaroo Island Development Plan to provide appropriate development opportunities underpinned by sound environmental, economic, social and technological considerations.	Q1 - Q4
Strategic Directions Report under Section 30 of the <i>Development Act</i> , 1993 including community engagement, directing future DPA.	28.1 - Provide effective, efficient development, building and environmental services solutions for the Community. 30.1 - Continue to monitor and refine Kangaroo Island Development Plan to provide appropriate development opportunities underpinned by sound environmental, economic, social and technological considerations.	Q1 - Q4
To continue to action and resource the Building Inspection Policy.	28.1 - Provide effective, efficient development, building and environmental services solutions for the Community.	Q1 - Q4
Assist the CEO and Elected Members with a range of strategic and asset / land projects.	21.1 - Initiate, lead / facilitate Community discussion on vision for future. 31.2 - Develop plan to meet vision.	Q1 - Q4
Business wide definition and review of Service Levels within Kangaroo Island Council.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available. 1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables. 5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Ongoing

5.3.5 Asset Services - Environment - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
CWMS	1,132,047	-1,175,497	160,000	0	116,550
Stormwater	294,928	0	0	0	294,928
Street Cleaning	27,200	0	0	0	27,200
Street Lighting	73,085	0	0	0	73,085
Waste Management	1,440,836	-1,498,702	80,000	0	22,134
Standpipes	30,094	-31,000	0	0	-906
TOTAL	2,998,190	-2,705,199	240,000	0	532,991

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Todd & Buller Street bypass lines.	4.3 - Community wastewater management - Continue to optimise existing schemes to meet Community needs. 23.4 - Continue extension and rationalisation of existing schemes to provide whole of town approach to wastewater management. 11.1 - Optimise service charge collection.	Q2 - Q4
Implementation of Stage 2 of Kingscote Landfill Capping Program.	4.1 - Fleurieu Regional Waste Authority (FRWA) as regional subsidiary continues to develop best practice solutions. 36.1 - Incorporate environmentally sustainable practices in Council decision making.	Q2 - Q4
Continued maintenance and cleaning programme of stormwater facilities.	36.2 - Continue focus on development of sustainable flood and Island drainage mitigation.	Q2 - Q4
Review Environmental Management Plans for KIRRC and CWMS establishing and maintaining highly responsible and economic environmental management practices and legislative compliance.	11.3 Adopt and resource best practice strategic and financial planning processes. 36.1 - Incorporate environmentally sustainable practices in Council decision making.	Q1 - Q4
Work closely with FRWA to investigate shared service opportunities to leverage economies of scale.	4.1 - Fleurieu Regional Waste Authority (FRWA) as regional subsidiary continues to develop best practice solutions.	Q1 - Q4

	<p>4.2 - Explore opportunities to decrease costs around ongoing management of waste for whole of Island.</p> <ul style="list-style-type: none"> • Review consumer needs. • Glass crusher on Island. • Sorting facilities on Island. <p>11.1 - Optimise service charge collection.</p>	
Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes to mitigate business risk.</p>	Ongoing

5.3.6 Asset Services - Recreation - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Parks and Gardens	446,857	0	15,000	0	461,857
Playgrounds	36,821	0	0	0	36,821
Ovals and Sporting Facilities	62,365	-2,150	0	0	60,215
Council Pool	74,050	0	0	0	74,050
TOTAL	620,093	-2,150	15,000	0	632,943

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Planned maintenance programs for Community parks, gardens, lookouts, playgrounds, ovals and pool.	<p>9.1 - Work with Community to identify areas of cost / service that may be "localised" and run at greater efficiency and lower cost (e.g. tidal pool, campgrounds, playgrounds, parks and gardens, sporting facilities and ovals).</p> <p>23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.</p>	Q1 - Q4
Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes to mitigate business risk.</p>	Ongoing
Implementation of irrigation system for North Terrace lawns.	<p>23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.</p> <p>36.1 - Incorporate environmentally sustainable practices in Council decision making.</p>	Q2 - Q4

5.3.7 Asset Services - Regulatory Services - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Dog and Cat Management	77,227	-50,958	0	0	26,269
Health Services / Environmental Health	196,988	-33,791	0	0	163,197
General Inspector	78,590	-2,500	0	0	76,090
Town Centres	7,857	0	0	0	7,857
TOTAL	360,662	-87,249	0	0	273,413

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Continued dog and cat management programs including Community education.	36.4 - Encourage Community to adopt better cat and dog management.	Q1 - Q4
Continued environmental health activities including inspections and Community education.	8.4 - Island-wide approach to Community Program delivery - Re-direct current Council participation in health and education to appropriate entities e.g. Library. 28.1 - Provide effective, efficient development, building and environmental services solutions for the Community.	Q1 - Q4
General inspectors to undertake activities including management of Council by-laws, parking, signage and fire protection.	36.4 - Encourage Community to adopt better cat and dog management.	Q1 - Q4
Review Animal Management Plan.	36.4 - Encourage Community to adopt better cat and dog management.	Q1 - Q2
Work with other agencies regarding feral cat management & possible eradication.	7.2 - Work collectively with State / Federal Governments to leverage funds. 8.6 - Active collaboration / discussions with other Islands, partner councils (regional collaborations), reference groups and networks. 19.1 - Collaborate to support external grant funding application opportunities between Council and Community Groups for key services and infrastructure. 36.4 - Encourage Community to adopt better cat and dog management.	Ongoing

Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes to mitigate business risk.</p>	Ongoing
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5.3.8 Asset Services - Transport - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Sealed Roads	1,538,794	0	85,000	0	1,623,794
Unsealed Roads	1,358,566	-283,890	538,000	-283,890	1,328,786
Patrol Grading	529,020	0	0	0	529,020
Verges	48,470	0	0	0	48,470
Roadside Vegetation	241,097	0	0	0	241,097
Kerbs and Paths	146,431	0	358,000	-150,000	354,431
Bridges	234,654	0	100,000	-50,000	284,654
Traffic Control	76,795	0	30,000	0	106,795
Car Parks	41,256	-1,000	21,000	0	61,256
Jetties, Wharves and Boat Ramps	88,836	-85,553	110,000	-12,500	100,783
TOTAL	4,303,919	-370,443	1,242,000	-496,390	4,679,086

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Sealed Roads - Resealing Programs <ul style="list-style-type: none"> Elizabeth Street, Kingscote Margaret Street, Kingscote Flinders Terrace, Kingscote Franklin Street, Kingscote Investigator Terrace, Kingscote John Street, American River Cook Street, Parndana Rawson Street, Kingscote Todd Street, Kingscote Linnett Terrace, American River Franklin Street, Kingscote 	2.1 - Develop and implement Infrastructure Asset Management Plans. 2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans. 2.3 - Maintain and improve core infrastructure sustainably.	Q1 - Q4
Unsealed Roads - Management Programs <ul style="list-style-type: none"> East West One Road Vivonne Bay Township Roads 	2.1 - Develop and implement Infrastructure Asset Management Plans.	Q1 - Q4

<ul style="list-style-type: none"> Bullock Track 	<p>2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans.</p> <p>2.3 - Maintain and improve core infrastructure sustainably.</p>	
<p>Continue implementation of DPTI Unsealed Roads Upgrade Program.</p> <ul style="list-style-type: none"> Project Management of Stage 5 (Harriet Road) - Stabilisation and defects liability period. 	<p>2.1 - Develop and implement Infrastructure Asset Management Plans.</p> <p>2.3 - Maintain and improve core infrastructure sustainably.</p> <p>7.2 - Work collectively with State / Federal Governments to leverage funds.</p>	Q1 - Q4
<p>Continue to establish a dedicated Road Patrol Capability incorporating DPTI DOT Loop contract delivery and Council road management. This includes surveillance and condition monitoring.</p>	<p>2.3 - Maintain and improve core infrastructure sustainably.</p> <p>36.5 - Roadside Vegetation Management Plan developed, agreed and implemented.</p>	Q1 - Q4
<p>Bridges - Maintenance and Renewal Programs</p> <ul style="list-style-type: none"> Bark Hut Road (Bridge 10 & 11) Ropers Road (Bridge 16 & 17) 	<p>2.1 - Develop and implement Infrastructure Asset Management Plans.</p> <p>2.3 - Maintain and improve core infrastructure sustainably.</p>	Q1 - Q4
<p>Mass Action Signage Audit - Planning and Implementation</p> <ul style="list-style-type: none"> MacGillivray Area Vivonne Area 	<p>2.1 - Develop and implement Infrastructure Asset Management Plans.</p> <p>2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans.</p> <p>2.3 - Maintain and improve core infrastructure sustainably.</p>	Q1 - Q4
<p>Implementation of upgrades and improvements to American River car parking facilities.</p>	<p>30.2 - Continue to develop more structural plans for the four major towns and coastal settlements.</p>	Q1 - Q4
<p>Implementation of upgrade of street kerbing.</p> <ul style="list-style-type: none"> Todd Street Margaret Street Elizabeth Street 	<p>30.2 - Continue to develop more structural plans for the four major towns and coastal settlements.</p>	Q1 - Q4
<p>Further development of boating facilities.</p> <ul style="list-style-type: none"> Baudin Beach Emu Bay Jetty 	<p>23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.</p>	Q1 - Q4
<p>Implementation of town centre walking trail projects.</p> <ul style="list-style-type: none"> Stage 1 Penneshaw & Kingscote (Sealing) Stage 2 Kingscote 	<p>23.1 - Enhance the character, amenity, safety and accessibility of the built environment through the provision and maintenance of sporting facilities, parks, gardens, playgrounds, pools etc.</p> <p>30.2 - Continue to develop more structural plans for the four major towns and coastal settlements.</p>	Q1 - Q4

Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes to mitigate business risk.</p>	Ongoing
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5.3.9 Asset Services - Plant and Depots - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Plant	0	0	492,000	-220,000	272,000
Depot	641,777	0	45,000	0	686,777
TOTAL	641,777	0	537,000	-220,000	958,777

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Continued minor enhancements to revised depot layout, following the completion of office accommodation incorporating traffic management and yard and stock improvements.	2.3 - Maintain and improve core infrastructure sustainably. 5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Q2 - Q4
Maintenance of existing plant and equipment and allocation to appropriate works.	2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans. 27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.	Q2 - Q3
Proposed purchase of Depot equipment. <ul style="list-style-type: none"> • Chipper • Grader replacement • Gardening Truck • Roller Trailer 	2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans. 27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.	Q2 - Q4
Implementation of pit remediation.	36.1 - Incorporate environmentally sustainable practices in Council decision making.	Q2 - Q4
Business wide definition and review of service levels within Kangaroo Island Council.	1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available. 1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables 5.1 - Remove inefficiencies in core business processes to mitigate business risk.	Ongoing

5.3.10 Asset Services - Support Services - (All figures are 2015-16 Budget Figures)

Function	Operating Expenses	Operating Income	Capital Expenses	Capital Income	Net Total
Asset Management	342,497	0	0	0	342,497
TOTAL	342,497	0	0	0	342,497

Projects for 2015-16 Include:	Strategic Objectives to be Achieved:	Timeframe:
Implement long term Infrastructure Asset Management Plans (IAMP) and a process of continual improvement.	<p>2.1 - Develop and implement Infrastructure Asset Management Plans.</p> <p>2.2 - Prioritise infrastructure based on residential and business needs. - Link infrastructure needs with town plans.</p> <p>2.3 - Maintain and improve core infrastructure sustainably.</p> <p>27.1 - Ensure that our people, culture, strategies, plans and policies support the organisation and delivery of Council and Community outcomes.</p>	Ongoing
Business wide definition and review of service levels within Kangaroo Island Council.	<p>1.1 - Establish long-term sustainable service levels appropriate for the service provided and the funding available.</p> <p>1.2 - Conduct a corporate systems review to identify improved efficiencies inclusive of service levels and consumables.</p> <p>5.1 - Remove inefficiencies in core business processes and de-risk business.</p>	Ongoing

6 LINKING THE STRATEGIC GOALS TO THE BUDGET

Council adopted its Long Term Financial Plan (LTFP) in November 2014. The LTFP had three main assumptions forming the basis of the plan. The key assumptions of the LTFP, as adjusted by recommendation of Council's Audit Committee are:

- 1) A new source of income that would raise additional revenue;
- 2) The inclusion of the planned optimal renewal expenditure of assets as per the Infrastructure and Asset Management Plan, and;
- 3) Rates revenue increased at 3.0% above CPI (based on a general increase of 2.0% above CPI + 1.0% Growth).

This LTFP was adjusted in light of audited accounts for 2013-14 and only Assumption 3 included as others are yet to materialise formally.

For the purposes of preparing the 2015-16 Annual Business Plan, only Assumption 3 has been included. To date, Council has not found a solution to its underlying financial deficit, but is continuing discussions with both the State and Federal Governments to assist Council in overcoming this challenge and achieving its aim of becoming financially sustainable.

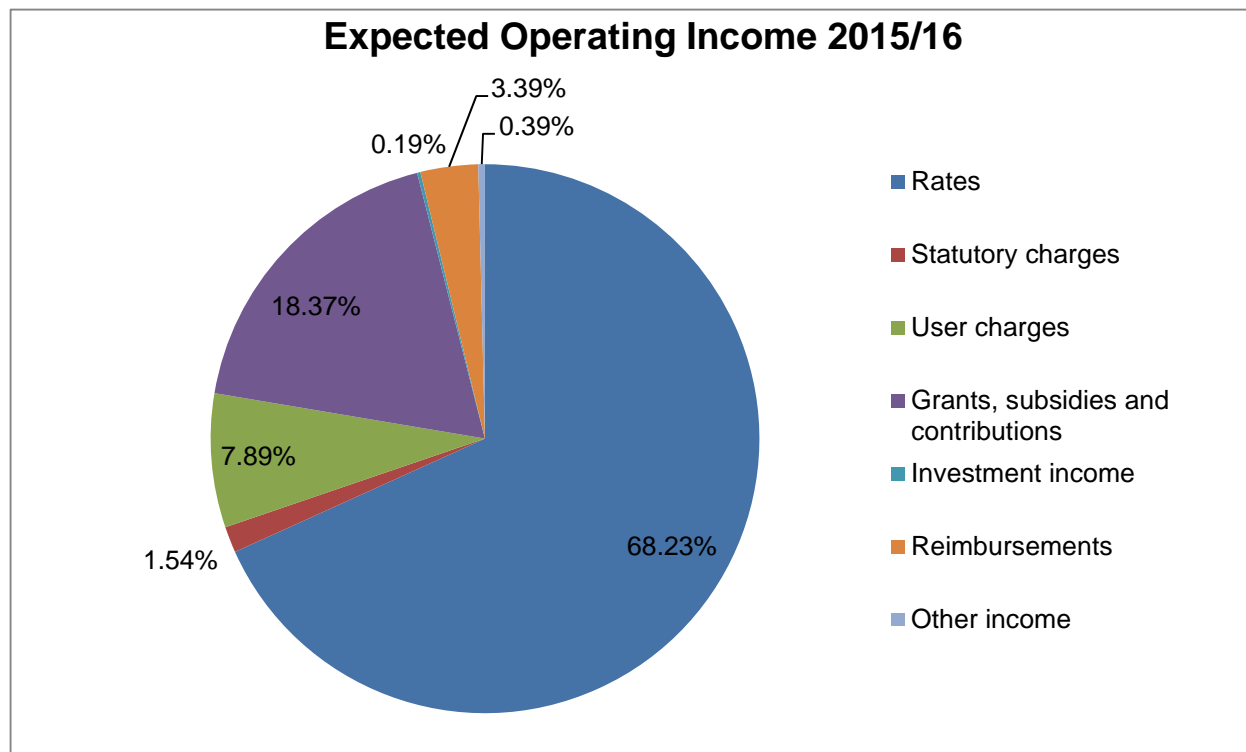
Appendix A provides a summary of the financial statements that flow from this Annual Business Plan and Budget. Council has budgeted for an expected operating deficit of \$3.2M for 2015-16. The operating deficit is the difference between operating revenue and expenses for the year. Amongst other things, Council's long term financial sustainability is dependent on ensuring that over time, its expenses are less than its revenue.

Council's revenue in 2015-16 includes \$5.8M proposed to be raised from general rates. Other sources of revenue and funding for Council are as follows:

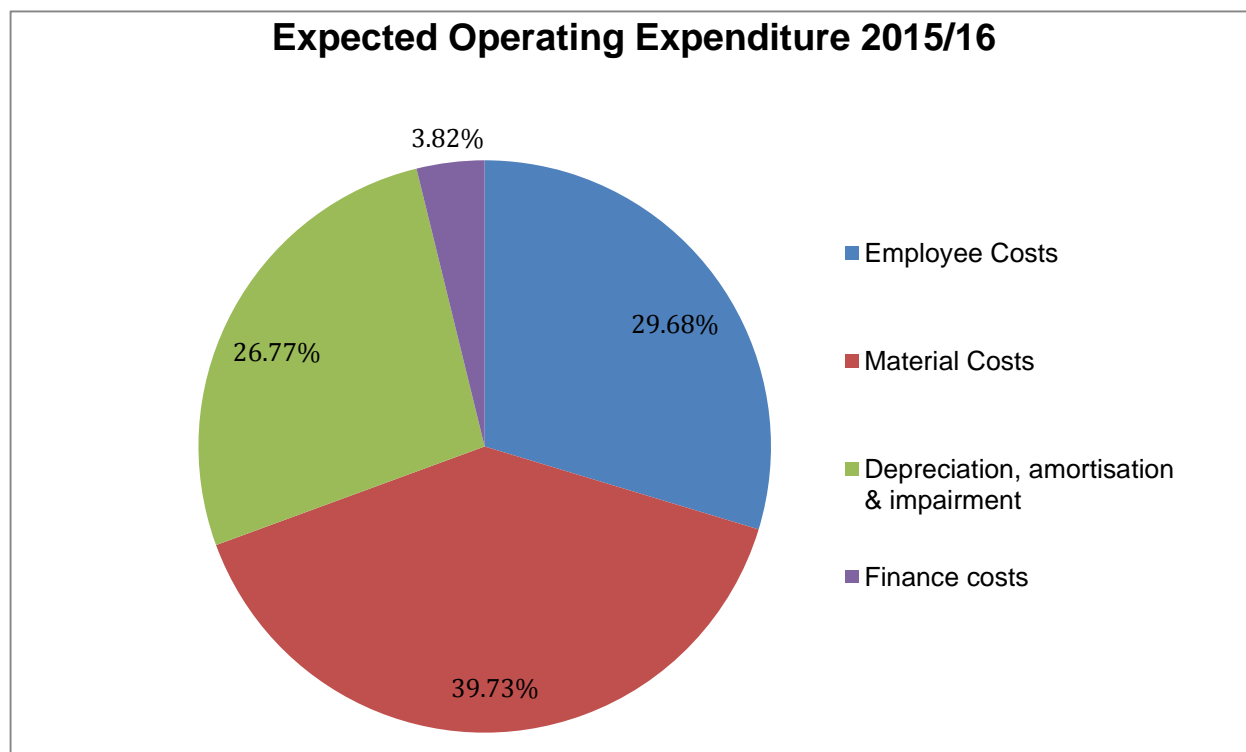
- **User pay charges set by Council:** These comprise charges for Council's fee based facilities and some services (*Refer to Appendix B for a list of Council Fees and Charges*).
- **Statutory Charges set by State Government:** These are fees and charges set by regulation and collected by Council for regulatory functions such as assessment of development applications. Revenue is generally offset the cost of the service.
- **Grants and Partnerships:** Council normally seeks to attract as much grant funding as possible from other levels of government, and major projects of wider State benefit are usually joint funded in partnership with State Government and other relevant parties.

In the event that Council succeeds in achieving a higher level of Grants Commission funding than that assumed in this Business Plan and Draft 2015-16 Budget, such funds will remain unallocated. Council will make decisions throughout the year either to allocate any such funds to unforeseen expenditure pressures, or in the absence of such pressures, to retire debt.

Budgeted Operating Income Sources 2015-16



Budgeted Operating Expenditure 2015-16



6.1 Impact on Council's Financial Position

Council has budgeted to run operations in 2015-16 with a small pre-depreciation cash surplus after servicing loan principal repayments of \$975,756. This will mean that the Capital Works program will need to be funded by additional borrowing (as predicted in the adopted Long Term Financial Plan).

Net Financial Liabilities is a key indicator of Council's financial position. It measures total liabilities less financial assets (i.e. what Council owes to others less money Council has or is owed).

6.2 Rating Policy Statement

Each year the rates policy is reviewed - refer Rating and Rebate Policy 2015-16 (*Refer to Appendix D*).

Council rates are imposed on all rateable properties in the Council area in accordance with the provisions of the *Local Government Act, 1999*.

Council is only able to provide the assets and services expected by the Community through the levying and collection of rates, Council's principal source of revenue.

Kangaroo Island Council's policy for setting and collecting rates from the Community covers the following:

- Methods used to value land
- Business Impact Statement
- General rates
- Fixed charges
- NRM Levy
- Payment of rates
- Remission and postponement of rates
- Sale of land for non payment of rates
- Adoption of valuations
- Council's revenue raising powers
- Differential rates
- Service rates and charges
- Rate concessions
- Late payment of rates
- Rebate of rates
- Disclaimer

Contact Details for Rates Information

Phone: (08) 8553 4500

Fax: (08) 8553 2885

Email: rates@kicouncil.sa.gov.au

Mail: Kangaroo Island Council
PO Box 121
KINGSCOTE SA 5223

7 MEASURING PERFORMANCE – OBJECTIVES FOR THE YEAR

To enable both the Council and the Community to assess Council's performance over the 2015-16 year, 'Performance Targets' have been set for a number of selected activities as shown below.

These performance targets will be reviewed throughout the year. A report on the performance outcomes will then be included in the 2015–16 Annual Report and the 2016-17 Annual Business Plan.

7.1 Annual Action Plan

The Business Action Plan is derived from the current Strategic Plan and is reviewed each year to ensure that it aligns to that year's budget.

7.2 Comparative Performance Measurement (CPM) Survey

The Kangaroo Island Council participates in the Local Government CPM survey of property owners in Council's area to assess their satisfaction with four key areas; governance, community satisfaction, financial and asset management and quality of life compared to other Council areas within South Australia. It is Council's aim to achieve at least better than State average for all categories.

7.3 Tourism Optimisation Management Model (TOMM) Resident and Visitor Surveys

The Kangaroo Island Council is a key stakeholder in the TOMM project. The TOMM project surveys residents and visitors on an annual basis. As a funding partner Council is entitled to ask a number of questions of residents and visitors. The results will be utilised to measure and improve Council's performance and services where possible.

7.4 Target Financial Indicators

Whilst indicators provide a ready assessment of financial performance and sustainability, they need to be interpreted in the context of Council's operating environment. They do not replace the need for sound judgement (*Refer to Appendix A for a detailed listing of financial targets*).

Summary of Financial Indicators

		12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
Operating Surplus	Target 1													
Operating Surplus Ratio														
Net Financial Liabilities														
Net Financial Liabilities Ratio														
Interest Cover Ratio														
Asset Sustainability Ratio														
Asset Consumption Ratio														

APPENDIX A: Financial Statements Annual Budget 2015-16

(Budgeted) Statement of Comprehensive Income (for the period 2015-16 Financial Year)

	2012/13 Audited AFS	2013/14 Audited AFS	2014/15 Original Budget	2015/16 Original Budget	Variance between 2014/15 & 2015/16	Variance between 2014/15 & 2015/16
	\$	\$	\$	\$	\$	\$
INCOME						
Rates	7,833,930	8,179,219	8,409,876	8,674,220	264,344	3.1%
Statutory Charges	167,987	184,130	166,648	195,442	28,794	17.3%
User Charges	863,221	909,565	1,009,352	1,002,790	(6,562)	-0.7%
Grants, Subsidies & Contributions	2,448,063	1,607,441	2,096,696	2,335,972	239,276	11.4%
Investment Income	22,667	24,067	19,029	23,653	4,624	24.3%
Reimbursements	1,041,032	1,691,515	263,562	431,534	167,972	63.7%
Other Income	81,723	316,341	206,516	49,286	(157,230)	-76.1%
Net Gain - Joint Ventures & Associates	5,479	17,063	-	-	-	-
Total Income	12,464,101	12,929,341	12,171,679	12,712,897	541,218	4.4%
EXPENSES						
Employee costs	4,748,619	5,439,065	5,213,767	5,194,014	(19,753)	-0.4%
- Less Capitalised Costs	-	-	(258,479)	(465,709)	(207,230)	80.2%
Materials, contracts & other expenses	6,279,898	6,182,170	6,446,699	7,092,698	645,999	10.0%
- Less Capitalised Costs	-	-	(711,777)	(764,498)	(52,721)	7.4%
Depreciation, amortisation & impairment	4,368,232	4,368,236	4,368,234	4,263,650	(104,584)	-2.4%
Finance costs	559,562	618,193	615,244	609,194	(6,050)	-1.0%
Total Expenses	15,956,311	16,607,664	15,673,688	15,929,349	255,661	1.6%
OPERATING SURPLUS / (DEFICIT)	(3,492,210)	(3,678,324)	(3,502,010)	(3,216,453)	285,557	-8.2%
Asset disposal & fair value adjustments	(740,399)	(412,213)	200,000	220,000	20,000	10.0%
Amounts received specifically for new or upgraded assets	1,168,783	720,605	744,000	496,390	(247,610)	-33.3%
Physical resources received free of charge	2,256,904	632,866	2,500,000	2,000,000	(500,000)	-20.0%
NET SURPLUS / (DEFICIT) (transferred to Equity Statement)	(806,922)	(2,737,067)	(58,010)	(500,063)	(442,052)	762.0%
Other Comprehensive Income						
Changes in Revaluation Surplus - Infrastructure, property, plant and equipment	98,663	9,487,417	-	-	-	-
TOTAL COMPREHENSIVE INCOME	(708,259)	6,750,350	(58,010)	(500,063)	(442,052)	762.0%
Operating Surplus Ratio	-45.0%	-46.0%	-42.0%	-38.0%		

(Budgeted) Statement of Financial Position (for the period 2015-16 Financial Year)

	2012/13 Audited AFS	2013/14 Audited AFS	2014/15 Budget	2015/16 Original Budget
ASSETS	\$	\$	\$	\$
Current Assets				
Cash and cash equivalents	790,245	1,042,541	1,185,891	1,246,742
Trade & other receivables	2,054,873	1,542,068	1,542,068	1,542,068
Less: Allowance for Doubtful Debts	-	-	-	-
Inventories	127,338	222,706	222,706	222,706
Total Current Assets	2,972,456	2,807,315	2,950,665	3,011,516
Non-Current Assets				
Equity accounted investments in Council businesses	56,680	73,743	73,743	73,743
Infrastructure, Property, Plant & Equipment	157,010,435	189,034,493	189,585,749	189,549,099
Other Non-Current Assets	586,314	1,854,108	1,667,794	1,667,794
Total Non-current Assets	157,653,428	190,962,344	191,327,286	191,290,636
Total Assets	160,625,885	193,769,659	194,277,951	194,302,152
LIABILITIES				
Current Liabilities				
Trade & Other Payables	2,322,262	1,784,547	1,784,547	1,784,547
Borrowings	540,532	565,101	975,736	988,175
Provisions	729,223	726,680	726,680	726,680
Total Current Liabilities	3,592,017	3,076,328	3,486,963	3,499,402
Non-Current Liabilities				
Trade & Other Payables		38,841		
Borrowings	8,845,482	11,110,352	11,304,861	11,816,686
Provisions	929,224	882,494	882,494	882,494
Total Non-Current Liabilities	9,774,706	12,031,687	12,187,355	12,699,180
Total Liabilities	13,366,723	15,108,015	15,674,318	16,198,582
NET ASSETS	147,259,163	178,661,645	178,603,633	178,103,570
EQUITY				
Accumulated Surplus	5,865,892	3,098,062	3,040,051	2,539,988
Asset Revaluation Reserves	138,973,808	173,113,357	173,113,357	173,113,357
Other Reserves	2,419,464	2,450,225	2,450,225	2,450,225
Total Council Equity	147,259,164	178,661,644	178,603,633	178,103,570
TOTAL EQUITY	147,259,164	178,661,644	178,603,633	178,103,570

(Budgeted) Statement of Changes in Equity (for the period 2015-16 Financial Year)

	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	TOTAL EQUITY
2012/13 Audited AFS	\$	\$	\$	\$
Balance at end of previous reporting period	6,904,406	138,875,145	2,187,870	147,967,421
Restated opening balance	6,904,406	138,875,145	2,187,870	147,967,421
Net Surplus / (Deficit) for Year	(806,920)	-	-	(806,920)
Other Comprehensive Income				
Changes in revaluation surplus - infrastructure, property, plant & equipment		24,750,794		24,750,794
Transfers between reserves	(231,594)		231,594	231,594
Balance at end of period	5,865,892	163,625,939	2,419,464	171,911,294
2013/14 Audited AFS	\$	\$	\$	\$
Balance at end of previous reporting period	5,865,890	163,625,939	2,419,465	171,911,294
Restated opening balance	5,865,890	163,625,939	2,419,465	171,911,294
Net Surplus / (Deficit) for Year	(2,737,068)			(2,737,068)
Other Comprehensive Income				
Changes in revaluation surplus - infrastructure, property, plant & equipment		9,487,418		9,487,418
Transfers between reserves	(30,760)		30,760	
Balance at end of period	3,098,062	173,113,357	2,450,225	178,661,644
2014/15 Original Budget	\$	\$	\$	\$
Balance at end of previous reporting period*	3,098,062	173,113,357	2,450,225	178,661,644
Restated opening balance	3,098,062	173,113,357	2,450,225	178,661,644
Net Surplus / (Deficit) for Year	(58,010)	-	-	(58,010)
Other Comprehensive Income				
Changes in revaluation surplus - infrastructure, property, plant & equipment	-	-	-	-
Transfers between reserves	-	-	-	-
Balance at end of period	3,040,050	173,113,357	2,450,225	178,603,632
2015/16 Original Budget	\$	\$	\$	\$
Balance at end of previous reporting period*	3,040,050	173,113,357	2,450,225	178,603,632
Restated opening balance	3,040,050	173,113,357	2,450,225	178,603,632
Net Surplus / (Deficit) for Year	(500,063)			(500,063)
Other Comprehensive Income				
Changes in revaluation surplus - infrastructure, property, plant & equipment				
Transfers between reserves				
Balance at end of period	2,539,986	173,113,357	2,450,225	178,103,568

(Budgeted) Statement of Cash Flow (for the period 2015-16 Financial Year)

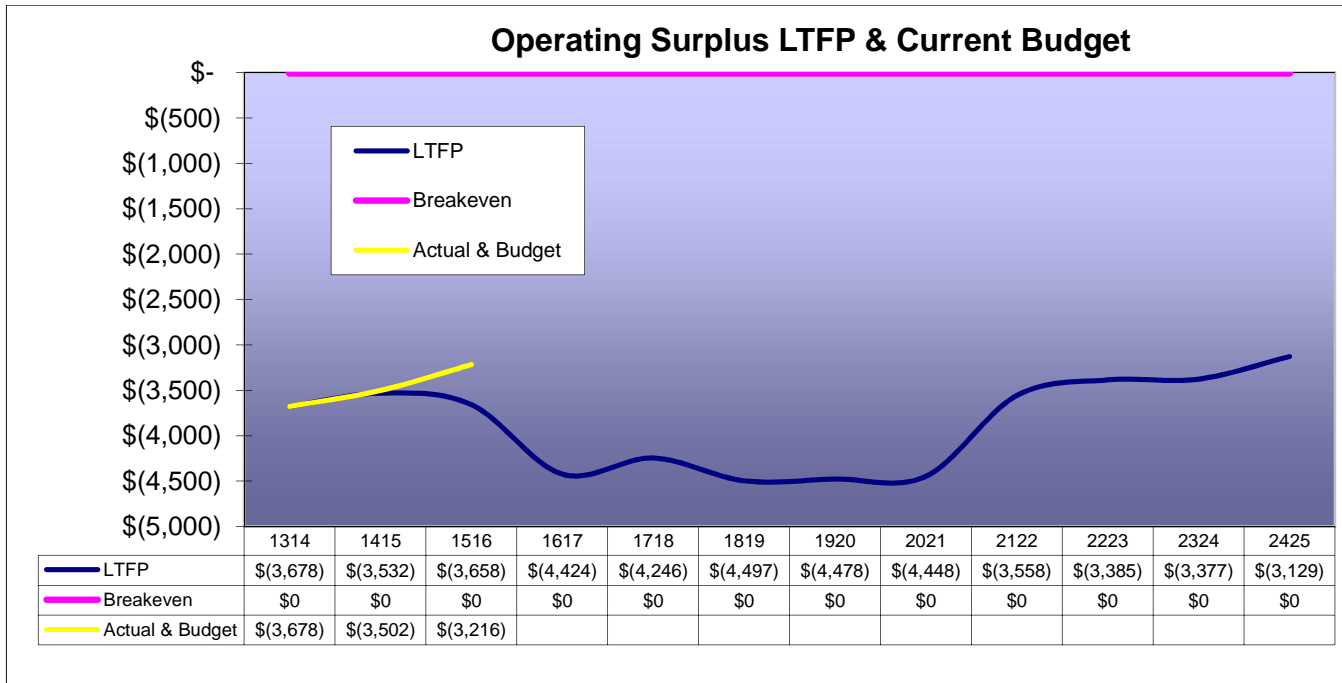
	2012/13 Audited AFS	2013/14 Audited AFS	2014/15 Budget	2015/16 Original Budget
CASH FLOWS FROM OPERATING ACTIVITIES	\$	\$	\$	\$
<u>Receipts</u>				
Operating receipts	12,441,434	14,057,714	12,152,650	12,689,244
Investment receipts	(80,219)	25,774	19,029	23,653
<u>Payments</u>				
Operating payments to suppliers & employees	(11,439,414)	(13,208,270)	(10,690,210)	(11,056,505)
Finance payments	(96,901)	(603,921)	(615,244)	(609,194)
Net Cash provided by Operating Activities	824,900	271,297	866,225	1,047,198
CASH FLOWS FROM INVESTING ACTIVITIES				
<u>Receipts</u>				
Amounts specifically for new or upgraded assets	1,168,783	952,605	744,000	496,390
Sale of replaced assets	104,648	51,675	200,000	220,000
Sale of surplus assets		56,159		
<u>Payments</u>				
Expenditure on renewal/replacement of assets	(1,441,459)	(2,680,925)	(1,528,017)	(1,365,000)
Expenditure on new/upgraded assets	(1,725,697)	(726,795)	(744,000)	(862,000)
Net Cash provided by Investing Activities	(1,893,725)	(2,347,281)	(1,328,017)	(1,510,610)
CASH FLOWS FROM FINANCING ACTIVITIES				
<u>Receipts</u>				
Proceeds from Borrowings	6,150,000	6,845,169	1,500,000	1,500,000
<u>Payments</u>				
Repayments of Borrowings	(4,762,561)	(4,516,889)	(894,253)	(975,736)
Net Cash provided by (or used in) Financing Activities	1,387,439	2,328,280	605,144	524,264
Net Increase (Decrease) in cash held	437,299	252,296	143,352	60,852
Cash & cash equivalents at beginning of period	352,948	790,247	1,042,543	1,185,895
Cash & cash equivalents at end of period	790,247	1,042,543	1,185,895	1,246,747

(Budgeted) Uniform Presentation of Finances

	2012/13 Audited AFS	2013/14 Audited AFS	2014/15 Budget	2015/16 Original Budget
	\$	\$	\$	\$
Income	12,464,101	12,929,341	12,171,679	12,712,897
less Expenses	(15,956,309)	(16,607,664)	(15,673,688)	(15,929,349)
Operating Surplus / (Deficit)	(3,492,208)	(3,678,323)	(3,502,009)	(3,216,452)
less Net Outlays on Existing Assets				
Capital Expenditure on renewal and replacement of Existing Assets	1,441,459	2,680,925	1,528,017	1,365,000
less Depreciation, Amortisation and Impairment	(4,368,232)	(4,368,235)	(4,368,234)	(4,263,650)
less Proceeds from Sale of Replaced Assets	(104,648)	(51,675)	(200,000)	(220,000)
	(3,031,423)	(1,738,985)	(3,040,217)	(3,118,650)
less Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	1,725,697	726,795	744,000	862,000
Less Amounts received specifically for New and Upgraded Assets	(1,168,783)	(952,605)	(744,000)	(496,390)
Less Proceeds from Sale of Surplus Assets <i>(including investment property and real estate developments)</i>	-	(56,159)		
	556,914	(281,969)	-	365,610
Net Lending / (Borrowing) for Financial Year	(1,017,699)	(1,657,369)	(461,792)	(463,412)

Financial Indicators - Operating Surplus/(Deficit)

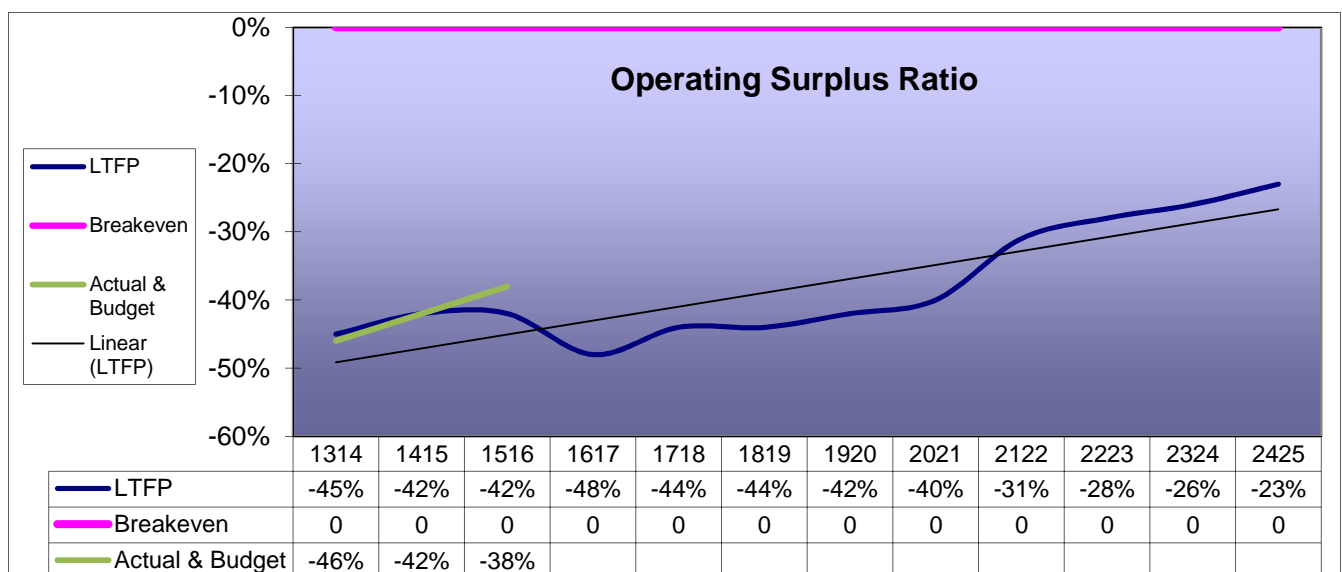
This ratio indicates the difference between day-to-day income and expenses for the particular financial year.



Target: To achieve a decreasing budget operating deficit and the achievement of an Operating Breakeven Position, or better, over a ten year period.

Financial Indicators - Operating Surplus Ratio

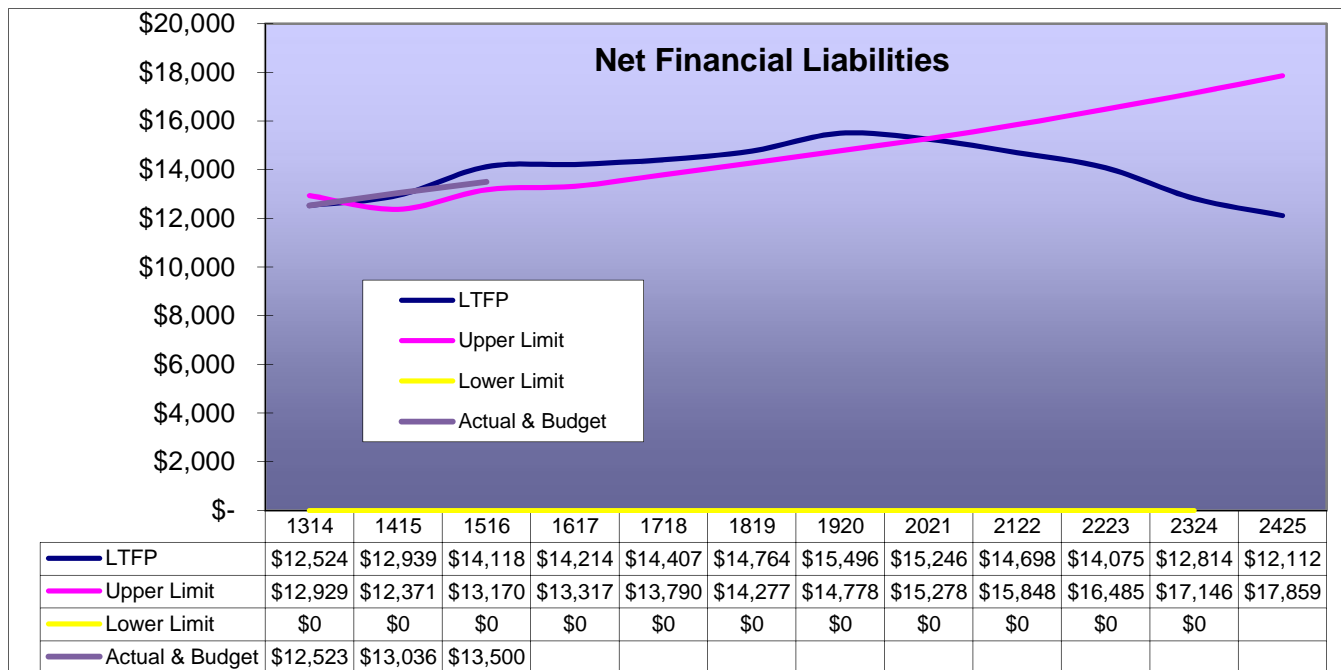
This ratio indicates by what percentage the major controllable income source varies from day to day expenses.



Target: To achieve an Operating Surplus Ratio of 0% within 10 years.

Financial Indicators - Net Financial Liabilities

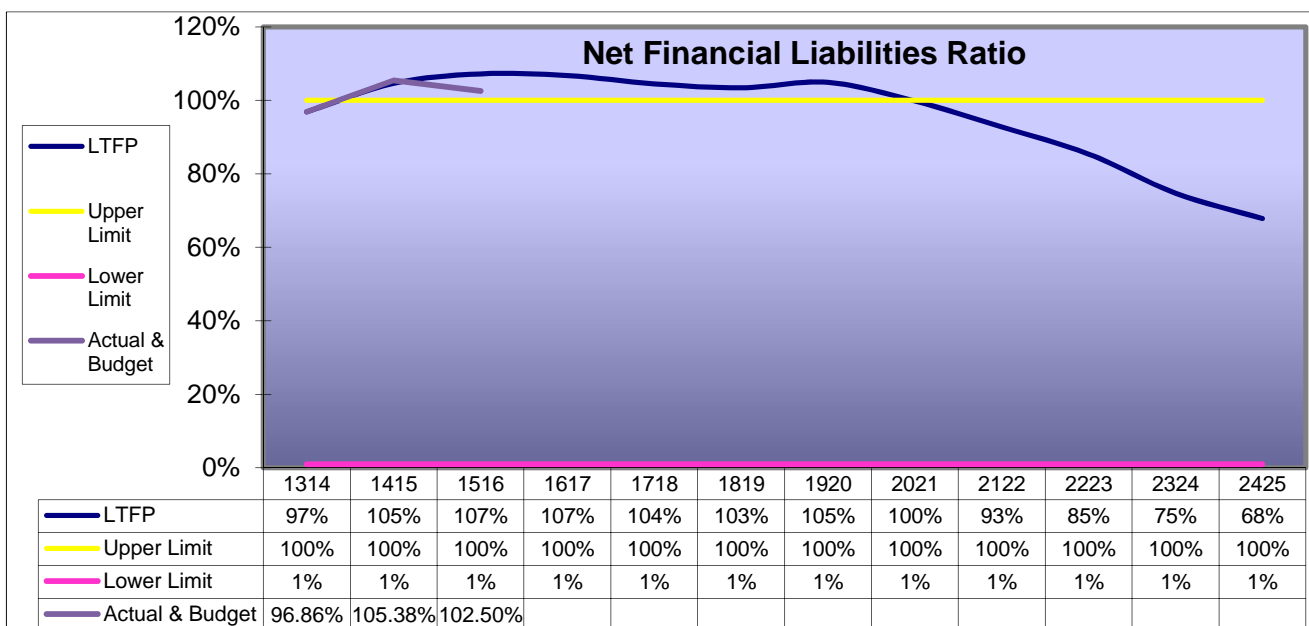
This ratio indicates what is owed to others less money held, invested or owed to the Council.



Target: Council's level of Net Financial Liabilities is no greater than its Annual Operating Revenue and not less than zero.

Financial Indicators - Net Financial Liabilities Ratio

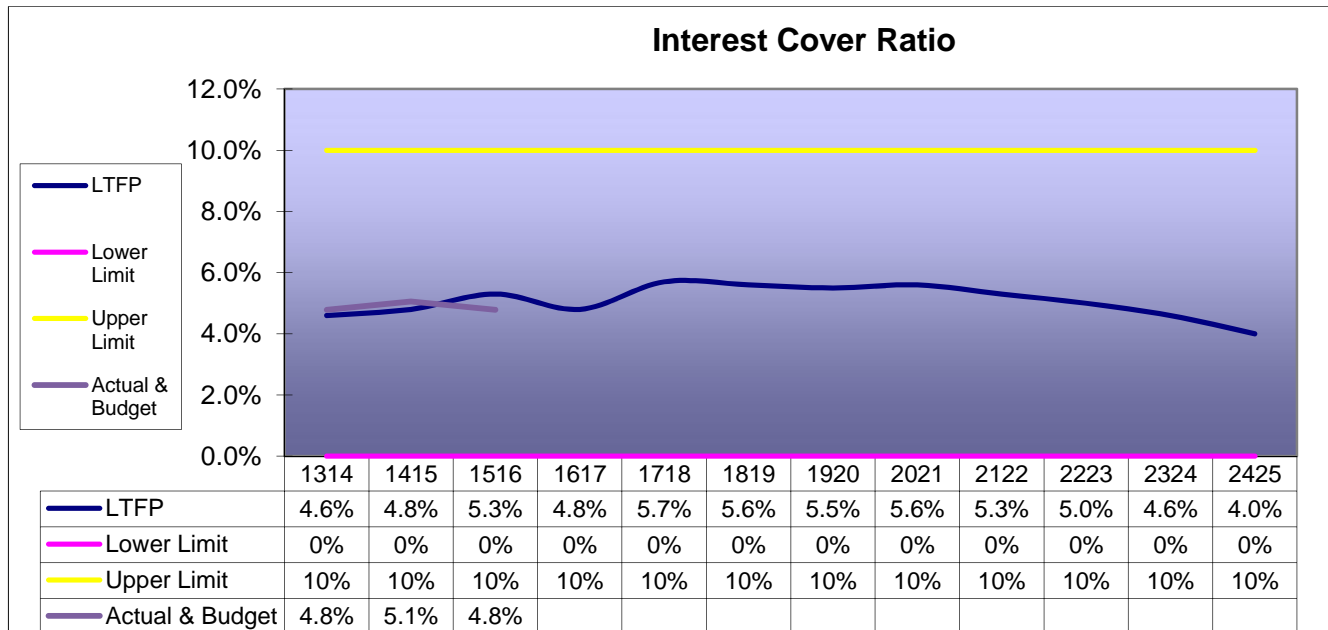
This ratio indicates how significant the net amount owed is compared with income.



Target: Net Financial Liabilities Ratio is greater than zero but less than 100% of total Operating Revenue.

Financial Indicators - Interest Cover Ratio

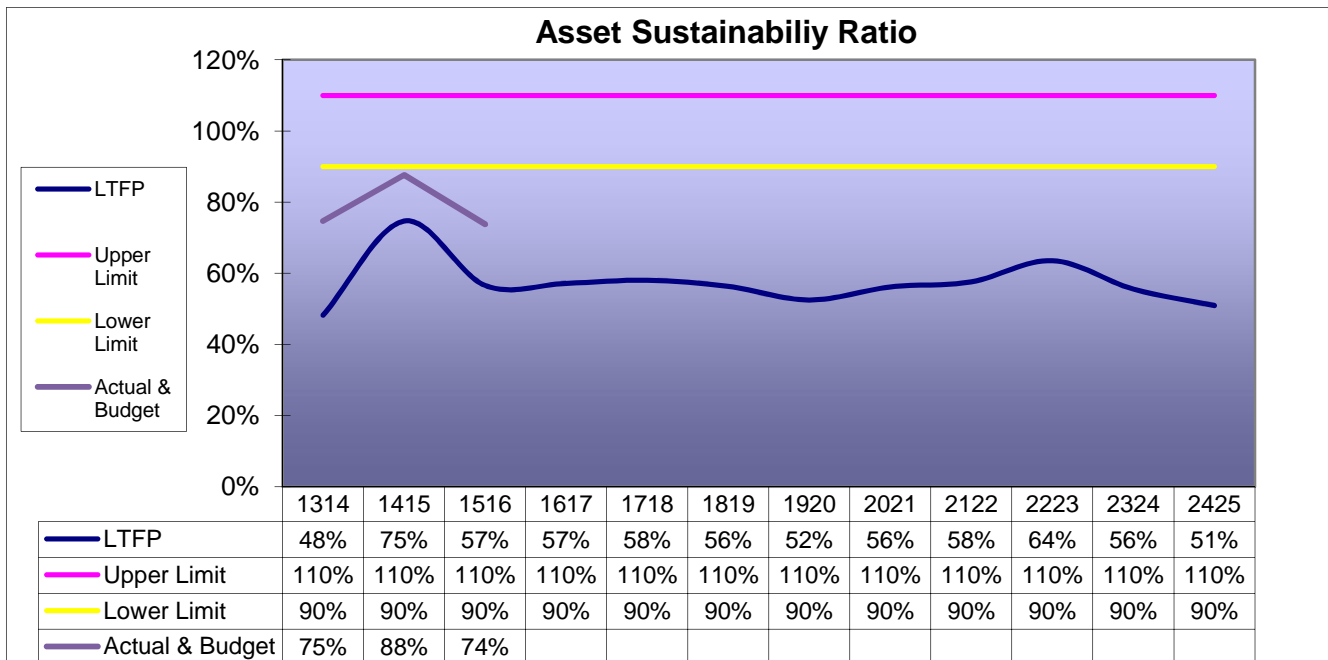
This ratio indicates how much income is used in paying interest on borrowings.



Target: Net Interest is greater than 0% and less than 10% of Operating Revenue.

Financial Indicators - Asset Sustainability Ratio

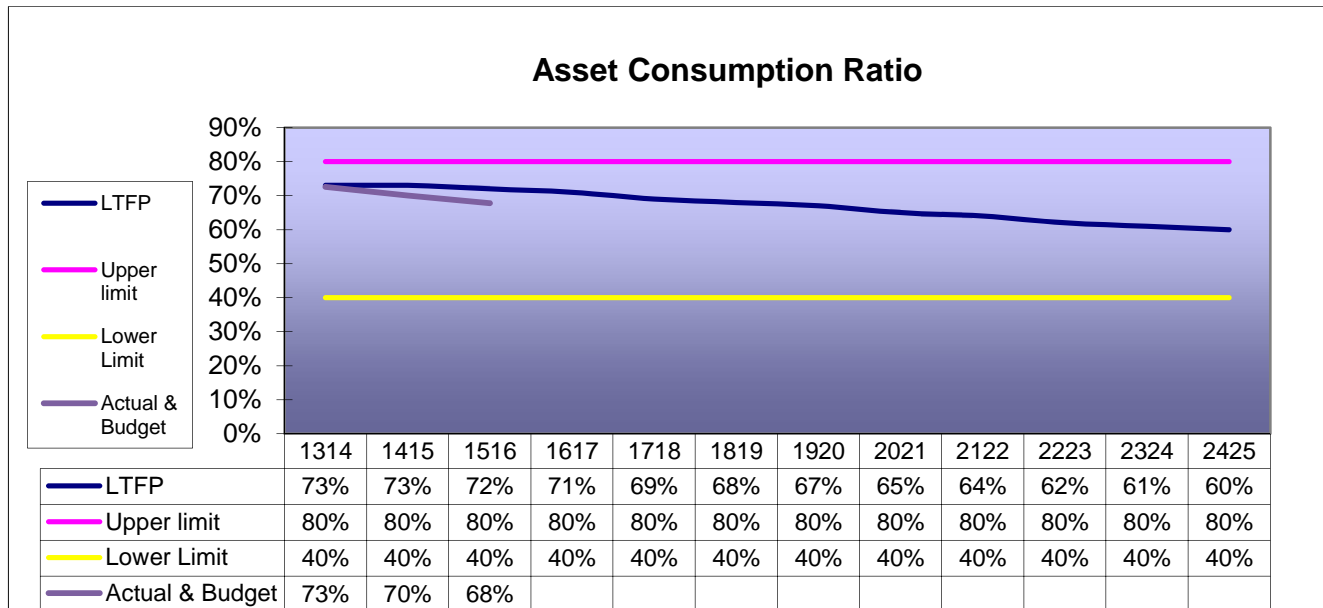
This ratio indicates whether assets are being replaced at the rate they are wearing out.



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

Financial Indicators - Asset Consumption Ratio

This ratio indicates the average proportion of 'as new condition' left in assets.



Target: The average proportion of 'as new condition' left in assets is greater than 40% and less than 80%.

2015-16 Capital Works List

		CAPEX	CAPIN
Ablution Facilities	Pennington Bay	\$ 47,000	
Bridges	Bark Hut Road (Bridge 10) Bark Hut Road (Bridge 11) Ropers Road (Bridge 16) Ropers Road (Bridge 17)	\$ 100,000	-\$ 50,000
Car Parks	American River Car Parking	\$ 21,000	
CWMS	Todd & Buller Bypass Lines	\$ 160,000	
Jetties/Wharfs/ Boat ramp	Baudin Beach Boat Ramp Emu Bay Jetty Pylons	\$ 110,000	-\$ 97,500
Footpaths	Rawson Street Kerbs Kingscote / Penneshaw Trail – Stage 1 Kingscote Trail – Stage 2	\$ 257,000	-\$ 150,000
Information Technology	Building Control	\$ 30,000	
Pit Remediation	Pit Rehabilitation	\$ 45,000	
Kerbs	Todd Street Margaret Street Elizabeth Street	\$ 101,000	
Parks & Gardens	Penneshaw Irrigation System	\$ 15,000	
Plant & Equipment	Chipper Grader Replacement (Replace 2 With 1) Gardening Truck Skid Steer Roller Trailer	\$ 492,000	-\$ 220,000
Property (Halls)	Various Upgrades Kingscote Pavilion Town Hall Facade	\$ 181,000	
Sealed Road	Penneshaw Sealed Roads Dover Farm	\$ 105,000	
Traffic Control - Signs	Macgillivray Mass Action Signage Audit Vivonne Mass Action Signage Audit	\$ 30,000	
Unsealed Roads	Bullock Track East West one Knofel Drive Flinders Road Bayview Road Crabb Road Shell Street Dolphin Crescent Sunset Way	\$ 538,000	-\$ 283,890
Waste Management	Kingscote Dump Capping	\$ 80,000	
Total		\$ 2,312,000	-\$ 801,390
Net Spend		\$	1,510,610

Appendix B: Fees and Charges Policy 2015-16

	Fees & Charges Policy
File Number	18.8.11
Date Adopted:	June 2015
Minute Reference:	XX.XX
Next Review date:	June 2016
Responsible Manager/s or Department:	Director Business Support Finance Department
Related Policies / Codes:	<i>Local Government Act, 1999</i> <i>Local Government (Financial Management) Regulations, 1999</i>
Related Procedure(s):	
Related Document(s):	Section 188 (Fees and Charges) of the <i>Local Government Act, 1999</i> . Schedule of Fees & Charges 2015-16

1. Introduction

Section 188 (Fees and Charges) of the *Local Government Act, 1999* empowers a Council to impose fees and charges.

2. Scope

This policy applies to all persons subject to Fees & Charges applied by Council.

3. Definitions

In this Policy, unless the contrary intention appears, these words have the following meanings:

ACT means the *Local Government Act, 1999*.

CEO means the Chief Executive Officer of the Kangaroo Island Council.

Council means the Kangaroo Island Council.

Employee and/or **Employees** of Council including managers, staff, contractors, agency personnel, volunteers and work experience placements who are performing duties/tasks on behalf of the Council.

Statutory Charges are fees associated with permits and licences and are set by the State or Australian Governments: for example, Aerodrome Fees Act 1998 (SA), Development Act 1993 (SA), Dog and Cat Management Act and Regulations 1995 (SA), Environment Protection Act 1993 (SA), Natural Resources Management Act 2004, South Australian Public Health Act 2011, Road Traffic Act 1961

(SA).

User Fees/Charges are associated with Council activities provided to the community through the sale of goods and services, or rental of property or facilities. Fees of this type can be Camping Fees, Swimming Pool Fees, Land Clearing Fees, Library Service Fees and Community Hall Hire Fees.

4. Policy Statement

According to Section 188 of the *Act*, 1999, Council can impose fees and charges as set out below.

- (a) for the use of any property or facility owned, controlled, managed or maintained by the Council;
- (b) for services supplied to a person at his or her request;
- (c) for carrying out work at a person's request;
- (d) for providing information or materials, or copies of, or extracts from, Council records;
- (e) in respect of any application to the Council;
- (f) in respect of any authorisation, licence or permit granted by the Council;
- (g) in respect of any matter for which another Act provides that a fee fixed under this *Act* is to be payable;
- (h) in relation to any other prescribed matter.

Fees or charges under (a), (b) and (c) need not be fixed by reference to the cost to the Council. Fees or charges under (d) must not exceed a reasonable estimate of the direct cost to the Council in providing the information, materials, copies or extracts.

A Council may provide for:

- (a) specific fees and charges;
- (b) maximum fees and charges and minimum fees and charges;
- (c) annual fees and charges;
- (d) the imposition of fees or charges according to specified conditions or circumstances;
- (e) the variation of fees or charges according to specified factors;
- (f) the reduction, waiver or refund, in whole or in part, of fees or charges.

If,

- (a) a fee or charge is fixed or prescribed by or under this or another Act in respect of a particular matter; or
- (b) this or another Act provides that no fee or charge is payable in respect of a particular matter, a council may not fix or impose a fee or charge in respect of that matter.

Fees and charges may be fixed, varied or revoked by by-law or by decision of the Council.

The Council must keep a list of fees and charges imposed under this section on public display (during ordinary office hours) at the principal office of the Council.

If Council fixes a fee or charge under this section; or varies a fee or charge under this section, Council must up-date the list and take reasonable steps to bring the fee or charge, or the variation of the fee or charge, to the notice of persons who may be affected.

The Fees and Charges Policy is included as part of the Annual Business Plan and is adopted as part of the Plan. The Fees and Charges Schedule lists all fees and charges.

It is Council's policy that there will be no waiver to any fees and charges, excepting Statutory Concessions and Fees and Charges encompassed by Council's Rates and Rebates Policy.

There is an option for Community groups to seek sponsorship from Council for the equivalent of the fees payable, on those fees and charges set and administered by Council. An application for sponsorship will need to be completed well before the need to pay the fees. An example would be sponsorship to cover application fees for development of a sporting group or a charity to use a Council

facility.

4.1. Application of The Goods and Services Tax (GST)

Section 81.5 of the *New Tax System (Goods and Services Tax) Act*, 1999 states that GST applies to payments of taxes, fees and charges. Taxes, fees and charges may be excluded from the GST by a determination of the Treasurer, which in this case is A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011(No.1). The list of items which are exempt can be found in Part 6 (South Australia) under Items 3.1, 16.1-16.19.

4.2. Natural Resources Management Levy 2015-16

During 2015, the Government gazetted the annual charge to be levied on the Kangaroo Island Council pursuant to section 92(7) of the *Natural Resources Management Act*, 2004.

The Government determined that the share of Kangaroo Island Council for 2015-16, as sole constituent Council would be \$157,475. This is applied to all ratepayers. Council does not determine how the levy is spent and does not retain the revenue collected.

4.3. Pricing Policy

Council does not determine Statutory Charges.

User Fees/Charges are determined on the basis of the principle of user pays. Where possible, Council seeks full recovery of the cost of operating or providing the service or goods. Where it can be demonstrated that the imposition of full cost recovery would create hardship in the community, either at the individual or organizational level, then Council may apply a lesser quantum to non-statutory fees and charges, either by way of a class of persons or types of organizations, or by way of a percentage reduction.

Fees and charges are set giving regard to the following:

- a. The cost of providing the service, inclusive of overhead costs.
- b. The importance of the goods or service to the Community.
- c. Market comparison of fees and pricing structures with other enterprises which offer a similar service.
- d. The level of service / facility provided by the Council.
- e. Increase in statutory charges set by regulation.

4.4. Expiation Fees for By-Laws Adopted by Council

The maximum penalty set for Expiation Fees for By-Laws adopted by Council, under the *Local Government Act*, 1999 Section 246(3)(g), is \$750. Expiation fees can be set, according to Section 246(5), to an amount up to 25% of the maximum, that being \$187.50.

As per Agenda Item 11.3 of the Council Minutes for the meeting held on 18 of January 2012, the following expiation fee amounts have been set, namely:

1. For all By-Laws, apart from By-Law 3 Section 2.11 Fire, a 'maximum penalty only'
Expiation Fee of **\$102.00**
2. For By-Law 3 Section 2.11 Fire, a 'maximum penalty only'
Expiation Fee of **\$189.00**



4.5. Private Works

Private Works are works carried out by council staff in Council time using Council equipment.

Private Works include, but are not limited to:

1. paving and road making;
2. kerbing and guttering
3. fencing and ditching
4. tree planting and tree maintenance
5. demolition and excavation
6. block clearing and tree felling
7. road opening and closing

Private works may be carried out in circumstances where Council staff have the necessary skills, qualifications and equipment under their control required to undertake the work, and may be redirected (with the equipment under their control) to the private works without compromising Council's work program.

Private works may only be carried out on the basis of approved documentation that is to include a detailed, itemised scope of works by an authorised Council officer and acceptance by the person for whom the works are being undertaken.

Private works are to be carried out on the most appropriate cost recovery method as shown in the Schedule of Fees and Charges as adopted.

The Private Works margin is set at 15%, to match the requirements of performing works at a commercial operational level and takes into account other relevant policies of Council.

5. Review & Responsibilities

This Policy shall be reviewed by the Kangaroo Island Council annually.

6. Availability and Grievances

This Policy will be available for inspection at the Council's Offices 43 Dauncey Street, Kingscote during ordinary business hours and via the Council's website: www.kangarooisland.sa.gov.au Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Any grievances in relation to this policy or its application should be forwarded in writing addressed to the Chief Executive Officer, Kangaroo Island Council, PO Box 121, Kingscote SA 5223.

SIGNED:

Being a Procedure adopted by the
Mayor and Elected Council

Mayor

Date: ____/____/____

History:		
1 July 2008	Version 1	Draft Adopted by Council
12 September 2008	Version 2	Hall Hire Fees Updated
14 November 2008	Version 3	Include Authorisations & Permits Fee
26 June 2009	Version 4	Draft Adopted by Council
02 July 2010	Version 5	Draft Adopted by Council
30 June 2011	Version 6	Draft Adopted by Council
18 January 2012	Version 7	Expiation Fees Updated
13 June 2012	Version 8	2012-13 Policy Adopted by Council
11 July 2012	Version 9	Statutory Fees Updated
12 June 2013	Version 10	Policy Reviewed and Adopted for 13-14
11 June 2014	Version 11	Policy Reviewed and Adopted for 14-15
9 June 2015	Version 12	Policy Reviewed and Adopted for 15-16

APPENDIX C: Schedule of Fees and Charges 2015-16

Fees and Charges may be subject to review in the 2015-16 Financial Year.

Concessions and Rebates for any fees will only be applied upon receipt of satisfactory documentation.

Where appropriate the figures in this document are GST Inclusive unless otherwise stated.

* Statutory Fees can change at the discretion of the Minister and are not limited to those identified below. Other Statutory Fees over and above those listed may apply.

Administration

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Administration Fee	Per hour (Minimum Charge 30 Minutes)	GST Inclusive	Set by Council	This charge does not apply to normal customer service arrangements, but Council reserves the right to impose such charges in other situations.	\$77.00

Airport - Aircraft

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Aircraft	Per 1000 kilos	GST Inclusive	Set by Council	Weight-based charges per movement calculated on certified maximum take off weight of the aircraft with a movement defined as a departure.	\$12.00
Helicopters	Per craft	GST Inclusive	Set by Council		\$20.00
Parking Fee (Non-RPT Craft)	Per aircraft per day or part thereof	GST Inclusive	Set by Council	Non-RPT aircraft parking in the sealed apron by prior arrangement only. If not authorised, then a fee or part thereof may be incurred.	\$210.00
Passenger Levy	Per person each way	GST Inclusive	Set by Council	Levy applies to Regular Passenger Transport (RPT) and Tourist Charter Operations.	\$9.94

Airport - Advertising

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
1/3 A4	Per Year	GST Inclusive	Set by Council	Interim arrangement until the Master Plan is developed.	\$60.00
A4	Per Year	GST Inclusive	Set by Council		\$118.00

Airport - Parking

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Overnight	Per day	GST Inclusive	Set by Council	Regular long term users can be provided with a 30% discount on fees, GST Inclusive 12 months in advance. Also interim arrangement as in the future will include permit parking etc.	\$4.00



Animals - Cat Registration

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Breeding Cat	Per Animal	GST Free	Set by Council	For breeding. Minute Ref 11.8, 12 Feb 2014	\$72.60
De-sexed / Micro-chipped	Per Animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$36.30
De-sexed/Micro-chipped (Concession)	Per Animal	GST Free	Set by Council	" "	\$18.15
Transfer of Registration	Per Animal	GST Free	Set by Council	" "	\$7.25
Partial Year Registration	Per animal	GST Free	Set by Council	" "	\$36.30
Late Registration Breeding	Per animal	GST Free	Set by Council	" "	\$18.15
Late Registration De-sexed / Micro-chipped	Per animal	GST Free	Set by Council	" "	\$9.10
Late Registration De-sexed / Micro-chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$4.55

Animals - Dog Registration

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Dog	Per animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$72.60
Concession	Per animal	GST Free	Set by Council	" "	\$36.30
De-sexed	Per animal	GST Free	Set by Council	" "	\$43.55
De-sexed (Concession)	Per animal	GST Free	Set by Council	" "	\$21.80
De-sexed and Micro-Chipped	Per animal	GST Free	Set by Council	" "	\$36.30
De-sexed and Micro-chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$18.15
Micro-chipped	Per animal	GST Free	Set by Council	" "	\$65.35
Micro-chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$32.65
Obedience trained	Per animal	GST Free	Set by Council	" "	\$65.35
Obedience trained (Concession)	Per animal	GST Free	Set by Council	" "	\$32.65
Obedience trained and Micro-hipped	Per animal	GST Free	Set by Council	" "	\$58.10
Obedience trained and Micro- chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$29.05
Obedience trained and De-sexed	Per animal	GST Free	Set by Council	" "	\$36.30

Annual Business Plan 2015-16

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Obedience trained and de-sexed (concession)	Per animal	GST Free	Set by Council	" "	\$18.15
Obedience trained, de-sexed and micro-chipped	Per animal	GST Free	Set by Council	" "	\$29.05
Obedience trained, de-sexed and micro-chipped (concession)	Per animal	GST Free	Set by Council	" "	\$14.50
Guide, hearing or disability	Per animal	GST Free	Set by Council	" "	\$0.00
Working Dog / Grey Hound (Racing only)	Per animal	GST Free	Set by Council	Rebates do not apply. Minute Ref 11.8, 12 Feb 2014	\$12.10
Business Registration	Per animal	GST Free	Set by Council	" "	\$54.45
Transfer of Registration	Per animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$7.25
Partial Year Registration	Per animal	GST Free	Set by Council	Rebates do not apply. Minute Ref 11.8, 12 Feb 2014	\$4.85
Replacing Disc	Per animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$4.85
Late registration Fee	Per animal	GST Free	Set by Council	" "	\$18.15
Late Registration Fee (concession)	Per animal	GST Free	Set by Council	" "	\$9.10
Late Registration Fee - De-sexed	Per animal	GST Free	Set by Council	" "	\$10.90
Late Registration Fee - de-sexed (concession)	Per animal	GST Free	Set by Council	" "	\$5.45
Late Registration Fee - de-sexed & micro-chipped	Per animal	GST Free	Set by Council	" "	\$9.10
Late Registration Fee - de-sexed & micro-chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$4.55
Late Registration Fee - Micro- chipped	Per animal	GST Free	Set by Council	" "	\$16.35
Late Registration Fee - Micro- chipped (Concession)	Per animal	GST Free	Set by Council	" "	\$8.20
Late Registration Fee - Obedience trained	Per animal	GST Free	Set by Council	" "	\$16.35
Late Registration Fee - Obedience trained (concession)	Per animal	GST Free	Set by Council	" "	\$8.20
Late Registration Fee - Obedience trained and micro- chipped	Per animal	GST Free	Set by Council	" "	\$14.50
Late Registration Fee - Obedience trained and micro- chipped (concession)	Per animal	GST Free	Set by Council	" "	\$7.25

Annual Business Plan 2015-16

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Late Registration Fee - Obedience trained and de-sexed	Per animal	GST Free	Set by Council	" "	\$9.10
Late Registration Fee - Obedience trained and	Per animal	GST Free	Set by Council	" "	\$4.55
Late Registration Fee - Obedience trained, de-sexed and micro-chipped	Per animal	GST Free	Set by Council	" "	\$7.25
Late Registration Fee - Obedience trained, de-sexed and micro-chipped	Per animal	GST Free	Set by Council	" "	\$3.65
Late Registration Fee - guide, hearing or disability	Per animal	GST Free	Set by Council	" "	\$0.00
Late Registration Fee - Working Dog / Grey Hound (Racing only)	Per animal	GST Free	Set by Council	" "	\$3.05
Late Registration Fee - Business registration	Per animal	GST Free	Set by Council	" "	\$13.65
Permit Fee Exceeding Domestic Animal Entitlement	Per Animal	GST Free	Set by Council	" "	\$12.10

Animals - Impounded Animals

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Impoundment Fee - (First occurrence)	Per animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$44.00
Impoundment Fee - (Second & subsequent occurrences)	Per animal	GST Free	Set by Council	" "	\$66.55
Daily Holding / Pound Fee	Per animal per day or part thereof	GST Free	Set by Council	" "	\$44.00
Release of an animal on weekends, public holidays or out of hours	Per animal	GST Free	Set by Council	Collection on presentation of receipt, obtained once fees have been paid. Minute Ref 11.8, 12 Feb 2014	Upon application.
Dog and Cat Collection Fee (Kingscote)	Per Animal	GST Free	Set by Council	Minute Ref. 11.8, 12 Feb 2014	\$44.00
Dog and Cat Collection Fee (Outside Kingscote)	Per Animal	GST Free	Set by Council	" "	\$66.55

Annual Report

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Purchase of Annual Report	Per Report	GST Inclusive	Set by Council		\$20.00



Assessment Book - Access

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Access reports from Council's Assessment book	Per record	GST Free	Set by Council		\$20.00
Entire assessment book on CD	Per CD	GST Free	Set by Council		\$777.00
Quarterly updates if entire CD Purchased	Per quarter	GST Free	Set by Council		\$260.00

Boat Launching - Christmas Cove, American River and Bay of Shoals

All boat launching fees subject to Council approval and adoption. Agenda Ref. 5.5, 15 April 2014.

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Launch Fee	Daily	GST Inclusive	Set by Council	Per vessel.	\$10.00
Launch Fee (Pensioner)	Daily	GST Inclusive	Set by Council	Per vessel.	\$8.00
Launch Fee	Annual	GST Inclusive	Set by Council	Per vessel. All annual permits expire 30 November. 50% rebate available from 1st June each year.	\$120.00
Launch Fee (Pensioner)	Annual	GST Inclusive	Set by Council	Per vessel. All annual permits expire 30 November. 50% rebate available from 1st June each year.	\$94.00
Launch Fee	Lifetime	GST Inclusive	Set by Council	Per vessel.	\$2,206.00
Launch Fee (General Commercial)	Daily	GST Inclusive	Set by Council	Per vessel.	\$20.00
Launch Fee (General Commercial)	Annual	GST Inclusive	Set by Council	Per Vessel. All annual permits expire 30 November. 50% rebate available from 1st June each year.	\$222.00
Launch Fee (Commercial)	Annual	GST Inclusive	Set by Council	Per Vessel. All annual permits expire 30 November. 50% rebate available from 1st June each year.	\$530.00
Christmas Cove Mooring Fee	Up to 7Nights	GST Inclusive	Set by Council	Per night.	\$30.00
Christmas Cove Mooring Fee	7-60 Nights	GST Inclusive	Set by Council	Per night.	\$20.00
Christmas Cove Mooring Fee	> than 60 Nights	GST Inclusive	Set by Council	Per night - GST Inclusive in advance.	\$10.00
Small Mooring Pontoon	per Night	GST Inclusive	Set by Council	Per night.	\$10.20

By-Law Breach Fees

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Expiation Fee for By-Laws (exception By-Law 3 Section 2.11 Fire)	Per breach	GST Free	Set by Council		\$100.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Expiation Fee for By-Law 3 Section 2.11 Fire	Per breach	GST Free	Set by Council		\$185.00

Camping Fees

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Powered site	Per couple / night	GST Inclusive	Set by Council	Minute Ref. 8.1.2, 8.1.3, 18 Jan 2012	\$27.00
Unpowered site	Per couple / night	GST Inclusive	Set by Council	" "	\$17.00
Additional person	Per night	GST Inclusive	Set by Council	" "	\$6.00
Tour bus use of facilities	Per bus	GST Inclusive	Set by Council		

Cemetery - Burial

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Lease (99 years)		GST Inclusive	Set by Council		\$283.00
Lease (99 years)	Transfer of Lease	GST Inclusive	Set by Council		\$283.00
Burial Site Weekdays and Maintenance	Single depth	GST Inclusive	Set by Council		\$905.00
Burial weekends and public holidays and Maintenance	Single depth	GST Inclusive	Set by Council		\$1,469.00
Burial Site Weekdays and Maintenance	Double depth	GST Inclusive	Set by Council		\$1,075.00
Burial weekends and public holidays and Maintenance	Double depth	GST Inclusive	Set by Council		\$1,583.00
Burial	Oversize Coffin	GST Inclusive	Set by Council	Plus normal fees.	\$91.00
Burial	Removal of Slab	GST Inclusive	Set by Council	" "	\$91.00
Headstone	Per Headstone	GST Inclusive	Set by Council	Headstone ordered externally.	
Headstone Installation	Per Headstone	GST Inclusive	Set by Council	Headstone installation.	\$35.00
Plinth	Per Plinth	GST Inclusive	Set by Council		\$110.00
Plaque	Per Item	GST Inclusive	Set by Council	Up to 8 lines only. Note: Extra lines and flower design additional fee - at cost.	\$692.00
Plaque	Per Item	GST Inclusive	Set by Council	Extra lines & flower design	
Internment of Ashes	Previously used site	GST Inclusive	Set by Council		\$292.00



Cemetery - Columbarium

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Internment of Ashes	Per item	GST Inclusive	Set by Council		\$292.00
Lease (99 Years)	Memorial Plaque	GST Inclusive	Set by Council		\$283.00
Plaque	Per plaque	GST Inclusive	Set by Council	Up to 9 lines only. Extra at cost.	\$340.00

Community Centre - Hall, Chambers and Kitchen

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$266.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required including Waste	Per hour	GST Inclusive	Set by Council		\$134.00
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$129.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$64.00
Commercial Use - Daily Booking		GST Inclusive	Set by Council		\$640.00
Community Use - Daily Booking		GST Inclusive	Set by Council		\$320.00
Lighting - Commercial Use		GST Inclusive	Set by Council		\$64.00
Lighting - Community Use		GST Inclusive	Set by Council		\$33.00
Draughtsman's Table	Per Week	GST Inclusive	Set by Council		\$6.00
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Community Hall Hire - Kingscote, Penneshaw, Parndana and American River

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$267.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required including Waste	Per hour	GST Inclusive	Set by Council		\$134.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$64.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$33.00
Commercial Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$320.00
Community Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$161.00
Lighting - Commercial Use	Per day	GST Inclusive	Set by Council		\$64.00
Lighting - Community Use	Per day	GST Inclusive	Set by Council		\$33.00
Call Out Fee	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Kingscote Meeting Room 1 (Only)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$267.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required incl. Waste	Per hour	GST Inclusive	Set by Council		\$134.00
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$33.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$16.00
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Kingscote Meeting Room 2 Plus Kitchen (Only)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$267.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required incl. Waste	Per hour	GST Inclusive	Set by Council		\$134.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$43.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$21.00
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Kingscote Meeting Room 1 and 2 (Plus Kitchen)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$267.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required incl. Waste	Per hour	GST Inclusive	Set by Council		\$134.00
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$64.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$33.00
Commercial Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$320.00
Community Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$161.00
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Kingscote Office Interview Room

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users		GST Free	Set by Council	No bond required.	\$0.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required	Per hour	GST Inclusive	Set by Council	Including waste.	\$134.00
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$33.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$16.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Community Hall Hire – Kingscote Pavilion

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond for all Users	Per booking	GST Free	Set by Council		\$267.00
Set Up if required	Per hour	GST Inclusive	Set by Council		\$64.00
Clean Up if required	Per hour	GST Inclusive	Set by Council		\$134.00
Commercial Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$64.00
Community Use	Per 2 hours or part thereof	GST Inclusive	Set by Council		\$33.00
Commercial Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$320.00
Community Use - Daily Booking	Per day	GST Inclusive	Set by Council		\$160.00
Call Out	Per hour for a call out	GST Inclusive	Set by Council		\$134.00

Meeting Hire Equipment

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Projector Hire	Per Booking	GST Inclusive	Set by Council		\$27.00
Flipchart Hire	Per Booking	GST Inclusive	Set by Council		\$16.00
Tea, Coffee, Milk, Sugar	Per Person	GST Inclusive	Set by Council		\$3.00

Community Passenger Network

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Individual Transfers 0-15KMs	Per Trip	GST Inclusive	Council		\$6.00
Individual Transfers 16-50KMs	Per Trip	GST Inclusive	Council		\$9.00
Individual Transfers 51-150KMs	Per Trip	GST Inclusive	Council		\$14.00
Individual Transfers 151-250KMS	Per Trip	GST Inclusive	Council		\$21.00
Individual Transfers 251-450KMs	Per Trip	GST Inclusive	Council		\$32.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Individual Transfers - 451KMs+	Per Trip	GST Inclusive	Council		\$47.00
Group Transfers 0-15KMs	Per Person / Trip	GST Inclusive	Council		\$4.00
Group Transfers 16-125KMs	Per Person / Trip	GST Inclusive	Council		\$6.00
Group Transfers 126-250KMs	Per Person / Trip	GST Inclusive	Council		\$11.00
Group Transfers 251-450KMs	Per Person / Trip	GST Inclusive	Council		\$16.00
Group Transfers 451KMs+	Per Person / Trip	GST Inclusive	Council		\$25.00

Community Wastewater Management Schemes

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Waste water - New connections , alterations and relocations	Per Allotment Residential	GST Inclusive	Set by Council	Minute Ref. 3.2, 25 Sept 2013	At Cost plus Reinstatement

Development Application Fees

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Lodgment Fee Planning - Base Amount		GST Free	Not Set by Council, Statutory Fee *		\$58.50
Lodgment Fee Planning - Non Complying		GST Free	Not Set by Council, Statutory Fee *		\$94.00
Lodgment Fee Building - if Costs >\$5000		GST Free	Not Set by Council, Statutory Fee *		\$66.50
Schedule 1A Application Fee		GST Free	Not Set by Council, Statutory Fee *		\$49.00

Development Plan Assessment Fee

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Development Cost < \$10,000		GST Free	Not Set by Council, Statutory Fee *		\$36.50

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Development Cost > \$10,000 and <\$100,000		GST Free	Not Set by Council, Statutory Fee *		\$101.00
Development Cost > \$100,000		GST Free	Not Set by Council, Statutory Fee *		.125% of the development cost up to a maximum of \$200,000
Public Notification - Cat 2 and 3		GST Free	Not Set by Council, Statutory Fee *		\$101.00
Publication Cost - Cat 3		GST Inclusive	Set by Council	Advertisement	\$220.00
Copy of Cat 2 /Cat 3 Documents		GST Inclusive	Set by Council	Flat Rate	\$15.00

Non-Complying Development Assessment Fee

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Development Cost < \$10,000		GST Free	Not Set by Council, Statutory Fee *		\$50.50
Development Cost > \$10,000 and <\$100,000		GST Free	Not Set by Council, Statutory Fee *		\$119.00
Development Cost > \$100,000		GST Free	Not Set by Council, Statutory Fee *		.125% of the development cost up to a maximum of \$200,000
Non Complying Development Administration Fee		GST Free	Not Set by Council, Statutory Fee *		\$119.00

Car Parking Contribution

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Car Parking Contribution		GST Inclusive	Council charge	Car Parking Contribution (where a shortfall occurs for off street parking requirements in Table KI/2 of the Kangaroo Island Development Plan, for new development)	\$4,400.00

Referral Fees

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Building Rules Assessment Commission		GST Free	Not Set by Council, Statutory Fee *		\$294.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
EPA		GST Free	Not Set by Council, Statutory Fee *		\$208.00
EPA - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Coast Protection Board		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Coast Protection Board - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Native Vegetation Branch		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Native Vegetation Branch - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Environment and Heritage		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Environment and Heritage - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Liquor Licensing Commission		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Liquor Licensing Commission - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Mining and Energy		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Mining and Energy - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Water, Land and Biodiversity		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Water, Land and Biodiversity - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Country Fire Service		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Country Fire Service - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Planning and Urban Development		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Planning and Urban Development - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Department Transport, Energy and Infrastructure		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Transport SA - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
PIRSA		GST Free	Not Set by Council, Statutory Fee *		\$208.00
PIRSA - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
Telstra		GST Free	Not Set by Council, Statutory Fee *		\$208.00
Telstra - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
SA Water		GST Free	Not Set by Council, Statutory Fee *		\$208.00
SA Water - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00
ETSA		GST Free	Not Set by Council, Statutory Fee *		\$208.00
ETSA - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
KINRM Board		GST Free	Not Set by Council, Statutory Fee *		\$208.00
KINRM Board - (>\$1000000)		GST Free	Not Set by Council, Statutory Fee *		\$349.00

Building Rules: Classes

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Minimum Fee Building Works and Demolition		GST Free	Not Set by Council, Statutory Fee *		\$64.00
Building Class 1, 2, 4 - \$2.83 per sqm		GST Free	Not Set by Council, Statutory Fee *	Statutory Fee (per square metre as listed).	
Building Class 3, 5, 6 - \$3.77 per sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Building Class 7, 8 - \$2.50 per sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Building Class 9a and 9c - \$4.27 per sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Building Class 9b - \$3.75 per sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Building Class 10 - \$0.84 per sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Essential Safety Provisions		GST Free	Not Set by Council, Statutory Fee *	" "	\$90.50
Modification of Building Rules		GST Free	Not Set by Council, Statutory Fee *	Subject to fees prescribed in Item 1 of Schedule 6 as if it were an application for a new development.	
Certification of Occupancy		GST Free	Not Set by Council, Statutory Fee *		\$42.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Staged Consents Fee (Building Rules)		GST Free	Not Set by Council, Statutory Fee *		\$58.50
Application to extend any consent or approval		GST Free	Not Set by Council, Statutory Fee *		\$94.00
Demolition Class 1, 2, 4 - \$0.57 / sqm		GST Free	Not Set by Council, Statutory Fee *	Statutory Fee (per square metre as listed).	
Demolition Class 3, 5, 6 - \$0.75 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Demolition Class 7, 8 - \$0.50 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Demolition Class 9a and 9c - \$0.85 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Demolition Class 9b - \$0.75 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Demolition Class 10 - \$0.17 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Minimum Fee		GST Free	Not Set by Council, Statutory Fee *		\$61.00
Re-classification of a Building		GST Free	Not Set by Council, Statutory Fee *	Refer Sec. 66, Reg. 82 for details.	
Class 1, 2, 4 - \$1.76 / sqm		GST Free	Not Set by Council, Statutory Fee *	Statutory Fee (per square metre as listed).	
Class 3, 5, 6 - \$2.35 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Class 7, 8 - \$1.56 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Class 9a and 9c - \$2.66 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Class 9b - \$2.34/ sqm		GST Free	Not Set by Council, Statutory Fee *	" "	
Class 10 - \$0.53 / sqm		GST Free	Not Set by Council, Statutory Fee *	" "	

Events on Local Government Land (Beach, Foreshore, Parks Gardens, Tidal Pool)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond	Per booking	GST Free	Set by Council		\$267.00
Commercial Day Hire	Per booking	GST Inclusive	Set by Council		\$320.00
Community / Resident Day Hire	Per booking	GST Inclusive	Set by Council		\$160.00
Set Up (if required)	Per booking	GST Inclusive	Set by Council		\$134.00
Clean Up (if required)	Per booking	GST Inclusive	Set by Council		\$134.00
Waste Management	Per Bin	GST Inclusive	Set by Council		\$6.00

Annual or Monthly Permit - Commercial Use of Local Government Land (Parks, Lands, Roads, Foreshore, Reserves)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Bond	Per booking	GST Free	Set by Council		\$267.00
Commercial Permit	Per Month	GST Inclusive	Set by Council	Minute Ref. 10.10 20 November 2014	\$41.00
Commercial Permit	Per Year	GST Inclusive	Set by Council	Minute Ref. 10.10, 20 November 2014 Minute Ref. 13.3, 09 Oct 2013	\$320.00
Set Up if required	Per booking	GST Inclusive	Set by Council		\$134.00
Clean Up if required	Per booking	GST Inclusive	Set by Council		\$134.00
Waste Management	Per Bin	GST Inclusive	Set by FRWA		\$20.00

Events of Roads (Roads Opening and Closing Act)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Administration	Per Event	GST Inclusive	Council		\$278.00
If Advertisement Required	Per Event	GST Inclusive	Set by Council		\$210.00

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FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
If Erection of Signs and Barricades by Council	Per Event	GST Inclusive	Set by Council		\$262.00

Expiation Fee for By-Laws

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Expiation Fee for By-Laws (exception By-Law 3 Section 2.11 Fire)	Per breach	GST Free	Set by Council		\$102.00
Expiation Fee for By-Law 3 Section 2.11 Fire	Per breach	GST Free	Set by Council		\$189.00

Fire Compliance

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Issue of Section 105F Notices	Per property	GST Free	Set by Council		\$118.00
Re-inspection of a Lot for compliance with Fire Safety Regulations (105F notice)	Per inspection	GST Inclusive	Set by Council		\$92.00
Slashing for Section 105F Notices (Standard block < 1200m2)	Per Property	GST Inclusive	Set by Council	An additional administration fee may be incurred.	\$510.00
Slashing for Section 105F Notices (blocks >1200m2)	Per Property	GST Inclusive	Set by Council	An additional administration fee may be incurred.	Quoted as required.

Food

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Food Business Notification and Inspection Fee	Annual	GST Free	Statutory Fee *	Businesses <20FTE. (<i>Food Regulations 2002</i>)	\$84.00
Food Business Notification and Inspection Fee	Annual	GST Free	Statutory Fee *	Businesses >20FTE. (<i>Food Regulations 2002</i>)	\$210.00
All Food Business Re-inspection	Per Inspection	GST Free	Statutory Fee *		\$84.00

Freedom of Information

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Application to access Council documents		GST Free	Statutory Fee *		\$33.00
Application for review of a determination		GST Free	Statutory Fee *		\$33.00
Staff Time Spent		GST Free	Statutory Fee *	For each 15 minutes.	\$13.00
<i>If information relates to personal affairs of the applicant - the first two hours are free then above fees apply thereafter.</i>					
Photocopies of documents	Per Page	GST Free	Statutory Fee *		\$7.00

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FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Written transcripts of documents	Per Page	GST Free	Statutory Fee *		\$7.35
<i>For any information accessed in the form of a copy of a photograph, x-ray, video tape, computer tape, or computer disk the actual cost will be incurred by the applicant. Any cost for postage or delivery will also be incurred by the applicant.</i>					

Library

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Library Card Replacement Fee	Per Card	GST Inclusive	Set by Council		\$2.00
Temporary Membership Refundable Deposit	Per Membership	GST Inclusive	Set by Council		\$20.00
Library Fines – Damaged or Lost Item Charge	Per item	GST Inclusive	Set by Council		\$5.00
Library Fines - Overdue Notice Processing Fee	Per item	GST Inclusive	Set by Council		\$2.00
Replacement Costs - All books	Per item	GST Inclusive	Set by Council		\$40.00
Replacement Costs - Magazine	Per item	GST Inclusive	Set by Council		\$12.00
Replacement Costs - Compact Disc (CD) or Digital Video Disc (DVD)	Per item	GST Inclusive	Set by Council		\$34.00
Replacement Costs - Audio Book	Per item	GST Inclusive	Set by Council		\$80.00
Interlibrary Loan Postage Fee	Per item	GST Inclusive	Set by Council	Cost of Libraries Australia document delivery.	\$20.00

Licenses

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Unlicensed Outdoor Cafe/ Deli Annual Charge	Per table with up to four seats/ Annual Charge	GST Inclusive	Set by Council	'Seat' refers to the number of people who can sit at the table.	\$93.00
Unlicensed Outdoor Cafe/ Deli	Per additional chair /Per Year	GST Inclusive	Set by Council		\$19.00
Licensed Outdoor Café/Restaurant/ Hotel	Per table with up to four seats	GST Inclusive	Set by Council		\$184.00
Licensed Outdoor Café/Restaurant/ Hotel	Per additional seats	GST Inclusive	Set by Council		\$44.00
Street Stall	Per stall per day	GST Inclusive	Set by Council		\$6.00
Annual Street Stall permit (up to 20 in one year)	Annual	GST Inclusive	Set by Council		\$63.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Minimum Lease Rent	Annual	GST Inclusive	Set by Council		\$293.00
Authorisation and Permit (Sec 221 and 222 LGA)	5 Years	GST Inclusive	Set by Council		\$293.00
Mobile Food Vending Itinerant Vendor License	Annual	GST Inclusive	Set by Council	Based on average commercial rate.	\$1,384.00

Photocopying / Printing (Black and White Only)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
A3 - single	Per page	GST Inclusive	Set by Council		\$0.60
A3 – double	Per page	GST Inclusive	Set by Council		\$1.20
A4 – single	Per page	GST Inclusive	Set by Council		\$0.40
A4 – double	Per page	GST Inclusive	Set by Council		\$1.00

Photocopying / Printing (Colour Only)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
A3 - single	Per page	GST Inclusive	Set by Council		\$1.50
A3 – double	Per page	GST Inclusive	Set by Council		\$3.00
A4 – single	Per page	GST Inclusive	Set by Council		\$1.00
A4 – double	Per page	GST Inclusive	Set by Council		\$2.00

Kangaroo Island Development Plan & Prescribed Documents

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Photocopy of Kangaroo Island Development Plan	Per Bound Hard Copy Document	GST Inclusive	Set by Council		\$150.00
Photocopy of prescribed registers & documents	Per loose leaf copy	GST Inclusive	Set by Council		\$15.00

Plotter (Wide Format) Printing and Scanning

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Colour Print - up to A0	per page	GST Inclusive	Council		\$53.00
B+W Print - up to A0	per page	GST Inclusive	Council		\$16.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Colour Scan - up to A0	per page	GST Inclusive	Council		\$21.00
B+W Scan - up to A0	per page	GST Inclusive	Council		\$10.00

Private Works

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Administrative Staff	Per hour (Min. Charge 30 Minutes)	GST Inclusive	Set by Council	Does not apply to normal customer service arrangements, but Council reserves the right to impose such charges in other situations.	\$77.00
Field Staff (Plant Operator)	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$67.00
Professional/Technical Staff (advice)	Per hour (Min. Charge 30 Minutes)	GST Inclusive	Set by Council		\$153.00
Council Staff/ Plant operator	Per hour (Min. Charge 30 Minutes)	GST Inclusive	Set by Council	Charged at agreed rates as per approved in a tender document	\$0.00
Council Staff/ Plant operator	Per hour (Min. Charge 30 Minutes)	GST Inclusive	Set by Council	Charged at full cost attribution plus a private works margin.	\$0.00

Plant and Equipment (Dry Hire)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Backhoe	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$68.00
Tractor	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$57.00
Heavy Truck	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$57.00
Light Truck/ Ute	Per km	GST Inclusive	Set by Council		\$2.00
Loader	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$79.00
Dozer	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$169.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Grader	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$101.00
Roller – Non powered	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$14.00
Roller - Powered	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$59.00
Bitumen Truck	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$135.00
Trailer - Heavy	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$31.00
Trailer	Per hour (Min. Charge 1 Hour)	GST Inclusive	Set by Council		\$21.00
Wash Down Unit (without chemicals)	Per day (Min. Charge 1 Day)	GST Inclusive	Set by Council		\$51.00
Wash Down Unit (with chemicals)	Per day (Min. Charge 1 Day)	GST Inclusive	Set by Council		\$204.00
Traffic Control Equipment (Hoardings)	Per day (Min. Charge 1 Day)	GST Inclusive	Set by Council		\$118.00
Traffic Control Equipment (Electronic)	Per day (Min. Charge 1 Day)	GST Inclusive	Set by Council		\$235.00
Other Equipment/ Plant	By arrangement	GST Inclusive	Set by Council	By arrangement	

Public Health (Legionella)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Application for registration of 1 system	Per application	GST Free	Statutory Fee *		\$35.00
Application for registration of additional system installed on same premises	Per application	GST Free	Statutory Fee *		\$23.30
Renewal of registration of a high risk manufactured water system	For each system	GST Free	Statutory Fee *		\$17.50

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FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
For inspection of 1 high risk manufactured water system	Per system	GST Free	Statutory Fee *		\$140.00
For inspection of each additional system installed on same premises	Per system	GST Free	Statutory Fee *		\$93.00
Application to Minister for determination or approval of the regulations	Per application	GST Free	Statutory Fee *		\$582.00

Rates

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Rates Only Searches	Per Search	GST Free	Statutory Fee *		\$30.50
Full Rates Search	Per Search	GST Free	Statutory Fee *		\$50.50
Urgent Search (within 24hrs)	Per Search	GST Free	Statutory Fee *		\$60.50
Updated Rates Search	Per Search	GST Free	Statutory Fee *		\$30.50
Search of Land Title	Per Search	GST Free	Statutory Fee *		\$50.50

Rate Notice

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Reprint Rate Notices	Per Copy	GST Free	Set by Council	Fee to be collected before copy provided.	\$11.00

Rubble Royalties

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Marl	Per Tonne	GST Inclusive	Council	Rate applied to all. No negotiations	\$0.50
Basalt	Per Tonne	GST Inclusive	Council	" "	\$0.60
Limestone	Per Tonne	GST Inclusive	Council	" "	\$0.50
Rubble	Per Tonne	GST Inclusive	Council	" "	\$0.60
Clay	Per Tonne	GST Inclusive	Council	" "	\$0.20

Rural Property Addressing Fee

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Rural Property Address Fee	Per Address	GST Inclusive	Set by Council	Minute Ref. 14.5.1, 21 Sept 2011	\$84.00
Replacement Rural Property Address Signage	Per Address	GST Inclusive	Set by Council	" "	\$71.00



Septic Tank Pump Out

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Disposal Fee at Kangaroo Island Resource Recovery Centre (KIRRC)	Per property	GST Free	Set by Council		\$31.00

Signage and Display (Roadside)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Annual Registration Fee (one- off fee for Real-Estate)	Per business	GST Inclusive	Set by Council		\$104.00
Standard Annual License for Roadside Signage and Display	Per business	GST Inclusive	Set by Council		\$52.00
Fee for use of Permanent Roadside Signage and Display infrastructure (max 14 day period)	Per business	GST Inclusive	Set by Council		\$79.00
Signage collection and holding fee	Per sign	GST Inclusive	Set by Council		\$42.00

Transportation of Over-mass / Over-dimensional Load

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Clearance certificate for Travel on Council roads	Per vehicle	GST Inclusive	Set by Council		\$183.00
Transportation of Over-mass / Over-dimensional Load	Single Event	GST Inclusive	Set by Council	Includes application fee and cost for inspection of route etc.	\$187.00
Route Access under NHVR Regulations - Technical Route Assessment	Multiple or Permanent Access	GST Inclusive	Set by Council	By accredited P.B.S. consultant.	

Use of Council Owned Lands

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Permit for Use of Council Lands	Annual Permit	GST Inclusive	Set by Council		\$21.00

Waste Control Systems (Septic Tank Application - Soakage, CWMS and AWTS)

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Admin Fee		GST Free	Not Set by Council, Statutory Fee *		\$100.00
Inspection Fee		GST Free	Not Set by Council, Statutory Fee *		\$109.00

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
New system (all types) < 10 Equivalent Persons (EP)	Admin + Three inspections	GST Free	Not Set by Council, Statutory Fee *		\$427.00
A system (all types) < 10 EP to existing building	Admin + Two inspections	GST Free	Not Set by Council, Statutory Fee *		\$318.00
Additional fee for every 2 EP (in excess of 10 EP)		GST Free	Not Set by Council, Statutory Fee *		\$21.80
Additional Inspections		GST Free	Not Set by Council, Statutory Fee *		\$109.00
Connection of existing dwelling to CWMS	Admin + Two inspections	GST Free	Not Set by Council, Statutory Fee *		\$318.00
Application for variation or relocation of a connection	Admin Fee	GST Free	Not Set by Council, Statutory Fee *		\$100.00

Waste Control Systems (Temporary Waste Control Systems) Application Fees

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
To install or alter a temporary waste control system if the system will not service more than 10 EP	Admin & Two Inspections	GST Free	Not Set by Council, Statutory Fee *		\$306.50
To install or alter a temporary waste control system if capacity exceeds 10 EP	Admin & Two Inspections	GST Free	Not Set by Council, Statutory Fee *		\$396.00
Plus for each 2 EP in excess of 10 EP	N/A	GST Free	Not Set by Council, Statutory Fee *		\$21.80
Plus for each inspection required by the Council	One Inspection	GST Free	Not Set by Council, Statutory Fee *		\$109.00

Waste Management - Kangaroo Island Resource Recovery Centre

FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Resource Recovery Centre now operated by FRWA.	N/A	GST Free		FRWA fees apply.	\$0.00



Water Sales					
FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Up to 5 kilolitres	Per kilolitre	GST Free	Set by Council		\$102.00
For each kilolitre over 5 kilolitres	Per kilolitre	GST Free	Set by Council		\$6.00
Annual Fee for Stand-pipe Key	Per key	GST Inclusive	Set by Council		\$176.00
Minimum Charge if Return not submitted	Per Quarter	GST Inclusive	Set by Council		\$161.00
Supply from Council Water Meter	Per kilolitre	GST Inclusive	Set by Council		
Wastewater / Reuse Supply from Kingscote / Brownlow STEDS	Per megalitre	GST Inclusive	Set by Council		\$314.00
Water / Underground Electrical Connection License					
FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
To lay water pipes and electrical connections under our roads	Per application	GST Inclusive	Set by Council	Signed and sealed document by CEO and Mayor.	\$306.00
Weighbridge (Located at Kangaroo Island Resource Recovery Centre)					
FEE DESCRIPTION	UNIT	GST	FEE TYPE	COMMENT	2015/16
Use of Public Weighbridge (PWB300)	Per load	GST Inclusive	Set by Council	If not delivering waste.	\$12.00

APPENDIX D: Schedule of Regulatory Fees/ Expiation Fees 2015-16

Section 188 (Fees and Charges) of the *Local Government Act*, 1999 empowers a Council to impose fees and charges if a fee or charge is fixed or prescribed by or under this or another Act in respect of a particular matter. For statutory fees, please refer to Local Government fees and charges set by statute.

Statutory Fees can change at the discretion of the Minister and are not limited to those listed under the Acts and Regulations identified below. Other Statutory Fees over and above those listed may apply.

Concessions and Rebates for any fees will only be applied upon receipt of satisfactory documentation.

Prescribed Acts and Regulations:

- *Local Government (Cemetery) Regulations*, 2010
- *Community Titles Act*, 1996
- *Development (Development Plans) Amendment Act*, 2006
- *Development Act*, 1993
- *Development Regulations*, 2008
- *Dog and Cat Management Act*, 1995
- *Emergency Services Regulations*, 2005
- *Environment (Waste Management) Policy*, 1994
- *Environmental Protection Act*, 1993
- *Expiation of Offences Act*, 1996
- *Expiation of Offences Regulations*, 2011
- *Fences Act*, 1975
- *Fire and Emergency Services Act*, 2005
- *Food Act*, 2001
- *Freedom of Information (Fees and Charges) Regulations*, 2003
- *Freedom of Information Act*, 1991
- *Housing Improvement Act*, 1940
- *Land & Business (Sale and Conveying) Act*, 1994
- *Liquor Licensing Act*, 1997
- *Local Government Act*, 1934
- *Local Government Act*, 1999
- *Natural Resources Management (General) Regulations*, 2005
- *Natural Resources Management Act*, 2004
- *Occupational Health, Safety and Welfare Act*, 1986
- *Private Parking Areas Act*, 1996
- *Private Parking Areas Regulations*, 2001
- *Public and Environmental Health (Waste Control) Regulations*, 1995
- *Public and Environmental Health Act*, 1997
- *Public and Environmental Health Act*, 1997
- *Road Traffic (Miscellaneous) Regulations*, 1999
- *Road Traffic (Road Rules - Ancillary Miscellaneous Provisions) Regulations*, 1999
- *Road Traffic Act*, 1961
- *Road Traffic Regulations*, 1999
- *Roads (Opening and Closing) Act*, 1991
- *Safe Drinking Water Act*, 2011
- *Safe Drinking Water Regulations*, 2012
- *South Australian Public Health Act*, 2011
- *Supported Residential Facilities Act*, 1992
- *Supported Residential Facilities Regulations*, 1994
- *Transitional Provisional Levies Regulations*, 2004
- *Unclaimed Goods Act*, 1987
- *Workplace Health and Safety Act*, 2012

Council By-Laws:

Includes all Kangaroo Island Council By-Laws

APPENDIX E: Rating and Rebate Policy 2015-16

	Rating and Rebate Policy
File Number	18.8.11
Date Adopted:	June 2015
Minute Reference:	
Next Review Date:	June 2016
Responsible Manager/s or Department:	Business Support Department
Related Policies / Codes:	Code for Establishing and Applying Property Units as a Factor of the Imposition of Annual Service Charges for Community Wastewater Management Systems - published by the Local Government Association of South Australia, April 2006
Related Procedure(s):	
Related Document(s):	<ul style="list-style-type: none"> ➤ <i>Aged Care Act, 1997</i> (Commonwealth) ➤ <i>Community Titles Act, 1996</i> ➤ <i>Education and Early Childhood Services (Registration & Standards) Act, 2001</i> ➤ <i>Goods and Services Act, 1999</i> ➤ <i>Local Government Act, 1999</i> ➤ <i>Local Government (General) Regulations, 1999</i> ➤ <i>Health Care Act, 2008</i> ➤ <i>Valuation of Land Act, 1971</i>

1. Introduction

This document sets out the policy of the Kangaroo Island Council for setting and collecting rates from its community.

2. Scope

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

3. Definitions

'CPI' means Consumer Price Index

'CWMS' means Community Wastewater Management Scheme

'DCSI' means Department for Communities & Social Inclusion

'DVA' means Department of Veterans' Affairs

'EFTPOS' means Electronic Funds Transfer at Point Of Sale

'LGA' means the Local Government Association of SA

'NRM Levy' means Natural Resources Management Board Levy

'Notional Valuation' means the capital valuation assigned by the State Valuation Office after allowing for the portion of I under a current State Heritage Agreement

'SFE' means Single Farm Enterprise

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

4. Policy Statement

4.1. Introduction

This document sets out the policy of the Kangaroo Island Council for setting and collecting rates from its community.

4.2. Strategic Focus

In setting its rates each financial year Council will consider the following:

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

Copies of Council's Strategic Plan and Budget will be available for inspection and purchase at the Kangaroo Island Council offices and at Council's website www.kangarooisland.sa.gov.au

4.3. Method Used to Value Land

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

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

improvements.

- Annual Value – a valuation of the rental potential of the property.

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

4.4. Adoption of Valuations

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

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

4.5. Objection to Valuation

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

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

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

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

Postal: State Valuation Office
GPO Box 1354
Adelaide SA 5001
Telephone: 1300 653 345
Email: lsgobjections@sa.gov.au
Website: www.sa.gov.au/landservices

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

4.6. Notional Values

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

4.7. Business Impact Statement

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

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

4.8. Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt (e.g. crown land, Council occupied land and other land prescribed in the *Local Government Act*, 1999 – refer Section 147 of the Act), is rateable. The *Local Government Act*, 1999 provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties.

In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services. Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues. The list of applicable fees and charges is available for inspection and purchase at the Kangaroo Island Council offices and free of charge from Council's website www.kangarooisland.sa.gov.au

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

4.9. Differential General Rates

Council set the differential general rates on the 9 June 2015 after consideration of capital value changes as advised by the Valuer-General, as well as issues of equity and fairness, simplicity, benefit to the community, impact of the differentials, as well as the capacity to pay.

Kangaroo Island Council uses differential rating as it believes it is the fairest method of allocating rates. Council's differential rating system is based on land use.

Using the residential rate in the dollar as the base rate, Council has determined that the commercial and industrial rating categories will be charged a rate in the dollar that is 6% higher than the residential rate.

The commercial/industrial rate is higher than the residential rate due to the ability of commercial enterprises to claim Council rates as a tax deduction.

The rate in the dollar for primary production properties is 15% below that of the residential sector, which is intended to encourage agriculture and the management of the environment on these properties.

The rate in the dollar for vacant land is 51% higher than the base rate, which reflects Council's objective of encouraging development of vacant properties, particularly in the townships on the Island.

The proposed differential general rates on the capital value of all rateable land in the area of the Council vary according to the use of the land for the financial year ending 30 June 2016 are as follows:

- Residential: (Land use 1) \$0.3256 cents in the dollar

• Commercial – Shop: (Land use 2)	\$0.3451 cents in the dollar
• Commercial – Office: (Land use 3)	\$0.3451 cents in the dollar
• Commercial – Other: (Land use 4)	\$0.3451 cents in the dollar
• Industry – Light: (Land use 5)	\$0.3451 cents in the dollar
• Industry – Other: (Land use 6)	\$0.3451 cents in the dollar
• Primary Production: (Land use 7)	\$0.2768 cents in the dollar
• Vacant Land: (Land use 8)	\$0.4917 cents in the dollar
• Other Rateable Land: (Land use 9)	\$0.3451 cents in the dollar
• Marinas: (Land use 10)	\$0.3451 cents in the dollar

Council expects to raise the following amount of rates from each differential category:

• Residential: (Land use 1)	\$2,669,799
• Commercial – Shop: (Land use 2)	\$ 87,248
• Commercial – Office: (Land use 3)	\$ 14,119
• Commercial – Other: (Land use 4)	\$ 194,705
• Industry – Light: (Land use 5)	\$ 16,229
• Industry – Other: (Land use 6)	\$ 26,927
• Primary Production: (Land use 7)	\$1,923,569
• Vacant Land: (Land use 8)	\$ 972,889
• Other Rateable Land: (Land use 9)	\$ 66,092
• Marinas: (Land use 10)	\$ 0

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

A ratepayer may raise the matter with Council's Rates & Contracts Officer via email at rates@kicouncil.sa.gov.au or by telephone on 08 8553 4502. On request Council will provide a copy of Section 156 of the *Local Government Act*, 1999 which sets out the rights and obligations of ratepayers in respect of objections to a land use.

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

4.10. Fixed Charge

A Council may impose a fixed charge on each assessed property.

Where two or more adjoining properties have the same owner **and** are occupied by the same occupier, only one fixed charge is payable by the ratepayer.

Council will maintain a fixed charge of \$290 in 2015-16. The reason for a fixed charge is to ensure that all residents / owners contribute towards the provision of basic services at a reasonable level.

4.11. Service Charge – Community Wastewater Management Scheme (CWMS)

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

Areas in the townships of Kingscote, Brownlow, Parndana, Parndana East and American River, with the service charge being levied on all properties whether connected or otherwise and if property is developed or vacant:

Vacant land \$587.50 per property unit.

Occupied land \$587.50 per property unit.

Areas within the township of Penneshaw will be applied within the Defined Collection Scheme Boundaries from the first full financial year post commissioning. This fee is levied on all Property Owners whether connected or otherwise, developed land or vacant land:

Vacant land \$587.50 per property unit.

Occupied land \$587.50 per property unit.

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

4.12. Service Charges – Waste Management

Council is continuing to impose a Waste Management Service Charge in respect of the collection, treatment and disposal (including by recycling) of waste for the whole of Kangaroo Island. This charge is calculated and incurred in line with Council’s Waste Management Policy and the amounts for 2015-16 have been determined to be:

- Waste Management – Treatment & Disposal \$218;
AND
- Waste Management – Collection \$113.

Pursuant to Section 155 of the *Local Government Act*, 1999 and Regulation 13 of the Local Government (General) Regulations 2013, Waste Collection charges are applied on properties that are required to take their waste a distance to be collected. The Waste Collection charges are then charged based on the following tiered rates:-

- Collection Charge Rate: Distance Less than 500 metres 100%;
- Collection Charge Rate: Distance Less than 2 kilometres 75%;
- Collection Charge Rate: Distance Less than 5 kilometres 50%;
- Collection Charge Rate: Distance Over 5 kilometres 0%.

Where more than one occupied building is located on land under a single assessment, Council reserves the right to impose additional charges in respect of these residential or commercial buildings. This proviso also applies to strata or other community title properties.

Council has determined that where land has been annexed specifically for the purpose of supporting telecommunications facilities, an application may be made by the land owner for a full rebate of the waste service charge based upon the merit of the application.

Details on what constitutes a service charge for each property unit and other information about the scheme, are available from Council’s Rates & Contracts Officer via email at rates@kicouncil.sa.gov.au or by telephone on 08 8553 4502.

4.13. Tenanted property

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

4.14. Single Farm Enterprise (SFE)

Council has determined that where an application has been made in 2014-15 or preceding financial years for the relief of the fixed charge or service charges in respect of a SFE and the applicant still complies in 2015-16 with Council's requirements as to the operation of the enterprise as a single entity, then only one fixed charge, only one waste management service charge (per occupied property) and only one NRM Levy will be levied.

Existing SFE's that have applied to Council in the 2014-15 or preceding financial years will not need to reapply. However, new SFE applications will need to be submitted by 30 September 2015. Council however reserves the right to impose additional service charges on existing SFEs if the properties have additional occupied housing contained within the properties.

4.15. Natural Resources Management Board Levy

Council is obliged to include on its rates notices, and to collect, a levy in respect of the operations of the Natural Resources Management Board. The total levy is determined by the Board and has been set at \$157,475 during the 2015-16 financial year. This charge will be distributed evenly throughout the Council area by the imposition of an amount on each separate assessment of rateable land in the Council area.

4.16. Pensioner Concessions

This is subject to further State Government consideration.

Pensioner concessions will not be subsidised by Kangaroo Island Council, however if a rebate is available from the State and Federal Government it will be passed on.

Eligible pensioners may be entitled to a concession on rates for their principal place of residence. Applications (if applicable), which include information on the concessions, are available from the Department for Communities & Social Inclusion (DCSI) at <http://www.sa.gov.au/topics/employment-and-finance/financial-support/concessions-and-benefits/concessions/council-rate-concessions> and also available upon request from Council's office at 43 Dauncey Street, Kingscote.

An eligible pensioner must hold a current Centrelink or Department of Veterans' Affairs (DVA) Pension Cards, DVA Gold Cards (TPI, EDA, WW) and State Concession Cards. They must also be responsible for the payment of rates on the property for which they are claiming a concession.

Applications (if applicable) are administered by the DCSI of the State Government. Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates. A refund of rates will be available if Council is advised that a concession applies and the rates have already been paid.

All queries pertaining to a pensioner's eligibility or the receiving of a concession amount are to be first directed to DCSI at:-

- Email – concessions@dsci.sa.gov.au
- Telephone – 1800 307 758

Upon confirming with DCSI of the concession details, contact is then to be made with Council for confirmation of concession.

4.17. Postponement of Rates

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

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

4.18. Postponement of Rates – Seniors

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

Additional information pertaining to the property may be requested by Council to help in the decision making of the application, for example, mortgage documents. Please contact the Rates & Contracts Officer by email rates@kicouncil.sa.gov.au or phone on 08 8553 4502 for the application conditions.

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

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

4.19. Deferred Payments

Under special circumstances, Council's CEO or delegate may authorise a deferred payment option to ratepayers. Deferred payment options will not incur fines and / or interest during the period specified.

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

4.20. Concessions for Self-Funded Retirees

Like pensioner concessions this is subject to further State Government consideration.

Concessions on rates will not be subsidised by Kangaroo Island Council, however if a rebate is available from the State & Federal Government it will be passed on.

The Government of South Australia may determined that self-funded retirees meeting certain conditions will be entitled to a rebate on rates for their principal place of residence. Ratepayers who hold or are eligible and applying for a State Seniors card may be entitled to this rebate and will need to submit an application.

Applications are administered by the Department of Communities & Social Inclusion for the State Government and further details are available via:

- Telephone - 1800 307 758
- Email – concessions@dcsl.sa.gov.au

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

Payment of rates must not be withheld pending assessment of an application, as penalties apply to unpaid rates. A refund will be provided upon receipt of Council being advised that a concession applies and the rates have already been paid.

4.21. Centrelink Recipients and Low Income Earners

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

DCSI Details:

Telephone: 1800 307 758

Email: concessions@dcsi.sa.gov.au

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

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

4.22. Payment of Rates

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

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

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

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

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

Internet: www.kangarooisland.sa.gov.au

B-Pay: Using the information contained on the rates notice.

Credit card: www.kangarooisland.sa.gov.au

Mail: Addressed to PO Box 121, Kingscote, SA, 5223

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

- Council Office, Dauncey Street, Kingscote
- Penneshaw Business Centre, Penneshaw

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard payment arrangements is invited to contact Council's Rates & Debtors Officer on 08 8553 4502, to discuss alternative payment arrangements. Such inquiries are treated confidentially by Council.

Note: Late payment fines and interest may still apply.

4.23. Delivery of Rate Notices

Ratepayers are able to elect to have their rate notices delivered in the post or electronically.

The default is to deliver rate notices in the post and ratepayers are able to request Council in writing if delivery by email is preferred. If no written request is received from the ratepayer, rate notices will continue to be sent in the post.

4.24. Late Payment of Rates / Debt Recovery

The *Local Government Act*, 1999 provides that Councils may impose a penalty on any payment for rates, whether instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late.

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

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

4.25. Debt Recovery

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

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

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

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

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

4.26. Sale of Land for Non-Payment of Rates

Section 184 of the *Local Government Act*, 1999 provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide the principal ratepayer and the owner (if not the same person) with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month. The Kangaroo Island Council enforces the sale of land for non-payment of rates after 3 years or more in accordance with the provisions of the Act.

4.27. Overpayment of Rates

Council will not pay interest on any voluntary overpayment of rates and will not refund any amount unless requested by the principal ratepayer. Any credit balance will be applied against the next instalment of rates.

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

4.28. Rebate of Rates

Policy Statement

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

Introduction

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

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

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

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

Local Government Act, 1999

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

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

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

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

Mandatory Rebates

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

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

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

Incorporated.

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

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

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

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

- emergency accommodation
 - food or clothing for disadvantaged persons (i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);
 - supported accommodation (i.e., residential care facilities in receipt of Commonwealth funding or accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life);
 - essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
 - legal services for disadvantaged persons;
 - drug or alcohol rehabilitation services; or
 - the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses.
- Educational Purposes
 - Land occupied by a government school under a lease or licence and being used for educational purposes; or
 - Land occupied by a non-government school registered under the Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; or
 - Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.
 - Where Council is satisfied from its own records or from other sources that a person or body meets the necessary criteria for a mandatory 100% or 75% rebate, Council will grant the rebate of its own initiative. Where Council is not so satisfied it will require the person or body to apply for the rebate in accordance with the Applications Clause of this Policy.
 - Where a person or body is entitled to a rebate of **75%** Council may, pursuant to Section 159(4) of the Act, increase the rebate up to a further **25%**. Council may grant the further **25%** rebate upon application or on its own initiative. In either case Council **will** take into account those matters set out within the Applications Clause of this Policy and **may** take into account any or all of those matters set out within that Clause.

- Where an application is made to Council for a rebate of up to a further **25%** the application will be made in accordance with the Applications Clause of this Policy and Council will provide written notice to the applicant of its determination of that application.

Discretionary Rebates

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

- a. Where it is desirable for the purpose of securing the proper development of the area (or a part of the area);
- b. Where it is desirable for the purpose of assisting or supporting a business in its area;
- c. Where it will be conducive to the preservation of buildings or places of historic significance;
- d. Where the land is being used for educational purposes;
- e. Where the land is being used for agricultural, horticultural or floricultural exhibitions;
- f. Where the land is being used for a hospital or health centre;
- g. Where the land is being used to provide facilities or services for children or young persons;
- h. Where the land is being used to provide accommodation for the aged or disabled;
- i. Where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;
- j. Where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community;
- k. Where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment; and
- l. Where the rebate is considered by the Council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations.
- m. Where the rebate is considered by the Council to be appropriate to provide relief in order to avoid what would otherwise constitute a liability to pay a rate or charge that is inconsistent with the liabilities anticipated by the Council in its annual business plan or a liability that is unfair or unreasonable.
- n. Where the rebate is to give effect to a review of a decision of the Council under the *Local Government Act*, 1999 Chapter 13 Part 2.
- o. Where the rebate is contemplated under another provision of the *Local Government Act*, 1999.

Council may grant a rebate of rates up to and including 100% of the relevant rates or service charges.

Council may grant a rebate for a period exceeding one year, but not exceeding 10 years in respect of (a), (b) or (k) and not exceeding 3 years in respect of (l).

Council has an absolute discretion:

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

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

Council provides a rebate of **100%** of the General Rates payable to the following organisation(s):

- Council owned properties leased to a third party
- Finding Workable Solutions
- Penneshaw Community Business Centre
- Stokes Bay Community Hall Inc.

Council provides a rebate of **75%** of the General Rates payable to the following organisation(s):

- Kangaroo Island Community Housing Association Incorporation
- Southern Junction Community Services

Council provides a rebate of **35%** of the General Rates payable to the following organisation(s):

- Do Drop in Centre (Island Care Inc.)
- Island Care – opportunity shop & storage
- KI Cottage Homes Inc.
- KI Lions Club (Dauncey Street property)
- KI Lions Op Shop
- SA Country Women's Association
- Scout Association of Australia (Scouts Australia)
- St John Ambulance

Applications

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

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

- Pursuant to Section 159(4) of the Act and Mandatory Clause of this Policy; or
- Pursuant to Section 166 of the Act and Discretionary Clause of this Policy,

must make written application to Council pursuant to Section 159(1) of the Act in the manner and form determined by Council and supplying such information as Council may reasonably require.

Application forms may be obtained from the Council office located at 43 Dauncey Street, Kingscote SA 5223.

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

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

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

- why there is a need for financial assistance through a rebate;
- the level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- whether the applicant has made/intends to make applications to another Council;
- whether, and if so to what extent, the applicant is, or will be, providing a service within the Council area;
- whether the applicant is a public sector body, a private not for profit body or a private for profit body;
- whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;

- the desirability of granting a rebate for more than one year in those circumstances identified within Discretionary Clause of this policy;
- consideration of the full financial consequences of the rebate for Council;
- the time the application is received;
- the availability of any community grant to the person or body making the application;
- whether the applicant is in receipt of a community grant; and
- any other matters and policies of Council, which Council considers relevant.

All persons who, or bodies which, wish to apply to Council for a rebate of rates must do so on or before **30 September 2015**. Council reserves the right to refuse to consider applications received after that date. However, applicants which satisfy the criteria for a mandatory **100% or 75%** rebate will be granted the rebate at any time.

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

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

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

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

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

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

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

Delegation

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

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

Review

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

Community Grants

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

Rate Capping

To provide ratepayers with relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to rapid changes in valuation, a rebate of general rates for the 2015/16 financial year will be granted to the Principal Ratepayer of an Assessment under Section 166 (1) (l) of the Act. This can occur either by Council of its own initiative where Council is in possession of sufficient information to determine the entitlement to the rebate or otherwise on application to Council, where the amount of any increase in rates in respect of that Assessment in monetary terms between the amount of general rates imposed for the 2014-15 financial year and the amount of general rates imposed for the 2015/16 financial year, is greater than 20%.

The maximum increase in the general rates will be capped at a maximum of 20% increase from the previous year, subject to the below criteria being met. The amount of the rate capping rebate to be provided will be the amount which would normally apply (if the rate capping rebate did not apply) above the 20% increase.

Example:	\$1,500.00	Previous year general rates
	\$2,000.00	Current year general rates
	33.3%	Increase to the general rates (i.e. greater than 20%)
	\$1,500.00	Previous year general rates
Plus	<u>\$ 300.00</u>	20% of previous year general rates
	\$1,800.00	Maximum increase to general rates
Less	<u>\$2,000.00</u>	(Current year general rates), a
	-\$ 200.00	Rate Capping Rebate applies in current year

The rebate is only applicable if:

- The property has the same owner(s) in 2014-15 and 2015-16;
- The increase in capital improvement is <\$10,000; and
- The rate code in 2014-15 and 2015-16 are the same.

The rebate will be calculated collectively on adjoining properties under identical ownership and single farm enterprises and the rate rebate will be applied to the first assessment listed. In providing the rates capping rebate to the applicable assessments, Council has deemed the rebate should provide relief in respect of any substantial valuation change.

Common Portion of Community Titled Land

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

4.29. Applications

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, Kangaroo Island Council via email at kicouncil@kicouncil.sa.gov.au or post at PO Box 121, Kingscote SA 5223 and include sufficient details to identify the relevant property and any supporting documentation in support of the application.

4.30. Changes to Assessment Records

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

4.31. Disclaimer

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

Where a ratepayer believes that Council has failed to properly apply this policy it should raise the matter with Council. In the first instance contact should be directed to the Rates & Debtors Officer at the Council Office by email at rates@kicouncil.sa.gov.au or by telephone 08 8553 4502. If after this initial contact a ratepayer is still dissatisfied, they should then write to the Chief Executive Officer, Kangaroo Island Council via email at kicouncil@kicouncil.sa.gov.au or by post at PO Box 121, Kingscote SA 5223 explaining the nature of their concern.



Kangaroo Island Council

APPLICATION FOR RATE REBATE

2015-16 Financial Year

Section 1: Details of Applicant:

Name:

Address:

Email:

Telephone:

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

Name:

Address:

Email:

Telephone:

Section 2: Details of Land:

Certificate of Title:

Assessment Number:

Property Address:

Owner of Land
(if not applicant):



Section 3: Categories of Rebate:

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

3.1 Mandatory Rebates

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

Does your organisation satisfy the following?

A community services organisation is a body that:

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

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

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

who suffer from diseases or illnesses.

☐ Other – please specify

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

- ☐ land occupied by a government school under a lease or licence and being used for educational purposes; or
- ☐ land occupied by a non-government school registered under Part 5 of the Education Act 1972 and being used for educational purposes; or
- ☐ land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

3.2 Discretionary Rebates

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

- ☐ the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);
- ☐ the rebate is desirable for the purpose of assisting or supporting a business in its area;
- ☐ the rebate will be conducive to the preservation of buildings or places of historic significance;
- ☐ the land is being used for educational purposes;
- ☐ the land is being used for agricultural, horticultural or floricultural exhibitions;
- ☐ the land is being used for a hospital or health centre;
- ☐ the land is being used to provide facilities or services for children or young persons;
- ☐ the land is being used to provide accommodation for the aged or disabled;
- ☐ the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;
- ☐ the land is being used by an organisation which provides a benefit or service to the local community;
- ☐ the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;
- ☐ the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a rate payer due to a change in the basis of valuation used for the

purposes of rating, rapid changes in valuations, or anomalies in valuations;

- ☐ the rebate is considered by the Council to be appropriate to provide relief in order to avoid what would otherwise constitute a liability to pay a rate or charge that is inconsistent with the liabilities anticipated by the Council in its annual business plan or a liability that is unfair or unreasonable;
- ☐ the rebate is to give effect to a review of a decision of the Council under the *Local Government Act*, 1999 Chapter 13 Part 2;
- ☐ the rebate is contemplated under another provision of the *Local Government Act*, 1999.

Section 4: Amount of Rebate:

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

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

☐ NO

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

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

Section 5: Additional Information Required:

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

- 5.1 Where you are seeking a rebate under Clause 3.1 of this Application – Community Services –
- 5.1.1 evidence that the land is being used for service delivery and/or administration;
 - 5.1.2 a copy of the organisation's Constitution and/or other documentation establishing that it is incorporated on a not-for-profit basis;
 - 5.1.3 a copy of the organisation's latest Annual Report;
 - 5.1.4 evidence that the organisation provides services free of charge or below cost;
 - 5.1.5 evidence that the organisation provides services to persons other than members.
- 5.2 Where you are seeking a rebate in any other case –
- 5.2.1 evidence that the land is being used for the purpose for which the rebate is being sought;

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

Section 6: Application Forms

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

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

Section 7: Important Information

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

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

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

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

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

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

DATED the day of 20.....

Signed: _____

Name: _____

5. Review & Responsibilities

This Policy shall be reviewed and updated by the Kangaroo Island Council annually

6. Availability and Grievances

This Policy will be available for inspection at the Council's Offices 43 Dauncey Street, Kingscote during ordinary business hours and via the Council's website: www.kangarooisland.sa.gov.au Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Any grievances in relation to this policy or its application should be forwarded in writing addressed to the Chief Executive Officer, Kangaroo Island Council, PO Box 121, Kingscote SA 5223

SIGNED:

Being a Procedure adopted by the
Mayor and Elected Council

Mayor

Date: ____/____/____

History:		
Date Reviewed:	Version:	Reason for Amendment:
8 August 2008	Version 1	Final Policy
27 April 2009	Version 2	Draft Policy Adoption 2009-10
2 July 2010	Version 3	Draft Policy Adoption 2010-11
30 June 2011	Version 4	Draft Policy Adoption 2011-12
13 June 2012	Version 5	Policy Adoption for 2012-13
12 June 2013	Version 6	Policy Reviewed and Adopted for 2013-14
11 June 2014	Version 7	Policy Reviewed and Adopted 2014-15
9 June 2015	Version 8	Policy Reviewed and Adopted 2015-16