

SCHEDULE 4 INFORMATION

STRATEGIC MANAGEMENT PLANS

During 2000/2001, Council continued working within its Corporate Plan which featured 13 key outcomes for the City.

Council achieved 78 per cent of actions fully completed.

The first twelve of these were outcomes for the City, with the last outcome focusing on the Corporation to enable the achievement and delivery of all the other outcomes. They were:

1. Civic Leadership - A City that has clear and responsive civic leadership for the Capital City and the community of South Australia.

This outcome encompasses the Capital City Committee, support for the Lord Mayor and Council, civic functions, and the work of the Committee Secretariat in support of the governance function of the Council.

2. Historically Important City - A City which maintains the legacy and pattern of Adelaide's unique plan and Park Lands.

This outcome encompasses some of Council's heritage projects, and the care and management of archival material, the civic collections and the Park Lands. Statutory and strategic planning support this work.

3. Environmental City – A City that is recognised worldwide for its healthy and sustainable environment.

This outcome encompasses Council's ongoing work in building and environmental health, including inspection of food premises, vermin, animal and plant control, and building assessment and safety. It also incorporates the management of the City's stormwater assets.

4. Prosperous City – A City with growing employment associated with sustainable economic growth (achieving 105,000 workers by July 2004 – a 5 per cent growth in employment).

This outcome encompasses all of the ongoing work for marketing of the City, incorporating Rundle Mall marketing and all economic development activities including Sister City relationships. The Adelaide Central Market also supports the achievement of a Prosperous City.

5. Smart City - A City where skill, innovation and new technology are fostered and applied which will lead to increasing economic benefits for the City.

This outcome encompasses the operation of the City's library, participation in Education Adelaide, sponsorship program and ongoing information technology development and support such as the Smart Building Program for businesses.

6. Accessible City - A City that is readily accessible for residents, workers and visitors.

This outcome encompasses the ongoing maintenance and development of the City's infrastructure, such as roads, traffic and access, on street parking and lighting. Statutory, strategic and social planning support this work.

7. Safety in the City - A City where people are confident about their safety and crime is minimised.

This outcome encompasses crime prevention, management of social issues (eg: alcohol use and abuse in public places) and the creative use of urban design and planning processes to create and maintain a safe environment. The lighting and electrical City infrastructure also support safety in the City.

8. Cultural Heart of SA - A City that is the focus for culture and leisure in the State.

This outcome encompasses much of the work of the Council's Community Development team, including Social, Youth and Aboriginal development as well as events and sponsorship of cultural activities in the City of Adelaide. It also includes the Town Hall Function Centre and its role in supporting the City as the cultural heart of South Australia.

9. Increase City Population - A city with a growing population (of 25,000 by July 2004) characterised by diversity and sustainability.

This outcome encompasses statutory and strategic planning undertaken by Council and the Development Assessment Committee.

10. Strengthening Community Life - A city characterised by equity, diversity, participation and caring.

This outcome encompasses the ongoing funding and management of a range of community centres and support service.

11. Attractive City - A city that sustains and enhances its heritage and Park Lands and promotes excellence in urban design.

This outcome encompasses the management, maintenance and improvement to the physical appearance of the City of Adelaide, including heritage restoration, asset management, a range of urban projects and surveying services.

12. Enhanced Quality of Park Lands - A city that protects and enhances the distinctive cultural, recreational and natural qualities of its Park Lands.

This outcome encompasses the total care and management of Adelaide's unique Park Lands, including aboriginal development, Council's horticultural services and a range of urban projects and surveying services.

13. High Performing Organisation - A highly effective and responsive organisation which provides high quality services and delivers on agreed outcomes for the City of Adelaide community.

This outcome encompasses all of the administrative systems, human resource management and training and development functions. It also includes the role of the CEO and the General Managers in leading the Corporation to achieve Council's aspirations for the City. As this

outcome enables the achievement of all of the other outcomes, its expenditure has been allocated to reflect this.

Future Directions

At the conclusion of the 2000/2001 financial year, Council was preparing to launch its new Strategic Directions to guide its business through until 2010. This will include three main goals:

CapaCity

By 2010, Adelaide will have a resident population of 34,000, a City workforce of 111,000, average daily visitor numbers of at least 150,000, and at least 66,000 students in institutional learning.

VivaCity

By 2010, Adelaide will be a living model for future cities, a place where people build their future.

AudaCity

By 2010, the Adelaide City Council will be the acknowledged driver of Adelaide's exciting future.

For the full Year 1 outcomes for Council's New Directions, contact Adelaide City Council's Customer Centre, 25 Pirie Street, Adelaide. Phone 8203 7203.

ALLOWANCES

The Lord Mayor and Councillors volunteer a significant amount of their own time to perform Council duties and receive an annual allowance from the Council for expenses associated with performing and discharging official functions and duties.

Pursuant to Section 24 of the City of Adelaide Act, 1998, each member of Council is entitled to receive an annual allowance for performing and discharging official functions and duties.

<i>Elected Member</i>	<i>Annual Allowance</i>
Lord Mayor Alfred Huang	\$84,000
Deputy Lord Mayor, Michael Harbison	\$18,000
Councillors: Bob Angove, Judith Brine, Richard Hayward, Greg Mackie, Anne Moran, Bert Taylor and Bruno Ventura.	\$12,000

REPRESENTATION QUOTES & CONDUCT OF PERIODIC REVIEW

Pursuant to the City of Adelaide Act 1998, Adelaide City Council is not required to undertake a further Periodical Review of the composition of Council or ward boundaries until December 2005.

The Council does not have a ward structure, but is represented by 9 Members consisting of the Lord Mayor and 8 Councillors. The Elected Members are elected by voters across the Adelaide City Council area, and have a responsibility to the City as a whole.

In February 2001, the City's total representation quota (the number of electors for each Councillor) is 1:2388. The total number of electors is 19,111.

This compares to Councils with similar populations:

- > City of Holdfast Bay (29,878 electors) = 1:2489
- > City of Prospect (15,941 electors) = 1:1594
- > City of Barossa (15,022 electors) = 1:1155

When the next Electors' Representation Review is conducted in 2005, Public Notices inviting submissions from members of the public will be published in the relevant newspapers and the *South Australian Government Gazette*, in line with legislative requirements.

Council will hear any representations.

ALLOWANCES AND BENEFITS

Adelaide City Council's six members of its leadership team are paid a remuneration package, which varies from individual to individual. This can be summarised as follows:

- All packages contain the 8 per cent compulsory superannuation
- All packages include the option of a motor vehicle for unrestricted private use
- All packages include an allowance for a membership fee to a relevant professional association specifically related to the role being undertaken

Regardless of how packages are structured, the total cost to Council is the same allowing individual Leadership Team members the choice of how their package is constructed within a predetermined, set total.

HUMAN RESOURCE PROGRAMS

The Corporation has for a number of years had an Equal Employment Opportunity (EEO) Policy and Sexual Harassment Policy. The EEO Policy focused on ensuring that selection processes, the application of working conditions, training and other job opportunities were applied in a fair and equitable manner. The Sexual Harassment Policy provided a grievance procedure for employees who consider they were being sexually harassed in the workplace.

Many organisations in the 1990s have moved to a much broader approach known as Equity & Diversity, which emphasises the value of diversity as well as fairness in the workplace. The Corporation has now established its own Equity & Diversity Policy, which encompasses our customers and the community, as well as our employees.

Its objectives are:

- To ensure that all the Corporation's business processes are developed and implemented in a fair and equitable manner and consideration is given to the diverse nature of our employees, customer and the community.
- To provide detailed procedures for employees and managers to address any complaints relating to workplace harassment which includes discrimination.

A range of training courses for employees were conducted during 2000/01 including:

- Counselling Skills.
- Facilitation Skills.
- Negotiation Skills.
- Presentation Skills.
- 300 employees attended Road Safety and Alcohol Awareness Training.
- 200 employees attended Aboriginal Awareness training.
- Industrial Awareness training undertaken of managers in industrial relations and Corporate policies.
- Armed hold-up and personal threat training was been attended by 140 employees who work in areas such as car parks, customer centres and libraries.
- Identifying and controlling the hazards presented by venomous wildlife was a new OHS&W training undertaken by the horticulture employees Conflict Management training undertaken for team leaders.
- 30 employees successfully completed the nationally recognised Certificate IV in Firstline Management.
- Review of the performance management system undertaken with new template introduced and training delivered to managers in the implementation of Personal Development Plans.
- Pilot professional development program, focusing on preparing development plans for key employees, was conducted for 19 participants with development plan now incorporated into new Personal Development Plans.

Other highlights included:

- Taking on three youth trainees, including a disabled trainee.
- Conducting two employee climate surveys were undertaken with feedback given back to managers and employees.
- A Rewards and Recognition process developed and put into place.
- Council received an increased rebate from the LGA Workers Compensation Scheme in recognition of its commitment to continuously improve and manage Occupational Health and Safety.
- Winning the Local Government Association's Workers Compensation Scheme 2000 Award for Best Practice in OHS for OHSW&E Trainee Induction Program. A cheque for \$5,000 was presented to Council at the Local Government Association's AGM.
- Around 150 outdoor employees undertook on site Skin Cancer Screening jointly provided by Council and the Local Government Association's Workers Compensation Scheme.

COMMUNITY LAND

Under the Local Government Act 1999, Adelaide City Council has been required to establish a classification system for all land either owned by or under the care, control and management of the Council.

All land held under reservation, dedication or trust, is classed as Community Land unless, after community consultation, its classification is revoked by the Minister for Local Government. All other land owned by the Council is classed as Community Land unless Council resolves to exclude it from that classification before January 2003.

In 2000/2001, Adelaide City Council undertook public consultation to exclude 15 properties from Community Land Classification. Representations were received objecting to the removal from classification of all 15 properties.

In relation to the Central Market, 25 letters objected to the removal, 11 petitions were received (with 7300 signatures) and a petition from 68 Central Market traders was received. In consultation with the Minister for Local Government, an amendment was made to State Government Regulations to allow the Central Market to be operated as a commercial venture within the definitions of Community Land. This exemption allayed the concerns expressed by the traders and allowed the Council to fulfil its requirements under the Act.

The Council has resolved to exclude only six properties thus far (four in the 2000/2001 financial year).

Further consultation will be carried out on remaining sites and preparation of Community Land Management Plans for those sites not excluded will be finalised prior to January 2005, as required by legislation.

FREEDOM OF INFORMATION

There were 18 requests for information from July 1, 2000 to June 30, 2001, however nil certificates relating to FOI requests were issued under the Freedom of Information Act or the Local Government Act 1999.

Inquiries or requests for information under the Act, should be forwarded to:

*Freedom of Information Request
Adelaide City Council
GPO Box 2252
Adelaide SA 5001*

PURCHASING & TENDERING

Adelaide City Council has a Competitive Tendering Policy to ensure that the Corporation's works and services provided to the community and internal customers are best practice quality, timely and efficient. It also works to ensure all Council's activities continue to comply with all relevant legislation and competitive neutrality principles.

Council's decisions in relation to service provision, including decisions to competitively tender services, will be guided by the following principles:

- The needs of the community and Council's community service obligations will be the primary driving force in service provision.
- All statutory obligations will be met, including National Competition Policy reporting requirements.
- Council will maintain sufficient control over the provision of services to ensure their quality and relevance to community needs.
- Council will always maintain an in-house capacity to respond to emergencies.

- The chosen model of service delivery will minimise risks to Council.
- Council's corporate goals will be supported by the most appropriate model of service provision.
- Council will adopt service provision models that ensure services are provided in the most effective and efficient manner.
- All competitive tendering processes will be conducted in an ethical, fair and transparent manner, will meet all legislative requirements and comply with Council's Purchasing Policy.
- In-house bids and external tenderers will compete on a fair and equal basis, all competitive neutrality principles will be observed.

The following criteria will be applied when determining whether to tender works or services –

- Facilitation of the achievement of Council's strategic outcomes as identified in the Corporate Plan.
- There will be no disadvantage to the customers of the service.
- Council's relationship with the public, residents and ratepayers will not be detrimentally affected by competitively tendering the service.
- It is practical to specify the quality and quantity of the service.
- It has been determined appropriate for Council to ensure the continued provision of the service.
- Council will maintain the capacity to respond to emergencies.
- Market analysis has determined there is a competitive market in Adelaide for the provision of the service.
- The potential financial savings gained from competitively tendering the service are greater than the costs involved in the competitive tendering process, including the costs of contract monitoring for both quality and cost and other administrative expenses.
- Synergies with other Council services will not be compromised.
- The current in-house service providers have completed a contestability process and are not commercially competitive.

Competitive tendering will be undertaken utilising a fair and transparent process and all Competitive Neutrality principles and practices will be observed.

LIST OF REGISTERS

Register of Members Interests
Register of Members Allowances and Benefits: 2000/2003 Term of Office
Salaries Register
Register of Officers Interests
Schedule of Campaign Donations and Expenses Returns
Classification and Management Plans
Register of Public Roads
City By-laws

LIST OF CODES OF CONDUCT OR PRACTICE

Code of Conduct: Lord Mayor and Councillors
Code of Practice
Employee Code of Conduct

ADELAIDE CITY COUNCIL POLICIES (2000/2001)

A

Absenteeism
Acquisition of Memorabilia or Works of Art for Interior Display
Acquisition of Works of Art
Adelaide Aquatic Centre
Adelaide Aquatic Centre Charter
Advertising from Corporation Reception Areas
Air Travel by Corporation Staff
Anti-Theft and Anti-Corruption (***Internal Control Policy - Mandatory***)
Archives - Procedures for the Transfer of Non-Current Records to Archives

B

Bag and Vehicle Checks
Bollards in Footpaths
Building Incentive for Growth
Building Maintenance and Capital Improvements

C

Calling of Tenders for the Provision of Professional Services
Cabling & Communications
Cash Grant for New Dwellings in the City Of Adelaide
Central Market - Charter
Central Market - Stall Lines
Central Market - Rules
City Arts Intro
City Ed Study
City of Adelaide Golf Courses Charter
City of Adelaide Library Services
City Recreation and Sport Plan
Code of Conduct - Lord Mayor and Councillors

Commemorative Plaques
Communicable Diseases Policy and Procedures
Communication Consultation
Competitive Tendering
Content of Reports - Consultation Process
Contestability
Contracting Occupational Health, Safety & Welfare
Copyright
Corporate Budget Items
Corporate Complaint Handling
Corporate Customer Service Standards
Corporate Sponsorship
Corporation Induction and Orientation
Council - Implementation of Decisions of Council
Council and Committee Meetings - Rules to be Observed in the Public Gallery
Council Records - Disposal
Council Records - Granting Of Access To Council Records
Crane Operations
Credit

D

Declaration of the City of Adelaide as a Nuclear Free Zone
Development Act - Inspections
Development Applications
Directional Signs
Disaster Plan Establishment
Distribution of Free Samples
Distribution of Pamphlets
Dress and Appearance - Customer Service Representatives
Drugs and Alcohol

E

Elected Member Expenses Facilities Support
Electrical Safety
Emergency Service Calls: Special Leave with Pay
Employment - Reclassification, Appointment & Over Award Salary
Employment - Equal Employment Opportunity
EMT Report Criteria
EMT Revised Rules of the Flexitime System as endorsed by EMT
Encroachment - 360 King William - Over, Under or On Public Streets or Public Places
Enforcement Of Heavy Vehicle Restrictions
Environment
Environmental Implications Paragraph in Reports to Council and Committees - City of Adelaide
Strategic Bicycle Plan
Equity & Diversity
Ergonomics
Ethical Practices - Periodic Elections
Executive Management, Divisional and Council and Committee Policies
Exit Interview
External Tender Bids

F

First Aid - Emergency First Aid Procedure
Flags and Banners
Funding of Redeployed and Relocated Employees and Temporary Replacement Staff to Cover Rehabilitees

G

Gifts, Benefits and Hospitality Policy
Graffiti & Bill Poster Management
Grievance Procedure
Guidelines for Targeted Voluntary Separation Packages
Guidelines for the Heritage Incentives Scheme
Guidelines for the Physical Transfer of Records to the City Archives

H

Hazard Control Policy and Procedure
Hazardous Substances
Heritage Objective
Hoarding Licence & Footpath Permits

I

Incentives for Purchasers of New Residential Accommodation
Inclement Weather & UV Protection Policy
Inclusion of Environmental Implications Statement on Committee and Council Reports
Induction and Orientation Policy
Installation of Bud Lights in Street Trees
Interim Parking Policy
Internal Rehabilitation Procedure
IT - Disposal
IT - Internet Usage Policy (*Internal Control Policy - Mandatory*)
IT - Managing Workstations
IT - Microsoft Outlook E-mail, Calendar Use
IT - Purchasing (*Internal Control Policy - Mandatory*)
IT - Quality Assurance For IT Policies
IT - Security Of Data, Information Software, And Hardware (*Internal Control Policy - Mandatory*)
IT - Training Policy

K

Keith Sheridan Institute - Sale And Transfer of Proceeds

L

Licences For Lodging Houses (By-Law 33)
Light Vehicles
Litter Management
Long Service Leave
Long Service Leave - Cashing In
Lord Mayor's Badge Days
Lord Mayoral and CEO's Correspondence

M

Management Of Possums
Manual Handling
Media Contact (*Internal Control Policy - Mandatory*)
Meetings with Elected Members
Member Expenses Facilities and Support
Members - Certificates Of Service
Members - Seniority
Mobile Phone Safety
Moving Records

N

Naming of Roads
Nature Strip and Watering System
North Adelaide Golf Links

O

Occupational Health and Safety
OHS&W Issues - Consultation & Resolution
On-street Parking
Outdoor Cafes
Outdoor Cafes - Installation of On-Street Protective Screens
Outgoing Correspondence Style Guidelines V2.0
Outstanding Reports Report Procedures

P

Parking - Alterations as a Result of Development Approvals
Parking - On Street Parking
Passenger Boarding of Buses and the Disability Discrimination Act
Pavement Artists
Performance Management - Change Management
Permanent Relocation of Employees With Workers Compensation Claims
Personnel - Conditions of Service - Internal Replacement
Personnel - Conditions of Service - Outside Employment
Personnel - Contracts of Employment - Employment Under Government Sponsored Schemes
Personnel - Identification Badges
Personnel - Retirement
Plant Replacement
Policy of Programs For Building Maintenance and Building Improvement
Portfolio Management Charter
Procedure for Reporting and Investigating Accidents and Work-Related Injuries
Procedures for Sealing & Signing of Documents
Prohibition of Backyard Burning
Property - Acquisition
Property - Commercial Property - Rate of Return
Property - Corporation Owned Land - Sale of
Property - Corporation Properties - Management
Provision of Information Under Section 90 - Land & Business Agents Act
Psychological Health

Public Art - “Watch This Space”

Public Communication & Consultation Policy (*Mandatory*)

Public Conveniences

Publication - Corporate Publications

Purchasing Procedures - Part 1: General Purchasing; Part 2: Contracts & Tendering (*Mandatory*)

Q

Quote Package - Sample

R

Rating Policies (*Mandatory*)

Recognition of Service

Recording of Inwards Correspondence

Records Management Policy & Procedures

Recreation & Sport

Recruitment and Selection

Remission of Rate Fines

Remote or Isolated Work

Requests for Additional Funding

Requirements of Council In Regard To Encroachments Over, Under or On Public Streets or Public Places

Risk Management Policy (*Internal Control Policy - Mandatory*)

Road Naming

Rundle Mall

S

Safe Entry and Working in Confined Spaces

Safe Operating Procedures - Index

Safety - Accident Prevention

Safety - Footwear

Sale and Disposal of Land and Other Assets (*Internal Control Policy - Mandatory*)

Sales of Corporation Property by Tender and Public Auction

Sandwich Boards

Smoke Free Environment in Corporation Properties

Smoking

Spatial Data

Sponsorship

Stone Kerb and Water-Table

Street Parades and Marches

Street Trading Stands

Street Tree

Street Vending

Study

T

Telecommunications Policy (*Internal Control Policy - Mandatory*)

Temporary Parking Control

Temporary Road Closure

Tender Package Instructions

Town Hall Function Centre Charter
Training & Development

U

U-Park Business Charter

V

Visiting Premises Policy and Procedure
Volunteers

W

Waiving of Parking Expiation Notices
War Memorials
Whistle Blowers Policy (*Internal Control Policy - Mandatory*)
Work Experience - Tertiary Students
Wingfield Waste Management Charter

Y

Y2K

Young Adelaide - Youth Policy

ADELAIDE CITY COUNCIL RATING POLICY 2000/2001s

The Adelaide City Council Rating Policy 2000/2001, consisted of 13 sub-policies as detailed below. Supporting graphs, background details and explanations for these policies is available from our Customer Service Centre, 25 Pirie St.

Policy 1: Relationship of Rate Structure to Corporate Plan and Budget

The Council has determined that the application of an annual rating policy should be made by reference to key parameters including the Corporate Plan, Corporate Financial Model and the Annual Budget. In formulating Rating Policy for 2000/2001, Council has taken into account the fact that rates constitute a system of taxation for local government purposes (S150 Local Government Act 1999).

Policy 2: Valuation Method

The Council has adopted the 'Annual Value' valuation method. For the 2001/2002 rate year, it is proposed that consideration be given to assessing property values within the city on Capital Value. The proposed change is subject to a rating policy review process to be conducted during the 2000/2001 financial year.

Business Impact Statement: The Council has determined that, based on a review of the impact on the ratepayers of the City of Adelaide, the 'annual value' valuation method is:

- the fairest method for apportioning the rate tax burden amongst the City's ratepayers.
- a suitable valuation measure for the majority of the city's ratepayers as an indicator of their ability to pay and according to the income capacity of the property.
- based on the predominant commercial land use for the city, assessed annual value has been used for many years and is understood by the city's ratepayers.
- the general availability of a significant amount of market annual rental information makes the Assessed Annual Value method efficient to administer.
- the method is considered consistent with the equity, ability to pay, efficiency and simplicity principles of taxation.

Further more, a survey of 7 capital cities in Australia indicates that 4 use an annual rental-based property valuation method (Melbourne, Perth, Hobart and Adelaide).

The Corporate plan requires the yearly Rating Policy review, including valuation method, to determine whether Annual Value continues to be the most appropriate method. As Adelaide's property base changes, the Valuation method must be considered to reflect relative changes to the tax base and reflect growth in existing values and the mix of new property developments.

Policy 3: General Rate

The Council has determined that one general rate will be applied to the whole of the area of the City of Adelaide. The rate in the dollar for 2000/2001 is 12.3c. In formulating Rating Policy for 2000/2001, Council has considered issues of consistency and comparability across council areas in the imposition of rates on various sectors of the business and wider community (S153 (2)).

The Council has determined that, based on a review of the impact on the ratepayers of the City of Adelaide, the application of differential rates as part of its current mix of rating policies would

be inconsistent with the equity, benefit, efficiency and simplicity principles of taxation. Therefore, one general rate will be applied to the whole of the area.

The property value approximates income or wealth, and therefore ratepayers in high value properties should have a greater *ability-to-pay* than taxpayers in low value properties. Because the value of the rates payable is linked to the property value, the tax meets the *efficiency* principle. A 'general rate' tax is simple, understandable and unavoidable and therefore meets the *simplicity* principle.

Application of a differential rate is generally intended to alter the amount payable by particular land uses, often to accord to the *benefit* principle; ie that certain ratepayers benefit more or less in respect to the level of services consumed. However, this is an extremely subjective notion and very difficult to quantify . Other Councils use differential rates often to accord to the *ability to pay* principle; ie that certain land uses have a greater ability to pay. However, this is also very subjective and inconsistent with the property valuation method as being the best measure of ability to pay, especially considering that the Council has adopted an annual rental valuation base.

Policy 4: Differential General Rates

The Council has determined that the use of differential general rates is not considered appropriate under the current circumstances.

The Council has determined that, based on a review of the impact on the ratepayers of the City of Adelaide, the use of differential rates in its area would be inconsistent with equity, benefit, efficiency and simplicity principles of taxation. Therefore, one general rate will be applied to the whole of the area.

Policy 5: Fixed Charge

Council has determined that, under the current circumstances, it is not appropriate to apply a fixed charge component in conjunction with the general rate. The Council has determined that, based on a review of the impact on the ratepayers of the City of Adelaide, the application of a fixed charge alters the principles of taxation, and unfairly penalises those in the community least able afford to pay.

Policy 6: Separate Rates, Services Rates and Service Charges

The Council has determined that the application and level of the separate rate, service rate or service charge provisions should be limited to the use of a Rundle Mall Environs Separate Rate for the purposes of marketing the Rundle Mall Environs and recovery of funding requirements of the Water Catchment Boards.

It has been concluded that a significant increase in the marketing effort of Rundle Mall is required. A key issue for the future of Rundle Mall is the ongoing consistent marketing of the Mall in all forms of media. This can be achieved by increasing marketing funds through:

- Maintaining the Separate Rate at 2.64 cents in the dollar.
- Removing the remission available to occupiers not fronting the Mall
- Phasing out the 100% Rebate, reducing it to 67% for the 2000/2001 financial year.

- Providing for a minimum separate rate of \$100
- Council providing additional funds by way of a 2000/2001 Strategic Initiative for the purpose of marketing the Rundle Mall.

The minimum rate payable by way of the Rundle Mall Environs Separate Rate in respect of each piece of relevant rateable land (subject to the operation of Section 158 of the Local Government Act 1999) be \$100, pursuant to Section 158 of the Local Government Act 1999.

Policy 7: Rating Equity with the Community and across the Area

The Council has determined that issues concerning equity within the community and the impact of rates across the area are best addressed by joint application of the policies that make up the Rating Policy Statement, which have regard for the equity, benefit, ability-to-pay, efficiency and simplicity principles of taxation.

Policy 8: Minimum Rates

The Council has determined that it not apply a minimum rate in conjunction with the general rate.

Policy 9: Discretionary Rebates

The Council has encouraged development within the city by direct financial support through targeted rate rebates:

Development incentive rebate policy: The Council, being of the opinion that it was desirable for the purpose of securing the proper development of its area, and subject to the 'Guidelines', granted a rate rebate for development in 1997/98 and 1998/99, to be applied for a **maximum** of five financial years if commenced in 1997/98 or four financial years if commenced in 1998/99 (including the year of development commencement). The rebate 'capped' the rates payable at the level of rates payable prior to the development; ie any additional residential value added by the development would not be rated until after 2001/2002.

Owner/Occupier rebate policy: The Council, being of the opinion that it is desirable for the purpose of securing the proper development of its area, and subject to the restrictions and conditions hereinafter set out, in exercise of the powers contained in Section 166 (1)(a) of the Local Government Act, 1999, grant a rate rebate of:-

- (a) 40% up to a maximum of \$1000, in respect of each assessment of rateable property to the ratepayer who is the owner and the occupier of the rateable property which is used wholly for residential purposes;
- (b) 20% up to a maximum of \$500, in respect of each assessment of rateable property to the ratepayer who is the owner and the occupier of the rateable property, only a portion of which is used for residential purposes, that portion being valued at fifty per centum or more of the total value of the rateable property comprised in the assessment.

The entitlement to the rate rebate be determined as at the date of the resolution adopting this policy being passed, provided that:-

- (a) an application for the rebate in the form prescribed by the Manager Rates, and Valuation is received by the Council no later than the 12th day of July 2000; and

(b) if the use to which the rateable property is put changes prior to 30th June 2001, so that it becomes wholly used for residential purposes, then the person who is the owner and the occupier of the rateable property shall be entitled to a rate rebate being that portion of the rebate, calculated on the appropriate percentage as the number of days remaining in the financial year, from and including the date the property became used wholly for residential purposes, bears to three hundred and sixty five.

1. Personally Owned & Occupied Properties: Conditions of eligibility are that:

- (a) you are the registered proprietor (owner) of the property; and
- (b) you occupy the property as your principal place of residence; and
- (c) no other persons reside in the property except the ratepayer and/or his/her spouse, children, parents, grandparents, grandchildren, brothers, sisters, domestic servant or companion; and
- (d) no income is derived from persons so residing (except no more than a rental or board that is considered significantly below market rental (as determined by Council's Senior Valuer) for such persons in consequence of that person so residing); and
- (e) neither you, nor a company of which you are a shareholder, nor any Housing Co-operative of which you are a member, claims or receives any residential rebate in respect of any other property ; and
- (f) no beneficiary for whom you hold the property upon trust claims or receives any residential rebate in respect of any other property.

2. Housing Co-operative Owned Properties Conditions for eligibility are that:

- (a) the registered proprietor (owner) of the property is a Housing Co-operative which is registered under the Housing Co-operatives Act 1991; and
- (b) the property is used as a principal place of residence by the members of the Housing Co-operative or any of them; and
- (c) no other persons reside at the property except the spouse, children, parents, grandparents, grandchildren, brothers or sisters, domestic servant, or companion of any of those members provided that no rent or other remuneration is paid to those shareholders or any of them by any of the said persons in respect of their use or occupancy of the property (except no more than a rental or board that is considered significantly below market rental (as determined by Council's Senior Valuer) for such persons in consequence of that person so residing); and
- (d) the Housing Co-operative does not claim or receive any other rebate or concession in respect of the property from Council; and
- (e) no member of the Housing Co-operative claims or receives any residential rebate in respect of other property.

3. Only one rebate (including a owner occupier residential rebate or development incentive rebate) may be claimed from Council in any one financial year.

4. The Manager, Rates and Valuation may remove a residential rebate during a financial year if;

- The rebate application is found to have been incorrectly completed in order to inappropriately receive the rebate;
 - The residence is sold during a financial year to a non-owner occupier, or a property which has received a residential rebate is rented by the owner part way through a year;
- A rebate may be removed, and a proportionate rebate granted to reflect the period during which the property was eligible to receive the rebate.

Community Service Organisations Rebate Policy: In accordance with the Policy on Discretionary Rebates (the Policy), a rebate of rates be granted to such ratepayers as determined under the eligibility criteria provided for in Division 5, Chapter 10 of the Local Government Act.

The following interpretations apply in these resolutions:-

- (a) The singular shall include the plural and the plural shall include the singular.
- (b) The masculine gender shall include the feminine gender and the feminine gender shall include the masculine gender.

Policy 10: Remission Of Rates

The Council has determined that it may utilise the discretionary remission of rates and charges provisions of the Local Government Act.

Policy 11: Methods and Frequency of Payment of Rates

The Council has determined that rate instalments will be 6 monthly, being due on the 1st working day of September and 1st working day of March of each financial year, in accordance with the provisions of the Local Government Act. However, it is recognised that Council will be required to provide a quarterly billing option from the beginning of the 2001/2002 financial year (S181)(14) Local Government Act 1999.

Policy 12: Penalties for late payments

The Council has determined that the application of penalties for late payments will be in accordance with Section 181(8) of the Local Government Act 1999.

Policy 13: Other Issues

The Council has determined that it will fairly and equitably pursue