

SHIRE OF BALLARAT

RL

DATE RECEIVED 15 SEP 1993

FILE NUMBER VICTORIAN INSTITUTE OF RATE ADMINISTRATORS



REFERRED TO

S/S	S/P		
PRESIDENT			
S/E	R		

SECRETARY

A.C.N. 005 304 254  
INCORPORATED 1977

Mr. Martin King  
City of Croydon  
P.O. Box 206  
Croydon 3136  
Business: 724 3288  
Facsimile: 725 2354

Mr. Robert Smart  
City of St Kilda  
Private Bag 3,  
ST Kilda 3182  
Business: 536 1366  
Facsimile: 534 9105

AGENDA - decision

AGENDA - information

Vol XVII No 1 REPORT

## Presidents Report

1992/93 Review - What a year! The following are just some areas of activity in which V.I.R.A., on a state wide basis, has been involved.

- Regional Development
- "Due Process Practically Speaking Seminars" (State wide)
- Annual Country General Meeting and Conference at Mulwala
- Facilitated - Regional Meetings, General Meetings and Committee Meetings
- Representations to the Office of Local Government
- Consultation to the State Revenue Office
- Professional Development Programs with M.A.V. Training Service
- Introduction of the "NEWSFLASH HOTLINE"
- Resource Sharing and much, much more.

### Annual General Meeting

At the Annual General Meeting held at the "Knox Club" on the 2nd July 1993, I had the honour of presenting a "Life Fellow" certificate to Bob Patterson who has recently retired from Local Government after 51 years of dedicated service. During this time, V.I.R.A. and the Local Government Industry has certainly benefited from Bobs' commitment. I extended to Bob, on behalf of V.I.R.A. members, our sincere thanks for his commitment and wished him the very best in his retirement at the "City of Greenacres".

Also at the Annual General Meeting, nine nominations were received for the State Executive and Committee positions that became vacant.

The Committee for 1993/94 welcomes two new faces on board. They are:-

Allan Wise - Shire of Bellarine

Lindy Bennett - City of Malvern.

I greatly appreciate their willingness and enthusiasm

to contribute to the continued success and development of the Institute and its members. In fact, these attributes are evident throughout the whole Committee and we are all looking forward to a challenging and exciting year ahead.

We also say farewell from the 1992/93 Committee (but certainly not from active service):-

Cliff Wenlock - Greater City of Geelong - Committee Member for 6 years and a past President (1991/92).

Gerry Pekin - City of Northcote - Committee Member for 8 years and a past President (1988/89 and 1989/90).

These two gentlemen are valued members and both have maintained a high level of commitment and service to the Institute, and on behalf of V.I.R.A. I say thank you to both Cliff and Gerry.

### V.I.R.A. - Business Plan

"Getting on with Business" could well be the theme for 1993/94. The development of a "Business Plan" for V.I.R.A. has commenced with Business areas being defined and the appropriate committee members appointed to a Business area for the further development of objectives and strategies.

This process should take around 3-4 months and will clearly establish a well defined foundation on which V.I.R.A. can continue to successfully operate whilst at the same time be responsive to members and industry needs and changes.

#### Business Areas Defined To Date

- Leadership
- Secretarial Services/Support
- Finance
- Membership
- Professional Development
- Regional Support

Newsletter/Publications  
Marketing and Promotion  
Meetings/Seminars/Functions  
Legislation Development/Review  
Communications

As you can see, there is a lot to be achieved and we will be looking for member involvement outside the Committee Structure to actively participate in V.I.R.A.'s Business activities, so please, if you want to participate please let Rob Smart (State Secretary) know that you are available and the area in which you have a particular interest.

We are still waiting for the "Rating Reform Discussion Document" to be released by the Minister. There is absolutely no doubt that as Professionals in Local Government Rates Administration our expertise will be fully utilised in analysing the impact of the proposals being put forward by the Government.

In closing, Members can be assured that V.I.R.A. will continue to provide a responsive and proactive service to its members.

Martin King -- F.V.I.R.A.  
State President -- V.I.R.A.

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## ***Professional Development Report***

### Associate Diploma Course

This course has been running for just on 12 months, but it seems that our membership are not too interested in taking on a challenge. The Institute has worked extremely hard to achieve this course, but according to RMIT and TAFE Colleges, there has been a relatively poor enrolment from the industry. If you have any enquiries, do not hesitate to contact myself and also refer to pages 10 and 11 of VIRA News Vol. XV, No 4, September, 1992.

### Professional Development Course

Quite a few members have been able to avail themselves of this course which is run in conjunction with the MAV. The Institute continually monitors the content of the course and makes changes where necessary which hopefully keeps the course current and responsive to the members needs.

### Food For Thought

With the ever increasing responsibilities being placed on Local Government that includes accountability, we as Professionals have to meet these challenges head on. With the introduction of AAS27, the Local Government Act 1989 and the Interim Award this Institute has become one of the most proactive Professionals groups in the State. Therefore, the

eligibility and levels of membership within the Institute should reflect the changing Professionalism. What I am suggesting is that in the future a similar structure to that of the I.M.M. should be introduced to acknowledge the experience and qualifications of the Members. I know this will cause some discontent or concern amongst some of the members, but we are now living in the 90's and we should be moving with the times.

The Institute should also be seen to promoting its members as well as itself and it is with this point in mind that I propose the following. The Institute introduce the provision of, say three scholarships to members who are enrolled or wish to enrol in a course of study. Obviously there would have to be some criteria set down for the granting of the scholarships. The scholarship could be named after a former member of the Institute. Another scholarship could be awarded to say two (2) members who meet set criteria to carry out study of an overseas municipality that benefit the Institute and the members.

Any Members with ideas etc on any of the above please contact:-

Noel Grant  
Shire of Deakin (058) 582 505  
(Prof. Development Co-ordinator)

## **Bishop Collections Pty Ltd and L.G.A. Collections Pty Ltd**

have now merged and as a result have created the biggest specialised Local Government Collection facility in Victoria.

We now provide the following:

- The most up-to-date completely computerised system specifically written for Local Government Collections.
- Twenty-Five years Local Government experience.
- Additional benefit of Interstate Branches in NSW and SA.

For any further information or advice on Rates, Private Street and Sundry Debtor Collections please contact Rod Hughes or Frank O'Neil. Telephone: 663 5366 Facsimile: 663 5386



**BISHOP COLLECTIONS PTY. LTD.**

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## Can we Rate Business Enterprises?

The MAV is conducting a research project for levying rates on State Government business enterprises.

The project is being undertaken by KPMG Management Consulting and will provide data for the MAV to use in Government submissions and policy formulation.

The objectives of the study are:

- to identify the revenue potential for Local Government if State Government owned enterprises were made rateable.

- to identify the current level of consistency among Victorian councils in levying rates on State Government business enterprises; and
- to assess potential costs, offsets and other non-revenue implications.

Councils will receive a survey from the MAV in the next few weeks addressing these issues. Members are encouraged to complete and return the survey.

For further information, contact either Martin King or Dale Muir.

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### Part Three

## Short History of Municipal Rating in Retrospect

A Paper Read to the "Rate Collectors" Institute on the 25th July 1941

by C. J. Cooper, City of Kew

The care of its poor had, from the time of Alfred the Great, just over 1,000 years ago, been recognised to be the duty of the Parish, and the Canons of the Church enacted that the tithes of the Rector of the Parish had to make provision for the relief of the poor. This was carried out in various degrees of efficiency in accordance with the volume of relief which was available and the disposition of those in charge to lend a sympathetic ear to the pleas of the needy. We are all acquainted with stories of olden times wherein wayfarers, beggars and others would apply to the Monks or Friars for a morsel of food or a nights lodging.

The Monasteries of the middle ages performed many functions apart from religious ordinances. They were in a sense the Poor Law Guardians, the Parish Doctors, and the Schoolmasters of their day, and remained so for several centuries, and generally performed a beneficial and necessary service to their communities.

Henry 8th, when he quarrelled with the Church on the matter of wives, threw a bombshell into the system of Poor Relief, by ordering the dissolution of Monasteries after the Reformation and distributed the tithes amongst his friends. Consequently it was found necessary to seek another avenue for Poor Relief and find another way to deal with the many sturdy beggars who were wandering through the country. So in 1530, Good King Hal ordained that Justices be authorised to licence impotent persons to beg within certain limits, those without licences and others who begged out of bounds to be set in the stocks. Moreover, any person fit and able to labor and was found begging, was to be brought to the nearest market town to "be tied to the end of a cart naked and be beaten with whips throughout the same market or other place till his body be bloody by reason of such whipping."

Apparently this drastic treatment did not remedy the nuisance for we learn that five years afterwards the local authorities were directed "to most charitably receive poor people and valiant beggars upon arrival in their parish who were to be succoured, relieved, and helped with such and convenient and necessary aims as shall be thought meet by their discretions, in such wise as none of them of very necessity shall be compelled to wander idly and go openly in begging to ask alms; and also to cause and to compel all and every of the said sturdy vagabonds, and valiant beggars to be set and kept to continual labour of their own hands, upon penalty that every parish shall lose and forfeit 20/- for every month in which it is omitted and undone."

The Clergy were also directed to "exhort, move, stir and provoke people to be liberal and bountifully to extend their good and charitable alms for the purposes of this Act.

In spite of all chastisements, exhortations, urgings and directions, the numbers of poor people increased so that workhouses, mental asylums, ragged schools and jails, built and maintained from proceeds of the Poor Law Rate, were, with few exceptions, overcrowded, understaffed and ill-managed, and developed into hotbeds of corruption, vice and cruelty, so much so, that a committee was appointed by the Government to investigate and report on the prevailing conditions and administration of these institutions. The report was scathing in its denunciation of the abuses in practice and resulted in the scrapping of the system of administration by churchwardens, and by the passing of the Acts of 1885 and 1886, brought into being the system of Rating as we know it to-day and of which we are so proud.

# **Regional News**

## **North Central Region**

The North Central Region will be holding it's next meeting with Members of the Ballarat Region at the City of Maryborough on Wednesday, 11th August, 1993.

The focus of the meeting will be to present an outline of the services available from, and an outline of the structure of our Institute. In addition, Noel Grant has been invited to present an update on Professional Development for Rate Officers, and Allan Wise has offered to present an overview on the restructuring of Councils in the greater Geelong area.

Regional Meetings also provide an opportunity to meet with fellow Officers from other municipalities and to discuss matters of mutual interest in a workshop forum.

Graeme Tindle, Convenor

## **South East Region**

The Region held three meetings during the past year at the following venues:-

1. City of Sandringham, November 10, 1992  
27 Members attended  
Guest Speaker: Helen Proctor - M.A.V.  
Topic: State Deficit Levy
2. Shire of Phillip Island, March 11, 1993  
12 Members attended  
Guest Speaker: Geoff Fleming - Response

## **Imaging Services**

Topic: Laser Printing of Voters Rolls

3. Shire of Flinders, June 10, 1993  
10 Members attended

Guest Speakers: Warren Meekcoms  
& Lindsay Morrison - State Revenue Office  
Topic: State Deficit Levy

Ian Holland, Convenor

## **Geelong Region**

The Geelong Region of the V.I.R.A. comprises eight Municipalities being: Bannockburn, Barrabool, Colac, Otway, Queenscliffe, Werribee, Winchelsea and The City of Greater Geelong and also the Geelong and District Water Board. Meetings are held on the third Thursday in the months of February, May, August and November with a regular attendance of 15 members. A guest speaker is invited or a workshop is held at each meeting.

The main topics covered by the Region for the 1992/93 year included implementation of the 1989 Local Government Act, Land Information Certificates, State Deficit Levy Legislation and the Pensioner Rebate Scheme.

J. Stewart Convenor

Reports from our other four Regions (you know who you are!!) were not available at time of publication.

# **DATALOGIC**

**DISTRIBUTORS OF BAR CODE READERS**

**IDEAL FOR LOCAL GOVERNMENT**

- CASH RECEIPTING
- ASSETT MANAGEMENT
- LIBRARY SYSTEMS

**CALL Craig Morton on 558 9299  
or Geoff Fleming on 510 1788 for further details.**

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## ***Your Regional Convenors***

### **Ballarat**

Ian Effrett Borough of Sebastapol  
Telephone (053)361 377  
Facsimile (053)362 030

### **Geelong**

John Stewart Barrabool Shire Council  
Telephone (052)614 20  
Facsimile (052)614 527

### **Gippsland**

Paul Telfer Shire of Avon  
Telephone (051)456 233  
Facsimile (051)456 900

### **Mallee/Wimmera**

Shane Hinchliffe Shire of Kowree  
Telephone (055)851 011  
Facsimile (055)851 614

### **North Central**

Graeme Tindle Shire of Seymour  
Telephone (057)921 200  
Facsimile (057)923 998

### **South Eastern/Metro**

Ian Holland City of Frankston  
Telephone (03)784 1888  
Facsimile (03)781 3117

### **South Western**

Dayle King City of Portland  
Telephone (055)222 200  
Facsimile (055)222 290

Congratulations to all convenors and the secretaries on their appointments. Another big thank you is extended to Glendon Dickinson, City of Warrnambool and Rod Leith, Shire of Bellarine for all of their past efforts.

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## ***Company Car Vs Private Car***

Company cars have the following features rarely found in private cars:

- They travel faster in all gears, especially reverse
- They accelerate at a phenomenal rate
- They enjoy a much shorter braking distance
- They have a much tighter turning circle
- They need cleaning less often, especially inside
- They can take ramps (or any other hazard) at twice the speed of a private car
- Battery, water, oil and tyre pressures do not need to be checked nearly so often
- The floor is shaped like an ashtray
- They only burn petrol with the highest octane rating
- They do not need to be garaged at night

- They can be driven for miles with oil warning lights flashing.
- They are adapted to allow reverse gear to be engaged while the car is still moving forward
- The tyre walls are designed to allow bumping into and over kerb stones
- Unusual and alarming engine noises are easily eliminated by adjusting the radio volume
- No security is needed; they may be left unlocked with the keys in the ignition

(This is an extract from the Greater City of Geelong Gazette who extracted it from the Australian Risk and Insurance Managers Newsletter. It is very relevant to all members who drive council vehicles)

## **RESPONSE**

**-IMAGING SERVICES-**

### **Systems and solutions for Local Government**

**Election Roll Processing/Printing System:** Includes: Display rolls; Scanning Rolls, Scanning services and processing, Extraction of over 70's exceptions, and Failure to vote notices.

**Features of the system:** Prompt service; Easy to read rolls, complete audit tracking and a new PC voted/not voted package giving you complete control of the failure to vote process.

**MICR AND GENERAL LASER PRINTING:** Desk top MICR systems (full training, support and equipment supplies); Laser printing imaged A3/A4 both single and/or double sided.

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**PHONE: (03) 510 1788 FAX: (03) 510 7890**



A.C.N. 005 304 254  
INCORPORATED 1977

# VICTORIAN INSTITUTE of RATE ADMINISTRATORS

**PRESIDENT**  
Mr Martin King  
City of Croydon  
PO Box 206  
Croydon Vic 3136  
Phone: 724 3333  
Fax: 725 2354

**SECRETARY**  
Mr Robert Smart  
City of St. Kilda  
Private Bag No 3  
St Kilda Vic 3182  
Phone: 536 1333  
Fax: 534 9105

Membership is extended to all Rate Administrators, Deputy Rate Administrators and Rate Office Staff. Those persons who desire to participate in this Institute are invited to apply for membership of the class appropriate to their appointed office vix:-

- Fellow:** A person who is and has been for a period not less than five years, a practising Rate Administrator.
- Member:** A person who is practising Rate Administrator of less than five years service as such.
- Associate:** A person who is a practising Deputy Rate Administrator.
- Affiliate:** A person who has demonstrated his interest in furthering the profession of Rate Administration.

Annual Subscription applicable to each class of membership is as follows and should be submitted with this application.

## 1992/93 SUBSCRIPTIONS

<u>FELLOW</u>	<u>MEMBER</u>	<u>ASSOCIATE</u>	<u>AFFILIATE</u>
\$50.00	\$50.00	\$30.00	\$20.00

### VICTORIAN INSTITUTE OF RATE ADMINISTRATORS APPLICATION FOR MEMBERSHIP

NAME: \_\_\_\_\_  
(SURNAME) (FIRST NAME)  
PERIOD OF EMPLOYMENT IN PRESENT STATUS \_\_\_\_\_ YEARS  
MUNICIPALITY \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS FOR CORRESPONDENCE \_\_\_\_\_  
TELEPHONE-PRIVATE \_\_\_\_\_ BUSINESS \_\_\_\_\_  
CLASS OF MEMBERSHIP \_\_\_\_\_ SUBSCRIPTION \_\_\_\_\_

SIGNATURE \_\_\_\_\_  
PROPOSER \_\_\_\_\_  
DATE \_\_\_\_\_

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## 1993/1994 Meeting Dates

Country Conference	17-20th February 1994
Annual General Meeting	8th July 1994
Ballarat Region	4th August 1993 3rd November 1993 2nd February 1994 4th May 1994
Geelong Region	19th August 1993 18th November 1993 24th February 1994 19th May 1994
Gippsland Region	18th August 1993 8th December 1993 23rd March 1994 28th July 1994
Mallee/Wimmera Region	13th August 1993 11th March 1994

North Central Region	4th November 1993 5th May 1994 3rd November 1994
South Eastern/Metro Region	17th March 1994 16th June 1994
South Western Region	8th September 1993 1st December 1993 2nd March 1994 1st June 1994

Please ensure these dates are in your diary so you can attend

### Committee Meeting Dates & Venues

19th October 1993	City of Croydon
27th January 1994	City of Heidelberg
9th June 1994	City of Knox (Budget Meeting)
22nd July 1994	City of Werribee

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### Due Dates

The Minister has gazetted the due date for rate payments in the 1993/94 rate year. They are:-

Payment in full:

11/4/94

Payment by installment:

31/12/93

28/2/94

31/5/94

31/8/94

The maximum interest rate has not, at date of publication, been gazetted by the minister.

### Articles / Quotes / Gossip / News / Reports

The deadline for submission of articles etc. for the next edition of V.I.R.A. News is the 23rd of September, 1993.

All contributions will be gratefully accepted.

Also a "For Sale" column will be started in the next edition so if any members have anything they would like to sell please let us know.

Contact Clare at Heidelberg or Lindy at Malvern for any further information.

### Congratulations

#### **BOB PATTERSON LIFE FELLOW**

Congratulations to Bob Patterson who has just been made a life member of the institute.

Bob has worked in Local Government for 51 years and retired on the 10th December, 1992 having worked at a number of municipalities and for a short time in Western Australia.

Bob was the last President of the Rate Collectors Institute of Victoria and was instrumental in the foundation of the Victorian Institute of Rate Administrators. He also served on the committee for a number of years

We wish you all the best for your retirement Bob at the "City of Greenacres"

### In's and Outs of new Committee

Congratulations to Allan Wise and Lindy Bennett on their election to the Committee.

A big thank you is extended to Gerry Pekin and Cliff Wenlock, who did not seek re-election, for all of their past efforts in helping make the Institute what it is today.

### Baby Boom!

What is happening on the committee? At the first committee meeting it was revealed that both Dale Muir and Brian Hall are to become fathers. Dale for the first time and Brian again. With their commitment to the Institute and the time they both give one wonders how they had time to have children.

Congratulations to both.

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# Your Committee 1993/1994

**President**

Martin King  
City of Croydon  
Telephone 724 3333  
Facsimile 725 2354

**Senior Vice President**

Brian Hall  
City of Berwick  
Telephone 705 5235  
Facsimile 704 9544

**Junior Vice President**

Julie Pritchett  
City of Werribee  
Telephone 742 0831  
Facsimile 741 6237

**Secretary**

Robert Smart  
City of St Kilda  
Telephone 536 1333  
Facsimile 534 9105

**Treasurer**

Dale Muir  
City of Knox  
Telephone 881 8210  
Facsimile 800 3096

**Minutes Secretary**

Allan Wise  
Co-ordinator  
City of Greater  
Bellarine District  
Telephone (052)530 300  
Facsimile (052)531 125

**Professional Development**

Noel Grant  
Shire of Deakin  
Telephone (058)582 505  
Facsimile (058)582 406

**Newsletter Co-ordinator**

Clare Bowkett  
City of Heidelberg  
Telephone 490 4222  
Facsimile 499 1391

**Assistant Newsletter Co-ordinator**

Lindy Bennett  
City of Malvern  
Telephone 823 1214  
Facsimile 822 2335

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## Revaluation Poser

Following return of the General Revaluation and issue of the 1992/93 Rate Notices, the City of Frankston received 356 objections most of which were confined to the exclusive area West of Old Mornington Road in Mt Eliza.

The residents promptly held a meeting and decided they would try for secession to the Shire of Mornington. The valuation situation was somewhat aggravated by the following factors:

1. The City dropped the Minimum Rate of \$315 in favour of a \$35 Municipal Charge
2. A 10% increase in Rate Revenue over the previous year.

The Council looked at other alternatives that could be used to give the Mt Eliza area some relief but could come up with nothing.

The particular area concerned which makes up part of the South Ward has many luxurious homes with unobstructed cliff top views of Port Phillip Bay.

A Contract Valuer was employed to value the area and being a local resident it was felt his knowledge

of the area would be an advantage. But after talks with the Valuer General and further examination of the Revaluation, it was decided that the staff valuers would re-examine the Valuations.

This re-examination has resulted in 252 properties decreasing in value, 147 remaining unaltered and 75 properties have had increases. Unfortunately, none of the 75 property owners subject to increases had objected before.

This course of action has necessitated the printing and issuing of amended Rate and Valuation notices. Also amending of previously issued Land Information Certificates and will also re open the objection process.

As I write this the notices are being enveloped and the staff are preparing to face the barrage or enquiries.

Stay tuned for the exciting developments.

Ian Holland  
Rate Administrator  
City of Frankston

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### M A B O

Is any member aware of what land becomes rateable under the MABO land decision?

Any information would be greatly appreciated. Please contact Robert Smart at the City of St Kilda on 536 1318.



*Appendix to the Report of the Finance Committee No 31*

13th April 1863 Rules – Respecting the Office and Duties of "Rates Collector"

First. For the collection of the Town and Lighting Rates, the following scale of remuneration will be paid, viz. Lonsdale Ward, one and a half per cent; Bourke Ward, two and a half per cent; Smith Ward, three and a half per cent, Gipps Ward, two per cent; Latrobe Ward, one and three quarters per cent; subject however to any change in amount which the Council of the City of the Melbourne may think fit to make for any year subsequent to the present.

Second. Each Collector must, at his own expense, give the security of a Guarantee Society in the amount of 15 per cent on the gross amount of the Town and Lighting Rates for the Ward, for his fidelity.

Third. The Collector will be required within twenty-one days after being furnished with first notices of the rates due or becoming due to leave each such notice at the premises to which it applies and to call once, and if not paid to call once subsequently at an interval of not less than seven days in each case, and then leave notice that unless payment be made within the time named in such notice a warrant of distress will issue for the same without more delay; nothing however in this clause contained is to be construed so as to interfere in any way with the power to issue warrants under the direction of the Finance Committee for the recovery of the Rates at any periods prior to the time so named in such notice.

Fourth. In the event of any party or parties on whom such notice shall have been served not making payment within the period therein mentioned, the Collector must apply for the issue of a warrant of distress to the Finance Committee, who will instruct the City Auctioneer to enforce such warrants as they may direct to be issued for the recovery of such Rates.

Fifth. The Collector will be required to fill up forthwith the printed Notice and Receipt Books to be furnished by the Council, make any Returns in connection with the Rates that may be required by the City Treasurer, and perform all other clerical duties appertaining to his department as Collector of Rates.

Sixth. The Collector will be required to pay to the City Treasurer before twelve o'clock noon, on each Monday, Wednesday, and Friday, all sums received by him on behalf of the Corporation on the previous days, such payment to be accompanied by a return (a form of which is appended hereunto,) showing in detail the amount of all Rates collected by him which

comprise such payment; he will also whenever required by the City Treasurer so to do, furnish to the City Treasurer and to the Finance Committee a statement of the total amount of Rates collected by him.

Seventh. He shall at all times when required, lay before the finance Committee a return of all uncollected Rates, and state the reason why such Rates are in arrear, and also make periodically similar returns to the Committee when so directed by the City Treasurer, and shall at all times produce all and every, the books kept by or entrusted to him relating to the Collection of Rates when so requested by the City Treasurer or the Finance Committee.

Eighth. If in the opinion of the Finance Committee the Collector is not at any time making such progress in the collection of the Rates as is deemed satisfactory, or shall fail to comply with any of the provisions herein set forth, it shall be competent for the Council, on the recommendation of the said Committee, to cancel the appointment of such Collector, and to dismiss him forthwith, and any sum due to the Collector so dismissed as commission on any Rate collected by him shall be deemed forfeited to the Council; or under such circumstances it shall be competent for the Council to suspend such Collector temporarily from duty, and to employ one or more persons to collect such rates, and to pay the person or persons whom the Council shall so employ such remuneration as the Council shall think reasonable out of any sum which may be then due to such Collector, or which might become due to him but for such suspension from office; or under such circumstances it shall be competent for the Council to appoint one or more persons to aid in the collection of the rates, and to pay such person or persons out of any sum due or which may become due as last aforesaid to such collector such amount of remuneration as to the Council shall seem reasonable.

Ninth. Payment on account of percentage will be made monthly by the Council to the amount of seventy five per cent, on such percentage as may be due to the Collector for Rates collected, the remaining twenty five per cent will be held over until the completion of the collection of the rate for the year and of all arrears to the satisfaction of the Finance Committee.

Tenth. The Collector shall not receive a less sum than the whole amount of Rate due on any property

or premises, that is he shall not take any portion on account of any one rate, but receive the whole amount in one payment, unless in any case in which he shall be otherwise instructed by the Finance Committee.

**Eleventh.** He shall not under any circumstances whatever receive any money for Rates without issuing the printed receipt duly signed by the City Treasurer, and entering in the counter block of the receipt book his own signature, the name of the person paying such Rate, the number of the Premises in the Rate Book, the amount of the Rate and the date on which it has been received. Any breach of this clause by the Collector will subject him to immediate dismissal and forfeiture of all moneys then due to him.

**Twelfth.** The Collector, in addition to performing the duties imposed on the Collectors of Rates by the 17th Section of the Act 6 Victoria, No.7, will also be required to attend and act as Poll Clerk whenever there shall be a poll taken in his ward for the election of any Councillor, Auditor or Assessor.

**Thirteenth.** From the period when he shall receive for distribution the primary Notices relating to the respective rates until the period when each respective rate shall be collected in to the entire satisfaction of the Finance Committee, the Collector will be required to devote his whole time to the duties of his office, but upon resolution passing the Committee expressive of satisfaction with the collection of the rate the Collector will be absolved from further services, save such as are referred to in clause 12, until the arrival of the period for the issue of the Notices relating to the rate next falling due.

## Created a Municipality by Royal Assent — May 18th 1993

### Geelong West District

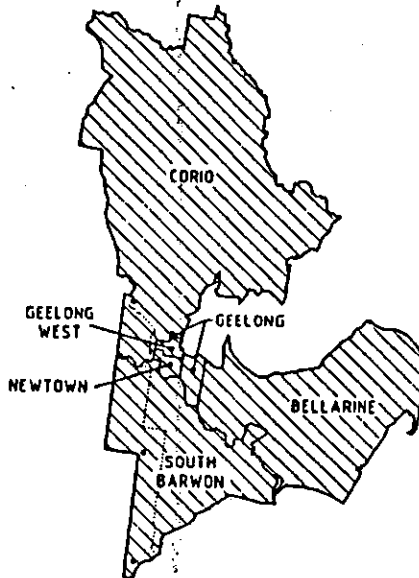
Entire area of former City of Geelong West  
10-12 Albert Street  
Geelong West 3218  
Phone: 22 3155  
Fax: 22 3670

### Newport District

Entire area of former City of Newtown  
Armytage House  
263 Pakington Street  
Newtown 3220  
Phone: 22 1033  
Fax: 21 1048

### Sth Barwon District

Entire area of former City of South Barwon plus Wandana Heights  
Jan Juc and some farmland from Ghazeepore/Crossmans Rds to Great Ocean Rd  
2 Colac Street  
Belmont 3216  
Phone: 41 0200  
Fax: 41 1919



### Corio District

Entire area of former Shire of Corio plus Fyansford  
Osborne House  
Swinburne Street  
North Geelong 3215  
Phone: 79 5244  
Fax: 78 5888

### Geelong District

Entire area of former City of Geelong  
Gheringhap Street  
Geelong 3220  
Phone: 26 1200  
Fax: 21 5624

### Bellarine District

Entire area of former Bellarine Rural City  
Collins Street  
Drysdale 3222  
Phone: 53 0300  
Fax: 53 1125

### Office of the Commissioners

1st Floor, Newtown District Offices  
Armytage House 263 Pakington St. Newtown 3220  
Telephone 29 3577 Facsimile 29 3783

**Commissioners have been appointed to head the City of Greater Geelong until an election of Councillors is held.**

**In this interim period, the Commissioners will act in the same way as Councillors, setting policies and making major decisions.**



(EST. 1979)

# **ATTENTION ALL COUNCILS!**

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