



VICTORIAN INSTITUTE of RATE ADMINISTRATORS

President:

Secretary:

Mr. GEOFFREY FLEMING
City of Oakleigh
P.O. Box 21, Oakleigh 3166
Business Hours: 567 3651
Facsimile: 568 1690
After Hours: 580 8558

MR. TREVOR RICHES
Shire of Pakenham
P.O. Box 7, Pakenham 3810
Business Hours: (059) 41 1011
Facsimile: (059) 41 3784
After Hours: (056) 29 2414

VIRA NEWS

Vol XIV, No 5

JULY 1991

PRESIDENT'S REPORT

This is, I believe, my last President's report and so it may be a time to reflect and project the future to some extent as well.

My term has not yet finished though and there is still some work to be done.

Members should note the date of the AGM (July 5) and I expect to see a large turn out at Essendon.

You will recall I started in office with some trepidation, feeling that there was little new I could contribute to the Institute in the way of initiatives. On reflection however I am pleased that the committee have worked very hard for the Institute to keep us at the fore front of Local Government.

The seminar held in conjunction with MOORES on May 10, with an exhibition on office technology, was very successful. This was our most ambitious project to date and we certainly learnt a great deal. Those attending not only gained information but also enjoyed themselves. The compendiums given to all registered participants seemed to be popular.

I still have a limited number of speakers notes that are available for Corporate Subscribers. Please contact me if you require a copy.

Just over a week later we held our first Golf Day at Springvalley in conjunction with the Municipal Group of Valuers. Winner of the VIRA section was Stephen Dean, Shire of Diamond Valley.

Although competition was very fierce an enjoyable day was had by all. Some members must learn etiquette on the course however and I know Robert Smart, City of St Kilda, will enjoy the walk more next year without the sledging. It was such a good day even Col Braybrook made the trip down from the Shire of Swan Hill.

I would like to thank our sponsor for the day, Bishop Collections, and particularly Rod Hughes for his encouragement at fostering the day. This will now be an annual event on

Newsletter Co-ordinator: Gerry Pekin Ph: (03) 481 9562 Fax: (03) 481 9406

our calendar and hope many more will participate in future.

On a sour note, some members have complained of receiving correspondence from a company claiming use of the VIRA mailing list and inferring Institute support or endorsement. Let me say firstly that it is difficult to control the flow of this information and I would prefer to sell a mailing list without private addresses. I really have no problem with that but the committee and Institute generally does not push any particular company.

I have during my term pushed the theme of professionalism by the Institute and members and to show ourselves as leading managers within our respective organisations. It was interesting to read a statement made recently by Lindsay Fox: "The Australian workforce are good workers . . . it's the managers who don't lead, don't show the men what to do." I hope we are leaders as managers.

In another part of this newsletter I will be putting forward some ideas of future directions of the VIRA as now is the time to take stock of where we have come from and where we hope to go in the future.

Finally I would like to thank my fellow committee members for their help and support in what has been a very busy and at times difficult year.

Too often too much is left to too few and each one has performed magnificently. I hope that members will want to assist in the running of the Institute and join the committee because the benefits of additional information and knowledge are fantastic.

Thank you to you, the members, for your support and kind wishes during my term. I hope I have served you well and represented the Institute in a manner you deserve.

Thank you for the privilege,

Geoff Fleming
PRESIDENT

Is your rate and valuation notice valid?

Samples of Rate Notices sighted do not comply with the provisions of the Local Government Act, 1958.

Are you familiar with Sections 341, 386C and 386A? Have you complied with Section 37 of the Valuation of Land Act, 1960?

Some notices do not include the word "demand" or that rates are a charge upon the property. Quite a number of notices are quoting an old version of Section 386A.

Section 386A was amended by Local Government (General Amendment) Act No 108 on 16 December 1986 to include sub section 1A. Check your notice.

Our rate notice isn't perfect but we like to "steal" (our beloved Institute President calls it "sharing") good ideas from other municipalities so let us know if you think you have a great notice.

Ken Binalisse & Brian Hall
City of Berwick

Dear Member,

**RE: Article - "Election Alert
Compiling The Voters Lists"**

The Executive of V.I.R.A. does not support this view provided by Mallesons Stephen Jaques, Solicitors. Members may wish to discuss this further at our Annual General Meeting.

NOTE: The Annual General Meeting is to be held on 5th July, 1991 4.00 p.m. at the City of Nunawading not the City of Essendon.

See You There.

VIRA EXECUTIVE

Election Alert

Compiling the Voters' Lists

In compiling the so-called "Municipal Clerk's Voters' List", the municipal clerk (or his or her delegate) must ordinarily include the firstnamed "joint owner" or "joint occupier". At least this is so in cases where no application has been made for the inclusion of a subsequently-named joint owner or occupier.

It might be thought that if the firstnamed joint owner or occupier appears on the Electoral Commissioner's voters' list, there is no obligation to include the name of any other joint owner or occupier. This is not so.

Given s.15(1) of the *Local Government Act 1989* (and its relationship with s11), there is little doubt that, if the firstnamed joint owner or occupier should appear on the Legislative Assembly roll, the municipal clerk must look to subsequently-named joint owners or occupiers.

If all of them are on the Legislative Assembly roll, no entry in the municipal clerk's voters' list is necessary. If, however, one of them is not, then the firstnamed such person must be included in the voters' list.

A similar procedure should apply when the firstnamed person is a joint owner

Extract from "Update" May 1991 Issued by Mallesons Stephen Jaques, Solicitors.

Odd Spot

Did you hear about the rate-payer, who, when paying his overdue rates on a final notice, changed the wording to read: **FINALLY NOTICED.**

Local Government Division

Moore provides a team of specialists who are experienced in the needs of the Local Government Authorities

For instance Moore can assist with:-

- | | |
|---|---|
| <input type="checkbox"/> Parking Infringement Notices | <input type="checkbox"/> Inter Library Loan Forms |
| <input type="checkbox"/> Computer Paper Storage Systems | <input type="checkbox"/> Reminder Notices |
| <input type="checkbox"/> Failure to Vote Notices | <input type="checkbox"/> A.P. Summons Forms |
| <input type="checkbox"/> Dog Notices | <input type="checkbox"/> Rate Notices |

A Moore Local Government representative is fully qualified to give an all round service - We Do More Than Just Sell Forms.

MOORE
MELBOURNE 544 1577

The real facts about laser desktop MICR encoding

During the May conference of the Victorian Institute of Rate Administrators your members were given a vendor presentation regarding the issues surrounding **NON IMPACT DESKTOP MICR ENCODING**.

We share the majority of the concerns as presented however we would like to clarify one critical issue which may have led to some confusion and could possibly have left you with some incorrect assumptions.

We at Dataline do provide an acceptable **DESKTOP LASER MICR SOLUTION** and have done so for the past nine months. We agree with many of the issues presented during the conference and share the concern of the banking industry, to the possible danger, of poorly encoded MICR documents.

This is why Dataline spent 12 months in redeveloping its product to ensure that it met the strict requirements of the banking industry within Australia.

A number of other organisations are offering desktop solutions which do not go close to addressing the complexities of MICR encoding. Unlike other vendors in the market, Dataline are specialists in MICR and in fact we are the market leaders in:

- MICR Quality Control
- MICR Data Capture (Front Office) and most recently
- DESKTOP MICR Printing**

Of the many problems associated with desktops, the most serious are:

- Image Permanence
- Ignorance of MICR process
- E13B Font development
- Toner Development
- Quality Control - Toner Manufacture
 - Document QA
 - Ongoing document QC

- Paper
- Security - both physical and Software
- Printer Registration
- MICR Approval Processes

We at Dataline have addressed all of the issues and have participated with the major banks in numerous tests to establish the validity of our product. Our product was only marketed after these tests were completed and the banks were confident that we met their individual requirements but more importantly, we continue to adopt a responsible and controlled approach to the issues outlined above.

As a result we have been printing live MICR applications on behalf of the respective banks customers for the past 12 months.

We would also be pleased to provide you with further information and if appropriate reference sites and points of contact within the respective banks, who would be able to confirm the validity of our products.

*Please contact Tony Evans or Ken Swanson
of Dataline Systems Pty Limited on (02) 908 2777.*

I wonder if you've heard this one before

Dear Sir/Madam

I am writing in reply to a "Second Notice of Failure to Vote" letter that I received recently, pertaining to the Council election held on August 4th last year.

Early in the evening of the 3rd of August, I was pottering around in my vegetable garden tending to my turnips and, indeed, looking forward with relish to the election and my chance to vote for anyone or anything who may introduce those nice big rubbish bins into North Fitzroy.

As dusk fell, I noted a bright spot of light moving through the night sky. As I watched, the light drew closer and, as it seemed to be moving in a northerly direction, like a sort of celestial No 96 East Brunswick tram, I could make out that there were in fact a number of lights, of different colours, moving rapidly around what seemed to be a huge version of the Doner Kebab sitting atop that shop on the corner of Nicholson and Scotchmer. Imagine my surprise when this object landed, rather rudely, right in my back garden and, what's worse, right plumb on my turnip patch. (I think council should look at outlawing this type of behaviour in North Fitzroy, perhaps throw in another 100 or so speed humps, that should do it.) Anyway, a gray door slid open on the side of the Great Kebab and three rather ugly beings hopped out (thoroughly declaiming my tomato plants). My first impressions of their appearance was that it was just my luck that if three aliens had to land in my back garden that they should look like Derryn Hinches and Elle McPhersons.

"Mytzispigellch!" said what appeared to be the Head Derryn Hinch, which I discovered later meant "Can we borrow a cup of sugar?" but which at the time I took to mean something like "Get on board our Kebab or we'll turn you into a blubbering mass of jelly."

Well, without going into too much detail about what transpired after I boarded the Great Kebab, it so happened that come election day, I found myself some 183 million light years north of the Merri Creek Primary School and although I posted off a Postal Ballot paper, I really don't expect it to arrive until the 23rd century, about the same time as North Fitzroy gets those big green rubbish bins. Anyway, you'll be pleased to know that I was duly returned to my North Fitzroy abode, the Derryn Hinches got their cup of sugar, and my turnips have returned to health, so please forgive me for not voting ...

... Oh all right, I was in Sydney for two weeks.

Yours sincerely ...

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 N.S.W. and S.A.

**For any further information or advice on Rates, Private Street and Sundry Debtor Collections please contact Rod Hughes or Frank O'Neill.
Phone 663 5366 Fax 663 5386**

 BISHOP COLLECTIONS PTY. LTD.

**SPECIALISTS IN THE PRINTING OF
CONTINUOUS FORMS FOR LOCAL
GOVERNMENTS – URBAN AND RURAL**

**FOR FAST, COURTEOUS AND
PERSONALISED SERVICE WITH:**

- RATE NOTICES • SUMMONS FORMS
- INSTALMENT NOTICES • ELECTRICITY BILLS
- FAILURE TO VOTE NOTICES • DOG NOTICES
- FIRE HAZARD NOTICES • CONT. CHEQUES

CALL

**Carter & Taverner | pty. ltd.
(03) 819 6555**

Is change necessary?

I have now been a member of the VIRA for 15 years and on the committee for the past eight years. During this time it has become apparent that the organisation must change to ensure we continue to develop.

Changes that have occurred over recent years include the following.

- Development of additional Regions
- Professional development courses
- Seminars.

These have put pressure on members' time to attend general meetings and as a result there has been a fall in participation. There has long been a debate as to the best day or time to hold meetings and no day suits everybody.

All too often the running of the Institute falls to two or three people and, for them too, the constraints of time make it difficult to perform as they may wish.

"...All too often the running of the Institute falls to two or three people and, for them too, the constraints of time make it difficult to perform as they may wish..."

With this background in mind I put forward some suggestions as a vision for the future to be discussed by the membership and, if you want, to put forward over the next year to change the operation of the VIRA. It will be up to you to decide, to come up with alternatives or to resist the changes. After all this is your group and it should not be up to one or two people to decide.

My suggestions are:

Only two meetings each year, one being the Annual General Meeting and the other being a Country Meeting.

The committee being changed to provide for:

a) a member representing each of the regions elected from members of the respective regions; and

b) an executive elected from the membership as a whole being:

President
Vice President
Treasurer
Secretary

Quarterly newsletters

One seminar to be held each year.

The committee would meet between general meetings and the executive would take care of the day to day running of the Institute. The regions would provide information to its participants and would also have input into policy by being represented on the committee.

I look forward to hearing your views on these and discussing alternative suggestions.

G P Fleming
PRESIDENT

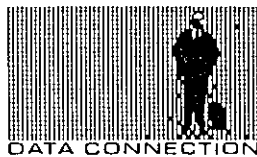
ATTENTION ALL COUNCILS!

For rate notice and other mailings,
Data Connection, Melbourne's specialist
Security Mailing House, can offer you:

- Guaranteed fast turnaround on all jobs.
- Sophisticated mail processing facilities.
- Excellent laser printing facilities.
- Top security environment.

And because ours is a 'one-stop' service, your
costs are substantially reduced.

To fully appreciate how much we can help you, call
Geoffrey Norman on (03) 646 4622.



249-251 Normanby Road, South Melbourne,
Victoria, 3205

BAD DEBTS CAUSE TROUBLE (Eliminate the Trouble)

We at Corporate Associates would like you to
consider these benefits:

- Specialize in collecting Overdue Rates.
- **No** annual subscription.
- **No** commission when debt recovered.
- Regular contact and progress reports.

For further information regarding your individual needs phone:

CORPORATE ASSOCIATES PTY. LTD

25 Ian Street, Noble Park.
P.O. Box 228, Noble Park, 3174
Fax: (03) 562 4329

(03) 546 6122

45 Eastern Road, Traralgon.
P.O. Box 1199, Traralgon, 3844

(051) 74 0622