

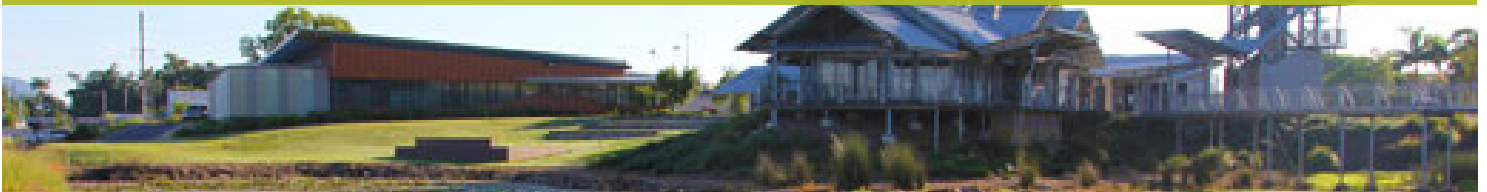


HINCHINBROOK

SHIRE COUNCIL



BUDGET



2013 - 2014

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ADOPTED AT COUNCIL SPECIAL BUDGET MEETING 25 JUNE 2013

Hinchinbrook Shire Council's 2013 - 2014 Budget has been prepared in accordance with the Local Government Act 2009 and the Local Government Regulation 2012. The period covered by the Budget is for the three years ending 30 June 2016.

1.0
2013 - 2014
BUDGET ADDRESS

Mayor's Budget Address

Councillors, members of the public and officers of Council, as Mayor of Hinchinbrook Shire Council, it is my duty today to table for Council's consideration and adoption, the 2013 - 2014 Budget.

Following last years September budget adoption, our aim as a Council was to improve on the time line for delivery of the 2013 - 2014 budget. A budget adopted in June sets in motion the best opportunity for the planned delivery of projects for the coming year.

One of the aims of this Council is to address the deficit position and reduce such to the point where we have a balanced budget. While this won't be achieved in a 12 month period actions endorsed today will put Council on the road to recovery and in time a balanced position will emerge.

With this as a priority Councillors worked diligently with staff over the last few months to develop a well thought through and sound budget.

As a Shire our constraints this year do not differ widely from those experienced in past years. We continue to experience an almost static rates base, with an aging population and with an almost single focused big industry economic base. These are challenges past Councils have faced and they are the same challenges we will continue to face into the future.

In developing the budget Council reviewed our own abilities to raise revenue while reducing expenditure to combat the deficit position. As such I now present to you the 2013 - 2014 budget that includes an operational deficit position of \$2.976 million. This is a movement down by \$603,000 compared to the 2012 - 2013 adopted budget deficit position of \$3.579 million. This equates to a 17% decrease in our deficit position.

While the overall deficit figure may still seem high, even with a 17% reduction, it is worth noting that it is artificially inflated by \$900,000 due to the early payment of our Federal Assistance Grant. This money, received by Council in early June, now forms part of our estimated closing cash balance of \$16 million as at June 30 2013.

When formulating the 2013-14 Budget Council have allowed for a 10% increase in insurance costs and electricity costs, a 3.7% increase in wage costs and around 3 to 5% increase in material costs. Council has also experienced just over a \$700,000 increase in our depreciation burden.

Operational expenditure will sit at \$56.2 million and capital expenditure of \$42.3 million. These figures are reflective of outstanding restoration works relating to Council assets under the NDRRA program.

As with 2012 - 2013 Council began the 2013 - 2014 budgeting process with the notional position of delivering an overall 5% increase in revenue from rates. This does not mean that all rate payers will receive a 5% increase. Let's be very clear about that. As always with changes in category criteria and land valuations some ratepayers will experience higher increases and a small group will experience decreases.

Council is determined to ensure that Hinchinbrook retains a desirable lifestyle complete with functioning, well maintained infrastructure, reliable services, and a quality of life that will be a driving force in achieving a sustainable region.

This budget was not without some difficult decisions. These included the ceasing of green waste collection activities at Forrest Beach come September 1 and an end to the kerbside hard rubbish pick up.

Council has determined to maintain the twice yearly free rubbish dump days at the Warren's Hill Transfer Station.

Into the future there will be more tough decisions to be made as we see a reduction in State and Federal funds as both those tiers of government react to decreasing revenue pools brought on by a variety of economic conditions.

In direct response to this situation Council has seen fit to invest an additional \$120,000 in pest and weed management for the Shire in an attempt to boost falling revenue from other funding sources. This was done in recognition of both our agricultural base and the fact that our waterways and natural environment are seen as an asset to the Shire and our community.

As mentioned in my budget speech last year, Council has indeed sought independent, expert advice to maximise our own revenue sources in a manner that remains fair and equitable to the community as a whole. That said, the Budget provides for an overall average increase in rate revenue of 4.78%.

For a residential property valued between \$40,001 to \$100,000, located in Ingham, with water, sewerage and waste services on the minimum general rate the increase that property will experience is 5.76%. This situation applies to approximately 883 properties in Ingham and Trebonne.

The review also highlighted some areas of under-rating based on comparative figures from other local government areas. Council has adjusted some categories to reflect this.

Council will continue to offer a discount for early payment of 15%. This discount applies to full payment of the main levy paid up to and including August 30 2013.

This has changed from last year where the discount period of 30 days applied from the date the rates notice was issued. This change was made to determine a definitive timeline of not less than 30 days for the discount that is not dependant on the date of issue of the rates notice. The 15% discount is seen as an incentive for prompt payment that is available to all ratepayers regardless of their ability to qualify for other concessions.

Council is pleased to announce that the Pensioner concessions subsidy of up to \$200 remains as part of the 2013 - 2014 Budget. This matches the contribution from the State Government.

The rate rebate and concession policy will continue benefiting community groups who operate on a not for profit basis.

In total, including Pensioner concessions Council is targeting \$312,000 in rates concessions and relief for what may be seen as the most at need sectors of our community.

Across all consumers' water, sewerage and waste charges have increased on average by 5%.

At the heart of Council's rating efforts is the equitable distribution of the rating burden between different rates categories.

This year Council have chosen to include an additional residential category for valuations less than or equal to \$40,000. This category provides a lower minimum general rate for all properties valued in this range. In the previous year this category was up to and including all properties with a value of \$100,000. This means a reduction in this category for the minimum general rate from \$1,020 to \$800.

The Permit to Occupy category no longer exists and these properties are now included in the relevant residential category based on their land valuation.

The overall general rate median increase for all residential categories is 6.96%.

This year Council have further divided the multi unit residences into three new rating categories, being multi unit residences with 2 or 3 flats, 4 or 5 flats and 6 or more flats. This was done in response to ABS data and Council's consideration of the impact on services based on the average number of persons residing in each flat.

The separate categories for Commercial and Industrial have been retained with the longer term view of moving towards a single category. This has resulted in a general rate median increase of 3.19% for commercial properties and general rate median increase of 7.04% for industrial properties. Overall industrial properties are still currently rated slightly less in the dollar than commercial properties.

A review of rates levied for Drive-in shopping centres referencing similar properties in other Local Government areas showed that Council was rating these properties low in comparison. As such the Drive-in shopping centre criteria has changed and is now based on the floor area occupied. The minimum rate and cents in the dollar have both increased.

In the Quarries category the criteria has changed to be based on the approved licence quantity of extractable material. A review of rates levied for similar properties in other Local Government areas showed that Council was rating low in comparison.

Our Sugar Cane and Forestry property owners are now covered in new banded categories based on value per hectare. Lower rates have been applied to properties with a lower value per hectare.

Council was unable to continue with a cane composite category due to not being able to source reliable data. The new categories have been applied together with the temporary introduction of a 10% cap to limit individual increases to a maximum of 10% on general rates paid in 2012 - 2013, assuming no change in property ownership has occurred. This gives a general rate median increase of 4.7% to these properties.

There has been no change to the criteria for the Rural/Other category.

Moving away from rates and onto key projects Council has determined that the following roadworks will be funded in the 2013 - 2014 Budget. Funding has been provided for:

- Helens Hill Road
- Blamey Street
- Pomona Road
- Johnstone Street

Given the flood event in January 2013 Council will continue to work hand in hand with the Queensland Reconstruction Authority to deliver works that qualify under the NDRRA program.

Council has approved over \$1.5 million in complimentary works in a number of areas, to be delivered in conjunction with the larger program. Council is yet to be informed of an outcome regarding works that may be funded under the newly introduced betterment scheme, in partnership with the State and Federal government.

Upgrade works to the value of \$562,000 will continue on Mount Fox Road, Hawkins Creek and Wallaman Falls Road with half funding provided by the Transport Infrastructure Development Scheme and Council.

Bridge inspections and subsequent design solutions will determine the expenditure of \$400,000 based on priority need. Roads to Recovery funding will focus on the Lannercost Extension Road Bridge.

Kerb and channel rehabilitation works are budgeted for Fraser Street and other priority areas. In total \$190,000 has been allowed for these works. Footpath replacement works will be done to the value of \$80,000.

Reseal and gravel re-sheeting programs will continue with expenditure targeted at \$627,000.

Storm water drainage, including the Halifax trunk drain in Musgrave Street will be targeted with expenditure in the vicinity of \$240,000.

A maintenance budget of \$1.7 million will be devoted to the Shire roads network.

Public area works are planned for Yanks Jetty, the Memorial Gardens and improvements to the TYTO Wetlands. In addition the usual high standard of maintenance for our parks and gardens, streets and verges, walkways and bikeways has been provided for to the value of \$1.27 million.

Council has chosen to suspend the Village Improvement Program and move to a competitive funding model for future years. No funds have been allocated for this year while the model is under development.

Water expenditure is budgeted for \$963,000 and will include refurbishing fresh water bores, refurbishment of Forrest Beach filter system and replacement of outlet flow meters.

Sewerage expenditure is targeted at manhole asset assessment and replacement of switchboards and pumps and refurbishment of pump stations and is valued at \$653,000.

Facilities management continues to be a focus for Council. This year the maintenance work budget is \$600,000. Council sees this as a necessary action to maintain in decent repair the state of our building and structures.

As your Councillors we continue to pursue previous Council goals for a vibrant, inclusive and healthy community with access to services and facilities reflecting the unique character of our Hinchinbrook environment.

Council continues to value the part that sport, recreation and culture play in our daily lives. As such Council will continue to deliver a program that supports the increased participation of local residents in sports and recreational activities.

The School Holidays Program has been specifically developed to provide activities for children to enjoy and learn new skills. Council is again planning to deliver a school holidays program in conjunction with other like minded organisations.

The TYTO Precinct will benefit this year from a consolidation of activities under a precinct wide banner, inclusive of the development of a business and marketing plan.

As part of the precinct the TYTO Regional Art Gallery has a fully funded program of exhibitions planned for the coming year. In addition the Arts and Cultural policy will be reviewed.

In 2013 - 2014 our Hinchinbrook and Halifax Libraries will transition to the Rural Library Queensland program under the auspice of the State Library of Queensland. This is being done for a number of reasons, but primarily to improve out purchasing power and access to new technologies.

Council intends to reactivate the Shire wide branding exercise via a partnership approach that is yet to be fully defined. Specific funding has been made available in the budget to allow this to proceed. Council will continue to work closely with the Hinchinbrook Chamber of Commerce on this initiative.

Council has made a small provision to establish a micro economic development activity. Details are yet to be finalised.

The festivals budget has been reviewed and combined into a single fund. Council is considering the best use of these funds and will look to progress funding models and options in the near future.

Council has funded development of a new planning scheme and a review of our five year Corporate Plan.

Disaster Management remains a priority for Council. Preparedness for events is a core responsibility of Council and as such we continue our financial support and assistance to the Hinchinbrook SES, as well as building on our own capacity to respond in the lead up to and during events.

Protection of public health and of the environment will continue to be a focus for the next financial year, with food safety and environmental education initiatives, licensing of food businesses and environmentally relevant activities continuing.

Officers will continue to promptly respond to residents' nuisance complaints and ensure that the community's living standards and safety are maintained via application of animal management, parking and other local laws.

As mentioned Council's involvement in pest management and natural resource management continues with increased levels of own source funding being applied to this program.

There are numerous projects planned for this financial year, including aquatic weed management, eradication programs, revegetation, the community feral pig management program and wild dog baiting program and various other specific initiatives, most carried out in direct partnership with a broad range of stakeholders.

In 2013 Council will continue its active involvement with relevant regional groups including Far North Queensland Regional Organisations of Councils, North Queensland Regional Organisation of Councils, Regional Road Group, Townsville Enterprise Limited, Local Authority Waste Management Advisory Committee, and the Local Government Association of Queensland.

Council will continue to provide funding to the Herbert River Improvement Trust to the sum of \$220,000, as well as continuing to support the Lower Herbert Water Management Authority and the Herbert Resource Information Centre.

In conclusion this is an overview of where we are headed in 2013 - 2014. As always the Budget and associated actions and activities will be subject to periodic review throughout the financial year. And as is the norm, appropriate changes will be made to reflect progress of works and any external changes that affect the Hinchinbrook Shire Council.

A significant amount of work goes into bringing the Budget together. It is a demanding and onerous process. I extend my thanks to the Councillors for their patience and commitment, and to our staff who have spent many hours reviewing, refining and revising their Departmental Budgets.

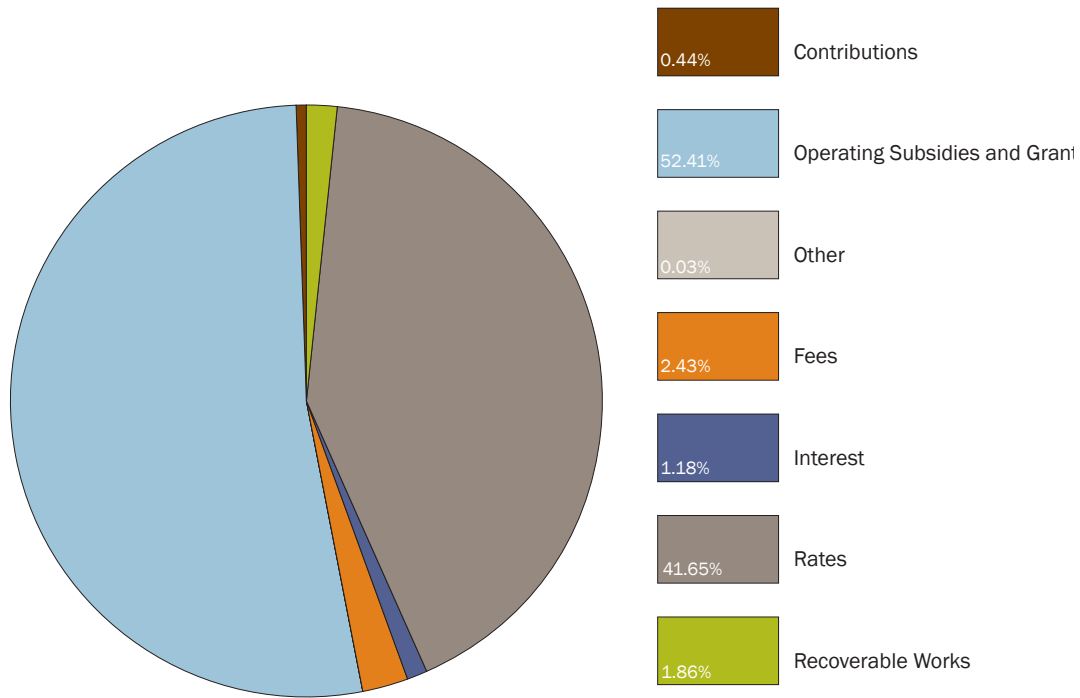
I commend the Budget to you and formally move for its adoption.

Councillor R Bow
MAYOR / CHAIRPERSON
June 25 2013

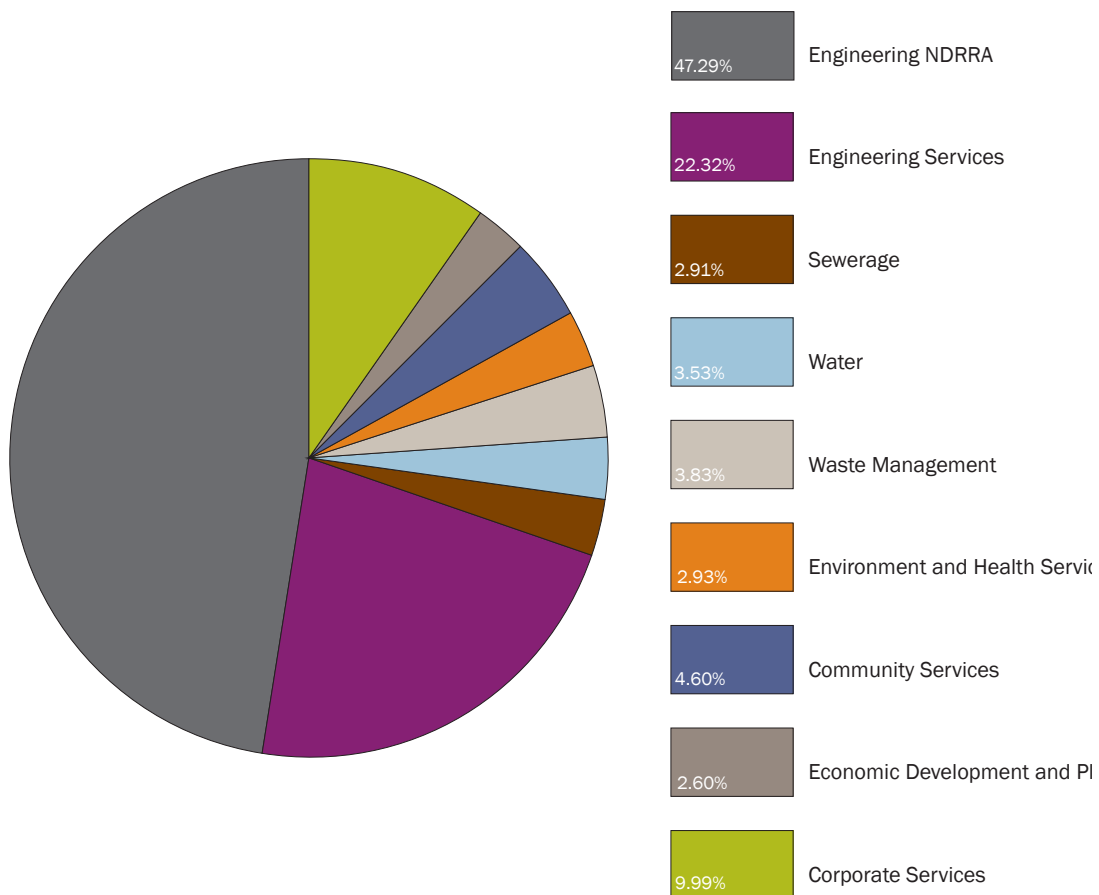
**Sample of Net Rate Comparisons after Discount for
2013 - 2014 Budget**

General Rate Revenue	2012 - 2013 Valuation	2012 - 2013 Net (after 15% discount)	2013 - 2014 Valuation	2013 - 2014 Net (after 15% discount)	Annual Increase/ Decrease	Weekly Increase/ Decrease	% Increase/ Decrease
Residential							
Residential Property Valuation \$0 - \$40,000 minimum rate 2012 - 2013 rated in "Permit to Occupy" Category	\$25,000	\$425.00	\$25,000	\$680.00	\$255.00	\$4.90	60.00%
Residential Property Valuation \$0 - \$40,000 minimum rate	\$21,500	\$867.00	\$24,000	\$680.00	-\$187.00	-\$3.60	-21.57%
Residential Property Valuation \$0 - \$40,000	\$40,000	\$867.00	\$90,000	\$927.18	\$60.18	\$1.16	6.94%
Residential Property Valuation \$40,000 - \$100,000 minimum rate	\$52,000	\$867.00	\$52,000	\$927.35	\$60.35	\$1.16	6.96%
Residential Property Valuation \$40,000 - \$100,000	\$90,000	\$948.60	\$90,000	\$958.54	\$9.94	\$0.19	1.05%
Residential Property Valuation > \$100,000 minimum rate	\$140,000	\$1,054.00	\$130,000	\$1,065.05	\$11.05	\$0.21	1.05%
Residential Property Valuation > \$100,000	\$260,000	\$1,922.70	\$250,000	\$2,044.25	\$121.55	\$2.34	6.32%
Multi Unit - 2 or 3 Flats	\$124,000	\$1,071.00	\$118,000	\$1,178.10	\$107.10	\$2.06	10.00%
Multi Unit - 4 or 5 Flats	\$130,000	\$1,071.00	\$130,000	\$1,490.90	\$419.90	\$8.08	39.21%
Multi Unit - 6 or more Flats	\$250,000	\$1,848.75	\$250,000	\$2,783.75	\$935.00	\$17.98	50.57%
Commercial and Industrial							
Commercial Property Valuation < \$1,000,000	\$215,000	\$2,467.12	\$215,000	\$2,545.71	\$78.59	\$1.51	3.19%
Industrial Property	\$245,000	\$2,499.00	\$235,000	\$2,700.62	\$201.62	\$3.88	8.07%
Rural							
Cane/Forestry Property Value per ha <1400 (Capped 10%)	\$260,000	\$5,989.10	\$260,000	\$6,588.00	\$598.90	\$11.52	10.00%
Cane/Forestry Property Value per ha 1400 - 2130	\$590,000	\$20,260.00	\$590,000	\$18,906.55	-\$1,353.45	-\$26.03	-6.68%
Cane/Forestry Property Value per ha >2130	\$455,000	\$15,624.70	\$455,000	\$16,359.52	\$734.82	\$14.13	4.70%
Grazing Farming Property	\$197,500	\$1,947.35	\$197,500	\$2,128.65	\$181.30	\$3.49	9.31%
Water Utility Charges							
Annual Levy - Base Charge 20mm Service		\$302.94		\$318.07	\$15.13	\$0.29	4.99%
Consumption Levy - Quarterly Invoice		\$0.84		\$0.88	\$0.04		4.76%
Average Annual Consumption 400kls		\$336.00		\$352.00	\$16.00	\$0.31	4.76%
Sewerage Utility Charges							
Annual Levy - unit charge		\$88.74		\$93.16	\$4.42	\$0.09	4.98%
7 Units for a Dwelling		\$621.18		\$652.12	\$30.94	\$0.60	4.98%
Cleansing Charge							
Wheelie Bin Collection Service		\$196.35		\$206.17	\$9.82	\$0.19	5.00%
Waste Management Levy							
Levy Per Rateable Assessment		\$124.95		\$131.20	\$6.25	\$0.12	5.00%
Total Rates and Charges							
Annual Rates and Charges - Ingham Area (Valuation \$40,000 - \$100,000) minimum General Rate with all service charges		\$2,127.12		\$2,249.54	\$122.42	\$2.35	5.76%

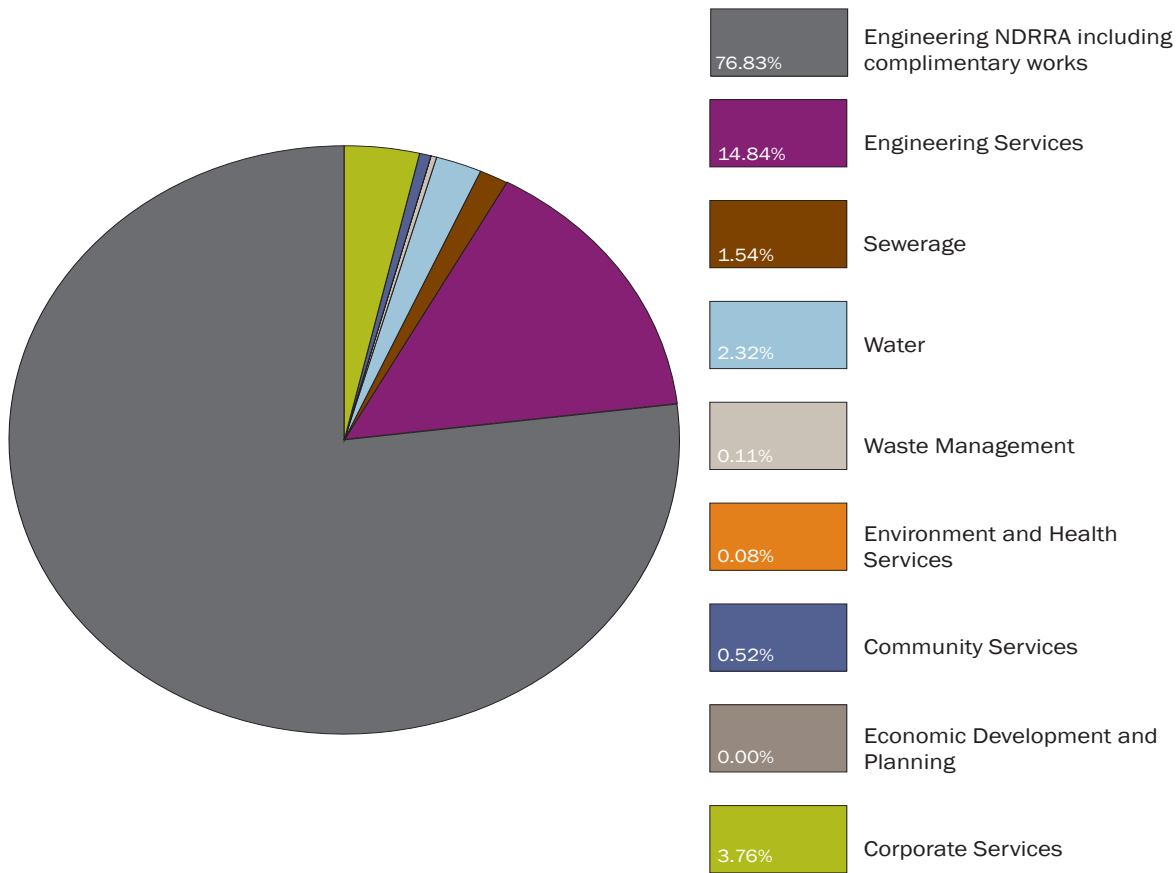
Operating Revenue 2013 - 2014 - \$53,231 Million



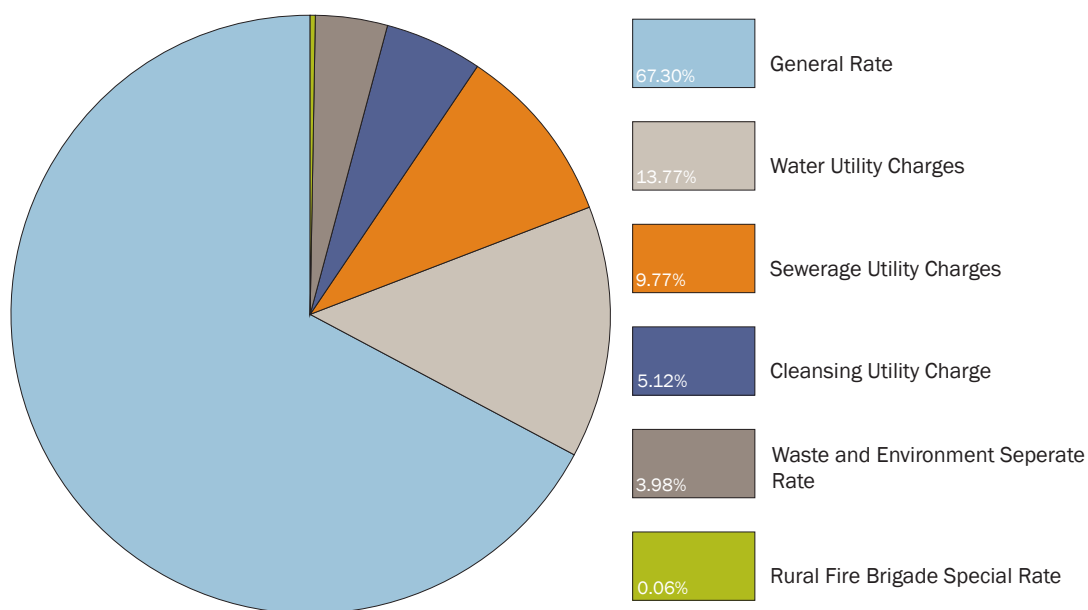
Operating Expenditure 2013 - 2014 - \$56,207 Million



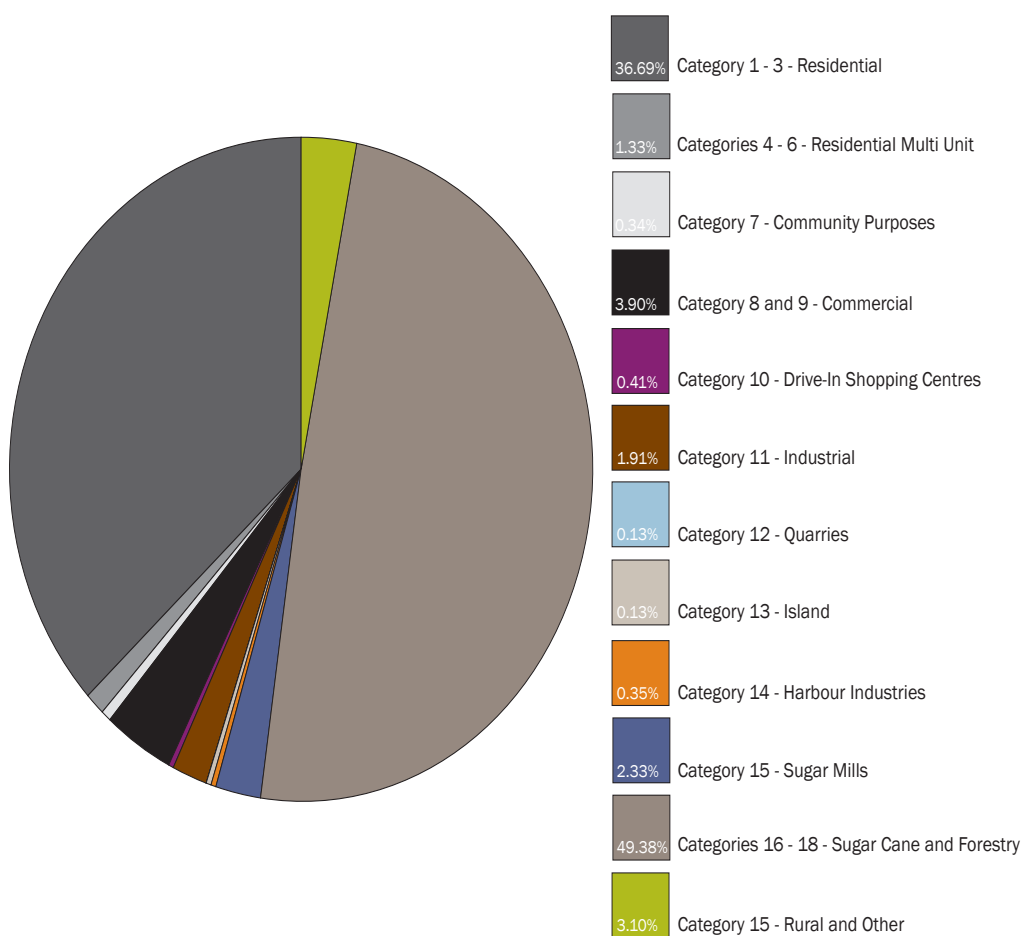
Capital Expenditure 2013 - 2014 - \$42,325



Rate Revenue 2013 - 2014 - \$25,845 Million



General Rate 2013 - 2014 - \$17,392 Million





2.0 BUDGET

HINCHINBROOK SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION

		Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
	Note					
Current Assets						
Cash and cash equivalents	1	16,568	16,460	18,480	17,995	19,908
Trade and other receivables	2	2,873	11,886	1,753	1,753	1,503
Inventories	3	380	380	380	380	380
Total Current Assets		19,821	28,726	20,613	20,128	21,791
Non-Current Assets						
Trade and other receivables	3	499	486	485	471	457
Property, Plant and Equipment	4	388,528	390,177	406,410	416,201	424,131
Total Non-Current Assets		389,027	390,663	406,895	416,672	424,588
TOTAL ASSETS		408,848	419,389	427,508	436,800	446,379
Current Liabilities						
Trade and other payables	5	7,692	7,813	4,646	4,572	4,503
Provisions	7	-	-	-	-	-
Total Current Liabilities		7,692	7,813	4,646	4,572	4,503
Non-Current Liabilities						
Payables	6	358	350	350	350	350
Provisions	7	1,762	1,762	1,833	1,906	1,983
Total Non-Current Liabilities		2,120	2,112	2,183	2,256	2,333
TOTAL LIABILITIES		9,812	9,925	6,829	6,828	6,836
NET COMMUNITY ASSETS		399,036	409,464	420,679	429,972	439,543
Community Equity						
Asset revaluation surplus		226,042	229,669	212,924	223,488	233,629
Retained Surplus (Deficiency)		172,994	179,795	207,755	206,484	205,914
TOTAL COMMUNITY EQUITY		399,036	409,464	420,679	429,972	439,543

HINCHINBROOK SHIRE COUNCIL
STATEMENT OF COMPREHENSIVE
INCOME

		Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
	Note					
Income						
Revenue						
Recurrent Revenue						
Rates, Levies and charges	8	21,127	21,163	22,173	23,287	24,452
Fees and charges	8	1,713	1,212	1,294	1,324	1,364
Sales contracts and recoverable works	8	3,341	3,144	990	1,007	1,023
Subsidies and grants	8	31,764	39,020	27,897	2,157	2,200
Contributions	8	227	264	232	89	92
Interest Received	8	309	497	630	608	657
Other	8	260	208	15	15	15
		58,741	65,508	53,231	28,487	29,803
Capital Revenue						
Grants, subsidies, contributions and donations	8	14,917	19,810	30,936	1,013	1,675
Total Revenue		73,658	85,318	84,167	29,500	31,478
Capital Income	8	-	(179)	-	-	-
Total Income	8	73,658	85,139	84,167	29,500	31,478
Expenses						
Recurrent expenses						
Employee benefits	9	13,064	13,055	12,995	13,259	13,754
Materials and services	9	40,911	45,685	34,232	7,640	7,976
Finance Costs	9	72	76	64	67	68
Depreciation and amortisation	9	8,273	8,186	8,916	9,805	10,250
Total Recurrent expenses	9	62,320	67,002	56,207	30,771	32,048
Net Operating Result	10	(3,579)	(1,494)	(2,976)	(2,284)	(2,245)
Net Result		11,338	18,137	27,960	(1,271)	(570)
Other comprehensive income						
Increase/(decrease) in asset revaluation surplus		96,191	77,108	(16,745)	10,564	10,141
Net Assets adjusted against equity		-	5,000	-	-	-
Total comprehensive income for the year		107,529	100,245	11,215	9,293	9,571

HINCHINBROOK SHIRE COUNCIL
CASH FLOW STATEMENT

		Original Budget	Final	Budget	Budget	Budget
	Note	2012 - 2013	Revised Budget	2013 - 2014	2014 - 2015	2015 - 2016
		\$'000	\$'000	\$'000	\$'000	\$'000
Cash flows from operating activities:						
Receipts from customers		104,849	107,283	99,887	29,514	31,774
Payments to suppliers and employees		(68,052)	(71,843)	(56,602)	(21,576)	(22,479)
Interest received		309	497	630	608	657
Net cash inflow (outflow) from operating activities		37,106	35,937	43,915	8,546	9,952
Cash flows from investing activities:						
Payments for property, plant and equipment		(28,441)	(26,735)	(42,325)	(9,288)	(8,334)
Proceeds from sale of property, plant and equipment		820	175	430	257	295
Net cash inflow (outflow) from investing activities		(27,621)	(26,560)	(41,895)	(9,031)	(8,039)
Cash flows from financing activities:						
Community interest free loans		(20)	(20)	-	-	-
Net cash inflow (outflow) from financing activities		(20)	(20)	-	-	-
Net increase/(decrease) in cash held		9,465	9,357	2,020	(485)	1,913
Cash at beginning of reporting		7,103	7,103	16,460	18,480	17,995
Cash at End of Reporting Period	1	16,568	16,460	18,480	17,995	19,908

HINCHINBROOK SHIRE COUNCIL
STATEMENT OF CHANGES IN EQUITY

	Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
TOTAL					
Balance at beginning of period	291,507	309,219	409,464	420,679	429,972
Net result for the period	11,338	18,137	27,960	(1,271)	(570)
Transfers to reserves	96,191	77,108	(16,745)	10,564	10,141
Net Assets adjusted against equity	-	5,000	-	-	-
Total comprehensive income for the year	107,529	100,245	11,215	9,293	9,571
Balance at end of period	399,036	409,464	420,679	429,972	439,543
Retained surplus (deficit)					
Balance at beginning of period	161,656	156,658	179,795	207,755	206,484
Net result for the period	11,338	18,137	27,960	(1,271)	(570)
Net Assets adjusted against equity	-	5,000	-	-	-
Balance at end of period	172,994	179,795	207,755	206,484	205,914
Asset revaluation surplus					
Balance at beginning of period	129,851	152,561	229,669	212,924	223,488
Transfers to reserves	96,191	77,108	(16,745)	10,564	10,141
Balance at end of period	226,042	229,669	212,924	223,488	233,629

NOTES TO THE BUDGET

	Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
1. Cash and cash equivalents					
Cash at bank and on hand	1	1	1	1	1
Deposits at call and short term money market instruments	16,567	16,459	18,479	17,994	19,907
	16,568	16,460	18,480	17,995	19,908
Cash Distributions:					
Constrained Works	95	200	130	134	122
Working Capital (2013 - 2014 Shortfall due to timing of NDRRA payments)	5,407	(3,171)	3,490	3,429	3,624
Working Capital (Landfill Remediation)	1,762	1,762	1,833	1,906	1,983
Set aside for asset replacement:					
Waste Management	437	304	297	65	71
Water	-	1,899	2,381	2,600	2,902
Sewerage	3,165	3,587	3,563	3,274	3,535
Other Council Assets	5,702	11,879	6,786	6,587	7,671
	16,568	16,460	18,480	17,995	19,908
2. Trade and other receivables					
Current					
Rates and utility charges	547	547	547	547	547
Other debtors (2013 - 2014 High due to estimated outstanding NDRRA payments)	1,985	10,985	835	835	585
Prepayments (Library Prepaid Lease Fee)	14	14	14	14	14
Other Prepayments	320	320	350	350	350
Community Interest Free Loans	7	20	7	7	7
	2,873	11,886	1,753	1,753	1,503
Interest is charged on outstanding rates at a rate of 11% per annum (2012 - 2013 10% per annum). No interest is charged on other debtors.					
Non-current					
Prepayments (Library Prepaid Lease Fee)	486	486	472	458	444
Community Interest Free Loans	13	-	13	13	13
	499	486	485	471	457
3. Inventories					
Current					
Stores and raw materials	380	380	380	380	380
	380	380	380	380	380

NOTES TO THE BUDGET

	Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
4. Consolidated Property, Plant and Equipment					
Total Asset Value	450,356	454,235	477,602	495,392	513,657
Less Accumulated Depreciation	(61,828)	(64,058)	(71,192)	(79,191)	(89,526)
Written Down Value	388,528	390,177	406,410	416,201	424,131
5. Trade and other payables					
Current					
Creditors and accruals	4,204	4,204	1,205	1,205	1,204
Unearned revenue	20	20	20	20	20
Annual Leave	1,605	1,605	1,444	1,372	1,304
Long service leave	1,765	1,915	1,915	1,915	1,915
RDO	72	55	50	50	50
Time in Lieu	26	14	12	10	10
	7,692	7,813	4,646	4,572	4,503
Non-Current					
Long service leave	358	350	350	350	350
	358	350	350	350	350
6. Interest Bearing Liabilities					
Council has approved overdraft limit of \$150,000 available as required.					
Internal Loans:					
TYTO Restaurant	858	858	830	800	767
Elevated Walkway/Tower	1,149	1,149	1,110	1,070	1,027
TYTO Conference Centre and Technology Learning Centre (Gallery and Library)	2,578	2,578	2,496	2,409	2,315
Warrens Hill Waste Facility	397	397	307	204	110
Water	(4,982)	(4,982)	(4,743)	(4,483)	(4,219)
	-	-	-	-	-
Interest on Internal Loans:					
TYTO Restaurant	58	58	56	54	52
Elevated Walkway/Tower	77	77	75	72	70
TYTO Conference Centre and Technology Learning Centre (Gallery and Library)	174	174	168	163	157
Warrens Hill Waste Facility	31	31	25	19	11
Water	(340)	(340)	(324)	(308)	(290)
	-	-	-	-	-

NOTES TO THE BUDGET

	Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
7. Provisions					
Non Current					
Landfill Remediation	1,762	1,762	1,833	1,906	1,983
	1,762	1,762	1,833	1,906	1,983
Total Provisions	1,762	1,762	1,833	1,906	1,983
8. Income					
Recurrent Revenue					
General rates	16,574	16,564	17,392	18,262	19,175
Movement in Prepaid Rates	-	-	-	-	-
Rural Fire Brigade Special Charge	15	15	16	16	16
Waste Management Levy	978	981	1,030	1,082	1,136
Cleansing Charge	1,252	1,260	1,323	1,389	1,459
Water Base Charge	2,149	2,158	2,266	2,379	2,498
Water Consumption	1,226	1,232	1,294	1,358	1,426
Water Additional Charge	19	19	-	-	-
Sewerage	2,396	2,404	2,524	2,650	2,783
Special Rate Road Opening behind Royal Hotel	-	-	-	6	6
	24,609	24,633	25,845	27,142	28,499
Less: Discounts	(3,180)	(3,203)	(3,360)	(3,528)	(3,704)
Less: Remissions	(302)	(267)	(312)	(327)	(343)
Net Rates and Utility Charges	21,127	21,163	22,173	23,287	24,452
% change in Net Rates and utility Charges	5.04%	5.20%	4.78%	5.02%	5.00%
Fees and Charges	1,713	1,212	1,294	1,324	1,364
Sales contracts and recoverable works	3,341	3,144	990	1,007	1,023
Subsidies and grants	31,764	39,020	27,897	2,157	2,200
Contributions	227	264	232	89	92
Interest received from investments	294	441	583	561	610
Interest from rates and utility charges	15	56	47	47	47
Other	260	208	15	15	15
Total Recurrent Revenue	58,741	65,508	53,231	28,487	29,803
Capital Revenue and Income					
Government grants and contributions	14,917	19,810	30,936	1,013	1,675
Gain (Loss) on disposal of capital assets	-	(179)	-	-	-
Total Capital Revenue and Income	14,917	19,631	30,936	1,013	1,675
Total Revenue from Ordinary Activities	73,658	85,139	84,167	29,500	31,478

NOTES TO THE BUDGET

	Original Budget 2012 - 2013 \$'000	Final Revised Budget 2012 - 2013 \$'000	Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000
9. Recurrent Expenses					
Employee costs	13,064	13,055	12,995	13,259	13,754
Materials and services	40,911	45,685	34,232	7,640	7,976
Depreciation and amortisation	8,273	8,186	8,916	9,805	10,250
Finance costs					
Landfill Remediation	39	39	40	42	43
Bank charges	33	37	24	25	25
Bank Debts	-	-	-	-	-
Finance costs	-	-	-	-	-
Total Finance Costs	72	76	64	67	68
Total Recurrent Expenses	62,320	67,002	56,207	30,771	32,048
10. Operating Result					
Recurrent Revenue	58,741	65,508	53,231	28,487	29,803
Less Recurrent Expenses	(62,320)	(67,002)	(56,207)	(30,771)	(32,048)
Operating Surplus/(Deficit)	(3,579)	(1,494)	(2,976)	(2,284)	(2,245)
Revenue received in prior year for a specific purpose that remains unspent at end of the financial year will impact on the operating result.					
Other operating Subsidies received in advance or revenue received in advance restricted for a specific purpose					
	371	331	10	(4)	12
Federal Assistance Grant Advance	891	(61)	952		
Adjusted Operating Surplus	(2,688)	(1,555)	(2,024)	(2,284)	(2,245)
Percentage of Total recurrent revenue	-4.58%	-2.37%	-3.80%	-8.02%	-7.53%

Activities to Which the Code of Competitive Conduct Applies**WATER**

	Budget 2012 - 2013	Revised Budget 2012 - 2013	Revised Budget 2013 - 2014	Revised Budget 2014 - 2015	Revised Budget 2015 - 2016
Revenues for services provided to the local government	166,438	169,307	174,167	182,353	191,472
Revenues for services provided to clients other than the local government	3,167,404	3,245,729	3,380,160	3,541,950	3,719,062
Community Service Obligations deemed to be revenue	239,732	239,732	251,719	264,305	277,520
Total Revenues	3,573,574	3,654,768	3,806,046	3,988,608	4,188,054
Less: Expenditure	2,645,073	2,278,488	2,721,759	2,838,210	2,986,326
Surplus/(Deficit)	928,501	1,376,280	1,084,287	1,150,398	1,201,728
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED					
Fire Service and Water Access Concessions	239,732	239,732	251,719	264,305	277,520

SEWERAGE

Revenues for services provided to the local government	22,222	22,222	23,333	24,500	25,725
Revenues for services provided to clients other than the local government	2,119,867	2,137,670	2,245,641	2,353,724	2,471,524
Community Service Obligations deemed to be revenue	154,517	154,517	162,243	170,355	178,873
Total Revenues	2,296,606	2,314,409	2,431,217	2,548,579	2,676,122
Less: Expenditure	1,880,896	1,682,386	1,715,988	1,806,428	1,899,622
Surplus/(Deficit)	415,710	632,023	715,229	742,151	776,500
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED					
Sewerage Access Concessions	154,517	154,517	162,243	170,355	178,873

Activities to Which the Code of Competitive Conduct Applies**WASTE MANAGEMENT**

	Budget 2012 - 2013	Revised Budget 2012 - 2013	Revised Budget 2013 - 2014	Revised Budget 2014 - 2015	Revised Budget 2015 - 2016
Revenues for services provided to the local government	309,117	344,693	315,574	327,304	338,399
Revenues for services provided to clients other than the local government	2,583,219	2,384,546	2,476,213	2,588,697	2,711,129
Community Service Obligations deemed to be revenue	64,843	83,133	90,820	94,201	95,964
Total Revenues	2,957,179	2,812,372	2,882,607	3,010,202	3,145,492
Less: Expenditure	2,629,854	2,511,106	2,530,949	2,699,825	2,805,104
Surplus/(Deficit)	327,325	301,266	351,658	310,377	340,388

COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED

Collection of street litter	64,843	83,133	90,820	94,201	95,963
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BUILDING CERTIFICATION

Revenues for services provided to the local government	-	2,830	-	-	-
Revenues for services provided to clients other than the local government	91,120	56,350	81,200	83,636	86,145
Community Service Obligations deemed to be revenue	30,610	30,610	21,439	22,407	23,236
Total Revenues	121,730	89,790	102,639	106,043	109,381
Less: Expenditure	137,160	123,970	132,009	135,589	137,611
Surplus/(Deficit)	(15,430)	(34,180)	(29,370)	(29,546)	(28,230)

COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED

Generic Customer Service Costs unable to be recovered	30,610	30,610	21,439	22,407	23,236
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HINCHINBROOK SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION

	Original Budget 2012 - 2013 \$'000	Final Revised Budget										Budget 2021 - 2022 \$'000	Budget 2022 - 2023 \$'000
		Note	2012 - 2013 \$'000	2013 - 2014 \$'000	2014 - 2015 \$'000	2015 - 2016 \$'000	2016 - 2017 \$'000	2017 - 2018 \$'000	2018 - 2019 \$'000	2019 - 2020 \$'000	2020 - 2021 \$'000		
Current Assets													
1	16,568	16,460	18,480	17,995	19,908	21,518	23,819	27,447	31,847	35,897	41,075	46,422	
2	2,873	1,1886	1,753	1,753	1,503	1,503	1,503	1,503	1,503	1,503	1,502	1,502	
3	380	380	380	380	380	380	380	380	380	380	380	380	
Total Current Assets		19,821	28,726	20,613	20,128	21,791	23,401	25,702	29,330	33,730	37,780	42,957	48,304
Non-Current Assets													
3	499	486	485	471	457	443	429	415	401	387	374	360	
4	388,528	390,177	406,410	416,201	424,131	432,129	439,826	446,625	452,895	460,096	466,373	472,345	
Total Non-Current Assets		389,027	390,663	406,895	416,672	424,588	432,572	440,255	447,040	453,296	460,483	466,747	472,705
TOTAL ASSETS		408,848	419,389	427,508	436,800	446,379	455,973	465,957	476,370	487,026	498,263	509,704	521,009
Current Liabilities													
5	7,692	7,813	4,646	4,572	4,503	4,438	4,376	4,317	4,261	4,208	4,158	4,110	
7	-	-	-	-	-	-	-	-	-	-	-	-	
Total Current Liabilities		7,692	7,813	4,646	4,572	4,503	4,438	4,376	4,317	4,261	4,208	4,158	4,110
Non-Current Liabilities													
6	358	350	350	350	350	350	350	350	350	350	350	350	
7	1,762	1,762	1,833	1,906	1,983	2,062	2,145	2,231	2,320	2,414	2,511	2,612	
Total Non-Current Liabilities		2,120	2,112	2,183	2,256	2,333	2,412	2,495	2,581	2,670	2,764	2,861	2,962
TOTAL LIABILITIES		9,812	9,925	6,829	6,828	6,836	6,850	6,871	6,898	6,931	6,972	7,019	7,072
NET COMMUNITY ASSETS													
		399,036	409,464	420,679	429,972	439,543	449,123	459,086	469,472	480,095	491,291	502,685	513,937
Community Equity													
Asset revaluation surplus		226,042	229,669	212,924	223,488	233,629	243,895	254,267	264,721	275,276	285,915	296,606	306,869
Retained Surplus (Deficiency)		172,994	179,795	207,755	206,484	205,914	205,228	204,819	204,751	204,819	205,376	206,079	207,068
TOTAL COMMUNITY EQUITY		399,036	409,464	420,679	429,972	439,543	449,123	459,086	469,472	480,095	491,291	502,685	513,937

**HINCHINBROOK SHIRE COUNCIL
STATEMENT OF COMPREHENSIVE
INCOME**

	Original Budget 2012 - 2013 \$'000	Revised Budget 2012 - 2013 \$'000	Final										Budget 2021 - 2022 \$'000	Budget 2022 - 2023 \$'000
			Budget 2013 - 2014 \$'000	Budget 2014 - 2015 \$'000	Budget 2015 - 2016 \$'000	Budget 2016 - 2017 \$'000	Budget 2017 - 2018 \$'000	Budget 2018 - 2019 \$'000	Budget 2019 - 2020 \$'000	Budget 2020 - 2021 \$'000				
Note														
Income														
Revenue														
Recurrent Revenue														
8	21,127	21,163	22,173	23,287	24,452	25,648	26,836	28,120	29,587	30,942	32,432	34,011		
8	1,713	1,212	1,294	1,324	1,364	1,294	1,332	1,371	1,411	1,452	1,495	1,541		
8	3,341	3,144	990	1,007	1,023	1,041	1,059	1,077	1,097	1,117	1,138	1,158		
8	31,764	39,020	27,897	2,157	2,200	2,209	2,275	2,342	2,411	2,483	2,557	2,632		
8	227	264	232	89	92	94	97	100	102	105	108	111		
8	309	497	630	608	657	698	758	847	953	1,050	1,178	1,307		
8	260	208	15	15	15	15	15	15	15	15	15	15		
	58,741	65,508	53,231	28,487	29,803	30,999	32,372	33,872	35,576	37,164	38,923	40,775		
Capital Revenue														
8	14,917	19,810	30,936	1,013	1,675	1,507	1,560	1,697	1,697	1,740	1,692	1,522		
	73,658	85,318	84,167	29,500	31,478	32,506	33,932	35,569	37,273	38,904	40,615	42,297		
Capital Income														
8	-	(179)	-	-	-	-	-	-	-	-	-	-		
8	73,658	85,139	84,167	29,500	31,478	32,506	33,932	35,569	37,273	38,904	40,615	42,297		
Expenses														
Recurrent expenses														
9	13,064	13,055	12,995	13,259	13,754	14,278	14,720	15,226	15,746	16,307	16,899	17,418		
9	40,911	45,685	34,232	7,640	7,976	8,177	8,485	8,875	9,540	9,711	10,280	10,716		
9	72	76	64	67	68	71	73	76	79	82	84	87		
9	8,273	8,186	8,916	9,805	10,250	10,666	11,063	11,460	11,840	12,247	12,649	13,087		
9	62,320	67,002	56,207	30,771	32,048	33,192	34,341	35,637	37,205	38,347	39,912	41,308		
Total Recurrent expenses														
10	(3,579)	(1,494)	(2,976)	(2,284)	(2,245)	(2,193)	(1,969)	(1,765)	(1,629)	(1,183)	(989)	(533)		
Net Operating Result														
Net Result	11,338	18,137	27,960	(1,271)	(570)	(686)	(409)	(68)	68	557	703	989		
Other comprehensive income														
Increase/(decrease) in asset revaluation surplus	96,191	77,108	(16,745)	10,564	10,141	10,266	10,372	10,454	10,555	10,639	10,691	10,263		
Net Assets adjusted against equity	-	5,000	-	-	-	-	-	-	-	-	-	-		
Total comprehensive income for the year	107,529	100,245	11,215	9,293	9,571	9,580	9,963	10,386	10,623	11,196	11,394	11,252		

	Target	Revised Budget	Budget	2012 - 2013	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023
Asset Sustainability Ratio														
Capital Expenditure on Replacement Assets	> 90%	224.01%	364.41%	57.93%	45.35%	53.12%	51.37%	48.21%	40.85%	53.77%	42.98%	49.45%		
Depreciation Expense														
The extent to which current year replacements are funded from current year depreciation (Target 90%)														
Net Financial Liabilities Ratio														
Total Liabilities - current assets	< 60%	-28.70%	-25.89%	-46.69%	-50.18%	-53.39%	-58.17%	-66.23%	-75.33%	-82.90%	-92.33%	-101.12%		
Operating Revenue														
Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues (Target less than 60%)														
Operating Surplus Ratio														
Operating Surplus	0%-15%	-2.28%	-5.59%	-8.02%	-7.53%	-7.07%	-6.08%	-5.21%	-4.58%	-3.18%	-2.54%	-1.31%		
Total Operating Revenue														
Measures the operating surplus each year as a percentage of total operating revenue (Target between 0%-15%)														



3.0 POLICY

1. PURPOSE

The Revenue Policy provides the parameters under which Council develops its annual budget.

2. SCOPE

This policy applies to all aspects of making, levying, recovering and granting concessions for rates and utility charges, and setting of cost-recovery fees and infrastructure charges for the Council.

3. RESPONSIBILITY

Councillors, the Chief Executive Officer and the Financial Services Department are responsible for ensuring that this policy is understood and followed.

4. DEFINITIONS

The definitions for the terms rates and charges, concessions and cost-recovery used in this policy can be found in the *Local Government Act 2009* and *Local Government Regulation 2012*.

The definition of developer charges relates to those charges that can be applied by Council on developments as set out in the *Sustainable Planning Act 2009*.

5. POLICY

5.1 General Principles

The general principles of revenues set by Council are:

- Simple methods of charging that reflect a contribution to services provided; and
- Provide equity of contribution based on the economic situation of the community; and
- Owners and occupiers of the land that are serviced by Council are easily identified; and
- Council can demonstrate the provision of service delivery; and
- Decisions are taken based on the whole of the Council area.

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5.2 Principles used for the levying of rates and charges

While levying rates and charges the Council will seek to achieve financial sustainability while minimising the impact of council rates and charges upon the community, and distributing the burden of payment equitably across the community.

Council accepts that land valuations are an appropriate basis to achieve the equitable imposition of general rates, with differential rating categories determined by land use, ownership, location and development potential.

When levying the rates and charges, the council will:

1. have regard to its long-term financial forecast when setting rates and charges;
2. seek to minimise the revenue required to be raised from rates and charges by:
 - maximising income from available grants and subsidies; and
 - impose cost-recovery fees in respect of services and activities for which it believes cost-recovery is appropriate.
3. having regard to the prevailing local economic conditions, when possible make increases incremental in an attempt to avoid significant price escalation in any one year; and
4. offer an early payment discount to provide an incentive for the timely payment of rates and charges.

5.3 Principles used for recovering overdue rates and charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers, including by:

- making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- making the processes used to recover outstanding rates and utility charges clear, simple to administer and cost effective;
- considering the capacity to pay in determining appropriate payment plans for different sectors of the community;
- providing the same treatment for ratepayers with similar circumstances; and
- flexibility by responding when necessary to changes in the local economy.

5.4 Principles used in the granting of Concessions for rates and charges

The Council will support desirable community objectives by providing concessions for certain categories of land owner and in respect of properties used for certain purposes.

The purpose of these concessions is to:

- reduce the financial burden of rates and charges payable by pensioners;
- support not-for-profit organisations where the land used is considered to contribute to the social, cultural, economic or sporting welfare of the community;
- support entities that provide assistance or encouragement for arts or cultural development; and
- encourage the preservation, restoration or maintenance of land that is of cultural, environmental, historic, heritage or scientific significance; and
- provide relief to ratepayers by partially remitting water consumption charges in cases of financial hardship resulting from an undetectable water leak which has occurred on a ratepayers property.

5.5 Setting of cost-recovery fees

The Council considers that in almost all instances it is appropriate and in the community interest to apply full cost recovery to its Water, Sewerage, and Refuse and Recycling utility charges, which includes obtaining a return on capital for assets used in the delivery of these services. Cost-recovery fees will also be set for other services and activities for which council believes it is appropriate. A return on capital will only be charged where permissible under the *Local Government Act 2009* or *Local Government Regulation 2012*. By imposing charges that accurately reflect the full cost of the provision of services; the council will promote efficiency in both provision and use of the service.

Council may choose to subsidise the charges from other sources (eg. general rate revenue) when the council believes that it is in the community interest to do so.

5.6 Funding of new development

Council will seek to minimise the impact of infrastructure charges on the efficiency of the local economy. The council will be guided by the principle of user pays in the making of infrastructure charges for new development, to the extent permissible by law. However, the council may choose to subsidise from other sources (e.g. general rate revenue) the charges payable for the development when the council believes that it is in the community interest to do so.

Council will be guided by the following principles:

- Making clear the obligations of new development and the processes used by council in the making of infrastructure charges;
- making the processes used in setting a infrastructure charging regime that is simple to administer and cost effective;
- considering the different levels of capacity to pay within the local community; and
- flexibility by responding where necessary to changes in the local economy.

6. LEGAL PARAMETERS

Local Government Act 2009

Local Government Regulation 2012

7. ASSOCIATED DOCUMENTS

Annual Budget

Rate Rebates & Remissions Policy 2013/2014

Water Leak Relief Policy

Revenue Statement 2013/2014

1. OVERVIEW

This statement outlines and explains the revenue raising measures adopted by the Hinchinbrook Shire Council in preparation of its budget for the 2013/2014 financial year.

This statement has been prepared in accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

2. RESPONSIBILITY

Finance Manager

3. GENERAL RATING

Council is required to raise sufficient revenue it considers appropriate to maintain general assets and provide services to the community including the costs of governance and administration of the Council.

Pursuant to chapter 4, sections 80 and 81 of the *Local Government Regulation 2012*, Council will adopt a differential general rating scheme.

Differential rating provides equity through recognising:

- (a) Significant variation in valuations and level of rating in the same classes of land resulting from the revaluation of the Shire for local government area;
- (b) The level of services provided to that land and the cost of providing the services compared to the rate burden that would apply under a single general rate;
- (c) The use of land in so far as it relates to the extent of utilisation of Council's services; and
- (d) Relative valuations as between different types of land.

In relation to the table below:-

- 1. The categories into which rateable land is categorised are detailed in column 1;
- 2. The descriptions of those categories are detailed in Column 2;
- 3. The method by which land is to be identified and included in its appropriate category is detailed in Column 3;
- 4. The differential general rates in the dollar for each category are detailed in Column 4; and
- 5. The minimum general rates for each category are detailed in Column 5.
- 6. The limitation on increases for each category are detailed in Column 6.

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Column 1 - Category (section 81)	Column 2 - Description (section 81)	Column 3 - Identification (sections 81(4) and 81(5))	Column 4 - Rate in the \$ (section 80)	Column 5 - Minimum General Rate (\$) (section 77)	Column 6 - Limitation (cap) (section 116)
1. Residential A	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation between \$0 and \$40,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	2.727	800	No Limit
2. Residential B	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation between \$40,001 and \$100,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	1.253	1,091	No Limit
3. Residential C	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation greater than \$100,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	0.962	1,253	No Limit
4. Multi Unit Residential - A	Land used, or capable of being used, for the purpose of multiple residential units (2 or 3 flats).	Land having the land use code of 3.	1.100	1,386	No Limit
5. Multi Unit Residential - B	Land used, or capable of being used, for the purpose of multiple residential units (4 or 5 flats).	Land having the land use code of 3.	1.290	1,754	No Limit
6. Multi Unit Residential - C	Land used, or capable of being used, for the purpose of multiple residential units (6 or more flats).	Land having the land use code of 3.	1.310	2,017	No Limit
7. Community Purposes	Land used for community purposes, including as a sports club or facility, cemetery, library, educational facility, religious institution, showground, racecourse, airfield, park, garden or for Commonwealth, State or local government purposes.	Land having the land use codes of 48, 50-59.	0.916	1,418	No Limit
8. Commercial A	Land used for commercial purposes, which has a rating valuation of less than \$1,250,000 other than land included in category 10.	Land having the land use codes of 01, 04, 07, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 41, 42, 43, 44, 45, 46, 47, 49, 91, 92, 96, 97 or 99.	1.393	1,391	No Limit
9. Commercial B	Land used for commercial purposes, which has a rating valuation greater than or equal to \$1,250,000 other than land included in category 10.	Land having the land use codes of 01, 04, 07, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 41, 42, 43, 44, 45, 46, 47, 49, 91, 92, 96, 97 or 99.	0.876	13,905	No Limit
10. Drive-In	Land used for the purposes of a	Land having the	3.478	30,000	No Limit

Column 1 - Category (section 81)	Column 2 - Description (section 81)	Column 3 - Identification (sections 81(4) and 81(5))	Column 4 - Rate in the \$ (section 80)	Column 5 - Minimum General Rate (\$) (section 77)	Column 6 - Limitation (cap) (section 116)
Shopping Centre	shopping centre with a gross floor area greater than 3,500 sq. metres.	land use code of 16.			
11. Industrial	Land used for industrial purposes other than land included in category 12, 14 and 15.	Land having the land use codes of 01, 04, 28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40.	1.352	1,445	No Limit
12. Quarries	Land used for the purpose of extractive industries or quarrying licensed for more than 5,000 tonnes of material other than land included in category 11.	Land having the land use code of 40.	3.600	7,000	No Limit
13. Island Land	Land located on Pelorus Island or Orpheus Island.		2.010	1,418	No Limit
14. Harbour Industries	Land used for the purpose of harbour industries including a bulk sugar terminal with a land area greater than 5 hectares.	Land having the land use code of 39.	4.920	55,000	No Limit
15. Sugar Mills	Land used for the purposes of sugar milling operations.	Land having the land use code of 35.	15.99	110,000	No Limit
16. Sugar Cane and Forestry A	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is less than \$1,400.	Land having the land use code of 75 or 88.	3.040	1,418	10%
17. Sugar Cane and Forestry B	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is between \$1,400 and \$2,130.	Land having the land use code of 75 or 88.	3.770	1,418	10%
18. Sugar Cane and Forestry C	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is greater than \$2,130.	Land having the land use code of 75 or 88.	4.230	1,418	10%
19. Other Rural Land	Land used for rural purposes, other than land included in category 16, 17, or 18.	Land having the land use codes of 60, 61, 64, 65, 66, 67, 68, 69, 70, 71, 73, 74, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 89, 90, 93, 94, 95.	1.268	1,485	No Limit
20. Other Land	Land not included in any of the above categories		1.268	1,485	No Limit

For avoidance of doubt:-

(a) Council delegated to the CEO the power (contained in section 81 (4) and (5) of the *Local Government Regulation 2012*) of identifying the rating category to which each parcel of rateable land belongs. In carrying out this task, the CEO may have regard to the guidance provided by the Column 3 of the table above.

(b) The reference to “land use codes” in Column 3 of the table above is a reference to the land use codes produced from time to time, by the Department of Natural Resources and Mines.

4 LIMITATION ON INCREASES IN RATES & CHARGES

As identified in Column 6 of the table above, Council has decided to apply capping to all Cane/Forestry lands which ensures that lands categorised as Category 16, Category 17 and Category 18 as at 1 July 2013 will not exceed the amount of general rates levied for the property for the previous year plus a percentage increase resolved by Council. This is subject to a minimum rate for each category and the provisions set out below.

Provisions for capping of general rates

- a) Capping will apply to any land categorised as Cane/Forestry Category 16, Category 17 and Category 18. The concession is not available retrospectively and will only apply from the beginning of a financial year.
- b) Capping will cease to apply on or before 1 July 2014, where ownership of any land to which capping previously applied, is transferred on or after 1 July 2013. Land which is sold during 2013/14 is not eligible for capping in 2014/15. The new owner would be eligible from 1 July 2015.
- c) The purchaser of any uncapped land during 2013/14 will not be eligible for capping until 1 July 2015.

5 SEPARATE CHARGES

Waste Management Levy

Council considers that the costs associated with the delivery of Waste Management Services should, in part, be funded by all ratepayers in the local government area through a waste management separate charge.

The amount of the charge will be calculated on the basis of the estimated cost to Council to manage and operate refuse tips including remediation costs, refuse transfer stations, green waste processing and the attendant environmental considerations implemented to meet environmental licensing and control standards.

When determining the pricing level for the Waste Management Levy consideration is given to a full cost pricing model to recover the cost of the service including overheads and an appropriate return.

The terms of the resolution are as follows:

That in accordance with section 103 of the Local Government Regulation 2012, a separate charge, to be known as a Waste Management Levy, of \$154.35 gross per annum be levied equally on all rateable land.

It is considered to be more appropriate to raise funds by a separate charge rather than from general funds to ensure the community is aware of the Council's commitment to providing a waste management service that meets a high standard of environmental duty and care and best practice now required. The Council also considers that the benefit is shared by all parcels of land, regardless of their value.

6 SPECIAL CHARGES

Crystal Creek Rural Fire Brigade – Special Charge

Council considers that each parcel of rateable land identified on Crystal Creek Rural Fire Brigade Map ref R12-512 ID. 0435 (produced 09/08/2012 by the Queensland Rural Fire Services) will specially benefit to the same extent from the purchase and maintenance of equipment by the Crystal Creek Rural Fire Brigade.

The Brigade has advised Council that the total cost of implementing the Plan for 2013/2014 budget is \$3,443.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,520 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Discount is not applicable to the Crystal Creek Rural Fire Special Charge.

Bambaroo Rural Fire Brigade – Special Charge

Council considers that each parcel of rateable land identified on Bambaroo Rural Fire Brigade Map ref R09-313 ID. 0712 (produced 13/05/2009 by the Queensland Fire & Rescue Services – GIS Unit) will specially benefit to the same extent from the purchase and maintenance of equipment by the Bambaroo Rural Fire Brigade.

The Brigade has advised Council that the cost of implementing the Plan for 2013/2014 budget is approximately \$4,428 for operational expenses and a longer term plan to acquire a shed and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$3,570 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Discount is not applicable to the Bambaroo Rural Fire Special Charge.

Seymour Rural Fire Brigade – Special Charge

Council considers that each parcel of rateable land identified on Seymour Rural Fire Brigade Map ref R12-512 ID. 1671 (produced 09/08/2012 by the Queensland Rural Fire Services) will specially benefit to the same extent from the purchase and maintenance of equipment by the Seymour Rural Fire Brigade.

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$3,750 for operational costs and with the plan that unused funds be set aside for a replacement vehicle and has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$4,740 per annum to be contributed to the Seymour Rural Fire Brigade.

Discount is not applicable to the Seymour Rural Fire Special Charge.

Stone River Rural Fire Brigade – Special Charge

Council considers that each parcel of rateable land identified on Seymour Rural Fire Brigade Map ref R12-512 ID. 2079 (produced 26/06/2012 by the Queensland Rural Fire Services) will specially benefit to the same extent from the purchase and maintenance of equipment by the Stone River Rural Fire Brigade.

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$6,930 for operational costs and has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$4,950 per annum to be contributed to the Stone River Rural Fire Brigade.

Discount is not applicable to the Stone River Fire Special Charge.

7 UTILITY CHARGES

Water Charge

Hinchinbrook Shire Council aims to:-

- Encourage water conservation
- Provide ability for consumers to control costs of service
- Reduce the need for restrictions
- Provide an equitable system of pricing
- Reduce the cost of supplying water
- Defer future costs of supplying water
- Assess charges on a user pays basis.

In order to achieve these objectives Council will, pursuant to section 99(2) of the *Local Government Regulation 2012* make and levy a two-part water charge. The charge for water service is based on full cost pricing model to recover the cost of the service including overheads and an appropriate return.

The charge consists of two components: a consumption charge based upon the ratepayer's usage of water on a per kilolitre basis, and a base charge which varies depending on the use of the particular land.

Discount is not applicable to the Water Consumption Charge.

Consumption Readings and Charge

Water meters are read twice per year in October/November (half year reading) and May/June (end of year reading).

Consumption Charges for Water Consumed in the 2012/2013 Financial Year:

Water consumed prior to May/June 2013 reading will be deemed to have been consumed in the 2012/2013 financial year and a consumption charge shall apply based on the charge made at the Budget Meeting for the 2012/2013 financial year.

Consumption Charges for Water Consumed in the 2013/2014 Financial Year:

A Consumption Charge of 88 cents per kilolitre (discount for early payment shall not apply) levied on the metered water consumption for all properties in the supply area for water consumption notices issued October/November 2013 (half year reading) and May/June 2014 (year end reading).

Council reserves the right to negotiate the consumption charge for a major consumer who uses in excess of 500,000 kilolitres per annum.

Base Charge

A Base Charge Component of \$374.20 Gross per annum for which the adopted discount for early payment of rates shall apply, shall be levied as follows:-

<i>Situation</i>	<i>Applicable Base charge</i>
Each Separate Parcel of Land without a water connection in the Supply Area	One Base Charge for each separate parcel of land

Each water meter connection according to the following sizes:-

20 mm Meter	=	One Base Charge
25 mm Meter	=	1.5 x Base Charge
32 mm Meter	=	2.5 x Base Charge
40 mm Meter	=	4.0 x Base Charge
50 mm Meter	=	6.5 x Base Charge
80 mm Meter	=	17.0 x Base Charge
100 mm Meter	=	26.0 x Base Charge
150 mm Meter	=	59.0 x Base Charge

Multiple residential uses within one parcel of land for which there are not separately metered connections:-

Each separate residential use	=	One Base Charge per use
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The same charging structure shall be levied and be payable whether any structure or building is actually in occupation or not.

Base Charge for land being used for specific purposes

The following specific base charges will be levied where land is used for the following purposes:-

(a) Recreation/Sporting /Charitable Consumer

Public sportsgrounds, Golf Club and Bowling Clubs, Band Centre, QCWA, St Vincent De Paul, Salvation Army, Scouts, Girl Guides, Ingham Potters, Blue Haven Aged Persons Complex, Canossa Aged Persons Complex, Apex, Lower Herbert Lions Pensioner Units or like uses approved by Council are to be charged the equivalent of one 20 mm connection base charge irrespective of the meter size and number of connections to the premises, except where Council deems that the organisation obtains substantial income from Licensed Premises on those grounds or premises.

(b) Schools

Schools to be charged on the basis of the number of connections to the school, but for meters sized above 25 mm the charge shall be equivalent to a 25 mm connection base charge.

(c) *Domestic Properties*

Properties used for domestic purposes which due to special circumstances require the installation of a larger than normal water meter (eg., 25mm service required due to distance of property from main) are to be charged the equivalent of a 20 mm connection base charge.

Where an additional 20mm base charge is applied for residential uses not separately metered and the meter size may exist due to the number of shared services, the meter size base charge shall be assessed taking into consideration the meter size that would apply if the residential uses were separately metered.

(d) *Fire Fighting Services*

Premises that are required by law to install larger services for Fire Fighting purposes will be charged on the calculated service size required to operate those premises. (For example, premises may be required to install a 150 mm Fire Main and have a 50 mm domestic take off, will only be charged on the basis of a 50 mm connection.)

(e) *Cane Farms*

Land, whether occupied or unoccupied, which is used for sugar cane growing as a cane farm shall be assessed as one separate parcel of land for the purposes of calculating the Base Charge Component where the separate parcels of land contained within the farm are on one rate assessment. Provided further that each separate connection to the said land or additional residence shall be charged a Separate Base Charge component.

(f) *Separate Parcels of land with no access*

Rateable assessment that include multiple parcels of land for which there is no legal access to the additional parcel of land will be rated on the basis of one single parcel of land. This does not affect the assessment of rates and charges based on connections or residential uses on the land.

Special Agreements or Arrangements

Nothing contained herein shall prejudice the right or power of the Council to make a separate and different charge for a specified reason or purpose under any special agreement and on such reasonable terms and conditions as may be arranged between the Council and the customer and as specified in the agreement.

Council has entered into the following special agreements:-

- | | |
|--|--------------------------|
| L1-2 RP745005 Parish of Cordelia | 2 Vacant parcels of land |
| <ul style="list-style-type: none">• No charge for this land while the Land remains with the current Ownership details. The Owners previously donated land to Council in the vicinity of the Memorial Gardens. | |
| L7 RP804431 Parish of Cordelia | 1 parcel of land |
| <ul style="list-style-type: none">• Council negotiations to acquire a Grazing Land Drainage Easement within this land resulted in no water charges to this land. | |
| Valuation 363/0 Farm | 10 parcels of land |
| <ul style="list-style-type: none">• Property No. 102361• Council negotiations to acquire a Lease over the Mona Road Boatramp resulted in a 50mm water connection being installed with no base charge being charged. Charges would have been based on 20mm due to larger service required for distance to supply.(consumption is charged). | |

Accounts

(a) Meter Reading and Billing Frequency

Each Yearly Rate Notice shall include the Base Charge Component.

The Council at its option shall render accounts for the supply of water to a consumer bi-annually or at such other intervals as appropriate as circumstances warrant. A meter reading program shall be maintained throughout the water area with readings occurring in as consistent a cycle as possible to facilitate the issue of water consumption accounts on at least a bi-annual basis to all consumers.

In relation to the reading of water meters, Council will apply section 102 of the *Local Government Regulation 2012*, the terms of the resolution for which are as follows: -

That in accordance with section 102 of the Local Government Regulation 2012, a water meter is taken to be read during the period that starts two weeks before, and ends two weeks after, the day on which the meter is actually read.

(b) *Minimum Account Billing*

Where the consumption of water recorded for each meter at any premises in any meter reading period is of such amount that when calculated at the consumption charge equates to less than \$5 the minimum charge for that water consumption notice shall be \$5. When a property has more than one water meter and the locations of the water meters requires the meters to be read in separate routes, the minimum \$5 will apply to each separate reading route and separate notices will issue.

(c) *Meter Unable to be Read or Registering Inaccurately Etc*

Where the meter to any property ceases to register, or registers inaccurately or through damage an accurate reading is unable to be obtained, then Council may estimate the charge for the water supplied to such premises during the period the meter was not in working order by "averaging" of the quantity of water consumed during a corresponding period for the previous year, or upon the consumption over an appropriate period registered by the meter after being adjusted as the Chief Executive Officer deems fit.

Council further adopts the principle of "averaging" where access is denied to the meter by reasons beyond Councils control. For the purposes of benchmarking, an average domestic quantity of water consumed shall be fixed unless otherwise altered at one (1) kilolitre per day.

(d) *Water Usage through leaks or damaged infrastructure*

Where water is consumed and/or registered through a water meter, and all or part of that water consumption/reading is a consequence of leakage, wastage or other usage through defective water installations, pipework or apparatus which is private ownership, and through negligence or otherwise the consumption or wastage has registered, the property owner can apply to Council for water leak relief on the prescribed application form submitted with an account or letter from a registered Plumber, providing details of the water leak that was repaired.

The Water Leak Relief concessions offered by Council is detailed in Council's Policy, "Water Leak Relief Policy".

Separate Meter Installations

To establish and maintain a more identifiable and practical service to separate consumers, and to facilitate current and future water supply management, all new Class 1a and 2 buildings will be required to provide a separate water connection to each tenement unit.

Sewerage Charge

The sewerage charge is levied on a unit basis and is priced to recover the costs of constructing, operating, maintaining and managing the sewerage areas of the Shire. The charge for sewerage service is based on full cost pricing model to recover the cost of the service including overheads and an appropriate return.

The sewerage charge, unit basis of charging and the various principles and classification of uses adopted for the Ingham Sewerage Scheme shall also apply to the several properties connected to the Lucinda Sewerage Treatment Plant. The list of land uses and the applicable number of units is detailed below.

Charges shall be due and payable whether the land, structure or building is connected to a sewer or not, but in respect of which the Council is prepared to accept sewage.

The amount of the charge referred to in the preceding paragraph shall be \$109.60 per unit, per annum if the particular premises are provided with sewerage or the Council is agreeable to accept sewage from such premises.

The same charge shall be levied and be payable whether the structure or building is actually in occupation or not.

Where any land, structure or building is in the separate occupation of several persons each part so separately occupied shall be assessed the same charges as each part would have been liable to be assessed had each such part been a separate parcel of land or a separate building or structure.

Notwithstanding anything hereinbefore contained, where the use of any new or altered structure or building on land within the sewerage area does not in the opinion of the Council, properly accord with a use listed in Schedule 1 hereunder, the Council shall by resolution determine the units of sewerage charge applicable thereto as in its discretion it thinks fair and reasonable according to the circumstances of use.

Special Agreements

Nothing contained herein shall prejudice the right or power of the Council to make a separate and different charge for a specified reason or purpose under any special agreement and on any such reasonable terms and conditions as may be arranged between the Council and the person concerned and specified in such agreement.

Council has entered into the following special agreements:-

L1-2 RP745005 Parish of Cordelia

2 Vacant parcels of land

- No charge for this land while the land remains with the current ownership details. The owners previously donated land to Council in the vicinity of the Memorial Gardens.

L10 I22459 Parish of Trebonne

1 vacant parcel of land

- Council agreed as part of the Negotiation of sewerage extension to Dickson St, Ingham to not charge sewerage charges to this property as it cannot be sold separately and is physical access to L2 RP717328.

Land Uses & applicable number of units

<u>Use to Which Land is Put Whether Occupied or Not</u>	<u>Number of Units</u>
Aged Persons Complex - per bed	2
Caravan Park	22
Child Day Care Centre/Kindergarten/Respite Centre	14
Church/Hall or Welfare Club	6
Court House	15
Closed Processing Plant	20
Canossa Home	168
Dwelling House	7
Flats each	7
Forestry Administration Centre	14
Hall (ATC Cadets)	10
Hospital	128
Hotel	60
Hotel Accommodation/Backpackers per room	0.5
Ingham TAFE/Library Complex	55
Licensed Social Club	32
Licensed Sporting Club	22
Licensed Nightclub	32
Lucinda Wanderers Holiday Park	74
Medical Centre	28
Motel - small (Rooms < 10)	20
Motel - medium (Rooms 10 - 25)	60
Motel - large (Rooms >25)	70
Multi-tenancy premises - per shop or office	7
Nurses Quarters Complex	47
Police Station Complex	15
Processing/Packaging Plant	50
Rooming House	9
Railway	22
Recreation/Sporting Club	10
Restaurant	14
Racecourse	13
Sawmill - small	22
Sawmill - Large	44
School	
Under 30 pupils	10
30 but under 100 pupils	50
100 but under 400 pupils	60
400 or greater than pupils	90
Self Contained Single Bed-Room Accommodation Unit	5
Shop or Office	7
Service Station	10
Supermarket - medium	20
Supermarket - large	60
Theatre	22
Use not otherwise listed	7
Vacant lot of land	5

Charging methodology applicable to specific land uses

Cane Farms

Land, whether occupied or unoccupied, which is used for sugar cane growing as a cane farm shall be assessed as one separate parcel of land for the purposes of calculating sewerage charges where the separate parcels of land contained within the farm are on one rate assessment. Provided further that each separate connection to the said land or additional residence shall be charged based on the additional applicable sewerage units

Separate Parcels of land with no access

Rateable assessment that include multiple parcels of land for which there is no legal access to the additional parcel of land will be rated on the basis of one single parcel of land. This does not affect the assessment of rates and charges based on connections or residential uses on the land.

Cleansing Utility Charge

Pursuant to section 99(1) of the *Local Government Regulation 2012*, Council will make and levy a utility charge for the provision of a domestic refuse service.

A kerbside refuse collection of the equivalent of one 240 litre garbage bin per week and one 240 litre recycling bin per fortnight is provided to all parts of the declared waste area for occupied land used for residential purposes. The services of Council's contractor, Mams Plant Hire Pty Ltd will be used to undertake storage, collection, conveyance of domestic waste and the disposal thereof.

The cost of performing the function of cleansing by the removal of garbage will be funded by the cleansing utility charge. When determining the pricing level for the garbage collection service consideration is given to a full cost pricing model to recover the cost of the service including overheads and an appropriate return.

In the defined waste collection area, the following domestic waste collection charges shall apply for the 2013/14 financial year:

- (i) Rateable land – A charge of \$242.55 per annum for the provision of a 240 litre “Mobile Garbage Bin” of a domestic waste collection service per week and a 240 litre “Mobile Garbage Bin” recyclable waste collection service per fortnight;
- (ii) Non-Rateable land – 1st service – \$396.90 per annum for the provision of a 240 litre “Mobile Garbage Bin” of a domestic waste collection service per week and a 240 litre “Mobile Garbage Bin” recyclable waste collection service per fortnight;

Additional services - \$242.55 per annum for the provision of a 240 litre “Mobile Garbage Bin” domestic waste collection service per week and a 240 litre “Mobile Garbage Bin” recyclable waste collection service per fortnight;

- (iii) Additional Services
An additional weekly 240 litre domestic waste collection service only will be provided at a charge of \$195.96 per annum.
An additional fortnightly 240 litre recyclable waste collection service will be provided at a charge of \$46.59 per annum.

For the purpose of making and levying a cleansing charge under section 99 of the *Local Government Regulation 2012*, and without limiting the meaning of the words “land in actual occupation”, land in the declared waste area shall be deemed to be in actual occupation if:-

- A regular cleansing service was being provided to that land at 1 July, 2013; or
- A regular cleansing service is ordered by the Council or the Authorised Officer to be provided to that land; or
- The Council is requested to provide a regular cleansing service to that land by the owner or occupier; or
- There is a building on such land being rateable land, which in the opinion of the Council or Authorised Officer is adapted for use or occupation.

No reduction or refund of any charge in respect of a regular cleansing service duly made and levied in respect of a year or part of a year shall be made or given by the Council for reason only that the premises are unoccupied for a time.

Where the charge is in connection with any structure, building or place on land which is not rateable under section 73 of the *Local Government Regulation 2012*, the charge shall be levied on the person or body or Commonwealth or State Department which is the beneficiary of the service. Where multiple residential uses exist on one rateable assessment, a single cleansing service shall be rendered in respect of each use.

In the case of a property located within the Declared Waste Area Map not being able to be provided with a service the charge will not be levied on that land. The property owner will be required to dispose of their domestic waste at the Warrens Hill landfill, Halifax Transfer Station or Mt Fox Transfer Station. Such determination will be made by Council.

8 COST-RECOVERY AND OTHER FEES AND CHARGES

It is the intention of Council that, where possible, services provided by Council are fully cost recovered; however, consideration may be given where appropriate to the broad community impact certain fees and charges may have.

In setting cost-recovery and other fees and charges, council will apply the following criteria to be used in deciding the amount of any fee:

- Fees associated with cost-recovery (regulatory) services will be set at no more than the full cost of providing the service taking the action for which the fee is charged. Council may choose to subsidise the fee from other sources (eg; general rate revenue)
- Charges for commercial services will be set to recover the full cost of providing the services and, if provided by a Business of Council, may include a component for return on capital.

9 ISSUE OF NOTICES

Notices for the 2013/2014 financial year will be issued annually.

10 DISCOUNT FOR PROMPT PAYMENT

Supplementary Levy

In accordance with the provisions of section 130 of the *Local Government Regulation 2012*, Council resolves that a discount of fifteen percent (15%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and special charges, who pays the whole of such rates and charges within thirty (30) days after notice is given.

Main Levy

In accordance with the provisions of section 130 of the *Local Government Regulation 2012*, Council resolves that a discount of fifteen percent (15%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and special charges, who pays the whole of such rates and charges on or before 30 August 2013.

Discount on payment of rates by instalments

In accordance with section 129(5) of the *Local Government Regulation 2012*, Council will allow a discount of ten percent (10%) to any person liable to pay rates and charges, excepting water consumption charges and special charges, who pays the rates and charges within the terms and conditions of the instalment arrangement with discount.

A discount on rates paid by instalment is only available with respect to the main levy notice issued by Council. No discount is available if a ratepayer chooses to pay a subsequently issued rates notice by way of instalment.

Discount allowed where payment received after discount due date

In accordance with the provisions of section 130(10) of the *Local Government Regulation 2012* Council will allow a discount to ratepayer who pays rates after the due date for payment in the following circumstances:-

- (a) Payments received through the mail via Australia Post provided the envelope or other package in which the payment is enclosed is clearly marked to show that the payment was posted prior to the normal discount closing date; and
- (b) Situations of flooding or other natural disaster in which case Council will determine what further period of discount will be allowed to ensure that ratepayers are not prevented by circumstances beyond their control to make payment and obtain discount.

Discount will **not** be allowed on payments made late as a consequence of oversight, forgetfulness, sickness, transport mechanical failure or other personal reason, which is clearly not a circumstance beyond the person's control.

11 PAYING RATES AND CHARGES BY INSTALMENT

Payment by instalment with discount – Main Levy only

In accordance with the provisions of section 129 of the *Local Government Regulation 2012* Council resolves to accept payment of rates levied at the time of the annual main rate levy by instalments in accordance with the following terms and conditions:-

1. Fifty percent (50%) of the total current gross rates and any outstanding arrears must be paid on or before 30 September, 2013 for which ten percent (10%) discount will be granted on 50% of current rates for which discount is applicable; and
2. The balance fifty percent (50%) of the total current rates must be paid on or before 1 March, 2014 for which ten percent (10%) discount will be granted on 50% of current rates and charges for which discount is applicable.
3. In accordance with section 132(1)(a)(i) of the *Local Government Regulation 2012*, should the ratepayer default by not making the balance 50% payment on or before 1 March, 2014 then the unpaid instalment becomes an overdue rate as from 2 March in that year.
4. Council will record the property as being included in the instalment arrangement if payment of an amount equal to or greater than the instalment amount payable within the dates detailed above is received.

Instalment – Arrangement to Pay – Main levy or Supplementary Levy with due date on or before 31st December, 2013

1. All rates and charges in arrears as at the time of issue of the 2013/2014 annual main rate levy must be paid in full and a signed agreement must be received by Council on or before 31 December 2013.
2. Payments must be structured and made to reduce the amount of current overdue rates as at 31 March 2014 to 50% or less of current financial year rates;
3. Payments must be structured and made to clear the remaining 50% or less of current overdue rates on or before 30 June 2014.

Instalment – Arrangement to Pay – Supplementary Levy due date after Main Levy Due Date

1. All rates and charges in arrears must be paid in full and a signed agreement must be received by Council on or before the Supplementary Due Date.
2. Payment must be structured and made to clear all current rates and charges on or before 30 June 2014.

12 INTEREST ON OVERDUE RATES AND CHARGES

Due Date

The main levy due date is 31 December 2013.

For supplementary levies the due date is:-

- (a) notices issued after 1 May 2013 the due date is 31 December, 2013
- (b) notices issued between 2 November 2013 and 1 May 2014 the due date is sixty (60) days from the date of issue
- (c) notices issued between 2 May 2014 and 30 June 2014 the due date is 31 December, 2014.

Amounts unpaid after the due date become overdue rates and charges.

Pursuant to section 133 of the *Local Government Regulation 2012*, Council will charge interest on overdue rates and charges at the rate of 11% per annum compounding on daily balances.

13 RATING CONCESSIONS/REMISSIONS

The rating concessions offered by Council are in more detail, in Council Policy, "Rate Rebates & Concessions Policy" and Council Policy, "Water Leak Relief Policy".

14 RECOVERY OF OVERDUE RATES AND CHARGES

Council's policy on the recovery of overdue rates and charges is in more detail, in Council Policy, "Rate Recovery Policy".

1. Policy Statement

To identify the rateable land to which the Crystal Creek Rural Fire Brigade Special Charge applies. To describe the Crystal Creek Rural Fire Brigade Service and to state the cost and estimated time in implementing the overall plan.

2. Scope

This policy applies to each parcel of rateable land identified on the Crystal Creek Rural Fire Brigade Map ref R12-512 (produced 09/08/2012 by the Queensland Rural Fire Services) that will specially benefit to the same extent from the purchase and maintenance of equipment by the Crystal Creek Rural Fire Brigade.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Crystal Creek Rural Fire Brigade Map R12-512 ID. 0435 (produced 09/08/2012 by the Queensland Rural Fire Services)

5. Policy

Crystal Creek Fire Brigade Service

The Crystal Creek Rural Fire Brigade area covers properties in both Hinchinbrook Shire and neighbouring Townsville City Council rural areas. The Brigade has a 3 year activity plan which identifies activities such as:-

- ❖ To present "Fire Ed" (primary school package) to educate children at Mutarnee State Primary School.
- ❖ To evaluate fire hazards before the fire season for the implementation of effective hazard reduction schemes.
- ❖ Enhance liaison with/and local hazard reductions plans with the following agencies: Qld National Parks & Wildlife, Dept of Forestry, Q Rail, Department of Transport, Hinchinbrook Shire Council & Townsville City Council.
- ❖ Train all members in level 1 fire fighting on a yearly basis.
- ❖ Have an annual community meeting to discuss the collection of public monies and their use for such items as: Fuel, Tyres, Batteries, Safety equipment and Equipment maintenance etc.

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [29th August, 2008]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June 2014]

Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for 2013/2014 budget is \$3,443.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,520 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Estimated time for implementing this overall plan

The Council will review the necessity and the level of the charge on an annual basis upon receipt of a projected budget from the Crystal Creek Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Crystal Creek Rural Fire Annual Plan
2013-2014 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Crystal Creek Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2013/2014.

2. Scope

This policy is designed to recognise the cost involved in the Crystal Creek Rural Fire Brigade 12 Month Operational Plan.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Crystal Creek Rural Fire Brigade Map R12-512 ID. 0435 (produced 09/08/2012 by the Queensland Rural Fire Services)

5. Policy

Overall Plan Connection

Council has by resolution on 25th June, 2013 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Crystal Creek Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2013/2014 budget is \$3,443.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,520 per annum from Hinchinbrook Shire properties to be contributed to the Crystal Creek Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Crystal Creek Rural Fire Overall Plan
2013-2014 Revenue Statement

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [29th August, 2008]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June 2014]

1. Policy Statement

To identify the rateable land to which the Bambaroo Rural Fire Brigade Special Charge applies.
To describe the Bambaroo Rural Fire Brigade Service and to state the cost and estimated time in implementing the overall plan.

2. Scope

This policy applies to each parcel of rateable land identified on the Bambaroo Rural Fire Brigade Map ref RFB2 (produced 13/05/2009 by the Queensland Fire & Rescue Services – GIS Unit) that will specially benefit to the same extent from the purchase and maintenance of equipment by the Bambaroo Rural Fire Brigade.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Bambaroo Rural Fire Brigade Map ref R09-313 ID. 0712 (produced 13/05/2009 by the Queensland Fire & Rescue Services – GIS Unit).

5. Policy

Bambaroo Fire Brigade Service

The Bambaroo Rural Fire Brigade area covers properties in the locality of Bambaroo in the Hinchinbrook Shire. The Brigade has a 3 year activity plan which identifies activities such as:-

- ❖ To have a brigade meeting before the start to our fire season.
- ❖ To keep in touch with fellow brigade members throughout the year.
- ❖ To discuss fire hazards before the season so the hazard reduction scheme is effective.
- ❖ To work together & liaise with Qld transport, main roads, Police & members of the community.
- ❖ To acquire leased land in Bambaroo so the brigade can erect a new fire shed to house the fire truck and equipment. This will be used as the base communication.
- ❖ Training for updating and teaching of level one training and road incident management course (Road Accident Rescue).
- ❖ To have a community meeting to discuss levies, maintenance and service for the vehicle. Safety equipment which is needed to keep the brigade going.

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Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [28th August, 2008]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June, 2014]

Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$4,428 for operational costs and a longer term plan to acquire a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$3,570 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Estimated time for implementing this overall plan

The Council will review the necessity and the level of the charge on an annual basis upon receipt of a projected budget from the Bambaroo Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Bambaroo Rural Fire Annual Plan
2013-2014 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Bambaroo Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2013/2014.

2. Scope

This policy is designed to recognise the cost involved in the Bambaroo Rural Fire Brigade 12 Month Operational Plan.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Bambaroo Rural Fire Brigade Map ref R09-313 ID. 0712 (produced 13/05/2009 by the Queensland Fire & Rescue Services – GIS Unit).

5. Policy

Overall Plan Connection

Council has by resolution on 25th June, 2013 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Bambaroo Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

6. *Cost of implementing this annual plan*

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$4,428 for operational costs with a longer term plan to acquire a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$3,570 per annum to be contributed to the Bambaroo Rural Fire Brigade.

7. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

8. Associated Documents

Bambaroo Rural Fire Overall Plan
2013-2014 Revenue Statement

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [10th August, 2009]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June, 2014]

1. Policy Statement

To identify the rateable land to which the Seymour Rural Fire Brigade Special Charge applies. To describe the Seymour Rural Fire Brigade Service and to state the cost and estimated time in implementing the overall plan.

2. Scope

This policy applies to each parcel of rateable land identified on the Seymour Rural Fire Brigade Map ref R12-512 (produced 09/08/2012 by the Queensland Rural Fire Services) that will specially benefit to the same extent from the purchase and maintenance of equipment by the Seymour Rural Fire Brigade.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Seymour Rural Fire Brigade Map ref R12-512 ID. 1671 (produced 09/08/2012 by the Queensland Rural Fire Services).

5. Policy

Seymour Fire Brigade Service

The Seymour Rural Fire Brigade area is located at the northern end of the Hinchinbrook Shire and is boarded by Girringun National Park to the northwest, the Seymour River to the east and the Herbert River to the south. The Brigade has a 3 year activity plan which identifies activities such as:-

- ❖ Identify, map and monitor fuel load in the Seymour RFB Area. Identified risk areas will have plans developed to reduce risk of uncontrolled wild fires.
- ❖ Brigade Training – Training will be ongoing as is available from Division. Also the Brigade will take part in cross training with the Urban Fire Fighters, including training them in our methods. This is part of the QFRS goal of a better understanding between the two divisions.
- ❖ Ongoing costs to maintain and repair and upgrade equipment.
- ❖ Response to Wildfires.
- ❖ Ongoing maintenance plan for the rural fire vehicle, replacing tyres and batteries as part of ongoing wear and tear. Modification to carry additional equipment is also ongoing.
- ❖ Upgrade Communication Equipment – Purchase hand held radios.
- ❖ Any unused funds will be put into account for vehicle replacement.

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [10th August, 2009]

Current Version Adopted: [25th June, 2012]

Next Review Date: [June, 2014]

Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$3,750 for operational costs, unused funds will be set aside of towards a replacement vehicle. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$4,860 per annum to be contributed to the Seymour Rural Fire Brigade.

Estimated time for implementing this overall plan

The Council will review the necessity and the level of the charge on an annual basis upon receipt of a projected budget from the Seymour Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Seymour Rural Fire Annual Plan
2012-2013 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Seymour Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2013/2014.

2. Scope

This policy is designed to recognise the cost involved in the Seymour Rural Fire Brigade 12 Month Operational Plan.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Seymour Rural Fire Brigade Map ref R12-512 ID. 1671 (produced 09/08/2012 by the Queensland Rural Fire Services).

5. Policy

Overall Plan Connection

Council has by resolution on 25th June, 2013 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Seymour Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2013/2014 budget is approximately \$3,750 for operational expenses and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$4,740 per annum to be contributed to the Seymour Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Seymour Rural Fire Overall Plan
2013-2014 Revenue Statement

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [10th August, 2009]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June, 2014]

1. Policy Statement

To identify the rateable land to which the Stone River Rural Fire Brigade Special Charge applies. To describe the Stone River Rural Fire Brigade and to state the cost and estimated time in implementing the overall plan.

2. Scope

This policy is designed to recognise the cost involved in the Stone River Rural Fire Brigade 12 Month Operational Plan.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Stone River Rural Fire Brigade Map ref R12-512 ID. 2079 (produced 26/06/2012 by the Queensland Rural Fire Services)

5. Policy

Stone River Fire Brigade Service

The Stone River Rural Fire Brigade area covers properties in the locality of Stone River in the Hinchinbrook Shire. The Brigade has a 3 year activity plan which identifies activities such as:-

- ❖ Operational Expenditure
- ❖ Vehicle Maintenance
- ❖ Equipment Purchases
- ❖ Future replacement of Appliance

Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$6,930 for operational costs. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$4,950 per annum to be contributed to the Stone River Rural Fire Brigade.

Estimated time for implementing this overall plan

The Council will review the necessity and the level of the charge on an annual basis upon receipt of a projected budget from the Stone River Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Stone River Rural Fire Annual Plan
2013-2014 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Stone River Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2013/2014.

2. Scope

This policy is designed to recognise the cost involved in the Stone River Rural Fire Brigade 12 Month Operational Plan.

3. Responsibility

Responsible Officer: Finance Manager

4. Definitions

Rateable Land Identification: Each parcel of rateable land identified on the Stone River Rural Fire Brigade Map ref R12-512 ID. 2079 (produced 26/06/2012 by the Queensland Rural Fire Services)

5. Policy

Overall Plan Connection

Council has by resolution on 25th June, 2013 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Stone River Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2013/2014 budget is approximately \$6,930 for operational expenses. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$4,950 per annum to be contributed to the Stone River Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Seymour Rural Fire Overall Plan
2013-2014 Revenue Statement

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: [20th September, 2012]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June, 2014]

1. Purpose

The objective of this policy is to maximise rate recovery within the rating period and to instigate appropriate and timely recovery processes to recover overdue rates and charges.

2. Background

Council has policies in place to allow flexibility with property owners to repay rates and utility charges. Options for payment at the annual rate levy are:

- Pay in full by discount due date and receive fifteen percent (15%) discount
- Pay by instalment by the discount due date with ten percent (10%) discount
- Arrangement to Pay agreement by the due date 31st December 2013

Council has an obligation to ensure rates and charges are recovered as provided under the *Local Government Regulations 2012*. The Principles used for recovery of rates and charges are set out in Council's Revenue Policy.

3. Policy

That Council instigate action commencing in January of every year to recover overdue rates where an acceptable repayment proposal has not been offered and accepted by Council. Action will be taken through solicitors, debt collectors or the magistrate court as appropriate.

Any default on an accepted repayment proposal for overdue rates will result in action commencing to recover the debt through solicitors, debt collectors or the magistrate court as appropriate.

Where Judgement has been obtained on Commercial properties, legislation allows recovery of outstanding rates by Sale of Land proceedings. Council will allow a period of 6 months from date of Judgement to allow the owner to pay their overdue rates in full before considering to proceed with Sale of Land proceedings for recovery of the outstanding rates and charges.

Council also retains the right to deal with special circumstances in their discretion.

Electronic version current. Uncontrolled Copy current only at time of printing

Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 5.0

Initial Date of Adoption: [10th August, 2009]

Current Version Adopted: [25th June, 2013]

Next Review Date: [June 2014]

1. PURPOSE

To identify target groups and establish guidelines to assess requests for rating and utility charge remissions in order to alleviate the impact of local government rates and charges, particularly in relation to not for profit / community organisations and ratepayers who are in receipt of an approved Government pension.

2. SCOPE

This Policy is made pursuant to Chapter 4, Part 10 of the *Local Government Regulation 2012* and sets out the criteria that Council will apply in granting concessions to ratepayers for rates and charges.

3. RESPONSIBILITIES

The Chief Executive Officer is delegated authority to approve or refuse an application in accordance with the criteria set out in this Policy.

4. POLICY

A. Pensioner Concession

Scope

This concession is made pursuant to section 122(1)(b) of the *Local Government Regulation 2012* and is directed to elderly, invalid or otherwise disadvantaged citizens of in the Shire whose principal or sole source of income is a pension or allowance paid by Centrelink or the Department of Veterans' Affairs and who are the owners of property in which they reside and have responsibility for payment of Council rates and charges thereon.

Conditions of Eligibility

In order for a ratepayer to be eligible for the pensioner concession, he or she must:-

- (a) hold a pensioner concession card issued by Centrelink or the Department of Veterans' Affairs;
- (b) be in receipt of a pension from Centrelink or the Department of Veterans' Affairs, including a Widow's Allowance;
- (c) be the owner or life tenant (either solely or jointly) of the property which is his or her principal place of residence.

Calculation of Concession

An eligible pensioner will be entitled to a concession of 20% of the gross annual rates and charges payable, up to a maximum concession of \$200.00.

The pensioner concession is not payable on water consumption accounts or on special rates for rural fire purposes.

Application process

The eligibility of all applicants will be verified prior to rates and charges being levied each year (usually in June or July).

Pensioners who are not automatically provided with a concession, and who believe that they meet the relevant criteria, may apply for approval at any time.

B. Not for Profit / Charitable Organisations Concessions

Scope

This concession is made pursuant to section 122(1)(b) of the *Local Government Regulation 2012* and is available to eligible organisations whose objects do not include the making of profit and who provide services to their membership and the community at large.

Conditions of Eligibility

In order for a ratepayer, whose objects do not including the making of a profit, to be eligible for the concession, it must:-

- (a) be located within the Hinchinbrook Shire area;
- (b) have most of its members resident within Hinchinbrook Shire area;
- (c) be an organisations which exists primarily to undertake community service activities and relies mainly on volunteer labour, or alternatively, have a high level of paid labour and a low level of volunteer labour and provide a substantial community benefit;
- (d) have a clause in its constitution which clearly prohibits any member of the organization making a private profit or gain either from the ongoing operations of the organisation or as a result of the distribution of assets of the organisation upon it being wound up;

(e) not be an organisation which:-

- i. receives income from gaming machines and/or from sale of alcohol in an organised manner (e.g. bar with regular hours of operation with permanent liquor licence);
- ii. provides low cost rental accommodation except where the accommodation is provided solely for the aged, short-term respite services, short-term crisis or emergency accommodation or for disabled persons requiring ongoing support;
- iii. is a religious body or entity or educational institution recognised under State or Federal legislation; and
- iv. is a Rural Fire Brigade in receipt of a Rural Fire Levy.

Calculation of concession

General Rate

An eligible organisation shall be entitled to a concession equal to 100% of the general rates payable by that organisation.

Cleansing Utility Charge

The eligible organisations shall be entitled to a concession equal to 50% of the cleansing utility charge payable by the organisation. The following are the eligible organisations entitled to 50% concession upon receipt of the application:

<u>Property No.</u>	<u>Owner/Lessee</u>	<u>Improvements</u>
100986	Lower Herbert/Halifax Lions Club	Pensioner Units
106226	Forest Glen Retirement Units	Units
100210	Res Health–Pensioner Home Purp	Units 22

Waste Management Levy

The eligible organisation shall be entitled to a concession equal to 100% of the Waste Management Levy payable by the organisation. The following are the eligible organisation entitled to 100% concession upon receipt of the application:

<u>Property No.</u>	<u>Owner/Lessee</u>	<u>Improvements</u>
102099	Boy Scouts Association	Vacant Land

Application process

The eligibility of all applicants will be verified prior to rates and charges being levied each year (usually in June or July).

Organisations which are not automatically provided with a concession, and who believe that they meet the relevant criteria, may apply for approval at any time.

**APPLICATION FOR RATE BASED ASSISTANCE FOR NOT FOR PROFIT
COMMUNITY, RECREATION AND SPORTING ORGANISATIONS**

RATES DEPARTMENT
PO BOX 366
Ingham QLD 4850
Telephone: (07) 4776 4623
Facsimile: (07) 4776 3233
council@hinchinbrook.qld.gov.au

Name of organisation: _____

Location of property: _____

Primary purpose: _____

How long has the organisation been operating: _____

Number of people organisation services: _____

Community Organisations

Does your organisation rely mainly on volunteer labour? _____

Number of paid staff: _____ Number of volunteer staff: _____

Sporting and Recreation Organisations

Does your organisation undertake activities for the benefit of only juniors? _____

Does your organisation charge entrance fees for viewing or participating? _____

All Organisations

Please detail profit activities carried out including player and admission fees:

Does your organisation / club / premises hold a license to sell liquor? (if yes please give details)

Provide details of any commercial fees charged for services: _____

Please provide reasons your organisation requires financial assistance:

Electronic version current. Uncontrolled Copy current only at time of printing

Form Number:

Authorised By: Finance Manager

Document Maintained By: Finance Services

Version No: 1

Current Version Date: 01/07/2011

Implementation Date: 01/07/2011

Contact person's name:	
Contact person's position:	
Contact details:	Home..... Work..... Mobile..... Fax..... Email.....
Postal address of contact person:	
EFT details of organisation:	Name of bank..... Name of account..... BSB number..... Account number.....

IMPORTANT - PLEASE PROVIDE THE SUPPORTING INFORMATION:

- Income tax exemption.
- The constitution of the organisation; the constitution must clearly state prohibitions on any member of the organisation making a private profit or gain either from ongoing operations of the organisation or as a result of distribution of assets if the organisation is wound up.
- Audited financial statements for the two previous years.
- Any other relevant information supporting that the organisation is a not for profit entity or otherwise exists for a public purpose.

Completed applications addressed to the Chief Executive Officer, Hinchinbrook Shire Council are to be lodged with Council by delivery to the Council Office at 25 Lannercost Street, Ingham or by posting to PO Box 366, Ingham, QLD 4850.

Your application will be kept on Council's records and you will not be required to reapply each year. You will be required to advise Council if your circumstances change in relation to the eligibility criteria of the policy.

I / We _____ do solemnly and sincerely declare that the information set forth herein has been truthfully and correctly supplied by me / us and I / we make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the "Oaths Act 1867".

Signed: _____ Date: _____

1. PURPOSE

To facilitate an effective and efficient means for Council to provide relief to ratepayers by partially remitting water consumption charges in cases of financial hardship resulting from an undetectable water leak which has occurred on a ratepayers property.

2. SCOPE

This policy outlines the principles which Council will use when applying relief to ratepayers who experience an undetectable water leak on their property which results in an increase in their water consumption charges.

3. RESPONSIBILITIES

The Chief Executive Officer is granted authority to approve or refuse an application in accordance with the criteria set out in this Policy.

4. POLICY

4.1 Criteria for granting relief as a result of a water leak:

The eligibility of a ratepayer, as defined in this policy, to receive water leak relief from Council will be determined in terms of the following criteria:

- 4.1.1** The ratepayer applying for relief from water consumption charges must be responsible for the payment of the water consumption charges.
- 4.1.2** The water leak that was repaired must have resulted from a break or other fault in a fixture, fitting, pipe or other plumbing within a premises that was not reasonably foreseeable or detectable resulting in unintentional loss of water within the premises.
- 4.1.3** As Water Leak Relief is permitted in terms of the 'Hardship' provision of the Local Government Act, relief may only be provided if a water leak causes water consumption to increase by over 50 kilolitres above normal consumptions as indicated in section 4.1.4.
- 4.1.4** Where the criteria in section 4.1.3 applies, Water Leak Relief of 50% may be applied to the difference between the water consumption of the applicable billing period and the water consumed during the same billing period in the immediately preceding financial year, which is indicative of the ratepayer's normal consumption, multiplied by the current water tariff.

- 4.1.5** In the case of an eligible pensioner, who is the holder of a valid Pensioner Concession Card or a Not-For-Profit/Charitable Organisation, relief of 100% may be applied to the difference between the water consumption for the applicable billing period and the water consumed for the applicable billing period and the water consumed during the same billing period in the immediately preceding financial year, which is indicative of the ratepayer's normal consumption, multiplied by the current water tariff.
- 4.1.6** Water Leak Relief is not applicable to commercial or industrial ratepayers as defined by Council's current commercial or industrial General Rating Categories.
- 4.1.7** Relief be capped at \$500 per property per financial year to limit Council's financial commitment to a reasonable level and the ratepayer has not received Water Leak Relief in the past 3 years.
- 4.1.8** A ratepayer must have a water leak repaired by a registered plumber, or must have the repair sited and confirmed by a registered plumber, within fourteen (14) working days of the ratepayer becoming aware of the leak, or of being advised by Council of a potential water leak, whichever occurs sooner, unless there are compelling reasons why this timeframe cannot be achieved, to limit the loss of this precious commodity due to a water leak.
- 4.1.9** Ratepayers must apply to Council for water leak relief by completing Council's prescribed application form, within thirty (30) days of having the leak repaired or from the date of the Council letter advising them of high water consumption which could indicate a leak, unless there are compelling reasons why this timeframe cannot be achieved. The application must be accompanied by either an account from a Registered Plumber providing details of the water leak that was repaired, or by a letter from a Registered Plumber providing details of the water leak that was repaired and confirming that the leak has been repaired correctly.
- 4.1.10** 'Compelling reasons' indicated in section 4.1.8 and 4.1.9 of this Policy shall exclude circumstances where ratepayers are unable to contact a plumber, or experience a delay in receiving the plumbers account, or have failed to advise Council of a change of address thus delaying the receipt of a high consumption letter, or where a ratepayer's Property Agent did not advise them about a potential water leak.

The following common circumstances are considered to be 'compelling reasons' which prevent the repair of a water leak or the submission of a water leak relief application within the time frame stipulated in the Policy:

- Medical reasons where medical evidence can be produced to state illness, which either housebound or hospitalised the applicant. Such evidence is to be supported by a statutory declaration declaring that the applicant had no one during the period that could act for them or conduct their business affairs.

- Infirmary of the ratepayer which prevented them from discovering a leak or making an application with the specified timeframe.
- Natural disaster, such as extensive flooding, which disrupted normal business and prevented normal action from being taken.
- Absence from the property for reasons such as overseas holiday where ratepayers were not aware of a leak and were not capable of submitting an application within the specified timeframes.

4.2 Administrative Procedure

4.2.1 If Council staff become aware of a potential water leak before the ratepayer, a letter be sent to the ratepayer concerned within ten (10) working days:

- Advising them of the existence of a potential water leak;
- Requesting that they investigate the possibility of a leak and, if the leak is confirmed, they have it repaired, and;
- Offering assistance, on completion of an application by the ratepayer, by way of a partial remission of the water charges resulting from the leak.

4.2.2 If the ratepayer becomes aware of the water leak before Council, and contacts Council to discuss it, the same advice/assistance be offered as noted in 4.2.1 above.

4.2.3 A ratepayer who has experience a water leak be made aware of the possibility of submitting a Water Leak Relief Application Form to Council for assistance.

4.2.4 The Water Leak Relief Application Form be completed by the ratepayer and returned to Council within thirty (30) days from the date on which the ratepayer has the leak repaired, together with an account or a letter from a registered plumber, confirming that a water leak did occur and have been repaired and giving details of the water leak.

4.3 The quantum of water leak relief to be provided:

Provided the ratepayer takes prompt action and has the water leak repaired within fourteen (14) working days of becoming aware of it, or of being advised by Council of a potential water leak, whichever occurred sooner, and applied to Council on the prescribed application form, Council may write-off 50%, or 100% in the case of eligible pensioners or Not-For-Profit/Charitable Organisations, of the difference between the water consumption charges for the applicable billing period and the water consumed during the same billing period in the immediately preceding financial year, which is indicative of the ratepayer's normal consumption, multiplied by the current water tariff.

An example to illustrate this as follows:

Leak consumption for the half-year ended 31 December 2013	=500 KL
Less: Normal consumption for half-year ended 31 December 2012	<u>=200 KL</u>
	<u>=300KL</u>
50% of Increase in Water Consumption as a result of water leak	=150 KL
Relief to be provided = 150 Kilolitres x \$0.84 per Kilolitre	=\$126.00

5. LEGAL PARAMETERS

Local Government Regulation 2012

6. ASSOCIATED DOCUMENTS

2013-2014 Revenue Statement
Water Leak Relief Application Form

1. Ratepayer's name: _____
2. Property Address where leak occurred: _____
3. Is the property where the leak occurred rented: Yes ☐ No ☐
4. Ratepayer's postal address (if different from above): _____

5. Ratepayer's email address: _____
6. Ratepayer's contact telephone number: _____
7. Date advised by Council of potential leak (if applicable): _____
8. Date on which ratepayer first became aware of the leak: _____
9. Date on which the leak was repaired: _____
10. Any additional relevant information: _____

CHECK LIST TO CONFIRM THAT YOU MAY QUALIFY FOR RELIEF:

Please tick the following boxes if they apply to your application. If these boxes are not ticked or are not application to your application, it will not comply with Council's Policy and will be rejected.

- ☐ The water leak was repaired within 14 working days of the ratepayer becoming aware of it.
- ☐ The application is being submitted to Council within 30 days of the leak being repaired.
- ☐ The water leak was repaired, or the repair was sighted and confirmed, by a registered plumber.
- ☐ A copy of the Plumbers Invoice/Letter is attached, showing the date and details of the repair.
- ☐ You have not received Water Leak Relief in the past 3 years.

I certify that I have read Council's Policy/Procedure for granting Water Leak Relief, detailed on the back of this application form, and affirmed that all information provided is true and correct.

Date of Application

Ratepayer's Signature

COUNCIL PROCEDURE FOR GRANTING WATER LEAK RELIEF

1. Criteria for granting relief as a result of a water leak

The eligibility of a ratepayer, as defined in Council's Water Leak Relief Policy, to receive water leak relief from Council, will be determined in terms of the following criteria:

- 1.1 The ratepayer applying for relief from water consumption charges must be responsible for the payment of the water consumption charges.
- 1.2 Ratepayers must apply to Council for water leak relief on the prescribed application form, which must be accompanied by an account or letter from a registered Plumber, providing details of the water leak that was repaired.
- 1.3 The water leak that was repaired must have resulted from a break or other fault in a fixture, fitting, pipe or other plumbing within a property that was not reasonably foreseeable or detectable resulting in unintentional loss of water within the property.
- 1.4 Relief excludes water leaks in buildings.
- 1.5 A Water Leak Relief Application Form must be completed by the ratepayer and returned to Council within **thirty (30) days** from the date on which the ratepayer becomes aware of the leak, or from the date they are advised by Council of a potential water leak, whichever occurs sooner, together with an account or letter from a registered plumber, confirming that a water leak did occur and has been repaired and giving details of the leak.

2. The quantum of water leak relief to be provided if criteria are met:

The Ratepayer needs to take **prompt action** and have the water leak repaired within **fourteen (14) working days** of becoming aware of it or of being advised of a potential leak by Council, whichever occurs sooner. The ratepayer must then apply to Council on the prescribed application form within 30 days of having the leak repaired or being advised by Council of a potential leak. Council may write-off 50%, or 100% in the case of eligible pensioners/Not-For-Profit Organisation, of the difference between the water consumption charges for the applicable billing period and the water consumed during the same billing period in the immediately preceding financial year, which is indicative of the ratepayer's normal consumption, multiplied by the current water tariff.

Leak consumption for the half-year ended 31 st December 2013 =	500 KL
Less normal consumption for half-year 31 st December 2012 =	<u>200 KL</u>
	<u>300 KL</u>
50% of Increase in Water Consumption as a result of water leak =	150 KL
Relief to be provided = 150 Kilolitres x \$0.84 per Kilolitre =	\$126.00

Purpose

The objective of this policy is to ensure that Council complies with Section 192 of the *Local Government Regulation 2012*, with regards to the development of a Debt Policy.

Background

Legislation requires the policy to include;

- (a) New borrowings planned for the current financial year and the next 9 financial years; and
- (b) The purposes of the new borrowings; and
- (c) The time over which it is planned to repay existing and proposed borrowings.

Policy

There are no planned borrowings in 2013-2014 or during the next nine (9) financial years.

Short Term Finance

Council has Treasury approval to operate an overdraft facility to the value of \$150,000 for short-term finance for operational cash-flow purposes. Council operates a consolidated account with Commonwealth Bank of Australia that facilitates this overdraft facility.

Council also has Treasury approval for a working capital facility to the value of \$5,000,000 with approval of an additional \$10,000,000 to a maximum of \$15,000,000 subject to approval at each \$5,000,000 step. The purpose of this approval is to minimise risk to Council's cash flow with the significant restoration of asset resulting from Cyclone Tasha, Yasi and associated events, 2012 and 2013 natural disaster events. The approval of this facility expires 30 June 2013 however Council has requested approval of an extension to 31 March 2014.

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1. Policy Statement

To set guidelines and boundaries for the investment of Hinchinbrook Shire Council surplus cash balances which meet the requirements of *Statutory Bodies Financial Arrangements (SBFA) Act 1982* and its regulation, support Council's investment and risk philosophy and provide a sequential process to be followed in undertaking investment activities.

2. Scope

This policy applies to the investment of all cash holdings of Hinchinbrook Shire Council.

3. Responsibility

Finance Manager is responsible for ensuring that this policy is understood and followed.

4. Definitions

Surplus Cash Balances - For the purpose of this policy, surplus cash balances are Council's cash holdings available for investment at any one time after consideration of the amount and timing of Council's cash flow needs. Surplus cash balances do not include Council's trust account balances which are to be invested with Commonwealth Bank Business Online Saver Account.

Authorised Investments - Authorised investments are as permitted under the *SBFA Act 1982*, and in accordance with the Category 1 Investment Powers applicable to Hinchinbrook Shire Council under the *SBFA Regulation 2007*.

Prescribed Investment Arrangements - Investments listed at Schedule 6 of the *SBFA Regulation 2007*.

5. Policy

Investment Risk Philosophy

Council maintains a conservative and risk averse investment philosophy for its surplus cash investments. As the custodian of public monies Council chooses to secure its capital base but take the opportunity to produce revenue from asset as far as possible within established risk averse constraints.

Objective

- To maximise earnings with funds not immediately required for financial commitments.
- To invest funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers the most appropriate given the circumstances.
- To preserve capital.

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Prudent Person Standard

Officers responsible for investing local government funds must act with a duty of care, skill, prudence and diligence that a prudent person would exercise when investing and managing their own funds. Conflicts of interest must be recorded and disclosed to the Chief Executive Officer.

Range of Investments

Hinchinbrook Shire Council has Category 1 investment power under the *SBFA Act 1982*.

A Category 1 investor is permitted to invest at call or for a fixed period of no more than one year in the following ways:

- ❖ Deposits with a financial institution;
- ❖ Investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- ❖ Other investment arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- ❖ Investment arrangements, managed or offered by QIC or QTC, prescribed under a regulation of the *SBFA Act 1982*;
- ❖ An investment arrangement with a rating prescribed under a regulation of the *SBFA Act 1982*;
- ❖ Other investment arrangements prescribed under a regulation of the *SBFA Act 1982*.

All investments must be denominated in Australian Dollars and undertaken in Australia.

The QIC Cash Fund, QTC Capital Guaranteed Cash Fund, QTC Debt Offset Facility, QTC Fixed Rate Deposit (up to 12 months) and the QTC Working Capital Facility are prescribed investment arrangements. Standard and Poor's (Australia) Pty Ltd ratings of A-1+, A-1, Aam or AAAm are prescribed ratings.

Assessment of Surplus Cash Balance

Surplus cash balances must be determined in accordance with the Investment procedure.

Credit Risk Guidelines

The minimum and maximum invested surplus cash with any line of credit risk must conform with the following:

Table A.

Table A:

Long-term credit rating# or financial institution	Short-term credit rating#	Minimum % of total investments or minimum value	Maximum % of total investments or maximum value	Maximum Term
QTC Capital Guaranteed Cash Fund		20%	100%	(At Call)
Commonwealth Bank of Australia Business Online Saver		\$500,000	55%	(At Call)
AAA	A-1+	0	50%	1 year
AA to AA-	A-1+	0	40%	1 year
A+ to A-	A-1	0	30%	6 months
BBB+ to BBB	A-2	0	20%	6 months
BBB-	A-3	0	5%	3 months
Unrated **	Unrated**	0	\$500,000	30 days

Most recently available credit ratings from Standard & Poor's.

**Most building societies and credit unions are unrated financial institutions.

Table A: Credit Risk Guidelines

- ❖ QTC recommends that caution should be exercised with respect to investing funds with unrated institutions. Hinchinbrook Shire Council may choose to invest with an unrated facility to encourage that facility to remain in the Hinchinbrook Shire. The decision to invest in an unrated facility must be balanced off against the credit worthiness of the institution.
- ❖ The credit worthiness of an unrated financial institution should be assessed with regard to the most recent audited financial statements and Capital Adequacy Disclosure of that institution;
- ❖ Before rollover of existing investments or undertaking new investments the credit rating of the investment institutions used or intended to be used by Council should be assessed.
- ❖ In the event of published economic downturn or instability the credit rating of the investment institutions used by Council should be reassessed and remedial action taken if necessary.
- ❖ Queensland Treasury Corporation may be used to assist with financial institution credit ratings. This information should be available from the relevant financial institution web site.

Quotations and Fair Value

At least three (3) verbal quotations must be obtained and noted from authorised institutions when investing surplus cash however this requirement does not apply to investing within the prescribed investment arrangements.

In general, financial institutions with lower credit ratings have a higher credit risk and therefore, the interest rate received on the investment should be higher reflecting the higher level of risk.

The quotes received should be considered relative to the assessed risk of the financial institution. The fair value calculation provided by QTC may be used to assist with the evaluation.

Terms to maturity

The term to maturity of the surplus cash investment must be determined taking into consideration Council's future cash flow needs, credit risk guidelines and the prevailing outlook regarding interest rates.

The term cannot exceed one (1) year for any investment.

Reporting requirements

Reporting procedures must be established to ensure the investments are being reviewed and overseen regularly.

6. Legal Parameters

Statutory Bodies Financial Arrangements (SBFA) Act 1982.

Statutory Bodies Financial Arrangements (SBFA) Regulation 2007.

Local Government Regulation 2012.

7. Associated Documents

Investment Procedure.

Procedure:

The Finance Officer responsible for reconciling the bank statement each day will monitor the balance of the Commonwealth Bank Business Online Saver Account to ensure that the minimum balance is being held and that when the balance is greater than \$1 million the Accountant/Finance Manager is advised.

The Finance Officer checks each day the outflows from Payroll/Creditors and expected receipts to maintain a minimum balance in the Council's consolidated account. This account has a \$150,000 overdraft facility however the target is to have a nil balance each day. Finance Officer moves funds required or surplus funds for the day between the Commonwealth Bank Business Online Saver Account and the Consolidated Account.

Should the Accountant/Finance Manager decide to take advantage of any special rates with the Commonwealth Bank Business Online Saver facility where a higher interest rate applies based on having a higher minimum value on call for a period of time, the details will be provided to the Finance Officer to maintain those minimum balances to ensure the special rate is achieved. The normal conditions of advising the Accountant/Finance Manager of balances greater than \$1 million will apply either at the end of the special rate period or when the Accountant/Finance Manager authorise to invest the funds elsewhere.

The Accountant/Finance Manager will be responsible for determining the value of funds to be invested, the term and the successful financial institution. This will be done taking into account the outlook regarding interest rates, Council's future cash flow needs and the credit risk guidelines. The fair value calculation provided by QTC may be used to assist with the evaluation of the successful financial institution.

The Finance Officer will source the interest rates on behalf of the Accountant/Finance Manager from the direction provided regarding terms to be considered and the value to be invested.

The Finance Officer will monitor the investments to ensure that the funds are direct deposited to Council's consolidated account at maturity date. This is the preferred process with a new investment being processed where the funds remain surplus to Council's needs and available to re-invest. However, the Accountant/Finance Manager may authorise the rollover of an investment with a financial institution where the evaluation of the investment determines there are benefits to Council in doing so.

The Finance Officer will maintain the Investment Register for term investments. This is checked by the Accountant/Finance Manager on a monthly basis as part of the bank reconciliation process. A report will be provided to Council meetings attached to the Financial Report showing the long term rating of the financial institution, the value of the investment, the term, the interest rate with a subtotal grouped on the basis of the Table A in the Investment Policy.

Any breaches of the Investment Policy are to be reported to the Finance Manager and the Chief Executive Officer and rectified within 24 hours of the breach occurring. The breach will also be reported on the Investment Report prepared for that month.

Where Council holds an investment that is downgraded below the minimum acceptable rating level, as prescribed under regulation for the investment arrangement, Council shall within 28 days after the change becomes known to the local government, either obtain Treasurer's approval for continuing with the investment arrangement or sell the investment arrangement (including, for example, withdrawing a deposit).

New investment products are required to be approved by the Finance Manager.

The Finance Officer shall prepare and maintain a list of the approved banks and credit unions and their relevant contact names and details.

The Finance Officer is required to ensure the required written confirmation by the broker/dealer/bank is received and is stored in Council's Document Management System.

The Investment Policy is to be reviewed by the Finance Manager on an annual basis.

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Hinchinbrook Shire Council is committed to ensuring the ongoing compliance with National Competition Policy (NCP) and Council of Australian Governments (COAG) water reform initiatives. This Competition and Water Reform Policy aims to provide a summary of Council's ongoing commitment in meeting its competition and water reform obligations.

Section 1: Policy for Identifying Business Activities

Activities of Council will be identified as business activities if they trade in goods and services to clients that could potentially be delivered by a private sector firm for the purposes of earning profits in the absence of Council's involvement. They do not include the non-business, non-profit activities of Council.

Each year, Council is required to identify those activities that are business activities and determine whether competition reform needs to be applied to assist in removing anti-competitive conduct, encourage greater transparency in the operation of such activities and improve the allocation of Council's limited resources.

The following business activities are identified as business activities in 2013/14:

- Water Supply
- Sewerage
- Waste Management
- Building Certification

Council is committed to applying the Code of Competitive Conduct to the above business activities in 2013/14¹. This means that the pricing practices for each business activity will comply with the principles of full cost pricing such that total revenue, inclusive of community service obligations (CSOs) and net of any advantages and disadvantages of public ownership, should cover the following cost elements:

- Operational and resource costs
- Administration and overhead costs
- Depreciation
- Tax and debt equivalents
- Return on capital

¹ Council's annual report will contain a list of its activities that are business activities during the year, as well as a statement whether the Code of Competitive Conduct is applied or a statement of reasons why the Code is not applied. Should Council resolve the Code should no longer apply to a business activity, a statement of reasons for no longer applying the Code will need to be provided in the annual report.

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Section 2: Competitive Neutrality Complaints Process

Where the Code of Competitive Conduct is applied to a business activity, the *Local Government Act 2009* requires Council to establish a complaints mechanism to deal with any complaints about whether the activity is being run in accordance with the requirements of the Code. The complaints mechanism is intended to provide both Council and complainants with some degree of certainty about the status and treatment of complaints over competitive neutrality.

A competitive neutrality complaints process exists for all of Council's nominated business activities. No complaints were received in 2012/13.

Section 3: Responsibility for Day-to-Day Operation of Business Activities

Financial Reports are provided monthly to the Council for each business activity and the Managers responsible for the business activity provide comments when appropriate with regard to the business performance.

Water Supply – The Water and Sewerage Manager has full budget responsibility and control governed by Council policies. The Finance Manager prepares calculations of Full Cost Pricing, allocation of corporate overheads and costings for CSOs which is reviewed with the Water and Sewerage Manager prior to adoption of the budget by Council. Operationally the Water and Sewerage Manager reports to the Manager Engineering Services. The Water and Sewerage Manager has discretion to make operational decisions based on performing an effective Water and Sewerage Business.

Sewerage – The Water and Sewerage Manager has full budget responsibility and control governed by Council policies. The Finance Manager prepares calculations of Full Cost Pricing, allocation of corporate overheads and costings for CSOs which is reviewed with the Water and Sewerage Manager prior to adoption of the budget by Council. Operationally the Water and Sewerage Manager reports to the Manager Engineering Services. The Water and Sewerage Manager has discretion to make operational decisions based on performing an effective Water and Sewerage Business.

Waste Management – The Manager of Environmental Health Services has full budget responsibility and control governed by Council Policies. The Finance Manager prepares calculations of Full Cost Pricing, allocation of corporate overheads and costings for CSOs which is reviewed with The Manager of Environmental Health Services prior to adoption of the budget by Council. Operationally The Manager of Environmental Health Services reports to the Chief Executive Officer. The Manager of Environmental Health Services has discretion to make operational decisions based on performing an effective Waste Management Business.

Building Certification – The Manager Engineering Services has full budget responsibility and control governed by Council Policies. Changes in fees for service are recommended by Manager Engineering Services for approval by the Chief Executive Officer. The Finance Manager prepares calculations of Full Cost Pricing; allocation of corporate overheads and costings for CSO's which is reviewed with the Manager Engineering Services prior to adoption by Council. Operationally the Manager Engineering Services reports to the Chief Executive Officer. The Manager Engineering Services has discretion to make operation decisions based on performing an effective Building Certification Services.

Section 4: Statement of Activities to Which Competition Reforms Apply

Provided in the table below are the results of the full cost pricing analysis for Council's business activities for the 2013/14 year.

Statement of Activities to Which Competition Reforms Apply

2013/14 Budget	Water Supply (\$)	Sewerage (\$)	Waste Management (\$)	Building Certification (\$)
Revenues for services provided to the Council	174,167	23,333	315,574	-
Revenues for services provided to external clients	3,380,160	2,245,641	2,476,213	81,200
Community service obligations	251,719	162,243	90,820	21,439
Total revenue	3,806,046	2,431,217	2,882,607	102,639
Less: Total expenditure	2,721,759	1,715,988	2,530,949	132,009
Surplus/(deficit)	1,084,287	715,229	351,658	(29,370)
<u>List of Community Service Obligations</u>				
Water Fire Services & Access Concessions	251,719			
Sewerage Access Concessions		162,243		
Waste - Collection of Street Litter			90,820	
Building Certification – Generic customer service costs unable to be recovered				21,439

The CSO value is determined by Council and represents an activity's costs that would not be incurred if the activity's primary objective was to make a profit. The Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSOs by the Council.

Section 5: Management Reporting and Performance Measurement

To comply with the various legislative requirements associated with competition and water reform, this policy is formally adopted by Council during the budget process each year. In addition, Council will disclose the relevant information on its business activities in the Annual Report.

A number of financial and non-financial key performance indicators (KPIs) have been established by Council to measure the ongoing performance of each business activity on a regular basis, as outlined in the table below. Where possible, the KPIs are benchmarked against industry standards or past performance to determine whether Council business activities are achieving continuous improvement in the provision of goods and services to customers and the community.

Summary of Financial & Non-Financial Key Performance Indicators (KPIs) for Council Business Activities, 2013/14 Forecast

Business Activity	Financial KPIs					Non-Financial KPIs	
	EBIT	NPAT	Overheads/ Expenditure	Return on Capital (pre-tax)	Return on Turnover		
Water Supply	1,084,287	986,148	Forecast = 17.62% Industry = 10-20%	Forecast = 11.45% Target = 8.55%	-	Residential charge at 300kL = \$570 (industry = \$863) Water quality tests meet standards (target = >98%)	
Sewerage	715,229	500,661	Forecast = 20.32% Industry = 10-20%	Forecast = 15.49% Target = 8.55%	-	Residential charge = \$652 (industry = \$574) Odour complaints / 1,000 connections (target = <10) Blockage complaints / 1,000 connections (target = <5)	
Waste Management	351,658	246,161	Forecast = 18.75% Industry = 7.5-15%	Forecast = 14.40% Target = 8.87%	-	Available airspace at Warrens Hill Refuse Tip - target 615,000m3	
Building Certification	(29,370)	(30,742)	Forecast = 20.11% Industry = 15-25%	Forecast = -22.25% Target = 10%		Number of certifications undertaken in Shire = 124	
						New Dwellings	25
						Class 10a (Sheds etc)	40
						Alterations & Additions	40
						Shop Fit Out	2
						Commercial Alterations & New	2
						Removal / Demolition	10
						Swimming Pools	5

Section 6: Dividend Policy

A proportion of net profit after tax is available to be paid to Council as the shareholder of each business activity through the declaration of dividends. Dividends are only declared once the cash flow requirements of each business activity with respect to the repayment of debt, funds required for future expansion, and funds required for current or future asset replacement have been met.

Section 7: Community Service Obligation Policy

Community Service Obligations (CSOs) arise when Council specifically requires a business activity to carry out activities relating to outputs or inputs which it would not elect to do on a commercial basis or, alternatively, would only provide at higher prices. Pursuant to the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*, CSOs are funded by the general fund and provided as revenue to the business activity to which they relate.

CSOs may exist due to a number of factors, including:

- Council considers it desirable that certain goods and services be supplied to users at a uniform or affordable price, regardless of the cost of provision;
- Where Council has social welfare objectives to provide concessions to consumers who are considered disadvantaged;
- Where Council provides incentives to industry; and
- Where Council requires business activities to abide by environmental, consumer, cultural heritage or similar policies that may not usually apply to similar businesses in a commercial environment.

The process for establishing new CSOs for Hinchinbrook Shire Council is provided below:

1. Determine the specific policy objective of Council to which the CSO is linked;
2. Propose the CSO after undertaking research into its validity and delivery;
3. Cost the CSO according to an acceptable method (avoidable cost or revenue foregone);
4. Develop a measure of performance for the CSO to measure its effectiveness in achieving policy objectives;
5. Present the CSO to Council for review prior to its incorporation in the budget to ensure that an appropriate decision is made on its size and importance;
6. Incorporate the CSO into pricing budget as a revenue item funded by general revenue; and
7. Ongoing negotiation and review of performance and size of CSO.

Full detail of existing CSOs, including their description, arrangements for measuring effectiveness, agreed funding levels, costing and payment arrangements, are agreed between the manager of the business activity and Council prior to the commencement of each financial year. As part of this process, the performance of the CSO in achieving policy objectives needs to be reported to Council and the size of the CSO reviewed where appropriate. Council is also committed to disclosing all community service obligations relating to those business activities to which competition reforms have been applied.

Description and Costing and Evaluation of Community Service Obligations for Hinchinbrook Shire Council's Business Activities

CSO Description	Forecast 2013/14
Water Supply	
Fire service & Water Access Concessions	251,719
Sewerage	
Sewerage Access Concessions	162,243
Waste Management	
Collection of Street Litter	90,820
Building Certification	
Generic Customer Service Costs unable to be recovered	21,439

Section 8: Policy for Determining Internal Service Charges

Full cost pricing requires the recognition of indirect costs incurred by business activities in their use of Council's administrative and other internal service functions. The following internal service areas are identified within Council:

- Corporate Services - Administration
- Corporate Services - Shire Office Building
- Corporate Services - Human Resource Management
- Corporate Services - Information Technology Services
- Corporate Services - Other Financial Services
- Corporate Services - Accounts Payable
- Corporate Services - Payroll
- Corporate Services - Accounts Receivable and Rating
- Risk Management
- Health & Environment - Administration
- Transport - Two Way Communications
- Transport - Ingham Works Depot Administration
- Transport - Ingham Works Depot
- Transport - Workshop
- Technical Services - Design
- Technical Services - Engineering
- Technical Services - Quality Assurance
- Technical Services - Survey
- Transport - Wet Weather
- Corporate Services - Workplace Health & Safety
- Technical Services - Asset Management

Selected overhead activities are recovered via direct charges, with the remaining overhead costs distributed to end users via a corporate overhead allocation model. The model employs cost drivers as the basis for determining each business activity's relative share of the full costs of each overhead activity (incorporating a return on capital on any assets employed).

Following the allocation of internal service costs to business activities, preliminary internal service charges are determined. Discussions are then undertaken between internal service providers and business managers on a regular basis to clarify the costs of each internal service and to ensure that appropriate methods of cost allocation are employed. Additional feedback on corporate overheads from business managers is encouraged outside of these formal discussions.

Section 9: Tax Equivalent Policy

To ensure that competitive neutrality exists in the determination of the full cost of Council's business activities, all taxes and charges not paid due to public ownership are identified and included in each business activity's cost base prior to pricing decisions being made. Imputed income tax equivalents are determined in accordance with the application of the relevant company tax rate to the net profit of each business activity. Other material tax equivalents incorporated in the full cost base include payroll tax equivalents, land tax equivalents, and general rate equivalents.

Section 10: Other Competitive Neutrality Adjustment Policy

Even after taking into account corporate overhead costs and tax equivalents, other competitive neutrality adjustments are made to remove certain other competitive advantages and disadvantages arising from public ownership, including the following adjustments:

- Additional superannuation paid to local government employees;
- Debt guarantee charges relating to business borrowings; and
- Differences between Council and industry workers compensation premium rates.

Section 11: Return of Capital Policy

For all business activities, prices are set to reflect the full funding of depreciation based on assets valued at deprival value (i.e. incorporation of a return of capital component in pricing determinations). For those business activities that are not directly responsible for assets, the overhead charges applied or hire/lease rates are inclusive of depreciation based on assets valued at deprival value.

Section 12: Return on Capital Policy

Commercial business activities seek a return on investment to reflect the return that could have been earned by alternative uses of those funds and/or to reflect the cost of capital employed. In applying the Code of Competitive Conduct, an appropriate commercial return is identified and included in the pricing budget for each of Council's business activities.

For businesses with significant assets, the rate of return on capital is determined in accordance with the Weighted Average Cost of Capital (WACC) invested in physical assets². For business activities with minimal or no physical assets, the rate of return on working capital may be approximated by a percentage of operating expenditure.

The rate of return on capital is then applied to the depreciated, optimised replacement cost of assets (DORC), such that the value of assets for pricing purposes reflects the current working condition of assets utilised, the removal of redundant assets, adjustments for excess capacity, and takes into account the greater efficiency of newer assets. In addition to asset optimisation, the proportion of contributed assets and assets constructed with grants and subsidies are also removed from the asset base prior to the determination of the return on capital requirement. The return on capital requirement takes into account the revaluation impact on assets by incorporating anticipated capital growth into the total receipts for each business when assessing whether it is recovering full cost.

The table below summarises the target rate of return on capital, optimisation adjustments and contributed asset proportion applied to each business activity. No optimisation adjustments to the asset base are made for water supply, sewerage and waste management because no excess capacity is believed to exist and asset redundancy and inefficiency is not a major issue. However, the proportion of contributed assets and assets constructed with grants and subsidies from other levels of government are removed from the asset base prior to determining the required rate of return.

Summary of 2013/14 Return on Capital Components for Council's Business Activities

Activity	Target Rate of Return	Optimisation Adjustments	Contributed Asset Proportion
Corporate Overheads	6.54% (pre-tax WACC)	Nil	0%
Water Supply	8.55% (pre-tax WACC)	Nil	48%
Sewerage	8.55% (pre-tax WACC)	Nil	50%
Waste Management	8.87% (pre-tax WACC)	Nil	0%
Building Certification	10% (return on cost)	Nil	n.a.

While Council seeks to set prices in accordance with the full cost of providing goods and services, it also has regard to market factors and cycles when setting prices and determining the appropriateness of the achieved commercial return on investment.

Section 13: Two-Part Water Tariffs

Universal metering exists for all water schemes in Hinchinbrook Shire. An effective two-part tariff exists which covers connections in all three water supply schemes. Consumption charges are applied to all usage. Council is committed to ensuring that its two-part water tariff is structured in a manner consistent with marginal cost pricing and its demand management objectives.

² No debt guarantee equivalents are required in the determination of full cost, since a commercial interest rate is incorporated into the WACC equation.

The Council resolves, pursuant to Section 48 of the *Local Government Act 2009*, to establish a process for resolving complaints by affected persons about failure to comply with the competitive neutrality principles applying to any business activity to which the Code of Competitive Conduct is applied.

The Council also resolves, in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*, that the complaint process includes the following elements:

- 1.0 The process for selecting and appointing referees to investigate complaints of any business activity to which the Council has resolved to apply the Code of Competitive Conduct shall be in accordance with the following:
 - (a) William Hugo Pickering has been appointed as referee to investigate all complaints received, unless otherwise directed by the Chief Executive Officer.
 - (b) The Chief Executive Officer may determine the amount of remuneration of the referee, the provision of appropriate insurance cover for the referee and the method of notification of appointment of a referee; and
 - (c) The maximum time period for the conduct of an investigation shall be thirty (30) days, or such longer period as the Chief Executive Officer may determine.
- 2.0 The preliminary procedure, for affected persons to raise concerns about alleged failures of any business activity to comply with the relevant competitive neutrality principles and for clarifying and, if possible, resolving the concerns, shall be in accordance with the following:
 - (a) Receipt of concerns about alleged failures of any business activity to comply with the competitive neutrality principles by front-line staff or an appropriate review officer;
 - (b) Acknowledgment of the receipt of the concerns in writing and advising the complainant that the concerns are being investigated;
 - (c) In undertaking the preliminary investigation, the review officer shall seek to establish the facts relating to the expressed concerns, including meeting with affected parties and data collection;
 - (d) The review officer shall prepare a proposed response to the concerns and, within a reasonable period of time, obtain the complainant's views on the proposed response;
 - (e) The review officer shall submit a report to the Chief Executive Officer on the concerns, together with a proposed response and the views of the complainant on the proposed response; and
 - (f) The Chief Executive Officer shall make a response to the affected person, or direct the review officer to make a response.

Electronic version current. Uncontrolled Copy current only at time of printing

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- 3.0 All complaints shall be made in writing on the prescribed form, addressed to the Chief Executive Officer, together with the prescribed fee (\$100) and contain the following information in support of the complaint:
- (a) The name, address and telephone number of the applicant;
 - (b) Details of the alleged failure of any business activity to comply with the relevant competitive neutrality principles;
 - (c) How the applicant was adversely affected by the alleged non-compliance;
 - (d) Whether the applicant is, or could be, in competition with any business activity; and
 - (e) A statement that the applicant has made a genuine attempt to resolve his/her concerns with any business activity using the preliminary procedure above.
- 4.0 On receipt of a complaint, the Chief Executive Officer shall acknowledge receipt thereof within two (2) working days, and forward a copy of the complaint to the referee within three (3) working days. The Chief Executive Officer shall advise the relevant business activity to which the complaint refers, as well as advising both the complainant and Council of the appointment of a referee to investigate the complaint.
- 5.0 The records system to record concerns about alleged failures of any business activity to comply with the relevant competitive neutrality principles, all complaints to a referee and the referee's decisions and recommendations shall include:
- (a) Details of complaint process established;
 - (b) Where persons express concerns about the operations of any business activity, to record the concerns and the outcome of the preliminary procedures outlined in 3.0 above;
 - (c) Where persons make a complaint to the Council, details of the complaint;
 - (d) Details of when a complaint is sent to a referee for investigation;
 - (e) Where a person makes a complaint to the Council and the referee has determined not to investigate the complaint, to record the notification issued by the referee in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*;
 - (f) Where a person has made a complaint to the Council and the referee has determined to investigate the complaint, to record the investigation notice issued by the referee in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*;
 - (g) Handling of referee records (e.g. data from finished investigations, taking into account the provisions of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*;
 - (h) Where the referee has issued a report on the complaint, in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*, to record the receipt of the report and any recommendations contained in the report;

- (i) Where the Council has made a decision on a report by the referee, to record the resolution incorporating the decision, the date of the resolution and any directions to implement the decision that are given to any business activity in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*; and
 - (j) Where the Council has advised relevant persons of its decision, to record the notification issued by the Council in accordance with the requirements of the *Local Government (Beneficial Enterprises and Business Activities) Regulation*.
- 6.0 The Chief Executive Officer shall ensure that all relevant information is provided to applicants on how to make a complaint about competitive neutrality of any business activity.
- 7.0 A complainant may provide any additional information he/she thinks appropriate to the referee without the referee requesting such information.



4.0 FEES AND CHARGES



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SHIRE COUNCIL

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
ART & CULTURAL EXHIBITIONS					
Sale of Items from Exhibitions-Council Commission			Per Item	Y	20%
LIBRARY					
Joining Fee - Ingham and Halifax Libraries					No charge
Local history index printout			Per A4 page	Y	\$0.30
Local history / Family history search			Per request	Y	\$20.00
Local history / Family history search			each hour thereafter	Y	\$10.00
A4 Black & White photocopy/internet printouts			Per page	Y	\$0.30
A3 Black & White photocopy/internet printouts			Per page	Y	\$0.55
A4 Colour photocopy /internet printouts			Per page	Y	\$2.30
A3 Colour photocopy/internet printouts			Per page	Y	\$2.75
Library Book/DVD/CD Replacement			Per item	Y	value of item + 10%



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COMMUNITY SERVICES					
LIBRARY					
Sale Of Bags			Per bag	Y	\$5.00
Sale of DVD - Our Town, Our History, Our Future			Per DVD		\$10.00
Laminating A4			Per Page	Y	\$0.80
Laminating A3			Per Page	Y	\$1.50
Inter-Library Loans (only if charged by lending Library)				Y	Loan charge + 10%



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
KELLY THEATRE					
A bond will be charged and will be refunded if the Kelly Theatre is left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond				Nil	\$342.00
Hire			Per day	Y	\$217.00
Other fees and charges are payable to the Lessee					
SHIRE HALL					
A bond will be charged and will be refunded if the Shire Hall is left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Private Events, e.g. Weddings				Nil	\$475.00
Public Events e.g. paid entry public events				Nil	\$580.00
Auditorium					
Friday/Saturday Nights			Full hall	Y	\$672.00
Weekdays/Nights			Full hall	Y	\$588.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHIRE HALL					
Preparation Day/Night before					
Friday/Saturday Nights			Full hall	Y	\$414.00
Weekdays/Nights			Full hall	Y	\$296.00
Bar					
Bar			Full hire	Y	\$63.00
Kitchen (including cold room)			Full hire	Y	\$119.00
Crockery, cutlery & dishwasher			Full hire	Y	\$158.00
Stage			Full hire	Y	\$58.00
Seating for concerts			Per 100 chairs	Y	\$56.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHOWGROUNDS- INGHAM					
Cleaning is the responsibility of the person using the grounds, however, a cleaning charge will be made if the grounds require cleaning by the Council.					
A bond will be charged and will be refunded if the Showgrounds are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Pavilion				Nil	\$310.00
Showgrounds including oval for Minor Events				Nil	\$310.00
Showgrounds for Major Events e.g. Car Show, AIF & Circus				Nil	\$1,650.00
Seasonal use of showgrounds including use of dressing sheds - Sporting Clubs				Nil	\$550.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHOWGROUNDS- INGHAM					
Ground/Amenities Hire					
Ground Hire			Full day	Y	\$165.00
Ground Hire			Per hour	Y	\$16.50
Ground Hire - Circus			Per day	Y	\$370.00
Ground Hire - primary schools sports					No Charge
Refreshment Booth - Canteen			Day or night	Y	\$100.00
Main Oval Lights - "Training" Level (50% Lighting)			Per hour	Y	\$13.80
Main Oval Lights - "Practice" Level (75% Lighting)			Per hour	Y	\$21.80
Main Oval Lights - "Game Night" Level (100% Lighting)			Per hour	Y	\$28.30
Club Room (four rooms available)			Per each for 1st day	Y	\$17.50
Club Room (four rooms available)			Per each per extra day	Y	\$11.30
Horse or Cattle stalls (with an associated event only)			Minimum period 1 week	Y	\$62.00
Auction Sale			Yard charge per head	Y	\$3.80
Camping with an associated event day without power (Poultry Club not to be charged)			Per day	Y	\$70.00
Camping with an associated event day with power			Per day	Y	\$80.00
Canine Pavilion (Bar) Western Side			Per day	Y	\$130.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHOWGROUNDS- INGHAM					
Pavilion					
Minimum charge				Y	\$23.50
Juniors			Per hour	Y	\$23.50
Seniors			Per hour	Y	\$41.00
Day Hire (including spotlights)			Per day	Y	\$298.00
Cover area near Pavilion - Limited availability					
Minimum charge				Y	\$8.70
Hire			Per hour	Y	\$8.70
Hire			Per day	Y	\$98.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHOWGROUNDS- HALIFAX					
Cleaning is the responsibility of the person using the grounds/hall, however, a cleaning charge will be made if the grounds/hall requires cleaning by the Council.					
A bond will be charged and will be refunded if the Showgrounds/Hall are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Showgrounds				Nil	\$310.00
Hall				Nil	\$310.00
Grounds					
Grounds-Intertown football			Daily	Y	\$160.00
Hall Hire					
Hire - Limited hours of use available			Per day/ evening	Y	\$190.00
Minor use			Max of 6 hours	Y	\$105.00
Minor use - Small (<20 persons) Regular Group Meeting			Less than 2 hours	Y	\$11.40



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
TYTO CONFERENCE CENTRE					
A bond will be charged and will be refunded if the Meeting Room/Hall are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Meeting Room - 1, 2 or 3			1 Room only	Nil	\$195.00
Hall or Multiple Rooms				Nil	\$390.00
Auditorium					
Meeting Room 1			1/2 Day (3 hrs)	Y	\$82.00
Meeting Room 1			Full Day	Y	\$159.00
Meeting Room 2			1/2 Day (3 hrs)	Y	\$82.00
Meeting Room 2			Full Day	Y	\$158.00
Meeting Room 3			1/2 Day (3 hrs)	Y	\$120.00
Meeting Room 3			Full Day	Y	\$233.00
Hall			1/2 Day (3 hrs)	Y	\$160.00
Hall			Full Day	Y	\$310.00
Hall, Meeting Rooms 1, 2, 3 & Open Area			1/2 Day (3 hrs)	Y	\$395.00
Hall, Meeting Rooms 1, 2, 3 & Open Area			Full Day	Y	\$780.00
Preparation Day/Night before-Hall, meeting rooms 1,2,3 & Open area			8am - 4pm	Y	\$380.00
Open Area			1/2 Day (3 hrs)	Y	\$23.00
Open Area			Full Day	Y	\$46.00



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1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
TYTO CONFERENCE CENTRE					
Computer Training Room			9am - 5pm		
Option One - Includes 5 training computers, Wi-Fi internet, Tables and Chairs, Data projector, Screen, Use of tea making facilities, Air-Con, Hirers set up computers for			1/2 Day (4 hrs)	Y	\$118.00
			Full Day	Y	\$255.00
Option Two - Includes tables and chairs, Data projector, Screen, Use of tea making facilities, Air-Con.			1/2 Day (4 hrs)	Y	\$61.50
			Full Day	Y	\$117.50
Tyto Restaurant					
Bond				Nil	\$380.00
Hire			First Day	Y	\$385.00
Hire - For each subsequent day			Each Subsequent Day	Y	\$275.00
Weekly Hire Fee to be negotiated with CEO					



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1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
MATERIAL CHANGE OF USE					
Code Assessment Application for Preliminary or Development Approval					
Development <\$100K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$950.00
Development >\$100K and up to \$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$1,190.00
Code assessment involving development work >\$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$2,375.00
MCU - Code assessment where use is commencing in an existing development	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$300.00
Code Assessment Application not involving an MCU					
Self assessable use or work requiring code assessment	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$600.00
Impact Assessment (Advertising required)					
Development <\$100K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$1,180.00
Development >\$100K and up to \$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$2,365.00
Development >\$500K <\$1M	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$3,540.00
Major Development >\$1M value	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$5,910.00
Major Development >\$1M on land that is inconsistent with zoning (by negotiation with applicant but minimum charge)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$8,890.00
TOWN PLANNING NOTICES - FEES FOR COUNCIL TO PREPARE, LODGE AND SERVE					
Notice in newspaper		Sustainable Planning Act, 2009 s.260		Y	\$245.00
Notice to adjoining owner/s & copy of land notice		Sustainable Planning Act, 2009 s.260		Y	\$130.00
Additional land notice		Sustainable Planning Act, 2009 s.260	Per laminated copy	Y	\$62.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
OPERATIONAL WORK REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME					
Application Fee	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per application	Nil	\$235.00
Scrutiny Fee for Approval of Engineering Plans				Nil	2% of agreed estimated costs [Calculated from estimated costs including GST] as provided by the Developer
BUILDING WORK NOT ASSOCIATED WITH AN MCU AND REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME (BWAP)					
Assessment Triggers					
Siting Relaxations [with the exception of residential siting relaxations - please refer to Technical Services - Building]	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$150.00
Building works not associated with an MCU and requiring assessment against the planning scheme (BWAP)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$150.00
*Cultural Heritage (Table 10 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260	First trigger	Nil	\$230.00
*Conservation and Biodiversity Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260	Each additional trigger	Nil	\$120.00
*Extractive Industry Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)				
*High Hazard Floodway (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)				
*Mount Cordelia Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)				
*Acid Sulphate Soils (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)				
(*A fee applies if one or more of the above are achieved)					



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
CHANGE TO EXISTING DEVELOPMENT APPROVAL					
Extend development approval currency period	97(2)(a)			Nil	\$140.00
Request to change or cancel conditions	97(2)(a)			Nil	\$400.00
Request to change development approval	97(2)(a)				\$475.00
Request to change development approval - development >\$1m	97(2)(a)				as determined by the CEO
Unusual request requiring additional resources	97(2)(a)				as determined by the CEO
Concurrence Agency Assessment				Nil	\$590.00
Compliance Assessment				Nil	\$590.00
Compliance Inspection					
Re-inspection fee				Nil	\$108.00
RECONFIGURING A LOT					
State Govt Split Valuation Issue Fee - payable at time of lodging survey plan for Council sealing (This fee is subject to change by State Government)			Per lot	Y	\$31.00
Application for access easement	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$238.00
Application for amalgamation of land or lots (Building Units & Group Titles Development)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$124.00
Application for reconfiguration of lot (Re-arrangement of boundaries)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$600.00
Application fee for reconfiguring a lot with no road opening	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$600.00
Application fee for reconfiguring a lot with road opening	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per Application	Nil	\$600.00
	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per lot		\$180.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
RECONFIGURING A LOT					
Scrutiny Fee for Approval of Engineering Plans				Nil	2% of agreed estimated costs [Calculated from estimated costs including GST] as provided by the Developer
Maintenance Bond for Operational Works				Nil	5% of the value of civil works [Calculated from estimated costs excluding GST] as provided by the Developer.
Application fee for re consent to plan of survey where previous consent has lapsed	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$52.00
Headworks Contribution					
Sewerage Headworks contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013
Water Headworks contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013
Public Open Space & Recreation Infrastructure Service Contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
SALE OF COPIES OF TOWN PLANNING SCHEME					
Certified (hard) copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	A4 Colour	Nil	\$165.00
Certified (hard) copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	A3 Colour	Nil	\$205.00
Non certified CD copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724		Nil	\$30.00
Scheme maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	Per copy - A4	Nil	\$0.30
Scheme maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	Per copy - A3	Nil	\$0.55
TOWN PLAN - SHIRE (SUSTAINABLE PLANNING ACT)					
Town Planning Certificate					
Limited Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$54.00
Standard Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$264.00
Full Town Plan Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$430.00
Tourism					
TYTO INTEPRETIVE CENTRE					
Brochure Display			Per Year	Y	\$55.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$61.00
Renewal of registration for desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$17.00
Any dog under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00
Where owner acquire a dog or move to the shire (with no proof of current dog registration) the fee is pro-rated.					
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$90.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$67.50
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$45.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$22.50



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$34.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$25.50
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$17.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$8.50
NEW OR RENEWAL OF CAT REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$14.00
Renewal of registration for desexed cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$9.00
Any cat under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
Where owner acquire a cat or move to the shire (with no proof of current cat registration) the fee is pro-rated.					
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$23.00
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$17.25
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$11.50
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$5.75



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$14.00
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$10.50
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$7.00
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$3.50
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$39.00
Renewal of registration for desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$11.00
Any dog under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
Where owner acquire a dog or move to the shire (with no proof of current dog registration) the fee is pro-rated.					
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$56.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$42.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$28.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$14.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - July to September inclusive	Nil	\$0.00



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS					
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$23.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$17.25
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$11.50
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$5.75
NEW OR RENEWAL OF CAT REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$9.00
Renewal of registration for desexed cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$7.00
Any cat under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
Where owner acquire a cat or move to the shire (with no proof of current cat registration) the fee is pro-rated.					
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$18.00
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$13.50
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$9.00
All entire cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$4.50



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$9.00
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$6.75
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$4.50
All desexed cats over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$2.25
Initial registration of animal which currently is registered with any other Local Government within Australia (Does NOT apply to a Regulated Dog). Production of proof of previous registration is required.					\$0.00
Renewal of registration for any dog that has been declared as being a Regulated Dog - Dangerous type	97(2)(a)	Local Law 2		Nil	\$200.00
Renewal of registration for any entire dog that has been declared as being a Regulated Dog - Menacing type	97(2)(a)	Local Law 2		Nil	\$200.00
Renewal of registration for any desexed dog that has been declared as being a Regulated Dog - Menacing type	97(2)(a)	Local Law 2		Nil	\$170.00
Renewal of registration for any dog that has been declared as being a Regulated Dog - Restricted type	97(2)(a)	Local Law 2			\$140.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
Transfer of current registration from one animal to another when original animal becomes deceased and the owner acquires another same type of animal within the current financial year			Each	Nil	\$12.00
Guide Dog/Hearing Dog	97(2)(a)	Local Law 2			Exempt from charge
Any obedience trained dog that has written certification from an accredited and recognised animal trainer	97(2)(a)	Local Law 2			50% of normal fee
Any dog where an Obendient certificate has been issued by an Approved Trainer recognised by Council.	97(2)(a)	Local Law 2			50% of normal fee
Replacement of registration tag	97(2)(a)	Local Law 2	Each	Nil	\$9.00
Animal Impounding					
Prescribed infringement notice may be issued for alledged breach	97(2)(d)	Local Law 7		Nil	As prescribed
When fine not paid (SPER Lodgement)					As prescribed
Reminder letters for unpaid infringement notices				Nil	\$21.00
Release fee for impounded dog	97(2)(d)	Local Law 7		Nil	\$50.00
Sustenance fee for dogs for each night spent impounded (Monday-Friday)	97(2)(d)	Local Law 7	per night	Nil	\$17.00
Sustenance fee for dogs for each night spent impounded (Saturday, Sunday & Public Holidays)	97(2)(d)	Local Law 7	per night	Nil	\$34.00
Release fee for other impounded animals (eg Cattle) including all costs associated with impoundment	97(2)(d)	Local Law 7		Nil	At Cost



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
Miscellaneous					
Pick up and disposal of deceased animals			per annum	Y	\$360.00
Pick up and disposal of deceased animals			per service	Y	\$35.00
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	1st quarter - July to September inclusive	Nil	\$90.00
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	October to December inclusive	Nil	\$67.50
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$45.00
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	4th quarter - April to June inclusive	Nil	\$22.50
Hire of Electronic Barking Collar per day			per day	Y	\$3.50
Hire of Electronic Barking Collar - Conditional refundable bond				Nil	\$130.00
Hire of Cat or Dog Trap per day			per week or part thereof	Y	\$11.50
Hire of Cat or Dog Trap - Conditional refundable bond				Nil	\$60.00



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
Wild Dog/Pig Baiting					
Doggone - 12 bait trays			thereof	Y	\$25.75
Doggone - 72 bait farm pack			per farm pack	Y	\$149.35
			per tub	Y	
Doggone - 100 bait tub			per tub		\$151.25
Doggone - 250 bait tub			per tub	Y	\$365.65
Pigout - 64 free feed tub			per tub	Y	\$200.85
Pigout - 64 bait tub			per tub	Y	\$236.90
Miscellaneous Pest Management Services			per hour	Y	\$85.50



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
*Reserved plots - Once reserved only additional cost in the future will be the actual cost for a burial in an unreserved plot less the reservation fee paid.					
Unreserved inground burials in religious denomination areas including Catholic, Anglican, Uniting & Lutheran Divisions prohibited, except where a concrete slab over the plot is constructed no later than two years after interment.					
NEW INGHAM CEMETERY					
RSL Division					
Unreserved & Reserved Plot				Y	\$1,200.00
Single inground for ashes including interment fee				Y	\$660.00
Lawn Division					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Beam Division					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Inground Burials					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over the entire grave plot. Alternatively, the bond will be used by Council to construct the slab if not completed within two year time frame.				Nil	\$725.00
Inground Burials-Weekend & Public Holidays					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$2,400.00
Child under 5 years including stillborn				Y	\$1,750.00
Single inground for ashes including interment fee				Y	\$1,320.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over the entire grave plot. Alternatively, the bond will be used by Council to construct the slab if not completed within two year time frame.				Nil	\$725.00
Discounted Plots					
Single plot in older Division used for interment in a vault only				Y	\$310.00



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Columbarium Wall (Council)					
Single Niche				Y	\$240.00
Double Niche				Y	\$480.00
Columbarium Wall (RSL)					
Single Niche				Y	\$30.00
Reservations					
Land for grave - single plot				Y	\$1,200.00
Land for grave - 2 plots side by side				Y	\$2,400.00
Land for grave - 3 plots side by side				Y	\$3,600.00
Columbarium Wall (Council) - Single Niche				Y	\$240.00
Columbarium Wall (Council) - Double Niche				Y	\$480.00
Second Interment (Reopening of Plots)					
Inground burials					
Adult				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$220.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over the entire grave plot. Alternatively, the bond will be used by Council to construct the slab if not completed within two year time frame.					
				Nil	\$725.00



HINCHINBROOK
SHIRE COUNCIL

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Reopening of vault					
Interment of ashes only				Y	\$185.00
Exhumations					
Exhumation Inground					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$415.00
Exhumation Vault					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$415.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
HALIFAX CEMETERY					
Lawn Division					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Beam Division (IF/WHEN CONSTRUCTED)					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Vaults					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Inground Burials					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
HALIFAX CEMETERY					
A bond is to be paid upon burial which will be refunded if a cement slab is laid over the entire grave plot. Alternatively, the bond will be used by Council to construct the slab if not completed within two year time frame.				Nil	\$725.00
Inground Burials-Weekend & Public Holidays					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved inground burials in religious denomination areas including Catholic, Anglican, Uniting & Lutheran Divisions prohibited, except where a concrete slab over the plot is constructed no later than two years after interment.					
Unreserved & Reserved Plot				Y	\$2,400.00
Child under 5 years including stillborn				Y	\$1,750.00
Single inground for ashes including interment fee				Y	\$1,320.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over the entire grave plot. Alternatively, the bond will be used by Council to construct the slab if not completed within two year time frame.				Nil	\$725.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Columbarium Wall (Council)					
Single Niche				Y	\$240.00
Double Niche				Y	\$480.00
Discounted Plots					
Single plot in older Division used for interment in a vault only				Y	\$310.00
Reservations					
Land for grave - single plot				Y	\$1,200.00
Land for grave - 2 plots side by side				Y	\$2,400.00
Land for grave - 3 plots side by side				Y	\$3,600.00
Second Interment (Reopening of Plots)					
Inground burials					
Adult				Y	\$1,200.00
Child under 5 years including stillborn				Y	\$875.00
Single inground for ashes including interment fee				Y	\$660.00
Reopening of vault					
Interment of ashes only				Y	\$185.00
Exhumations					
Exhumation Inground					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$415.00
Exhumation Vault					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$415.00



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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HEALTH & ENVIRONMENT SERVICES					
NEW INGHAM CEMETERY & HALIFAX CEMETERY					
Inground Interment Fee					
Inground interments unless specified				Y	\$240.00
Inground interments when conducted at weekends or public holidays unless specified				Y	\$480.00
Monuments					
For permission to erect headstone, tomb, tablet, monument or railing				Y	\$90.00
Search Fees and Register Charges					
Complete copy of cemetery register in alphabetical order				Y	At cost
Hire of Shelter					
Monday to Friday ONLY			One per funeral	Y	\$75.00
Monday to Friday ONLY			Both per funeral	Y	\$115.00
Weekends and Public Holidays			One per funeral	Y	\$150.00
Weekends and Public Holidays			Both per funeral	Y	\$230.00



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HEALTH & ENVIRONMENT SERVICES					
ERA Licencing					
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGED FOR LICENCING & REGISTRATION					
ERA 6 - Manufacturing 1000 tonne or more of asphalt in a year		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$3,808.00
ERA 12 - Plastic Product Manufacturing in a year a total of 50 tonne or more of plastic product other than for ERA 12 (2) 2		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$3,332.00
ERA 12 - Plastic Product Manufacturing in a year a total of 5 tonne or more of foam, composite plastics or rigid fibre-reinforced plastics		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$6,426.00
ERA 19 - Metal Forming		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$119.00
ERA 20 - Metal Recovery - recovering less than 100 tonne of metal in a day		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$119.00
ERA 20 - Metal Recovery - recovering more than 100 tonne of metal in a day or 10000 tonne of metal in a year without using a fragmentiser		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$2,261.00
ERA 38 - Surface Coating - anodising, electroplating, enamelling or galvanising using, in a year, the following quantity of surface coating materials - 1-100 tonne		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$1,190.00
ERA 49 - Boat Maintenance or Repair at a boat maintenance facility		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$505.75
ERA 61 - Waste Incineration and Thermal Treatment - incinerating waste vegetation, clean paper or cardboard		s.117, Env. Prot. Reg. 2008	Yearly	Nil	\$119.00
Late payment fee		Sched. 10, Env. Prot. Reg. 2008	Per occurrence	Nil	\$110.40



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
Food Business Licencing					
Food business licence - low risk		s.85 Food Act 2006	Yearly	Nil	\$210.00
Food business licence - medium risk		s.85 Food Act 2006	Yearly	Nil	\$270.00
Food business licence - high risk		s.85 Food Act 2006	Yearly	Nil	\$370.00
Food business licence - temporary single event		s.85 Food Act 2006	Per event	Nil	\$45.00
Food business licence - temporary multi event		s.85 Food Act 2006	Yearly	Nil	\$95.00
Footpath use for Commercial Purposes (outdoor dining)					
Renewable Licence	97(2)(a)		Yearly	Nil	\$175.00
Miscellaneous- Food Businesses					
Health Search (Physical inspection and file search for a licensed premise when it is requested by a prospective buyer. Includes a report on the premises condition.)	97(2)(a)			Y	\$280.00
Plan assessment				Y	\$230.00
Re-inspection fee (non-compliance/improvement)	97(2)	S31 Food Act 2006	Per occurrence	Y	\$120.00
Inspection fee - justified complaint	97(2)	S31 Food Act 2006	Per occurrence	Y	\$120.00
Licence restoration fee	97(2)(a)	s.73 Food Act 2006	Per occurrence	Nil	\$80.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
Licencing - Miscellaneous					
Skin penetration	97(2)(a)	Public Health (Infection Control for PAS) Act 2003	Yearly	Nil	\$250.00
Temporary Home including one inspection	97(2)(a)		Per occurrence	Nil	\$210.00
Licensing - Administration					
New application processing	97(2)(a)		Per occurrence	Nil	\$290.00
Amendment of food licence	97(2)(a)		Per occurrence	Nil	\$110.00
Replacement Licence or Registration Certificate	97(2)(a)		Per occurrence	Nil	\$30.00
MISCELLANEOUS					
Fines for Non Compliance					
Infringement Notice	97(2)(d)			Nil	As prescribed by legislation
When fine not paid (SPER Lodgement)				Nil	As prescribed by legislation
Reminder letters for unpaid infringement notices				Nil	\$21.00
Miscellaneous Environmental Health Service Fee			Per hour	Y	\$125.00
Bond - hire of wheelie bins for community events			per occurrence		\$210.00



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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
APPLICATION FOR APPROVALS UNDER LOCAL LAW					
Application for Approvals issued under a Local Law not otherwise specified	97(2)(d)			Nil	\$210.00
OVERGROWN ALLOTMENT					
Infringement Notice	97(2)(d)	Local Law 13		Nil	As prescribed by legislation
When fine not paid (SPER Lodgement)				Nil	At cost
Reminder letters for unpaid infringement notices				Nil	\$21.00
REGULATED PARKING					
Infringement Notice	97(2)(d)	Local Law 12		Nil	As prescribed by legislation
When fine not paid (Registration Search)				Nil	At cost
When fine not paid (SPER Lodgement)				Nil	At cost
Reminder letters for unpaid infringement notices				Nil	\$21.00
Use of parking bay for building work etc	97(2)(a)	Local Law 12	Per day	Nil	\$7.25



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HEALTH & ENVIRONMENT SERVICES					
WASTE DISPOSAL FEE					
Recyclables					No charge
Butcher's Waste - prepaid quarterly payment	97(2)(a)	Waste Reduction and Recycling Act 2011	per quarter	Y	\$160.00
Commercial & Industrial Waste (C&I)	97(2)(a)	S369 Environmental Protection Act S37 Waste Reduction and Recycling Act 2011	Per tonne	Y	\$66.00
Commercial Waste (general mixed waste)	97(2)(a)	Waste Reduction and Recycling Act 2011	Min charge	Y	\$8.00
			Per tonne	Y	\$66.00
Commercial - Construction and Demolition Waste (C&D)	97(2)(a)	S369 Environmental Protection Act S37 Waste Reduction and Recycling Act 2011	Per tonne	Y	\$66.00
Commercial - Clean concrete	97(2)(a)	S369 Environmental Protection Act S37 Waste Reduction and Recycling Act 2011	Per tonne	Y	\$16.50
Commercial - Greenwaste	97(2)(a)	S369 Environmental Protection Act S37 Waste Reduction and Recycling Act 2011	Per tonne	Y	\$46.00
Regulated Waste - low hazard	97(2)(a)	S369 Environmental Protection Act S37 Waste Reduction and Recycling Act 2011	Per tonne	Y	\$66.00
Domestic - construction and demolition waste (mixed)	97(2)(a)	S369 Environmental Protection Act	Per ute/trailer	Y	\$8.00
Domestic waste (general)	97(2)(a)	S369 Environmental Protection Act	Per ute/trailer	Y	\$8.00
Domestic - Clean concrete	97(2)(a)	S369 Environmental Protection Act	Per ute/trailer	Y	\$8.00
Domestic - Greenwaste	97(2)(a)	S369 Environmental Protection Act	Per ute/trailer		\$5.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
WASTE DISPOSAL FEE					
Waste transported in vehicles over 1 ton payload will be weighed and charged at the corresponding commercial fee regardless of its source	97(2)(a)	S369 Environmental Protection Act			
Free Mulch is limited to domestic quantities, being up to 1 ton (ie ute/trailer load). Larger quantities will be considered commercial and charged at the rate of \$12.00 per cubic metre (equivalent to \$36/ton) regardless whether loaded or not.	97(2)(a)	S369 Environmental Protection Act			
Sale of Mulch-(Self Load trailer)	97(2)(a)	S369 Environmental Protection Act	Per cubic metre	Y	free
Sale of Mulch (Warrens Hill Only, loaded by Council)	97(2)(a)	S369 Environmental Protection Act	Per cubic metre	Y	\$13.50
Special Disposal - eg asbestos (commercial and domestic)					
- Handling fee	97(2)(a)	S369 Environmental Protection Act	Each occurrence	Y	\$98.00
- Disposal fee	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$66.00
Cleanfill	97(2)(a)	S369 Environmental Protection Act			
Commercial - car bodies	97(2)(a)	S369 Environmental Protection Act	Per car body		\$40.00
Domestic - car bodies	97(2)(a)	S369 Environmental Protection Act	Per car body		No charge
Metal	97(2)(a)	S369 Environmental Protection Act			No charge
Waste oil	97(2)(a)	S369 Environmental Protection Act			No charge
Gas cylinders (empty)	97(2)(a)	S369 Environmental Protection Act			No charge
Batteries	97(2)(a)	S369 Environmental Protection Act			No charge



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
WASTE DISPOSAL FEE					
Waste disposal fees for Tyres from Commercial/Industrial and Domestic Sources					
Motorbike			Per tyre	Y	\$4.00
Passenger Car			Per tyre	Y	\$7.50
Light Truck			Per tyre	Y	\$10.50
Truck			Per tyre	Y	\$24.00
Super Single			Per tyre	Y	\$60.00
Tractor					
- up to 1000mm			Per tyre	Y	\$92.00
- 1000mm to 2000mm			Per tyre	Y	\$162.00
Earthmoving					
- up to 1000mm			Per tyre	Y	\$130.00
- 1000mm to 1500mm			Per tyre	Y	\$280.00
- 1500mm to 2000mm			Per tyre	Y	\$550.00
- Greater than 2000mm			Per tyre	Y	POA
Other tyres			Per tyre	Y	POA
Various Scrap Rubber			Per tyre	Y	POA
WASTE MANAGEMENT FEE					
Approval to perform waste management works	97(2)(c)			Nil	\$50.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st April to 30th June - one quarter of the annual fee					
CORPORATE SERVICES					
FINANCIAL REPORTS					
Annual Report/Financial Statements	97(2)(c)	S. 104 (3) Local Government Act 2009		Nil	\$25.00
CORPORATE PLAN					
Hinchinbrook Shire Council Corporate Plan 2010 - 2014	97(2)(c)	S. 104 (3) Local Government Act 2009		Nil	\$10.00
RIGHT TO INFORMATION (RTI)					
*Application Fee	97(2)(c)	S.8 Freedom of Information		Nil	\$40.50
A4 Black & White photocopy			Per page	Nil	\$0.20
Processing Charge			Per 15 mins - where applicable	Nil	\$6.25
Accessing Charge				Nil	Actual cost incurred by Council - where applicable
*RTI fees may be amended from time to time to comply with legislative changes as they occur - refer to RTI Regulation 2009					



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1st April to 30th June - one quarter of the annual fee					
CORPORATE SERVICES					
GIS MAPPING PRODUCTS					
A4 - Black and White			Per page	Y	\$24.00
A4 - Colour			Per page	Y	\$40.00
A3 - Black and White			Per page	Y	\$24.50
A3 - Colour			Per page	Y	\$67.50
A2 - Black and White			Per page	Y	\$42.00
A2 - Colour			Per page	Y	\$83.50
A1 - Black and White			Per page	Y	\$48.00
A1 - Colour			Per page	Y	\$141.00
A0 - Black and White			Per page	Y	\$134.50
A0 - Colour Orthophoto including design			Per page	Y	\$256.50
Special Projects - Including Banners etc			Per page	Y	\$525.50
PRINTING OF PLANS FOR COMMERCIAL CLIENTS - ELECTRONIC FILE SUPPLIED AS DWG, DXF, JPEG, TIFF or PDG					
A3 - Including Colour Vectors			Per page	Y	\$28.00
A2 - Including Colour Vectors			Per page	Y	\$43.00
A1 - Including Colour Vectors			Per page	Y	\$48.00
A0 - Including Colour Vectors			Per page	Y	\$134.50
Available products recommended in colour: Flood, Cemetery, Town Plan Zone Maps					
Copy of extract from Hinchinbrook Shire Council's Road and Street Register	97(2)(c)	S. 14 (3) Local Government Regulation 2012		Y	\$72.50
100 Year ARI Flood Certificate/Storm Surge Certificate				Y	\$35.00



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CORPORATE SERVICES					
LOCAL LAWS AND POLICIES					
Proposed and adopted local laws and local law policies	97(2)(c)	S. 14 (3) Local Government Regulation 2012	Per page	Nil	\$0.30
PHOTOCOPYING - GENERAL					
A4 Black & White Photocopy			Per single sided sheet	Y	\$0.30
A3 Black & White Photocopy			Per single sided sheet	Y	\$0.55
A4 Colour Photocopy			Per single sided sheet	Y	\$2.30
A3 Colour Photocopy			Per single sided sheet	Y	\$2.75
POLICIES AND INFORMATION - COUNCIL					
Copy of Policy/Information	97(2)(c)	Various sections Local Government Act	Per page	Nil	\$0.30
PROPERTY DATA INFORMATION SERVICE					
Verbal Property/Rate information			Per year	Nil	\$300.00



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1st April to 30th June - one quarter of the annual fee					
CORPORATE SERVICES					
RATE BOOK INSPECTION					
Full Search - 5 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$83.00
Urgent Full Rate Search - 2 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$125.00
Limited Search - 5 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$50.00
Urgent Limited Search - 2 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$74.00
RATE BOOK INSPECTION					
Copy of current Rate/Water Notice - Pay in advance	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per notice	Nil	\$5.50
Copy of current Rate/Water Notice - Debited to Account	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per notice	Nil	\$17.00
Copy of Rate Information (per year)	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per hour	Nil	\$51.00



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
CORPORATE SERVICES					
Change of Ownership Fee (see below for exemptions)					
	97(2)(b)		Per Transfer	Nil	\$45.00
Recording a Change of Ownership The types of change of ownership dealings which qualify the purchaser/s for an exemption from the charge are listed below (a) to (l) (a) Purchases made in respect of first home transfer, only, as indicated on the Form OSR-D2.1 (Home/First Home Transfer Duty Concession) or purchases made in respect of Constructing and occupying your first home, only, as indicated on the Form OSR-D2.7 (Transfer duty concession first home vacant land); (b) Change of name on title deed as a result of marriage or deed poll; (c) Transfer to, or inclusion of a spouse/de facto/partner as a result of an amalgamation or separation of assets on the principal place of residence; (d) Transmission to surviving joint tenant/s on death of other joint tenant/s; (e) A residential transfer involving a natural person/s, only, where no money is exchanged; (f) A residential transfer involving a natural person/s, only, as a result of a gift or through natural love and affection; (g) A residential transfer by consent/direction. (Please provide copies of Forms 18 and 20 from the Department of Environment and Resources Management); (h) Fixing error in an earlier conveyance; (i) 'Pursuant to a will' or intestacy; (j) Public Trustee/Other – (1) recording a death of an owner/joint owner or a property (adding 'Estate of'), (2) transmission to 'as Personal Representative', (3) transmission by death 'Pursuant to a will' to a spouse; (k) Transfers of occupancy from long-term leases to freehold title of their units for residents of Retirement Villages registered as such with the Queensland Justice Department; (l) ALL purchases made by – (1) Hinchinbrook Shire Council; (2) The Crown in right of the State of Queensland, the Commonwealth, another State or a Territory or any body representing the Crown in any of those capacities. Exemption from the charge, in particular dealing (a), must be established by the purchaser or his Agent by presenting one of the following documents (or a copy of) to the Council for assessment and audit purposes. (1) A copy of Form OSR-D2 (Home/First Home Transfer Duty Concession) which has been lodged with Office of State Revenue indicating First Home Transfer or; (2) A copy of the Form OSR-2.7 (transfer duty concession first home vacant land) which has been lodged with Office of State Revenue indicating Constructing and occupying your first home or; (3) A Statutory Declaration witnessed by a Justice of the Peace, Commissioner for Declarations or a Solicitor declaring the purchase was a first home transfer. Note, the following dealings are NOT EXEMPT from the charge (1) Purchases made in respect of home transfer; (2) Purchases made in respect of vacant land; (3) Purchases made in the name of a Trust, a Firm, a Company and non-owner occupied property; (4) Purchases not included under (a) to (l) above.					
Dishonour Fees - Cheque & Direct Debit			Per cheque/ direct debit	Y	\$18.00

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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
BUILDING BOND					
Bond - Building (Refundable on completion to Building Certifier's requirements. Request for refund must be submitted in writing to Council's Chief Executive Officer.)			Per application	Nil	\$7,665.00
Bond - Route (HSC Works Manager & Design Technical Assistant must be notified at least 24 hours prior to the structure being removed/relocated. Cost of any damage to Council's infrastructure resulting from removal/relocation will be deducted from the Route Bond. The remainder of bond will be refunded when the structure has been made safe or left the Shire. Request for refund must be submitted in writing to Council's Chief Executive Officer.)			Per application	Nil	\$3,000.00
Please note:- Building Application fees, Plumbing Application fees and Relocation - Route Inspection Fee are additional to bond charges listed above.					
BUILDING RELATED APPLICATIONS					
Relocation - Route Inspection (Not refundable)			Up to & including 10kms	Y	\$245.00
Relocation - Route Inspection (Not refundable)			Over 10kms	Y	\$305.00
BUILDING RECORD SEARCH					
- Domestic	97(2)(c)	Public Records Act 2002		Nil	\$50.00
- Commercial	97(2)(c)	Public Records Act 2002		Nil	\$73.00
Priority Building Record Search (Report provided same day)					
- Domestic	97(2)(c)	Public Records Act 2002		Nil	\$73.00
- Commercial	97(2)(c)	Public Records Act 2002		Nil	\$123.00



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
Building Record Search incurs an additional fee if inspections are required to provide information due to insufficient records.	97(2)(c)	Public Records Act 2002		Y	POA
COPY OF MONTHLY BUILDING STATISTICS			Per annum	Y	\$127.00
BSA CONTRACT SALES			Per contract	Y	\$13.00
RESIDENTIAL SITING RELAXATION				Nil	\$149.00
BUILDING LODGEMENT FEES					
- Class 1 (and all other classes)				Nil	\$95.00
BUILDING CERTIFICATION FEES					
New Houses – consisting of one (1) storey, block, concrete slab, pre-constructed / transportable			First 100 sqm	Y	\$1,158.00
			sqm after that	Y	\$2.60
New Houses – consisting of two (2) storey (any material), timber			First 100 sqm	Y	\$1,448.00
			sqm after that	Y	\$2.60
Relocated Houses – low set			First 100 sqm	Y	\$1,158.00
			sqm after that	Y	\$2.60
Relocated Houses – two (2) storey			First 100 sqm	Y	\$1,448.00
			sqm after that	Y	\$2.60
Duplex / Dual Occupancy (Class 1a only)			First Unit	Y	@ House Fee
			Second unit	Y	@ 70% of first unit cost
			Minimum cost	Y	\$1,920.00
Units – Refer to Commercial Price					
House Additions, and Enclosing Underneath as Habitable Area (includes fully enclosed garages attached to the existing house)			First 100 sqm	Y	\$1,158.00
			sqm after that	Y	\$2.60
House Additions - Minor - Structural				Y	\$679.00
Enclosing Under – Non-Habitable				Y	\$522.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
Decks, Verandahs, Patios (Class 1a – attached to dwelling – not enclosed) (Enclosed – refer to house additions)				Y	\$551.00
Demolitions and / or Removal – Free Standing House or Shed				Y	\$522.00
Re-roofing - Residential up to 300m ²				Y	\$522.00
Re-roofing – Residential over 300m ² or Commercial				Y	\$637.00
Raising and Restumping				Y	\$581.00
Construction or Removal of Partitions – Residential (Non structural alterations)				Y	\$406.00
Residential Shade Structures (Pergola, Pool Shade Structure – Non solid roof)				Y	\$406.00
Gazebos (Solid roof)				Y	\$551.00
Masonry Block Sheds			First 100 sqm	Y	\$1,043.00
			sqm after that	Y	\$2.60
Pre-fabricated Metal Garden Sheds, Lawn Lockers (up to 10m ²)				Y	\$406.00
Garages, Sheds, Carports (Class 10a – stand alone structures)			First 100 sqm	Y	\$523.00
			sqm after that	Y	\$2.60
DISCONTINUED PERMITS					
Dwellings and Dwelling Extensions				Y	\$537.00
Sheds, Carports, Simple Awnings etc				Y	\$375.00
Swimming Pools				Y	\$384.00
Verandah, Decking Extensions etc				Y	\$333.00
Commercial Building Works – Class 2 to 9				Y	POA
SWIMMING POOLS					
Swimming Pools & Spas – Above Ground				Y	\$464.00
Swimming Pools & Spas – In Ground				Y	\$753.00
Swimming Pool Compliance Inspections / Pool Safety Certificate Fee [Includes two (2) inspections only]			2 inspections only		\$380.00



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
Fences of Open Construction Over 2m				Y	\$406.00
Retaining Walls (Masonry block / concrete)				Y	\$591.00
Signs – Engineered				Y	\$609.00
Signs – Not Engineered				Y	\$435.00
Commercial Building Works – Class 2 to 9			Minimum cost \$900	Y	POA
Commercial Shade Structures (Smokers Area)			First 100 sqm	Y	\$579.00
			sqm after that	Y	\$2.60
Construction or Removal or Partitions – Commercial (including Shop Fit Out) (Non structural alterations)				Y	\$523.00
Amended plans (Minor)				Y	\$85.00
Amended plans (Major)				Y	POA
Temporary Occupancy - to reside in a caravan (Council approval required)- maximum 2 years			Per year	Nil	\$174.00
Application to reside in Class 10a - valid 3 months only - pending written permission from HSC granted				Nil	\$139.00
Final inspection of HSC building permit				Y	\$232.00
Change of Classification - Class 10a to 1a				Y	\$718.00
Change of Classification - all other classes			POA Minimum cost	Y	\$486.00
PLUMBING AND DRAINAGE - DOMESTIC SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					



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2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
DWELLING - <u>New</u> - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$630.00
DWELLING - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$510.00
DWELLING - <u>Existing</u> - Lesser Regulated Works - No Drainage Plan Required					
DWELLING - <u>Existing</u> - Lesser Regulated Works - Capping off Sewer Connections					
Approval of Application for Compliance Assessment and one (1) inspection only (Capping off sewer connections for demolition/removal of dwellings & change to existing fixtures without change to drainage connections) - No Drainage Plan Required	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$171.00
CLASS 10a - NEW SANITARY INSTALLATION					
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$630.00



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	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLUMBING AND DRAINAGE - DOMESTIC NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
DWELLING - New - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$630.00
DWELLING - Existing - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$510.00
PLUMBING AND DRAINAGE - DOMESTIC					
NON - SEWERED AREA INSTALLATIONS					
DWELLING - Existing - Lesser Regulated Works - No Drainage Plan Required					
Add New - Replacement of Septic trenches (redrain) 1 inspection and plan					\$230.00
CLASS 10a - NEW SANITARY INSTALLATION					
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$630.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLUMBING AND DRAINAGE - DOMESTIC SEWERED OR NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
BACKFLOW PREVENTION DEVICES					
DOMESTIC ALTERATIONS AND ADDITIONS					
BACKFLOW APPLICATION - includes application fee and one (1) inspection per device	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Per device	Nil	\$98.50
Per additional device on the same applications - includes approval and one (1) inspection only	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Per additional device	Nil	\$67.50
BACKFLOW ANNUAL LICENCE & INSPECTION / PROPERTY	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Annual	Nil	\$46.50
Late/overdue fee for overdue test report				Nil	\$67.50
REFUNDS Application for Compliance Assessment					
Prior to issue of permit - plumbing/drainage work not proceeding				Nil	75%
After issue of permit - no inspections carried out				Nil	50%
After inspections of plumbing/drainage work have been carried out					No Refund
PLANS					
Submit Amended Plans				Nil	\$50.00
Copy of As-constructed Drainage Plan				Nil	\$20.00



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
INSPECTIONS					
Re-inspection of any plumbing and/or drainage defects or when plumbing and/or drainage works not in sufficient state of readiness when call for by plumbers.	97(2)(a)	Plumbing & Drainage Act 2002	Per inspection	Nil	\$98.50
After hours inspection	97(2)(a)	Plumbing & Drainage Act 2002	Per inspection	Nil	\$174.00
[HSTP] HOUSEHOLD SEWERAGE TREATMENT PLANT APPLICATIONS					
Approval of Application for Compliance Assessment and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per HSTP	Nil	\$98.50
Annual Licence & Inspection Fee	97(2)(a)	Plumbing & Drainage Act 2002	Annual	Nil	\$65.00
BUILDING OVER SEWERS - Physical Inspections required in relation to requests for approval of building over sewers					
			Per inspection	Nil	\$98.50
PLUMBING AND DRAINAGE - COMMERCIAL SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					



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Provision of Local Law 1 (25.2)					
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1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
COMMERCIAL - <u>New</u> - Regulated Work - Drainage Plan Required					
NEW - REGULATED WORK - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per fixture	Nil	\$98.50
			Minimum	Nil	\$111.50
COMMERCIAL - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per fixture	Nil	\$98.50
			Minimum	Nil	\$295.00
COMMERCIAL - <u>Existing</u> - Lesser Regulated Works - No Drainage Plan Required					
Approval of Application for Compliance Assessment and one (1) inspection only (Includes plumbing & drainage works such as installation of solar water heaters)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$168.00

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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLUMBING AND DRAINAGE - COMMERCIAL NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
COMMERCIAL - <u>New</u> - Regulated Work - Drainage Plan Required					
NEW - REGULATED WORK - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per fixture	Nil	\$98.50
			Minimum	Nil	\$295.00
COMMERCIAL - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per fixture	Nil	\$98.50
			Minimum	Nil	\$295.00
COMMERCIAL - <u>Existing</u> - Lesser Regulated Works - No Drainage Plan Required					
Approval of Application for Compliance Assessment and one (1) inspection only (Includes plumbing & drainage works such as installation of solar water heaters)					
97(2)(a)	Plumbing & Drainage Act 2002			Nil	\$168.00

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLUMBING AND DRAINAGE - COMMERCIAL SEWERED OR NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
BACKFLOW PREVENTION DEVICES					
COMMERCIAL ALTERATIONS AND ADDITIONS					
BACKFLOW APPLICATION - includes application fee and one (1) inspection per device			Per device	Nil	\$98.50
Per additional device on the same applications - includes approval and one (1) inspection only			Per additional device		\$67.50
BACKFLOW ANNUAL LICENCE & INSPECTION / PROPERTY	97(2)(a)		Annual	Nil	\$47.00
Late/overdue fee for overdue test report				Nil	\$67.50
REFUNDS Application for Compliance Assessment					
Prior to issue of permit - plumbing/drainage work not proceeding				Nil	75%
After issue of permit - no inspections carried out				Nil	50%
After inspections of plumbing/drainage work have been carried out					No refund

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLANS					
Submit Amended Plans	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$50.00
Copy of As-constructed Drainage Plan				Nil	\$20.00
INSPECTIONS					
Re-inspection of any plumbing and/or drainage defects or when plumbing and/or drainage works not in sufficient state of readiness when call for by plumbers.	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$98.50
After hours inspection	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$174.00
[HSTP] HOUSEHOLD SEWERAGE TREATMENT PLANT APPLICATIONS					
Approval of Application for Compliance Assessment and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per HSTP	Nil	\$98.50
Annual Licence & Inspection Fee	97(2)(a)	Plumbing & Drainage Act 2002	Annual	Nil	\$65.00
BUILDING OVER SEWERS - Physical Inspections required in relation to requests for approval of building over sewers					
	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$98.00
WATER SUPPLY					
Provision of New Service (Connection)					
- 20NB diameter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$625.00
- Larger (Deposit of estimated cost required with application)	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	At Cost

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
Separate connections are to be installed for multiple residences					
Repair Broken Service (Damage outside yard)	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	
Relocate Water Meter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	At cost
Interim Reading of Water Meter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$31.00
Testing Water Meter Fee - Request by owner (fee refundable if meter faulty)	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$62.00
Metered hydrant Stems - Bond (refundable) to be paid upfront				Nil	\$280.00
Measured supply through Metered Hydrant	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law	Min Charge	Nil	\$57.00
Measured supply through Metered Hydrant >45KL	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law	Per k/l	Nil	\$1.20
WATER SAMPLES					
Taking each sample and having tested					
- Standard Water Analysis			Each	Y	\$150.00
- Bacterial Test			Each	Y	\$83.00
WATER LOCATION					
Search Fee				Y	\$50.00
Location			Per 15 minutes	Y	\$16.50



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SHIRE COUNCIL

2013/2014 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Paragraph of S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2013/2014
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
TRADE WASTE					
Application for licence to discharge Trade waste	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$200.00
Annual renewal of Permit to discharge Trade waste				Nil	\$90.00
Waste delivered to Ingham Plant			Per kl	Nil	\$11.50
PLAIN PAPER PLAN COPIES					
A1			Min charge	Y	\$16.00
			per sheet	Y	\$5.20
A2			Min charge	Y	\$16.00
			per sheet		\$5.00
A3			Min charge	Y	\$16.00
			per sheet		\$4.50
A4			Min charge	Y	\$16.00
			per sheet		\$4.20
A0			Min charge	Y	\$16.00
			per sheet	Y	\$5.50
Colour copying based on quotation for each copy.					
Scanning costs			Min Charge	Y	\$16.00
			Per Sheet	Y	\$4.30
			Plus CD	Y	\$1.05



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INFRASTRUCTURE MANAGEMENT					
AERODROME					
Landing Fees - Commercial per Business			Per annum	Y	\$856.40
Landing Fees - Recreational per entity			Per annum	Y	\$611.70
Landing Fees - Private per entity			Per annum	Y	\$611.70
Landing Fees Private/Recreational - Irregular per Aircraft			Per landing	Y	Nil
Landing Fees Commercial - Irregular Usage per Aircraft			Per landing	Y	\$10.30
Landing Fees Commercial - Irregular Usage per Aircraft			Per day	Y	\$20.45
FOOTPATH CONSTRUCTION - COMMERCIAL PREMISES					
Council contribution is calculated on 50/50 basis up to maximum amount of \$79.85/m2 for footpath improvement works. Following satisfactory completion of works & on sighting relevant receipts & receiving tax invoice, Council will forward its contribution.			Per square metre	Y	\$84.30
ROAD WORK PERMIT					
Application for Road Work Permit			Per Permit	Y	\$43.85
HIRE OF EQUIPMENT					
A minimum charge of \$20 will apply					
- Barricade Webbing			Per day / per roll	Y	\$24.95
- Barricade Boards			Per day / each	Y	\$24.95
- Barrier lamps			Per day	Y	\$5.25
- Bollards			Per day / each	Y	\$5.25
- Delineators			Per day	Y	\$4.15
- Multi-user Road Signs			Per week	Y	\$49.35
- Road Signs			Per week	Y	\$18.30

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INFRASTRUCTURE MANAGEMENT					
HIRE OF MOBILE TOILETS					
- Mobile Toilet Hire Fee (Please note that the Service Fee listed below is to be added to the total charge for Mobile Toilet Hire Fee - eg 1 day Mobile Toilet Hire = \$30.50 + \$83.50 = \$114.00)			Per Mobile Toilet hire/day	Y	\$30.50
- Mobile Toilet Service Fee			Per Mobile Toilet hire	Y	\$83.50
- Additional Mobile Toilet Service Fee			Per service	Y	\$83.50
- Mobile Toilet - Bond (refundable) to be paid upfront				Nil	\$114.30
Please Note: Not for Profit Community and Charitable Organisations are not charged for the Hire of Mobile Toilet/s					
SALE OF MATERIAL					
Residential Invert Construction			Per metre	Y	\$324.95
Commercial Invert Construction			Per metre	Y	\$354.70



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INFRASTRUCTURE MANAGEMENT					
RURAL NUMBERING FOR NUMBERS ALREADY ALLOCATED					
White on Black Rural Numbering Sticker			Each	Y	\$2.50
1 digit module			Each	Y	\$14.00
2 digit module			Each	Y	\$15.50
3 digit module			Each	Y	\$17.00
4 digit module			Each	Y	\$18.50
5 digit module			Each	Y	\$20.00
1 x star picket post			Each	Y	\$6.00
Installation costs			Each	Y	\$30.60
LICENCES AND REGISTRATIONS					
Grids & Public Gates	97(2)(a)	Local Law 3	Annual	Nil	\$153.50
Irrigation Pipe under/on Road			Annual	Y	\$153.50
TRACKED CANE HARVESTING EQUIPMENT TO CROSS OR TRAVERSE COUNCIL'S ROADS					
Application for Approval for Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads				Nil	\$110.00
Renewal for Approval for Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads			Renewal	Nil	\$36.50
YANK'S JETTY					
Usage Charge - Commercial Vessels Only			Per head per visit	Nil	\$3.00



HINCHINBROOK
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