



HINCHINBROOK

SHIRE COUNCIL

A photograph showing a large, fallen tree trunk and branches in front of a building. The tree is light brown and appears to be a coastal species. The building is white with a corrugated metal roof. The sky is blue with some clouds.

ANNUAL REPORT

An aerial photograph of a coastal town. There are several buildings with white and orange roofs. A road runs through the town. In the foreground, there is a sandy beach and some palm trees.

2010 / 2011

CONTENTS

Mayor's Message	4
Elected Representatives	5-6
CEO's Message	7
Executive Officers	8
Organisational Chart	9
Corporate Plan	11-19
Operational Plan	20-53
Legislative Information	54-63
Community Financial Report	64-69
Annual Financial Statements	WHITE
Statutory Requirements	GREEN

FURTHER COPIES

Further copies of this Annual Report can be obtained by telephoning Council on (07) 4776 4600 or writing to the Executive Secretary, Chief Executive Officer's Department, P.O. Box 366, Ingham, 4850, Queensland, Australia. A fee of \$25 applies for printed copies or see Council's website www.hinchinbrook.qld.gov.au to download a pdf file.

SHIRE INFORMATION

OFFICE: 25 Lannercost Street, Ingham QLD 4850

Telephone: (07) 4776 4600
Facsimile: (07) 4776 3233
Email: ceo@hinchinbrook.qld.gov.au
Website: www.hinchinbrook.qld.gov.au

AREA: 2,600 km²

POPULATION: 12,283

RATEABLE PROPERTIES: 6,580

RATE REVENUE (Millions): \$19,179,783

NUMBER OF EMPLOYEES: 174.86

COUNCIL BANKER: Commonwealth Bank of Australia

AUDITOR: R.J. Dunstan CA
As Delegate of the
Auditor-General, Queensland

A.B.N.: 46 291 971 168



Above: Stormtide in Lucinda's Borello Park following Cyclone Yasi
Photo courtesy - C. Blues

A photograph of a pond with lily pads and lotus flowers. The water is calm, reflecting the surrounding greenery. In the background, there is a dense line of trees. The overall scene is peaceful and natural.

MISSION STATEMENT

To work in true and principled partnership with our community and all stakeholders to deliver our vision through the efficient delivery of quality services and facilities which support the economic, environmental and social needs of our community.

MAYOR'S MESSAGE

As Mayor of Hinchinbrook it is always a pleasure to represent the ratepayers of our Shire and present the community with our 2010/2011 Annual Report which gives a snap shot of Council operations during the past 12 months.

The 2009 flood was a major disaster for our community and just as we were recovering from that event the community was devastated by one of the largest cyclones this country has ever seen. It is emotionally draining on management and staff when you finally return the Shire to normal operations only to have to start all over again with a larger and more challenging reinstatement of assets to our community.

At this point I thank all the emergency services and the community as a whole for their support, understanding, compassion and patience in the recovery process. This will be the biggest reconstruction ever funded by the State and Federal Governments as the whole of 73 Queensland Councils have Natural Disaster Relief and Recovery Arrangements works to perform. I congratulate the whole of Council staff for the manner in which they took up the challenge and performed with extreme dedication to ensure our Shire returned to normal operations as quickly as possible. Members of the recovery group worked tirelessly to ensure their area of influence was appropriately addressed.

This area is a wonderful place to live, work and play and sometimes these acts of nature come to remind us that there is also pain and suffering in Heaven on Earth. The lifestyle that we love and enjoy so much has come under threat on a number of occasions over the past few years, but there is still no better place to live.

Council has always been at the forefront of Economic Development and cultural awareness. The completion of Stage 2 of the TYTO Precinct, which includes the library and art gallery, has been a real asset and has already proved a huge success with the community.

Highlights:-

- Successful re-building of infrastructure and assets following Tropical Cyclone Yasi;
- Showgrounds lighting upgrade;
- Installation of Lannercost Street covered walkways;
- Commencement of pedestrian footbridges at Log Creek and Alm Street;
- Lucinda wetlands walking trail;
- Boardwalks at TYTO and Halifax walking trail;
- Commencement of construction of additional 8 units at Forrest Glen Retirement Village.

Council has always strived to portray a positive attitude for this community and the social lifestyle and the economic growth which we enjoy today is the strength of this collective community. Council's budgeting process has always been regarded as one of our strengths and our credentials as good financial managers is thanks to our hardworking Finance Department.

I would like to personally thank my fellow Councillors and the staff of the Hinchinbrook Shire Council for their dedication and commitment for another successful year, and I sincerely hope that this Report makes you feel proud to be a citizen of the Hinchinbrook Shire.

Cr. Pino Giandomenico
MAYOR

*The Mayor meets Prince William
and Premier Anna Bligh in
Cardwell following Cyclone Yasi*



ELECTED REPRESENTATIVES



COUNCILLOR GIUSEPPANTONIO (PINO)
GIANDOMENICO

MAYOR since 6th April, 2004

- Contractor.



COUNCILLOR ANDREW JOHN LANCINI

Deputy Mayor & Chairperson Corporate Services
Committee

Member of Council since 6th April, 2004

- Retailer, mechanic.



COUNCILLOR GEOFFREY PAUL GIANOTTI

Chairperson Engineering Services Committee

Member of Council since 6th April, 2004

- Retired Telstra Employee.



COUNCILLOR LAWRENCE RAYMOND MOLACHINO

Chairperson Economic Development & Planning
Committee

Member of Council since 6th April, 2004

- Real Estate Agent.



COUNCILLOR DOROTHY MARIA BOSWORTH

Chairperson - Waste / Health Committee

Member of Council since 6th April, 2004

- Enrolled Nurse.

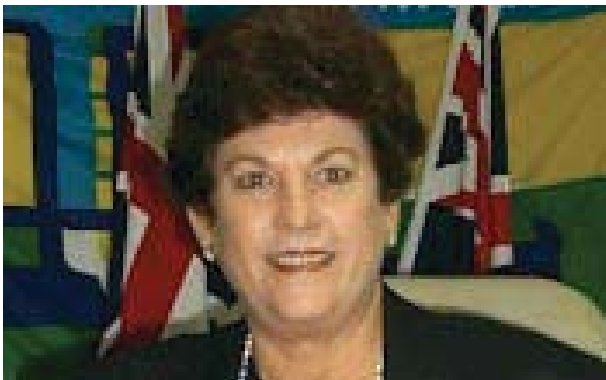


COUNCILLOR PATRICK DAVID LYNCH

Chairperson - Environmental Management & Public
Open Space Committee

Member of Council since 8th April, 2008

- Transport Development Coordinator



COUNCILLOR SHERRY JEAN KAURILA

Chairperson - Public Relations & Tourism Committee

Member of Council since 5th April, 2000

- Cane farmer.

Hinchinbrook Shire Youth Council



CEO'S MESSAGE

This Report summarises the activities and achievements of Council during the past 12 months ending 30th June, 2011. The achievements reflect the combined efforts of Councillors, staff and volunteers in continuing to deliver projects and services to our community.

I will briefly touch on some of the highlights, important issues, and challenges facing Council and our community.

The 2009 Local Government Act is largely principle based and is supported by the Local Government (Finance, Plans and Reporting) Regulation 2010 and the Local Government (Operations) Regulation 2010. Being principle based gives each Council choice to make decisions to suit their size, location and administrative circumstances. It clearly articulates consistent integrity, accountability, transparency requirements, and performance in delivering sustainable development and proper management of assets and infrastructure.

The Act requires a sustainability reporting process covering the areas of asset management, governance including financial planning, risk management, community engagement, and financial planning. This process is based on a national framework and requires Council to complete periodic reports on progress in each of these areas and how we compare with similar size Councils.

During 2010/2011 Council commenced a comprehensive Mayors Expenditure Review Process (MERC) which identified budget savings across all areas of operation. This process needs to continue in coming years as Council must match its limited resources to meet the Community Plan needs and aspirations, as well as maintain capital and operational expenditure necessary to ensure our assets and financial sustainability are secured for the long term.

We continue to partner with our insurer Jardine Lloyd Thompson to implement an enterprise risk management system. This system will assist in identifying risks for investigation by the internal audit process and audit committees to be established under the new Local Government Act.

Construction of the new Library Technology Learning Centre and Regional Gallery using \$4M from the Federal Government Nation Building funding and up to \$2M from Council funds was completed in early 2011. This completes the initial objectives of the Our Town Our Future Ingham Revitalisation Strategy and sets the scene for these facilities to service visitor and local cultural and environmental needs.

We continue to attract and retain staff with many long serving employees, however like our population, we have an ageing workforce. A safe work environment is critical and I am pleased to report that our Council continues to have one of the lowest workers compensation premiums of all Queensland Councils due to our good record of safety performance.

The wet season of 2011 will go down in history as being one of the wettest on records commencing early in September, 2010 with the district experiencing 4 floods and although the flood extent was not as major as 2009, the duration and intensity of the wet season caused unprecedented damage of up to \$100M to our road and drainage infrastructure. The Shire also received major damage caused by Cyclone Yasi which crossed the coast in the Cardwell/Tully area on the night of Wednesday 2nd February, 2011. The category 4/5 system caused major vegetation devastation, house and property damage, total shire power outage and destruction to pine plantation timber and the sugar jetty at Lucinda.

Immediately after Cyclone Yasi Council activated its Disaster Recovery Process modelled on the 2009 process and much of the next few months was spent restoring services and preparing for the long term restoration of roads of a scale never before seen in the Shire. A great deal of gratitude and appreciation is owed to Council staff who went above and beyond the call of duty to restore services during this stressful period for our community.

This Report continues to present in the format adopted in previous annual reports, whereby the first part is a report card on progress toward achieving Council's Corporate Plan objectives. The second part reports on the operational performance of the various programs and where you will read about the continued delivery of our day to day services by the various Council Departments.

I urge you to read about our achievements as it is important to celebrate our successes while not forgetting to learn from those things which did not go well.

Finally I wish to express my appreciation to the Elected Members and all staff for their support and commitment this year, and I look forward to working together for a better future for our community, and building on the successes to date.

Robert Clark MLGMA
CHIEF EXECUTIVE OFFICER

EXECUTIVE OFFICERS



ROBERT WILLIAM CLARK
CHIEF EXECUTIVE OFFICER
Graduate Certificate in Local Govt Management
Certificate of Local Govt Clerk, A.L.G.M.A.
41 years experience in local govt.



BRUCE EDWARD LEACH
MANAGER ENGINEERING SERVICES
B.E. (Civil), Grad. Dip. Municipal Engineering,
M.I.E. Aust., RPEQ.
29 years experience in local govt and engineering.
Engineering Services.



ROSEMARY FRANCES PENNISI
MANAGER CORPORATE & ECONOMIC DEVELOPMENT
MBA; Bachelor Applied Science (Maths & Computing),
Grad Dip. Management,
Dip. Local Government (Administration), MLGA.
20 years experience in local govt .
Corporate Services

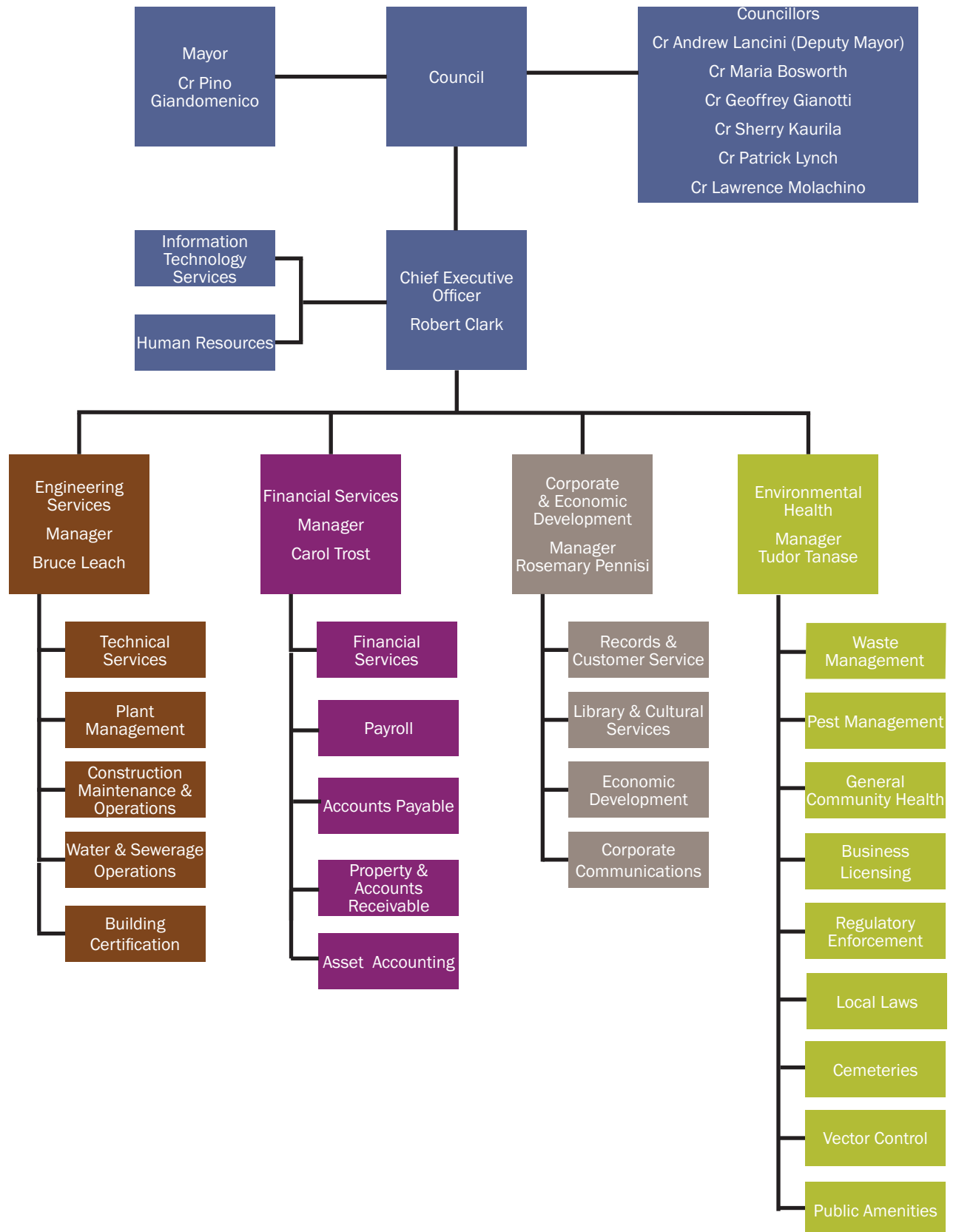


CAROL JOAN TROST
FINANCE MANAGER
B. Bus. (Accounting), C.Dec.
28 years experience in local govt.
Corporate Services (Financial Management)



TUDOR VICTOR TANASE
MANAGER ENVIRONMENTAL HEALTH SERVICES
MBBS, Graduate Diploma Env. Health Science, MAIEH
11 years experience in local govt.
Environmental Health Services

ORGANISATIONAL CHART





OUR VISION

A great place to live, work and play.

CORPORATE PLAN OUTCOMES



1.0 COMMUNITY

A vibrant, inclusive and healthy community with access to services and facilities reflecting the unique character, role and needs of residents throughout the Shire.

Outcome	Progress / Achievement
1.1 A Safe, Active and Healthy Community.	
1.1.1. Support and encourage community safety initiatives.	Continued participation in BSCAT.
1.1.2. Encourage sporting, arts and cultural activities including the development of facilities to support a range of learning, leisure and recreation programs.	The Library Technology Learning Centre and Regional Gallery incorporating a youth recording space was completed this financial year.
1.1.3. Support and develop preventative health programs, response capacity for emerging health issues whilst ensuring the implementation and enforcement of community health regulations.	Inspections of licensed businesses, complaint investigations and promotion/public health education are on track. The impact of the recent natural disasters is being considered, with longer time frames given, and with preventative programs focused on post disaster reconstruction.
1.2 Equitable access to relevant services and well maintained facilities.	
1.2.1. Plan and provide community infrastructure and support services to best meet community needs throughout the Shire.	Council continues to provide assistance to agencies such as Hinchinbrook Community Support Centre, Meals on Wheels, St. Vincent DePaul and ECCLI and participate in public health promotion activities such as 10,000 Steps, Cancer morning tea and Relay for Life.
1.2.2. Encourage cooperation and maximise benefits to all sporting, public and recreation facilities within the Shire.	Awaiting appointment of Sport and Rec Officer to assist in this regard.
1.2.3. Develop and implement asset management plans for all Council assets.	Significant work completed with Asset Management Plans prior to December, 2010. Progress was delayed from Cyclone Yasi.
1.3 Shire culture, identity and heritage which is valued, documented and preserved.	
1.3.1. Develop and implement the Shire Cultural Policy and Development Plan.	Shire Cultural Policy adopted on the 1st October, 2009 and strategies from the Development Plan continue to be implemented.
1.3.2. Ensure all public infrastructure acknowledges and enhances local character.	All new projects are being planned in a manner to compliment existing streetscapes and appropriate levels of public consultation are occurring to ensure that there is adequate opportunity for the community to comment and provide feedback to the designers.
1.3.3. Identify, document and support local heritage preservation.	Local Family History Association had relocated to the Hinchinbrook Library. The Library was presented with the drum sticks from the Kennedy Regiment band master when the colours were ceremoniously relocated from the Ingham Library at the TAFE building. The book - The Herbert River Story has been completed and sales are going well.

Outcome	Progress / Achievement
1.4 An inclusive community which is motivated and involved in a range of social, cultural and recreation activities.	
1.4.1. Support local community organisations and individuals to conduct social, cultural and recreational activities that enrich lives.	Continuation of provision of financial support to organisations and individuals. Council's Cultural Officer is also currently looking at applying for a youth engagement grant.
1.4.2. Support initiatives and agencies that enhance education and learning opportunities for the benefit of our communities.	Library continues to have after school tutorials and baby rhyme time. The Library and Cultural Service Manager and Art & Culture Officer are developing a program of educational activities.
1.4.3. Encourage the participation of volunteers in all community activities.	Ongoing promotion of engaging volunteers at Gallery, Library and Information Centre. Numbers of people wanting to volunteer is increasing. The Library also provides assistance to patrons to increase basic computing skills. Volunteer morning tea was held to celebrate the work performed by volunteers.
1.5 Efficient disaster management across the Shire.	
1.5.1. Ensure the Local Disaster Management Plan is current and operational in line with legislative requirements.	Local Disaster Management Plan has been revised and amended to reflect new legislation changes and adopted by Council on 5th April, 2011.
1.5.2. Ensure Council's organisational response to natural disasters minimise the impact and effect on the community.	The Local Disaster Management Group held a pre-season meeting on 22nd November, 2010 and was activated for Cyclone Tasha (25/12/2010), Cyclone Anthony (30/01/2011) Cyclone Yasi (02/02/2011) and flood events on 28/02/2011, and 08/03/2011. The Local Disaster Coordination Centre was activated on these occasions and provided response and assistance to the community. The Guardian request for assistance scheme operated successfully during these times.
1.5.3. Build resilience and capacity in our communities to manage natural or man-made adversity.	Briefing meeting for Local Area Wardens held in December, 2010 and information booklets distributed to them. "Be Prepared" information provided in HSC Happenings "wrap around" feature in Herbert River Express on 23/12/2010. The wardens system worked well during all of the events and particularly during the Cyclone Yasi response/recovery period. A warden debrief was held on 03/03/2011 to capture feedback and identify issues for improvement.



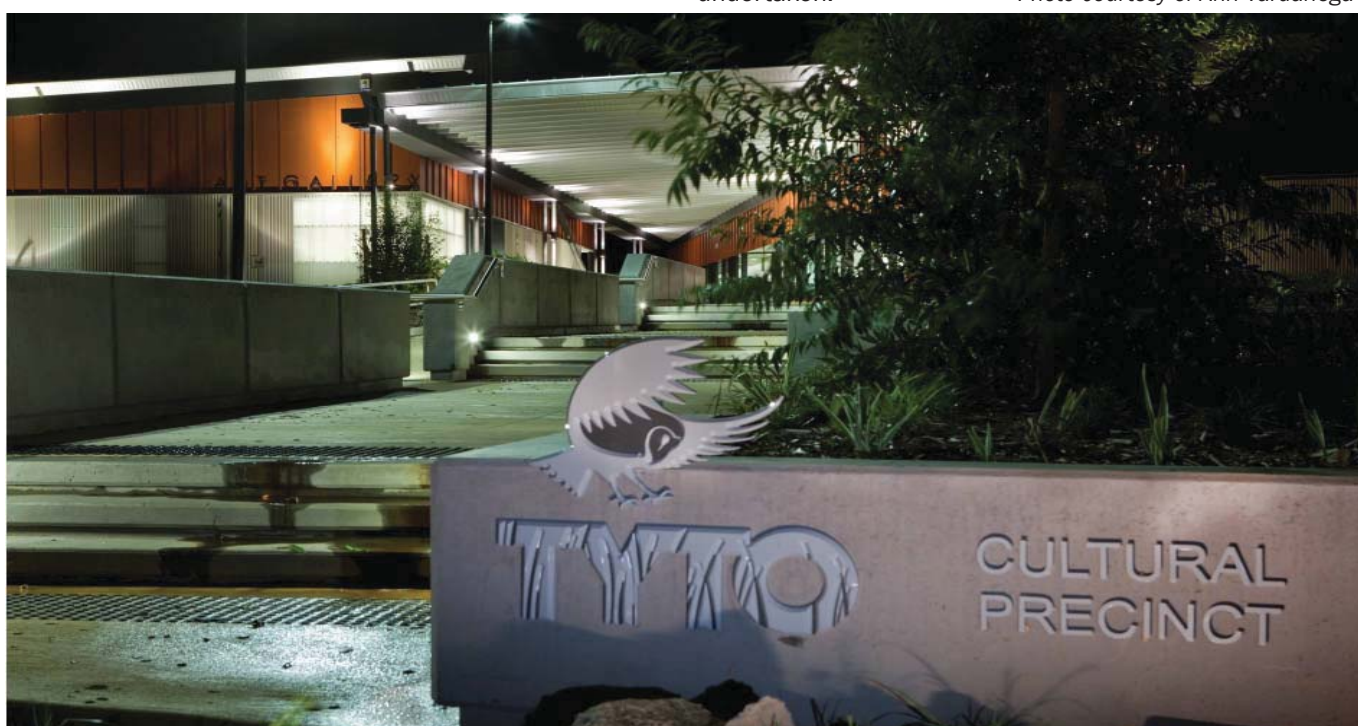
Mayor Pino Giandomenico and The Governor of Queensland, Her Excellency, Ms. Penelope Wensley AC talks with Macknade Local Area Warden, Ms. Kim Burnell while touring parts of the Shire following Cyclone Yasi and associated flooding

2.0 ECONOMY

A strong and sustainable economy that supports the growth of new and existing industry and business that enhance local lifestyle and provide long term employment

Outcome	Progress / Achievement
2.1 Diversified, prosperous and innovative industry and business sectors.	
2.1.1. Ensure policies and strategies acknowledge agriculture as a key industry of our region, while considering the needs of other existing and new business and industries.	The current Planning Scheme recognises the importance of the sugar industry to the Shire.
2.1.2. Develop innovative economic strategies in a regional planning context.	Completion of the Shire Economic Growth Strategy has been achieved.
2.1.3. Collaborate with local regional, state and national stakeholders in the creation of a strong and resilient economy.	Ongoing networking with Hinchinbrook Chamber of Commerce, Regional Development Australia (RDA), North Queensland Development Alliance (NQDA), Townsville Enterprise Limited (TEL) and Department of Employment, Economic Development & Innovation (DEEDI).
2.2 Support and facilitation of employment opportunities for the community.	
2.2.1. Develop and implement an Economic Development Strategy.	Achieved. Adopted on the 25th August, 2010.
2.2.2. Promote and support initiatives designed to enhance increased local employment and training opportunities.	Ongoing liaison with Chamber of Commerce and Department of Employment, Economic Development & Innovation (DEEDI). Council provided the Shire Hall and inkind support to the recent Chamber and DEEDI initiative to have motivational speaker Tom O'Toole perform in Ingham. Applications being called for position of Jobs Skills Development Officer.
2.2.3. Develop local employment opportunities in liaison with Federal and State Government agencies.	Ongoing liaison with Chamber of Commerce and DEEDI. Council has received funding from Skills Qld to employ a Jobs Skills Development Officer.
2.3 Enhanced sustainable growth facilitated by Council's infrastructure and utilities.	
2.3.1. Develop and implement a priority infrastructure plan and charges schedule that reflect community expectations regarding service levels and ability to pay.	Plan is currently with The Hon. Paul Lucas MP, Attorney-General & Minister for Local Government & Special Minister of State R26 for approval.
2.3.2. Develop partnerships with governments and other stakeholders to enhance the region's capacity for ongoing maintenance and development of its infrastructure.	Council participated extensively in the development of the NQ 2030 Regional Economic Development Plan.
2.3.3. Support the ongoing maintenance and development of the Shire's local road network.	This is being addressed by way of the Asset Management Plans under development and at this time a complete review of existing infrastructure has occurred, which has identified gaps in the existing network and will inform the long term maintenance program, The TIDS Program and the Roads to Recovery Program. There is a plan to address the remaining life of all bridge assets and in the near future all storm water assets.

Outcome	Progress / Achievement
2.4 An integrated approach to town and regional planning that strengthens local identity and lifestyle.	
2.4.1. Integrate local planning and infrastructure provision with the needs and aspirations of our communities.	A consultant has been appointed to assist development of the Shire Community Plan which will work towards incorporating the overall community aspirations into Council's planning and strategic processes.
2.4.2. Engage residents and stakeholders in a shared vision of a sustainable community.	Commencement of the community planning process is due to take place in the next few weeks. This will work towards incorporating the overall community aspirations into Council's planning and strategic processes.
2.4.3. Contribute to and support a regional plan which strives to protect and enhance the local identity and lifestyle of our communities.	Council participated extensively in the development of the NQ 2030 Regional Economic Development Plan.
2.5 An attractive place to live which encourages a diversity of business investment, development and employment opportunities.	
2.5.1. Undertake urban planning and design to create an attractive place to live, work and play.	Completion of stages 1 and 2 in the TYTO Precinct (<i>new TYTO Cultural Precinct pictured below</i>) has been achieved and streetscape works in Lannercost Street have been completed.
2.5.2. Increase the Shire's profile through the support for marketing initiatives, events and other community based activities which encourage people to visit and live in our region.	Commenced the Regional Marketing Strategy . Developed a marketing and signage strategy for the TYTO Precinct and discussing with Chamber of Commerce to revamp the local Welcome to Ingham packs.
2.5.3. Promote the community's distinctive social and physical assets to support business and industry expansion and attraction.	Development of the Regional Planning Strategy with initial discussions with the Chamber of Commerce. Ongoing promotion of tourism opportunities continues to be undertaken. <i>Photo courtesy of Ann Vardanega</i>



3.0 ENVIRONMENT

A sustainable, well managed and healthy environment that provides a balance between the development of built infrastructure and the Shire's diverse natural and cultural resources.

Outcome	Progress / Achievement
3.1 A natural environment that is valued and sustainable.	
3.1.1. Develop and implement natural resource, pest and waste management plans that protect and enhance the natural environment..	Current plan continues to be implemented and will be reviewed in 2011 / 2012.
3.1.2. Encourage best practice management strategies to minimise damage to the environment from agricultural practice, built infrastructure and community activities.	No specific activity undertaken in the year under review.
3.1.3. Encourage community involvement in the development and implementation of natural resource management plans and initiatives.	Council continues to participate and partner with Terrain NRM to address natural resource management issues in the Shire.
3.2 A quality, aesthetically pleasing and well planned built environment that meets basic community needs.	
3.2.1. Promote a built environment that caters for our existing community and is adaptable to meet the changing needs of future generations.	This process forms part of the design process to examine the real needs of the stakeholders in every project and optimise solutions to provide value for money solutions that balance initial capital works costs against the long term operational and refurbishment costs.
3.2.2. Enable, support and manage our built environment so that it enhances the identity and liveability of the individual communities and reflects their special character.	Hinchinbrook Shire Works Program is directed at developing infrastructure that improves the quality of life of residents and economic efficiency of commercial and agricultural production. The Planning Scheme is designed to maintain the specific community values of each part of the shire while providing opportunities for social and economic development.
3.2.3. Promote well planned and integrated land use that encourages the sympathetic integration of the built and natural environments to enhance the liveability, aesthetics and amenity of each community within the Shire.	This goal is being achieved via the Hinchinbrook Shire Planning Scheme - 2005 which has been amended to incorporate a Priority Infrastructure Plan.
3.3 The provision of quality infrastructure that supports the Shire's current and future needs.	
3.3.1. Ensure a coordinated and integrated approach to infrastructure planning, implementation, maintenance and renewal.	This is the goal of Asset Management Plans which are designed to preserve existing infrastructure and direct expenditure into the most efficient form of renewal and refurbishment.
3.3.2. Establish and maintain integrated asset management systems that enable adequate recording, maintenance and replacement of community assets.	The Asset Management Plans for Transport, Water and Sewerage are reasonably well developed. We need to review all the Water and Sewerage Inventory and this will occur over the next 6 months. The other asset classes controlled by Council will be reviewed over the following 12 months and all plans will be refined over future years and will inform the Works Program and Long Term Financial Plans.
3.3.3. Use financial sustainability principles in planning, funding, creating and maintaining infrastructure with consideration given to the impacts on future generations.	The Intent of the Asset Management Process is to move toward sustainability over time. This process may lead to decisions which reduce current service levels as there will always be a tradeoff between service levels and operational costs. It is likely that in order to achieve sustainability some assets will need to be considered for disposal and some services will need to cease altogether.

Outcome	Progress / Achievement
3.4 An empowered community, environmentally educated and aware.	
3.4.1. Involve the community in developing and implementing management plans.	The service levels acceptable to the entire community need to be determined over time and there will always be some dissatisfaction in sectors of the community if service levels are reduced. Due to a withdrawal of various forms of State and Federal funding and increasing regulatory responsibilities it appears that service levels must contract. The Engineering Services Department will endeavour to consult with the relevant stakeholders within the community and to provide adequate public information in the form of press releases, information on Council's Web Sites and information in the Annual Report as applicable. Public meetings will be arranged for specific projects if they are likely to produce positive feedback or information for designers.
3.4.2. Partner with local community groups, schools, organisations and industry to encourage increased awareness and participation in adopting sustainable environmental practices.	Reef Guardian Schools program continuing.
3.4.3. Develop programs that educate and inform community members about the built and natural environment in which they live.	Council was very active in providing information regarding asbestos removal and other hazards associated with post disaster clean up and reconstruction initiatives.
3.5 Minimisation of climate change on our community, natural and built environments.	
3.5.1. Liaise with stakeholders and other levels of government to identify the local impacts of climate change.	Council continues to partner with Far North Queensland Regional Organisation of Councils to identify areas to minimise the Council carbon footprint.
3.5.2. Consider, evaluate and communicate the impacts of climate change to our communities.	No specific activity undertaken in the year under review.
3.5.3. Apply best practice mitigation principles to minimise impacts.	Council continues to comply with environmental legislation in all aspects of delivery of services and construction of community facilities.



A number of Rain Trees in Rotary Park did not stand up to Cyclone Yasi's damaging winds

4.0 GOVERNANCE

A proactive and ethical Shire Council providing best practice service delivery, achieved through responsible policy making and effective management of people, assets, and finances.

Outcome	Progress / Achievement
4.1 Innovative, transparent and accountable local government.	
4.1.1. Establish Council policies in a positive, innovative and transparent manner.	Internal Human Resources Policies have been reviewed. Review of other Council policies has commenced.
4.1.2. Provide strong organisational leadership and a good governance model that provides for the implementation of open, accountable and transparent decision making.	Community Engagement Policy adopted by Council 25th January, 2011. Long Term Community Plan will be developed in consultation with the community by December, 2011.
4.1.3. Develop strategic policies that assist Council in formulating innovative responses to the critical issue of long term sustainability.	Council implemented a Mayors Expenditure Review Committee (MERC) process to identify budget savings. Process has been impacted by the cyclone and flooding events. Finalisation of Asset Management Plans is progressing and development of long term Financial and Asset Management Plans.
4.2 A committed and responsive customer service focus.	
4.2.1. Provide user-friendly, respectful and proactive customer service delivery, consistent with Council's mission, values and legislation.	Council is evaluating the Corporate system to replace existing financial system which will allow the development of new and improved customer request systems that will be more responsive to acknowledging, tracking and actioning requests.
4.2.2. Ensure quality customer service standards are delivered in a consistent and timely manner.	Service standards to be developed with asset management system development over the next 12 months.
4.2.3. Develop and implement strategies that are responsive to our community and establish a customer focused organisational culture.	Community Plan Development and associated community engagement will occur in 2011 to identify community vision and priorities. Council's Corporate and Operational Plan strategies should then be reviewed to align with the Community Plan and implementation strategies developed to deliver them.
4.3 Responsible financial management and efficient operations.	
4.3.1. Establish, implement and manage long term financial planning strategies to ensure that future sustainability of Council.	MERC budget meetings will progress the 10 year forecasts to be used to update the 10 Year Queensland Treasury Corporation Model to submit for an external review of Council's long term financial sustainability.
4.3.2. Minimise Council's financial risks while acknowledging the requirements of our communities.	This financial risks are being raised and risk minimisation strategies considered as the 10 year forecasts are being developed for the 2011/2012 Budget.
4.3.3. Establish effective financial, asset and risk management practices to ensure the efficient and accountable delivery of Council's operations.	Draft Investment Policy in process of adoption. Council joined with Cassowary Coast Regional Council to invite expressions of interest for Council's internal audit function for a three year period and Pacifica Pty Ltd was appointed.

Outcome	Progress / Achievement
4.4 A valued work force committed to the Shire delivering quality services.	
4.4.1. Implement human resources strategies to be an employer of choice.	All HR policies now reviewed, employee position descriptions in process of being reviewed and staff development and training evaluation needs to be developed therefrom.
4.4.2. Encourage and value employees achieving for innovative, responsible and committed performance.	Staff service and achievement awards presented at Council Christmas Awards Evening in December, 2010.
4.4.3. Ensure that Council operations comply with industrial relations legislation, awards and regulations.	HR Policy review ensured that all policies complied with industrial instruments. Implementation sessions were delivered with supervisors and employees for particular policies to ensure clear understanding by all parties.
4.5 Strong regional advocacy.	
4.5.1. Encourage partnerships within the region to identify opportunities for the enhancement of community wellbeing.	Council officers continue to participate in regional projects to achieve regional economies of scale (eg asset management and climate sustainability project Far North Queensland Regional Organisation of Councils (FNQROC) and Local Laws project with North Queensland Regional Organisation of Councils (NQROC).
4.5.2. Collaborate regionally to ensure a unified and strengthened approach when advocating at a National, State or regional level.	Council continues involvement with Far North Queensland Regional Organisation of Councils (FNQROC), North Queensland Regional Organisation of Councils (NQROC), Local Authority Waste Management Advisory Committee (LAWMAC), Regional Managers Co-ordination Network (RMCN) and North Queensland Development Alliance (NQDA) and as needed participates in the NQ Mayors Alliance to advance Local Government issues.
4.5.3. Advocate to all levels of government and relevant industry leaders for the provision and enhancement of appropriate services and infrastructure within their jurisdictions.	The role of the Regional Managers Co-ordination Network (RMCN) is to engage regional managers from Federal, State and Local Governments to collaborate and co-ordinate delivery of services. The RMCN meets monthly in Townsville and the charter for 2011 focuses on assisting Councils to develop and implement Community Plans.



Mayor Pino with Premier Anna Bligh at the LGAQ Infrastructure and Planning Symposium in March, 2011 titled "Remaking the Roads, Reshaping the Regions, Raising Revenue, Redefining our Role"

OPERATIONAL PLAN OUTCOMES

The bottom half of the page features a solid blue background. Overlaid on this background are several thick, white, curved lines that sweep across the space, creating a sense of movement and design. These lines vary in thickness and curvature, some starting from the left edge and curving towards the right, while others are more horizontal or diagonal.

CORPORATE SERVICES - CORPORATE GOVERNANCE

Records & Customer Service

Customer service staff in the Council's Corporate Services and Economic Development area provide administrative and record management support for Council operations, particularly in the areas of corporate services, finance, town planning, leases, reserves, building services and main switchboard duties. They are multi-skilled members of a small team who are very capable of moving between the three areas of records management, main switchboard operations, and front counter service as the workload demands.

As well as providing support in the areas above, use of the Shire's public parks or hiring of its facilities is coordinated within the customer service area. This has become an extremely busy responsibility of the section as demand by sporting, community and commercial groups for access to the facilities at the Ingham Showgrounds and the Tyto Conference Centre continues to grow rapidly.

The Records Department and Council staff as a whole have been kept very busy with processing increased volume of records associated with the floods and Cyclone Yasi that devastated this shire from December last year. All staff members involved with the creation of public records have worked hard to ensure that the Council's records are appropriately maintained as required by the State Government and local community.

The Customer Service area is made up of the Records and Customer Service Manager, 1 full-time, 2 part-time and 1 casual Records Officers, 5 full-time, 1 part-time and 1 casual Customer Service Officers.



The TYTO Conference Centre is available to hire for conferences / meetings / training / functions

Risk Management

Risk Management is an important element of Governance. Council has commenced an Enterprise Risk Management (ERM) approach facilitated by our insurer Jardine Lloyd Thompson. Risk management is an important element of our annual governance return to the State Government. Full implementation of the ERM is expected to be completed by June, 2012.

Business continuity planning was implemented to cope with and prepare for the Swine Flu Pandemic which fortunately did not eventuate as a major threat to Council and the community.

Council continues to team with FNQROC Councils to participate on a regional basis in the Cities for Climate Protection Program which will build local capacity to address climate change through a strategic milestone framework.

Pictured below: Council's Network Support Officer – Dwain Friday "Delivering support to Council Staff"



CORPORATE SERVICES - HUMAN RESOURCE MANAGEMENT

It has been a busy year in Human Resources (HR) firstly with the review of existing policies and subsequent redesign of 35 human resources policies (including a revised Code of Conduct) and the creation of procedures to accompany each policy. These were then rolled out across the organisation with briefing sessions held for Supervisors and Managers. January then saw the appointment of a part time Human Resources Manager to oversee the HR function and assist Council to focus on its people strategies.

Apart from the day to day issues, the main focus from January onwards has been to work with and guide Supervisors and Managers to ensure that the newly developed policies and procedures are adhered to. Adherence and compliance will meet the aims of contemporary best practice human resources management and will result in better consistency of decision making involving employees across Council.

Natural Disasters

Most people in the community were affected one way or the other by Cyclone Yasi and floods, including our employees both personally and at work. All of Council prepared and mobilised ahead of, during and after the cyclone and a handful of dedicated employees and Managers involved in disaster management bunkered down in Council premises during the event, ensuring that the needs of the community were met.

Examples of the dedication of some of our employees include extraordinary acts such as the delivery of emergency medical supplies and imperative food drops to members of the community cut off by floods requiring urgent and special assistance. Council is very grateful to its employees involved in the disaster management and recovery phases. On behalf of Hinchinbrook Shire we thank you.

There has been concern expressed by employees of the outdoor workforce during this year as it was necessary to contract out post-cyclone and flood damage repair works due to the extensive damage suffered in our region. We have tried to reassure these employees that Council does not have the capacity within our normal organisational structure to handle the extensive recovery works which have been assigned to contractors, while at the same time continuing to deliver our usual services. Additionally, there is special government funding available which enables Council to contract these extensive works out, however the funding provisions impose restrictions on the use of Council's day labour. This restriction we believe is designed to protect the needs of the community to ensure that the usual program of works is not compromised or overshadowed by the enormity of the post cyclone works.

A positive outcome of the cyclone and floods being so widespread across Queensland has been that a large amount of funding became available to local governments to assist stricken communities. Our community has also benefited from this funding via the appointment of a Jobs Skills Development Officer and two (2) Community Development Officers to assist in community and jobs economic recovery after these disasters.



Council employees assist with the clean up following Cyclone Yasi

*Photo courtesy of
Herbert River Express*

Employee Headcount

As at the end of the financial year our full time equivalent (FTE) headcount (excluding casuals) was 174.86, which is a decrease of 8.56 FTE (excluding casuals) compared to the previous financial year where Council had engaged additional temporary employees as a result of previous floods. FTE numbers include permanent and temporary labour, but exclude casuals.

This year saw the need for us to employ 24 temporary labourers in the Works and Public Open Spaces Departments immediately after the cyclone in order to be able to quickly clean up. We partnered with local employment agencies in Ingham to ensure that the local community were given the opportunity to apply for these roles, at a time of great need for many and to restore essential infrastructure within our Shire. As at 30th June 2011 we had only 6 temporary labourers still in our employ, which subsequently finished up on 2nd August 2011.

During the financial year we had a headcount of 21 casuals, which is an increase of 6 casuals on last year. This is attributed mainly to the necessary appointments of casual call centre operators who will only be used when the local disaster management call centre is activated.

Employee Turnover

This year, 39 people chose to seek employment elsewhere, retired or ceased employment for other reasons, of which 7 left our region. This equates to an annual turnover of 19.9% compared to 8% last financial year. However, when analysed, the turnover percentage also includes the completion of 15 temporary labourers, 6 temporary contracts as well as 1 casual from the 2009 flooding event which account for 11.2% of the turnover figure. This continues to be a relatively low turnover compared to many other industries and Councils, although all employment predictions are that all sectors will be subject to increased turnover as the economy recovers, and for this reason we are focussing more attention on our people management, and next year look to invest in a leadership development program, subject to Council approval.

While turnover does mean that valuable skills and knowledge leave the organisation, it also provides opportunities for employment within our community.

As the year evolved, Council adopted a better approach under the revised policy to its recruitment and selection by placing more emphasis on the advertising of job opportunities in the community through a merit based recruitment and selection process, and this has been evidenced by the many positions that have been advertised and filled from the Herbert River Express Newspaper and other career employment sites.

Apart from the impacts of Yasi, we continue to face challenges associated with attraction and retention of talent within our region; particularly young people schooled and trained in our region as well as trade and professional/specialist roles. It is difficult to attract and retain qualified and/or experienced employees when regional councils struggle to compete with the salaries offered by the mining and private sectors on our doorstep. We will continue to explore and consider alternate ways of attracting and retaining talent, including the consideration of cadetships, traineeships and apprenticeships.

In our region we are also affected by a high percentage of ageing population. As at the last census, Hinchinbrook Shire recorded the highest proportion of over 65 year olds for any local government area of Queensland and this results in a lower labour force participation overall. This affects Council also, and this issue will prompt a need for us to look at alternate ways to manage our own ageing workforce over the coming years.

Local government benefits such as competitive leave entitlements, attractive superannuation options and other Council benefits such as a nine day fortnight, paid parental leave, negotiated salary increments, education assistance, an employee assistance program, an employee wellbeing program, employee recognition and awards program are all designed to attract, recognise and reward deserving employees in our pursuit of retention of talent to be able to carry out the requirements of local government.

Work Experience

With the additional part time resource in HR, we have been able to renew our focus on work experience including school work experience placements. We have worked with Ingham High School through the Beacon Foundation Program and Gilroy Santa Maria College to place 18 work experience students in Information Technology, Records and Administration, Finance, Design, Civil Engineering, Water & Sewerage, Natural Resources Management and the Art Gallery this year. We are pleased to be able to provide students, where possible, with a placement which provides them with an insight into their preferred career path and we will continue to do this as a community benefit.

Work Placements

Where we have adequate supervision, staffing and a meaningful work placement option, we will consider requests for work placements of disadvantaged and/or special needs individuals recommended by local employment agencies in search of a work placement opportunity within Council. The benefit to the community of work placements is that the individuals experience a real working environment which hopefully assists them to secure alternate forms of ongoing employment. In this last year we have accommodated three such work placement arrangements.

Learning and Development

Once again, Council participated in what should be the final round of the Productivity Places Program (PPP) administered by the Local Government Association of Queensland. This program provides a significant level of funding for the achievement of certain qualifications and this has resulted in a financial saving to Council while at the same time enabling continuous learning for the employees of the organization.

Since commencement of the PPP program, Council has enrolled 16 employees into the following qualifications: Certificate IV Civil Construction Supervision, Certificate IV Business Administration, Certificate IV Horticulture (Arboriculture), Certificate IV Regulatory Services, Certificate IV Water Operations, Certificate IV Conservation and Land Management, Diploma of Management and Diploma of Horticulture (Arboriculture). The duration of the courses range from 12 – 24 months and during the previous year, four employees have completed their qualifications through PPP with another twelve to be finalised by June 2012.



As this funding program paid for a significant component of the cost of the courses, this has been an effective way of skilling employees in a cost effective manner. We will continue to participate in any relevant funding which enables us to continue to up skill our employees, and in doing so, contribute to their professional and personal development.

To assist in addressing specific skill shortages, we have also enrolled 8 employees into existing worker traineeships across qualifications ranging from Certificate III Civil Construction – Plant Operator to Certificate IV Business Administration, 3 of which have since been completed. These traineeships are largely funded by the Department of Education and Training (DET).

In the Engineering Department it is often difficult to attract and retain specialist skills and another strategy designed to address this is the employment of cadets. Cadets are advertised for and engaged on a four year cadetship whereby Council pays for their studies and subsequently commits to appoint them to a permanent position at the end of the Cadetship. During this last year, one cadet has successfully completed their university studies and the incumbent has been appointed into a permanent position. We have two remaining cadets under the program.

Due to our regional location and the nature of some of the more specialised/technical qualifications we need to offer, we rely on the ability of our employees to be able to learn via distance education, which is not always the best method of delivery suited to all people, nor viable for Council either. We were able to enrol three Customer Service Officers at the Ingham TAFE for the Certificate IV in Business Administration, two of whom have since completed their qualification.

Aside from funded training opportunities, Council continues to invest in its employees and Managers, ensuring they attend a variety of compulsory and beneficial training to ensure we develop and maintain the skills required to keep up with the many legislated changes required of local government.

*Council provides training to Councillors,
Managers and Officers*

OPERATIONS PLAN 2010/2011 UPDATE

HR Policy Review

Responsible Department: Corporate and Economic Development

Strategic Outcome: 4.4

Key Performance Indicators:

Review and update completed by 31st August, 2010.

Details:

Complete the review and update of all Council Human Resources Policies.

Progress: The Human Resources Project Manager was appointed and this project is complete.

Staff Performance Plan

Responsible Department: Human Resources

Strategic Outcome: 4.4

Key Performance Indicators:

Staff Performance Appraisal and development system is implemented by 31st December, 2010.

Details:

Review, adopt and implement a staff performance appraisal and development plan.

Progress: Since the appointment of the Human Resources Manager, a number of fundamental HR activities have been put in place including the bedding down of all the new policies and procedures, a full review of position descriptions which is still underway and a documented organisational structure. Before a performance appraisal system can be implemented these activities and further leadership development must take place. This project is on hold until those activities are complete.

Workforce Planning and Succession Planning

Responsible Department: Human Resources

Strategic Outcome: 4.4

Key Performance Indicators:

Plan is developed 30th June, 2011.

Details:

Review, adopt and implement a workforce and Succession Plan.

Progress: Workforce planning is the process of ensuring that an organisation has the human capital necessary to achieve its goals, and for all we know those goals could change with the appointment of a new Council. Succession planning is the process of identifying employees within the organisation who have the potential to move into key or leadership roles, and while this occurs as part of usual business, the implementation of a system for this can only be achieved through an effective system of performance measuring and management. Therefore this project is on hold until those activities are complete.

Our Focus

Moving forward we continue to bed down the HR policies and procedures, while at the same time finalizing an organization-wide review of all position descriptions and employment contracts to ensure that employees are clear in the expectations Council has of them and that these are documented and filed according to our audit requirements. During the first half of 2012, Human Resources will be heavily involved in the negotiation with unions of a new Certified Agreement, to be finalised June 2012. After this time, the organisation will need to look at its leadership development framework, ensuring that Supervisors and Managers possess the necessary leadership, people management and soft skills required of today's workforce.

Snapshot of Human Resources Activity as at 30th June 2011

Because of the uncertain nature of casual employment, casuals are not included in our FTE.

Department	Permanent Full-Time	Permanent Part-Time	Temporary Full Time	Temporary Part Time	Trainees	Total FTE
Corporate Governance	2	0.60	0	0	0	2.60
Corporate Services	17.7	3.14	1	0.40	0	23.24
Financial Services	11	0.83	0	0	0	11.83
Environmental Health	18	0	0	0	0	19
Engineering Services	93	4.91	15	0.09	0	113
Human Resources	0	1.39	0	0	0	1.39
Information Technology	4	0	0	0	0	4
Workplace Health & Safety	1.3	0.50	0	0	0	1.79
Totals	147	11.37	16	0.49	0	174.86

Voluntary Turnover

Retired	3
Relocation	7
Contract Ended	11
Better Career Opportunity	8
Non Specific Reason	10
Total	39

Positions Recruited

Permanent Positions	4
Temporary Positions	29
Casual Positions	6
Total Positions Recruited	39

Mayor Pino presents Council employee Guilio Zanelli with his 10 Years of Service Award



Mayor Pino presents Council employee Daryl Currington with his 2010 Engineering Staff Award



Workplace Health And Safety Management System

Council's safety team, management and employees continue to develop and implement the Safeplan2 Safety Management System. A lot of preparation has been put towards gearing up to meet the requirements of the national harmonised Work Health and Safety Act, 2011, Regulations and Codes of Practice which will come into force 1st January, 2012.

Hinchinbrook Continues To Lead In Safety Performance

This year was complicated by the increased workload and other issues that the floods and Cyclone Yasi brought. Many Council employees worked six day weeks for a number of months. The work that they were involved in was sometimes quite hazardous involving hazards such as: manual handling, snakes, biological contaminants, heat, sharps, asbestos etc.

The increased workload meant that Council relied heavily on many contractors and volunteer organisations to provide plant and manpower. This resulted in Council's safety team being kept very busy inducting dozens of contractors over very short periods of time.

All in all we had very few incidents considering the workload and the type of work performed. This result was primarily a result of the workforce being conscientious and safety focussed. Congratulation to everyone involved.

Many Local Governments in Queensland are self insured for workers compensation. Statistics released by our Insurer show that Hinchinbrook Shire Council's 2010 / 2011 Workers Compensation premium remained equal lowest in the State due to our continued low rate of lost time injuries.

Safety Training

Council had quite a busy year for safety training. 30 employees were put through senior first aid training and approximately 25 through chainsaw refresher training. We also ran relevant employees through confined space training, traffic controller training, road signage courses, and load restraint training.

Council ensures staff abide by the Workplace Health and Safety Regulations and Codes of Practice and wear Personal Protective Equipment (PPE)

Consultation

Council acknowledges that ongoing and effective safety related consultation is a very important and necessary component of a safety management system. Council promotes safety consultation in a number of ways:

- Employee participation in Risk assessments;
- Outdoor Safety Committee;
- Indoor Safety Committee;
- Safety is a standing item on the monthly Operational Review Committee; and
- The Strategic Management Team is consulted on any safety related matters that require the approval of or input from the Executive Officers.

Health And Well Being Program

To assist with the control of the spread of influenza within the workforce and the community, and to assist with reducing the burden on the health system in flu season, Council provides voluntary flu vaccinations for employees. Council also covers the costs associated with risk based vaccinations such as hepatitis, QFever and tetanus.

Council coordinates a skin cancer check program for employees. Due to this program a number of potentially serious problems were identified in time to be effectively treated. One melanoma and one squamous cell carcinoma were removed, both successfully before further complications could result.

Council also offers a free counselling service to employees and their immediate family.



Safety and Worker's Compensation Statistics**2010 / 2011 Incident Statistics**

	2008 / 2009	2009 / 2010	2010 / 2011
Lost Time Injuries (LTI)	6	11	13
Medical Treatment Only Injuries	14	9	8
Total Claims	20	20	21
Lost Time Injury Frequency Rate (#LTI / average hrs worked per mth x # employee)	18.7 (18.7**)	15.7 (21.4**)	(21.1**)
Total Days Lost	89	61	107
Average LTI Duration (Severity) (# days lost / # LTI)	14.8 (16.3**)	5.5 (17.9**)	8.2 (12.3)
Other Minor Injury / Near Miss Events*	49*	58*	76

Compensation Rate***

	2008 / 2009	2009 / 2010	2010/2011
HSC Scheme Rate***	0.620%	0.620%	0.620%
Average Group C Scheme Rate Range (12)	0.471 – 2.046	0.620 – 2.303	0.620-2.143
Premium (to 30/06/2010)		\$78,009	\$82,313
Costs incurred (by LGW)	\$35,438	\$26,820	\$65,553

* Total incident reports received minus Medical Treatment Only and / or lost time injuries.
Does not include property damage incidents where no risk of injury.

** Scheme Average

*** Rate x total annual wages = Premium payable



Ingham Scouts provide presents towards the Mayor's Christmas Appeal

Information Technology

This financial year the IT Department finalised a two year project that included the refresh of Council's IT server infrastructure, including ensuring the server room floor level is above the Q100 flood level. This work has delivered positive outcomes for future business models within Council's Framework.

In collaboration between Internal Departments, External Consultants and Engineers, Council was able to migrate 15 years of electrical, telecommunication and data networks to the new server room within the Lannercost Street Office while providing support mechanisms to allow uninterrupted daily business operations.

Financial Services

The Finance section experienced significant increased workloads resulting from Cyclone Tasha/Yasi and previous events that had not been finalised.

Activities within the Finance Section impacted by this event with the level of activity expected to remain at a high level for the next 2 financial years:-

*Accounts Payable

NUMBER OF ACCOUNTS PAYABLE TRANSACTIONS TO JOB COSTING		
2008/2009	2009/2010	2010/2011
18,863	30,420	34,958

* Insurance Claims and Subsidy Claims

In excess of \$500k submitted. Subsidy claims for NDRRA Cyclone Olga event finalised. NDRRA Cyclone Yasi event subsidy claims still to be submitted and approved.

* Increased Resources required to manage Council's cash flow.

* Opening and summarising tenders for relevant officer. Estimated \$100M of works required for Cyclone Yasi event.

* Asset Accounting

Increased activity splitting assets, disposing of assets and adding new/replacement assets. Also officer time in preparing revaluation data from NDRRA project management and Engineering Assets Section.

* Payroll Processing

Additional timesheets for temporary/casual employees and additional calculations and entries for overtime for existing employees. Also increased work resulting from employee appointments and ceasing employment. Due to Council's day labour not being eligible for NDRRA works, the timesheet transactions for 2011/2012 is expected to reduce.

NUMBER OF TIMESHEET TRANSACTIONS TO JOB COSTING		
2008/2009	2009/2010	2010/2011
96,179	99,793	101,119

* Increased audit requirements regarding NDRRA works.

* Recoverable Works

Increased activity with regard to recoverable works with Council undertaking additional works on Main Roads..

Department of Environment & Resource Management completed a revaluation of the Shire in October, 2010 which went on public display and issued to property owners on the 3rd May, 2011.

A process commenced to significantly review Council's rating policies in preparation of the 2011/2012 Budget with detailed modelling undertaken of the new valuations to apply from 1st July, 2011. The principles contained within Council's Revenue Policy relating to Rates and Charges were applied as the rating categories were reviewed.

PROJECTS THAT WERE NOT COMPLETED DUE TO INCREASED WORKLOADS RESULTING FROM CYCLONES TASHA/YASI:-
>> Review of Finance Section Position Descriptions
>> Update Delegations Register for Finance Section
>> Review Purchasing/Procurement Policy
>> Establish Audit Committee (since completed with first meeting held February, 2012)
>> Appoint Internal Auditor (expressions of interest requested May, 2011 not appointed prior to 30th June, 2011)
>> Completion of Asset Accounting Policy and other Asset Management work involving Asset Management Plans and attending FNQROC Asset Meetings;
>> Updating the Qld Treasury Corporation 10 year model and submitting for their independent review;
>> Department of Infrastructure and Planning Financial Sustainability Return (due February, 2011 - completed October, 2011);
>> Budget not adopted by 30th June, 2011. (The Shire revaluation data being delayed also contributed to not meeting this target. The budget was adopted prior to 30th August, 2011 which met legislative requirements).

Due to the time it would take to identify damaged assets from Cyclone Yasi and complete condition assessments, an extension of time was requested to complete the annual Financial Statements from 15th September, 2011 to 31st January, 2012. This extension of time was necessary to ensure the assets were valued at fair value. An extension of time was also requested for the adoption of the Annual Report to 29th February, 2012 due to requiring the audited Financial Statements to be included in the Annual Report. The Minister approved both requests.

As part of the Mayors Expenditure Review Committee (MERC) process, financial reports were prepared as required to review various Council activities. Reports were developed that update daily to assist officers with monitoring and reviewing their budgets and to check costings are accurate. Target levels of reduction in operating expenditure were set and the program committees were made up of Program Manager, Mayor, CEO, two Councillors and Finance Manager. The Councillors on each committee were determined by giving consideration to their respective portfolio's. Throughout this process summaries of the progress by each Committee was presented to the full Council by the relevant Program Manager. This process will continue to be used in preparation and review of longterm budget forecasts.

Council entered into a five year contract with Local Government Association of Qld (LGAQ) for the corporate system in 2007. TechnologyOne ceased the relationship with LGAQ that allowed this contract with Council. Discussions continued throughout the year regarding a contract directly between Council and TechnologyOne. At 30th June, 2011 Council had not entered into any contract directly with TechnologyOne. TechnologyOne was continuing to provide annual support and maintenance and Council continued to pay the annual fee and received the standard conditions associated with the annual support and maintenance service. The version of the corporate system software in use is required to be upgraded in 2011/2012.

DEVELOPMENT & PLANNING — ECONOMIC DEVELOPMENT

Shire Planning

The 2010 / 2011 year saw Council assess the largest development application in its history, representing potentially over \$425 million investment in the Shire and subsequently absorbing significant Council resources.

Other Material Change of Use and Reconfiguring a Lot development applications followed 2009/2010 trends, however Operational Works applications have seen a significant increase (primarily associated with large amounts of 'free fill' available across the Shire). This trend is likely to continue in 2011/2012 as NDRRA works commence and more 'free fill' becomes available.

Town Planning Services (TPS) additionally commenced an overhaul of the development application process seeking to improve the quality of development applications and reduce assessment timeframes. In 2010/2011 TPS focused on improving the quality of development applications received by Council and trialed the 'well made application process'. Additionally substantial changes were made to Council's website seeking to improve the quality of planning information available to the public online.

GIS

Council continues to partner with CSR, Herbert Cane Productivity Services, Canegrowers Herbert River, Terrain, and BSES in the Herbert Resource Information Centre (HRIC), and delivers high level GIS technology and information via this successful collaborative joint venture.

The HRIC IT server technology is housed in the Council IT server room, and provides a web based service delivery of the HRIC data to the community, to encourage greater use of natural resource and productivity data by the sugar industry, and assist in improved farming techniques and efficiencies. Council also benefits by improved community access to its GIS data and information.



OUR TOWN OUR FUTURE REVITALISATION STRATEGY - TYTO DEVELOPMENT

The Tyto Wetlands Centre continues to attract tourists to the Shire with the Centre recording 21,633 visitors for the period July to June, 2011 compared to 24,542 visitors for the same period in 2009 / 2010, a decrease of 12%. This decrease was reflected throughout the region caused by visitors staying away due to the flooding and Cyclone Yasi events.

Despite this decrease the Centre continues to achieve its goal of attracting visitors who would have not otherwise stopped and encouraging them to spend time in our Shire sampling our wonderful cultural history and environmental wonders. The Centre won the NQ Tourism Award for Visitor Centres in October 2010 and was a finalist in the Queensland Tourism Awards and won the Queensland Information Centre Award in March 2011.

Construction of the new Library Technology Learning Centre, Regional Gallery, Youth Space, and Office Space for Natural Resource Management (1,360m² floor space) at the TYTO Cultural Precinct was completed in April, 2011 after delays due to flooding and Cyclone Yasi. This project is funded by \$4M Federal Government funding under the Community Infrastructure Program (CIP) – Strategic Projects and \$2M from Council funds.

This completes the initial objectives of the Our Town Our Future strategy to provide these cultural and environmental facilities for visitors and locals to enjoy and pave the way for new business opportunities to develop.

Below left: Inside the TYTO Restaurant
Below: The stunning TYTO Restaurant and surrounds



CORPORATE PLAN

Council's Corporate Plan 2010 – 2014 reflects best practice principals and will guide Council's decision making over this period across the quadruple bottom line areas of Community, Economic, Environment, and Governance. It embodies the direction of the "Our Town Our Future Revitalisation Strategy" formed over the past five years. The extensive community consultation conducted during this process gave a clear message and direction for Council to 'maintain our lifestyle and create jobs for our kids'.

WEBSITE & CORPORATE IDENTITY

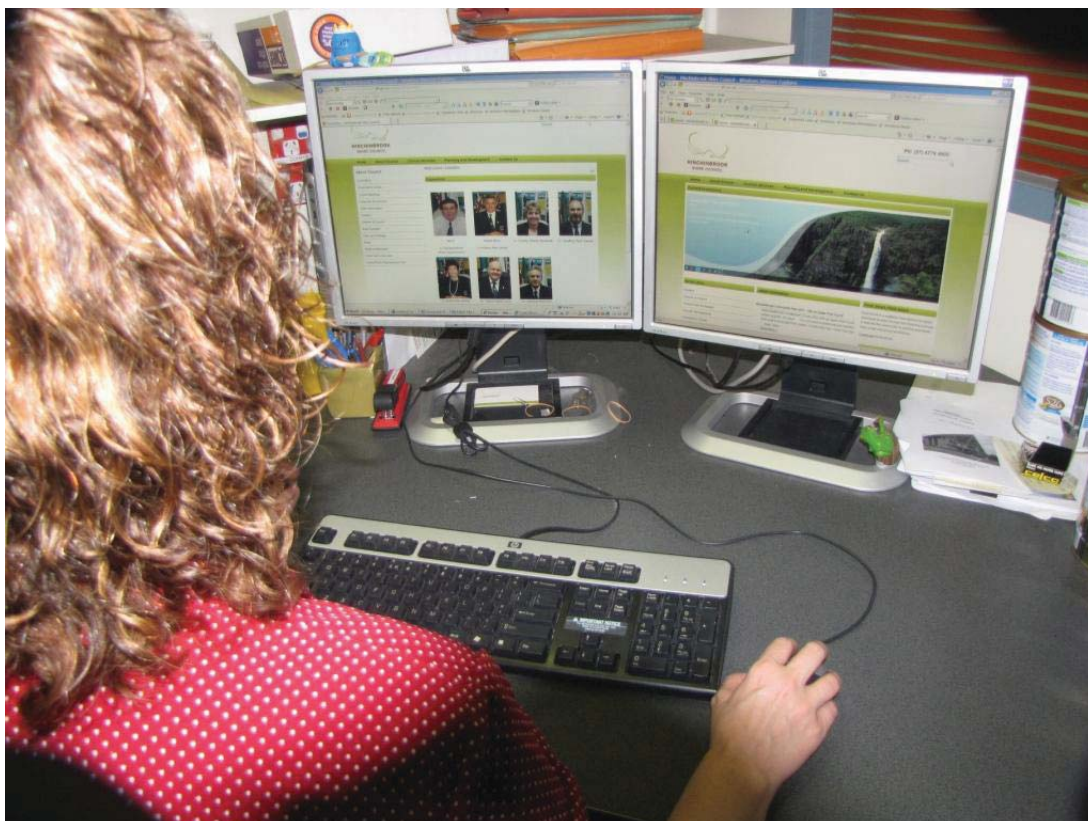
After the implementation of Council's new website and business centre and the finalisation of the TYTO Cultural Precinct to include the new technology and learning centre, 2010/2011 saw the creation of another website dedicated directly to the needs of the TYTO Cultural Precinct – www.tyto.com.au

While still in the process of completion, visitors to the website will soon be able to access information about the TYTO Conference Centre, Restaurant - Serenita @ TYTO, Hinchinbrook Library, TYTO Regional Art Gallery and TYTO Visitors Information Centre.

Information will include Gallery exhibitions and opening nights, TYTO restaurant hours of operation, menus, photos and catering details, Library workshops, and holiday activities along with visitors information about Hinchinbrook Shire, accommodation details, and Shire attractions and much more.

June, 2011 saw integral Council staff undertake a refresher training course with Council's website service provider, Resolute IT. The 3 day course was designed to help staff navigate and shape the websites development to better suit Council needs as an organisation, and ensure that the tools allowed for future development and implementation of web 2.0 technologies are utilised to the fullest.

Council officer updating Council's website



DEVELOPMENT & PLANNING – TOURISM

2010 / 2011 started off quite positively for the Tyto Wetlands Centre and Hinchinbrook Shire Tourism in general with an 11% increase in visitor numbers in the first 5 months of the financial year. Unfortunately due to the extreme wet season, Queensland floods, Cyclone Yasi, and a myriad of other difficulties, visitor numbers dropped significantly December to June compared to the previous year. Visitor numbers through the Centre for the entire year were 21,633, which is an overall 12% decrease on the previous year. Indications are the second half of 2011 will improve but there should still be a decrease in visitor numbers.

The largest decrease is from the school excursion sector, with many local and regional schools postponing their visits to the second half of 2011. Decreases in the regional, domestic and international sector experienced by our Shire has been quite uniform across the State.

Despite this, a reasonable number of schools and tour groups have still visited the centre and wetlands. These included schools from the Townsville, Innisfail, Tully and a university group from Perth returning for a third year.

Merchandise sales for the year have also decreased as would be expected. A respectable \$20,500 in sales.

A number of tourism related businesses in the Shire indicated a mixed year generally, with good occupancy rates in part due to the number of emergency, construction and road workers in the area. Some of the Hotels though have still not reopened their accommodation due to damage to facilities.

The tour operators have been hit especially hard by the drop in visitor numbers and the closures of National Parks in the area due to damage from Cyclone Yasi.

Tourism marketing strategies for the year included brochure participation in regional holiday and travel shows in the UK, Brisbane, Melbourne, Sydney, and Townsville. Local brochures were also sent to various visitor centres and businesses in Queensland.

Visitor Centre Manager or staff attended expos at Townsville Expo on the Strand, Townsville Fishing and Boating Show, and the annual Sydney Camping and Caravan Show.

Tyto Wetlands Information Centre entered in the North Queensland and Queensland Tourism Awards in the Visitor Centre Category and was successful in winning North Queensland, and placed as a finalist in Queensland. The Information Centre was also successful in winning 2011 QICA (Queensland Information Association) Visitor Centre of the Year. Other successful operators in the region were Mungalla – North Queensland Tourism Awards.

Hinchinbrook Shire has long been an active supporter of Tropical Coast Tourism (LTO) and Townsville Enterprise (RTO). This support is necessary to promote both Hinchinbrook Shire and the entire Great Green Way Region. Where possible Council staff and/or Cr. Kaurila attend tourism workshops and meetings with both organisations.

The Centre assists the local tourism industry by producing such publications as: Hinchinbrook Activities and Accommodation Guide. This publication lists as a free service all the available accommodation providers and tour operators in the Shire. This publication is then distributed in the Information Centre, posted out with information packs, sent to other visitor centre's within North Queensland and distributed at Regional Travel Expos.

The Tyto Wetlands Centre also offers a free booking service for all local accommodation and tour operators.

The Visitor Centre Volunteer Program has had a productive and busy year. One long term volunteer has retired with a new person taking her place. Volunteer numbers remain at 48. Volunteer activities for the year included, famil tours of local area, Hinchinbrook Channel and Island, regional volunteer conference in Charters Towers and full day intensive training in all facets of visitor centre operation and customer service.

At the annual volunteer Christmas and awards function, Laurie Firth was awarded Volunteer of The Year; and Thelma Furlan with Most Cheerful Volunteer Award. For the third year we awarded a volunteer with "The Busy Bee Award" recognising the volunteer who has worked the most hours in the Centre for the year. John Holmes won this award for a 3rd time with a staggering 316 hours worked. Runner up was Ann Poggi with 298 hours for the year up to mid November. Overall the volunteers worked over 5,000 hours in the calendar year. This equates to 2 full time staff which is a significant saving for Council and the community.

There have been a number of staff changes in the past year due to staff maternity leave within Council. Tourism Officer – Stacey Pether returned from leave May, 2010 to work Monday, Tuesday and Wednesday looking after all aspects of the volunteer program. Ms. Tiffany Amesbury returned from maternity leave April, 2010 working part time Thursday and Friday. Tiffany's main responsibility in the Centre is merchandise and brochures. Both positions share administration and other duties.

OTHER ACTIVITIES FOR THE YEAR INCLUDED:-

- Promotional packs given to visiting groups / conferences;
- Visits to the Centre by community, school and organised tour groups;
- Two wedding services held in grounds;
- Various Tourism Workshops held at Centre;
- Hosted Chamber of Commerce Function (*top left*);
- Tourism advertising in various publications;
- Tyto Wetlands Precinct bird list produced;
- Centre Manager attended Queensland Information Centre Conference in Ipswich;
- Tyto Wetlands Open Day and Golf Buggy Rides (*top right*).



Volunteers cruise the Hinchinbrook Channel



Volunteers received their Awards at the 2010 Christmas Party

COMMUNITY SERVICES — CULTURAL SERVICES

Gallery Hinchinbrook

Council showed an ongoing commitment to the Arts & Cultural Department again this year, with the opening of the purpose built TYTO Regional Art Gallery (TRAG). This new public space, equipped with CCTV, Gallery standard air conditioning, and moveable walls is the newest Regional Gallery to open in Queensland in 2011.



The opening of the new gallery was delayed due to our natural disasters earlier this year, including flooding and Cyclone Yasi. This meant that the gallery opening was delayed several weeks, with its first opening exhibition “Elements of Eyre” by local artist Louise Plint on the 3rd May, 2011.

Gallery Hinchinbrook (TAFE building) presented seven exhibitions with TRAG presenting three exhibitions up to the 30th June, 2011. The total exhibitions held in 2010 / 2011 were made up of two travelling (one exhibition featured two exhibitions displayed in conjunction), seven local, and the national Hinchinbrook Art Awards Competition (previously Acquisitive Art).

The newly accepted Exhibition Policy looks at an expanded program offering locals the opportunity for small solo exhibitions along with Council generated exhibitions that showcase our own cultural history. Openings for collaborative exhibitions will continue to be supported along with travelling exhibitions to expose and educate us of the happenings in the art world outside our area.

A new process has been implemented to seek expressions of interest from both local and regional artists and gallery guidelines and agreements have been finalised and implemented.

Currently exhibitions have been organised for the next 24 months, with a balance of local and travelling exhibits. All travelling exhibitions are booked into the gallery in our winter months to avoid our monsoonal climate. We have a large list of artists wishing to exhibit and bookings are currently being taken for 2014.



Between May and June, 2011 the gallery had over 2,600 visitors which equates to a whole year of attendance in previous Gallery Hinchinbrook and a 50/50 balance of tourists and local visitors. Our latest exhibition opening night broke the record with 291 people in attendance.

Several workshops have been held including a postcard workshop and children’s activities in the Gallery, these events are usually free to attend and is another example of how Council engages with the local community to help develop and build capacity within the Shire.

Regional Arts Development Fund (RADF)

Council successfully obtained an amount of \$19,833 from Arts Queensland to contribute to the operation of the local Regional Arts Development Fund. Combined with Hinchinbrook Shire Council's contribution of \$8,500, the new funding allocation obtained for 2010 / 2011 totalled \$28,333.

The RADF Committee has welcomed new members. We hope that increased awareness will see more community members access this program that offers funding to artists / artswomen wishing to facilitate activities with arts and cultural development outcomes within the community.

Working in collaboration with talented local artists Ms. Jan Cattoni, Ms. Ann Vardanega and Mr. Daniel Marolla, Council also completed the "Our Town, Our Stories, Our Future" project. A selection of local identities were interviewed and recorded on video which is now for sale for \$20 from the library and gallery. A special showing was held at the Noorla Resort in late 2010 and received excellent reviews.

Community Events

Council supported many events throughout the Shire, for example National Aborigines and Islanders Day Observance Committee (NAIDOC) Week was celebrated with a flag raising ceremony (*below right*), welcome by traditional owners, and cake cutting (*below left*). This was held outside the Shire hall in the main street with many free gifts handed out during the event received from the Federal Government NAIDOC organisation.



Volunteers

Council would like to acknowledge our volunteers for the wonderful contribution that they make to our community, with around 40 volunteers assisting in the Gallery, without whom it would be difficult to operate as we do. Council provides volunteers with a safe and supportive work environment, special uniforms, badges, and special events like morning teas, excursions and a Christmas party each year.



Hinchinbrook Shire Library

Hinchinbrook Shire Library continues to provide traditional and new and up-to-date services to our community.

During 2010 / 2011 we saw the removal of the library from our old space in the Barrier Reef TAFE building, to the new purpose built library in the TYTO Cultural Precinct in McIlwraith Street. Staff worked extremely hard on making the removal as smooth as possible and despite weather delays, the new Library was open for business on 4th April, 2011.

The new Library has seen the introduction of new technologies and services. New to the children service's area is the Baby Rhyme Time program. Designed for children from 3 to 18 months, this program includes parent participation, nursery rhymes and songs.

The Library now has WiFi access throughout the whole of the Library building and also has laptops and iPads available for use within the Library. A new computer training room is also a feature. The room may be booked by members of the public, with or without the use of computers, and will also be used by staff to deliver training to the community.

The move to the new Library has enabled more community interaction. The Library now houses the collection of books, serials and microfilm that belong to the Ingham Family History Group. The group meets regularly in the Library and provides assistance to Library clients when they are researching their genealogical history.



Library and Gallery from the Piazza



Inside the Library

HEALTH & ENVIRONMENT SERVICES — HEALTH SERVICES

Like for the majority of our community, for Environmental Health Services (EHS) 2010/2011 was marked by the numerous floods of the wet season and by Cyclone Yasi.

Until December, EHS activity was mainly routine ensuring business licensing, compliance inspections and service requests were handled promptly and efficiently. EHS further continued to advance Council's Greenhouse Inventory and Greenhouse Mitigation Action Plan, aimed both at reducing emissions and at reducing expenditure on energy.

EHS maintained its focus on Natural Resource Management, continuing with a number of initiatives being undertaken at local level – in particular the highly successful Community Feral Pig Management Program.

Christmas 2010 marked the beginning of what soon became a chain of natural disasters. EHS activated its disaster management plans, with officers being represented on the Local Disaster Management Group and directly involved in organising response and recovery actions. Floods were nothing new to Hinchinbrook and post-flood cleanup (e.g. kerbside rubbish pickup, distribution of disinfectant, advisory inspections of food premises) was carried out as planned.

Tropical Cyclone Yasi brought new challenges to an already stressed community. In particular, having no power and no reticulated water for some time was a major challenge and significant potential risk to residents and food premises. EHS officers, assisted by Queensland Health public health officers and environmental health officers from Townsville City Council and Gold Coast City Council, carried out all actions required to maintain population health.

This included public education and advice, advisory inspections of food businesses, and environmentally relevant activities, seizing and disposing of food unfit for human consumption and vector control. Consequently, from a public health and environmental perspective, the 2011 “disaster season” was well managed, with no disaster-specific illnesses or outbreaks reported.

Council workers, with the gratefully accepted assistance of the Australian Army, State Emergency Services and National Green Jobs Corp conducted a community cleanup soon after the cyclone to help the community recovery.

Above Left: Landholders taking part in feral pig trapping

*Left: Council welcomed assistance from
the National Green Jobs Corp*



Licensed Activities

During 2010/2011 Environmental Health Services (EHS) reviewed all environmental licensing and service request tracking. This helped achieve better levels of customer service and compliance with legislation, as well as increased efficiency within EHS.

The audit of Environmentally Relevant Activities continued in the 2010/2011 financial year and ensured that the legislative changes initiated in 2009 would also be effective through the new Proclaim licensing and registration system. Council's website was also updated to ensure the public has accurate and up to date information on compliance requirements.

In addition to its free food handler's training program, EHS have introduced I'M ALERT Food Safety Interactive Online Training, a free of cost opportunity to access online training. Developed in conjunction and consultation with our peak professional body, Environmental Health Australia, this online training assists food handlers in gaining valuable skills and knowledge in food safety and hygiene. The I'M ALERT Food Safety Interactive Online Training is available at www.hinchinbrook.imalert.com.au

Public Conveniences

The Public Place Recycling Program, implemented in 2008/2009, was continued during 2010/2011. It is part of Council's commitment to the Reef Guardian Council Program, and Hinchinbrook residents have welcomed this initiative. The contamination rate of recyclables continued to be low, and the significant quantity of recovered materials was added to the stream of domestic and commercial recyclables collected by our partner, MAMS Plant Hire Pty Ltd and transported to Visy's Materials Recovery Facility in Townsville.

Some of the public toilet blocks were damaged by vandalism and had to be cleaned and repaired. These toilet and shower blocks are significant investments with high maintenance costs, but are essential for the community. EHS wishes to encourage any residents noticing suspect activities in and around toilet and shower blocks to report them promptly to the Ingham Police.

Council's Regulatory Officer performing a random parking patrol. Watch for the signs!



Mosquito Control

EHS's Vector Control Program was continued in 2010/2011. Known mosquito habitats were treated with environmentally friendly larvicides, using both truck-mounted and quad bike mounted equipment. EHS's Vector Control Officer provided advice to many property owners on effective and cost-efficient mosquito control measures.

Building on our experience with aerial treatment, a number of rounds of targeted helicopter larviciding were carried out in 2010 /2011. S-methoprene pellets were applied by hand by EHS officers from a small helicopter. This method proved to be very cost effective, and at the same time enabled officers to treat problem mosquito habitats which are not accessible by conventional land based application. Hinchinbrook did not record any increases in mosquito borne disease cases and did not have any case of Dengue during the last financial year.

Regulated Parking

Random parking patrols were conducted during the year. They were disrupted between February and June, 2011 owing to the workload of Council's regulatory officers during the recovery process after Cyclone Yasi. Parking Officers issued a limited number of Parking Infringement Notices during the 12 month period. Business owners and their employees are encouraged to avoid parking for excessive periods in the CBD. This practice only uses valuable parking spaces which could be used for potential shoppers.

During the course of patrols and in response to complaints received, many tourists and locals were advised of lawful parking requirements and of alternative off street parking. Few complaints were received in relation to the illegal parking of vehicles.

Council continues to encourage employers and their employees to be responsible and ensure that their vehicles are parked in off-street car parks to make sure of the greater availability of parking spaces within the shopping areas.

Officers have also investigated a number of complaints in relation to owners leaving vehicles abandoned on roads and footpaths. This behaviour is unacceptable as it detracts from the amenity of the area, and in some instances, creates potential road hazards to other users.

Residents are reminded to properly dispose of vehicles which can be taken to the Warren's Hill Waste Management Facility.

Cemeteries

All of Council's cemeteries sustained damage to monuments and trees during Cyclone Yasi. With the assistance of resources available to Council after the cyclone and the ongoing maintenance conducted by the cemetery crew the three cemeteries – New Ingham, Old Ingham and Halifax – are returning to a high standard. Regrettably, the wet weather played some part in not allowing the cemetery crew to attend to the cemeteries when required. This problem was mainly encountered at Halifax, however through monitoring these issues were addressed as a matter of priority.

Ongoing beautification programs of all its cemeteries have resulted in favourable comments being received by Council from local residents and tourists alike.

Council continues to ensure that its cemeteries which reflect the culture and heritage of the Shire remain a popular destination for tourists to visit.

After Cyclone Yasi....After Clean-up



Animal Management

All animal complaints were promptly investigated and public awareness of animal management issues was promoted via the HSC Happenings, community newsletters and one-on-one advice to owners.

Council's authorised officers continue to promote and where necessary, enforce responsible pet ownership.

The purpose of this action is:-

- to protect the community against risk of injury and damage;
- to ensure that animals do not create a nuisance, or a hazard to health or safety;
- to prevent pollution and other environmental damage resulting from the keeping of animals and to protect the amenity of the local environment; and
- to ensure that animals are kept and used in a way that is consistent with the rights and expectations of the local community.

Residents are reminded that when a dog is taken into a public place it is not regarded as being under effective control unless:-

- a person who is physically able to control the dog is holding the dog by a leash; or
- the dog is tethered to a fixed object and is under the continuous supervision of a person who is physically able to control the dog.

Any animal located at large can be held by the person finding it and consequently be handed to an authorised officer for the purpose of impoundment.

Council has put into place administrative procedures for the implementation of the new Animal Management (Cats and Dogs) Act 2008 which took effect on 1st July, 2010.

Residents are reminded that generally ALL cats and dogs kept in the Shire now need to be registered. From 1st July, 2010 residents who:-

- buy or acquire; or
- sell or give-a-way

a cat or dog over the age of 12 weeks must also have it implanted with a microchip.

Council encourages the desexing of all cats and dogs. To promote this, annual Registration Fees have been set by Council at a substantially discounted rate.



There has been an increase in the number of complaints received in relation to cattle which are not being confined to their owner's property. This creates increased road hazards as well as damage to neighbouring property. This is particularly so if the property is cane land where the cattle can cause massive and irreparable damage to cane and, consequently, financial loss to the property owner.



Council does ask all animal owners to practice responsible ownership. This Council and its Animal Control Officers do not wish to cause distress to any animal owners, but it is recognised that an animal which is not being responsibly cared for or kept in compliance with the relevant legislation, does become a nuisance and a problem to other residents and the environment.



A 22 tonne tree stump from the Ingham Hospital arrives at Warren's Hill after Cyclone Yasi

HEALTH & ENVIRONMENT SERVICES — ENVIRONMENTAL SERVICES

Natural Resource Management Projects

The 2010/2011 financial year proved to be an extremely challenging one for Council's Pest Management and Natural Resource Management (NRM) teams. The summer of disasters resulted in considerable setbacks in works undertaken in our project areas. These setbacks included:-

- Pest species have returned to their previous high levels in some areas of the Cattle and Palm Creek project sites due to no access by staff for over 6 months.
- Our Feral Pig Program had arguably the worst year on record; due to losing the primary bait supply of bananas, having limited access to trap and bait sites for extended periods, and also having record amounts of stand over cane left in paddocks which historically has led to greater than normal pig numbers. Given all these setbacks the program still managed to control 738 feral pigs.
- Some of our revegetation sites have had a greater rate of attrition of trees planted due to Tropical Cyclone Yasi and prolonged inundation of sites from the extended wet season.

All has not been lost, as in times of heartache we should always look on the bright side and this year the bright side brought the Shires NRM team plenty of assistance from the National Green Jobs Corp's and Yasi's Recovery Group Green Army. This injection of resources has more than eased the pain and made any of the setbacks a distant memory. This year was truly a year to strengthen partnerships between all stakeholders of the Shire and region.

Our community involvement has also continued in all project areas. This involvement included a large contingent of students from Ingham State School and other community minded members of the public taking part in our annual National Tree Planting Day held in the TYTO Wetlands Reserve. This is an important day on our calendar of events where it brought the community together with our workforce to achieve positive NRM outcomes.

Council Officer sprays pest weeds at Crystal Creek



National Green Jobs Corp planting trees on Palm Creek



The Green Army controlling Thunbergia Laurifolia



Ingham State School students at TYTO

HEALTH & ENVIRONMENT SERVICES — WASTE MANAGEMENT

The first half of 2010/2011 was routine for EHS waste management activities. Revegetation, erosion control and optimization of airspace use were the main projects carried out.

The Shire transfer stations continued to recycle all or some of the following materials:

- ▶ Greenwaste is processed into mulch and used on site as day cover and for revegetation.
- ▶ Excess mulch is sold to residents for gardening purposes.
- ▶ Clean fill is used for cover and for revegetation.
- ▶ Concrete is segregated and used for pad construction and as road base.
- ▶ Metal is collected, compacted and transported to metal recyclers.
- ▶ Tyres are disposed of by selected tyre recycling contractors.
- ▶ Batteries are collected in a purpose built banded shed and passed on to recyclers.
- ▶ Gas cylinders are collected and disposed of by Elgas.
- ▶ Waste oil is collected in a dedicated structure.
- ▶ Oil filters and mobile phones are a new addition to recycling.
- ▶ The drumMUSTER program of chemical container recycling is available on site.

All recycling occurs free of charge, and costs associated with recycling are offset by revenue from non-recyclable waste charges. This generates a permanent incentive to recycle, which complements our public education initiatives.

Council also continued to provide extensive waste management services to the community, including rural cleanup bins, kerbside collection, and supplementary bulk bins at the beaches during peak holiday periods.

Christmas 2010 marked the beginning of what soon became a chain of natural disasters. Flood and cyclone waste cleanup became a top priority. Most residents benefitted from some form of free disaster waste collection, with this waste being transported to Warrens Hill and disposed of free of charge. Fee waivers for disaster waste were issued by EHS and are likely to be issued well into the next financial year.

In the first two months after the cyclone EHS have received nearly 4,000 tonnes of general waste (mostly demolition waste), over 30 tonnes of asbestos, nearly 400 tons of steel and almost 7,000 tonnes of greenwaste. About 50,000 cubic metres of greenwaste was collected at a number of temporary transfer stations in the Shire. Council initiated an agreement with Sucrogen which allowed for a significant quantity of greenwaste to be chipped and used as fuel for cogeneration at the Macknade and Victoria Mills.



Mulching Matters 2,300 horsepower tub grinder is making good progress chipping cyclone waste at Warren's Hill

ENGINEERING SERVICES —TRANSPORT

Maintenance of Road Network Infrastructure

Council's road network received extensive damage following flooding events from Cyclones Tasha and Anthony late 2010 and from the record breaking Cyclone Yasi in early 2011 which left a vast trail of destruction across the Hinchinbrook Shire road network. This created a massive task for Council's Engineering and Works operational staff to coordinate and undertake emergency works to reinstate road access and a level of safety across the Shire's network.

Major repair works have been carried out under the Natural Disaster Relief & Recovery Arrangements [NDRRA] with the restoration programmed to be completed over the following two years.

Consequently, maintenance works has concentrated on repair of the network so that a reasonable standard of service is provided to the road user.



Flood damage to Mona Road, Halifax following Cyclone Yasi

Plant Fleet Management

Council continued to set its annual Plant Replacement Program within the framework of its Ten (10) Year Plant Replacement Program, and on the basis of fleet needs and whole of life costs. All plant fleet hire rates have been reviewed to reflect internal ownership costs.

Transport Infrastructure Development Scheme [TIDS]

Works in this program again focused on Mt Fox Road which continued with the sealing of the gravel section at the bottom of the range from 0km to 4.8km.

Council funded 50% of the TIDS works with the balance funded by the Department of Transport and Main Roads.



Restoration works on Mt. Fox Road following Cyclone Yasi

Roads to Recovery Program

The focus in the Roads to Recovery area was rehabilitation works, pavement widening, drainage, and installation of traffic islands on Marina Parade, Ingham, from Clements Street to the end of the maintained reserve. This work provided improvements to surface drainage and road safety in the area.



Capital Works Program

The Capital Works Program concentrated on rehabilitation and improvements to Council's own road and street networks. The major job undertaken was pavement rehabilitation and widening of Cooper Street, Ingham (*pictured above*). The Kerb and Channel Rehabilitation Program continued with this year's works concentrating in Morehead Street and Miles Street.

Footpath sections were constructed in Tully Street, Ingham, and Macrossan Street commercial centre of Halifax. Other work included the commencement of construction of the Alm Street footbridge in Ingham, to allow connection from Origlasso Street to Alm Street (*pictured below*) and to provide a pedestrian linkage through to Herbert Street, Ingham.



ENGINEERING SERVICES — INFRASTRUCTURE DEVELOPMENT

Aerodrome Review

Early in the calendar year Project Delivery Managers Pty Ltd [PDM] completed the Ingham aerodrome operations review. This process identified the need for urgent maintenance on the aerodrome including a reseal of approximately two-thirds of the runway length. A large number of pavement failures were identified at the eastern end of the runway and throughout the taxiway and apron area. Council is still waiting on an assessment for eligibility by AECOM prior to a submission being prepared to claim the damage under NDRRA arrangements through the Queensland Reconstruction Authority. A significant amount of general maintenance work was carried out to prepare the aerodrome for the “Wings and Wheels Airshow” held in September 2011 (*pictured below*). This show was regarded as generally successful and showcased the facilities available to current and future aerodrome users. The Council also carried out an upgrade to the access roads servicing facilities at the western end of the hanger area and is continuing an investigation into future drainage improvements in the aerodrome reserve.

Photo courtesy of Mr. Leroy Simpson



Upgrade of Flood Monitoring System

Enhancements to the Flood Monitoring System were consolidated during the year with minor improvements to various alert stations and relocation of the Ingham Pump Station site to avoid damage from an eroding riverbank.

Bridge Review

Following the Bridge Review last year RoadTek carried out major upgrades to timber bridges within the Hinchinbrook Shire. A complete replacement of Waterfall Creek Bridge on El Alamein Road was completed during the same visit. The following bridges received extensive repairs or replacement:-

- Waterfall Creek, El Alamein Road (*pictured below*);
- Macknade Creek, Old Wharf Road;
- Lannercost Creek, Lannercost Extension Road;
- Des Jardine Bridge, Cemetery Road; and
- Kirks Bridge, Liborios Road.

The Bridge upgrades will extend the life of the subject bridges between ten and twenty years. More recently the deck replacement of Stony Creek Bridge near Wallaman Falls was completed by OB1 Constructions for the Queensland Parks and Wildlife Service. This project commenced early in 2010 and the main beams were supplied in October 2010 however works were delayed due to Cyclone Yasi. In this case Queensland Parks and Wildlife Services acted as the constructing authority and Hinchinbrook Shire Council contributed to the construction costs.



Review of Road Register

An ongoing upgrade of the GIS system has occurred over the last twelve months to improve the accuracy and accessibility of road register information on multiple GIS platforms. The system now provides instant identification of road chainage, photos of significant infrastructure and a web based application for supervisors and other Council staff to record defects of new infrastructure and significant changes in real time.

Storm Water Drainage Data Transfer

A project that was commenced in May 2009, to locate and import all of the stormwater data into the Hinchinbrook Shire's Geographical Information System [GIS], is continuing. In the last few months this information has been augmented by closed circuit television surveys which will assist in identifying future maintenance and replacement work.

The initial plotting is now close to completion; however field verification of the data is required.

Priority Infrastructure Planning Scheme [PIPS]

A requirement to finalise a Priority Infrastructure Planning Scheme proposal and submit a preliminary plan to the Department of Infrastructure and Planning [DIP] resulted in a round of map preparation covering five (5) asset classes and several meetings with DIP staff to fine tune the submission. This work has resulted in a series of indicative maps that will need to be incorporated into the GIS as layers rather than as a presentation.

Web Based GIS Implementation

During the year the Herbert River Information Centre [HRIC] has continued working on a web based application to supply relevant GIS data to any authorised user via any browser at any location. This means that in the longer-term, all of the basic data sets will be available to all Hinchinbrook Shire employees via their internet connection. This will free up Arcview licenses, provide access to the basic data sets to all joint venture partners regardless of computer platform or physical location, and possibly provide non-technical data sets to rate payers through a public login. The data sets cannot be manipulated and will only be printable in certain predefined formats that carry the appropriate disclaimers and identify the data sources. The background mapping for this application is Google Maps which is readily available and understood by many internet users and reduces the amount of training required to implement the use of this system internally. Council's GIS Technical Officer, Roslyn Di Mauro, has been training staff as required and working with HRIC to improve usability and setup the appropriate data sets.

Traffic Count Data Collection

There is an ongoing project within the Asset and Infrastructure area to record the traffic volumes for at least one week on every road in the Hinchinbrook Shire network. This project is slowly gathering traffic counts for every road on a systematic basis and over the last three (3) years approximately half of the network has been covered. The information is required for design and funding purposes and is particularly important when preparing submissions for Transport Infrastructure Development Scheme [TIDS] funding and other Government grants. The traffic counters have been set and are collected every Friday by Council's Regulatory Signage / Devices Officer, Charlie Falzon, and Council's Asset Management Coordinator, David Laakso, who then collates the data and plans the program and determines suitable locations.

Field Assessment of Road Condition

A condition inspection commissioned last year is being augmented by ongoing condition assessments being carried out as part of the Natural Disaster Relief and Recovery Arrangements [NDRRA] restoration project. The data gathered last financial year to rate the pavement and seal condition has had to be reassessed in light of the flooding associated with Cyclone Yasi.

At this time, a condition and comments have been assigned to each segment. Council's Assets & Infrastructure also have photographic records of each segment and the road formation, and pavement and seal widths of each segment have been measured and recorded. This data will provide accurate information for the following:-

- Asset Register physical data;
- Accurate life of all road assets;
- Long-term Replacement / Rehabilitation Program;
- Short-term Maintenance Program;
- Accurate data to feed into GIS for road features, signage and the like;
- A Reseal Program for the next five years; and
- Confirmation of road lengths.

Capitalisation of Projects at Completion

The ongoing task of the Assets and Infrastructure is to provide accurate capital values for all completed new work and rehabilitation projects. These costs are capitalised and the assets are added to the Hinchinbrook Shire Asset Register. These projects are then evaluated and the unit rates determined for each project are cross checked for inconsistencies and special circumstances prior to compilation into a unit rates table which is used for revaluations, estimating and benchmarking work in progress.

Planning Assessments for Reconfiguration of Land, Material Change of Use and Operational Works

Various staff in Engineering Services, including Assets and Infrastructure and Water and Sewerage, prepare technical reports on planning issues based on knowledge of the planning legislation, the Hinchinbrook Shire Planning Scheme, technical standards, and experience in Local Government. This includes reporting on Reconfiguring of Lots, Material Change of Use, Operational Works, and Siting Relaxation Applications.

Checking Asset Data in Finance System

Council's Asset Management Coordinator, David Laakso, has been conducting an ongoing audit of all the asset data held in the Hinchinbrook Shire's finance databases to verify the accuracy of the data and eliminate duplication and omissions.

This process is extremely demanding and has been attacked from a variety of angles. Some of this audit activity is based on information gained from external sources such as commercial contracts and some from a systematic approach associated with other reviews of Council's asset databases. At this time there is a high degree of confidence that the road assets are reasonably accurate. A review of building assets has commenced and water and sewerage assets will be reviewed over the next twelve months. At that time, there is an expectation that the high value core assets will be accurate in accordance with any accounting standard definition of materiality.

Preparing Flood and Storm Tide Certificates

During the last twelve (12) months Assets and Infrastructure have been preparing Flood and Storm Tide Certificates as relevant staff have transferred across from the Technical Support area. The Technical Support staff still carryout this task when required due to resource constraints within the Assets and Infrastructure area.

ENGINEERING SERVICES — TECHNICAL SERVICES

Building Maintenance

The Infrastructure Maintenance team had a busy year and once again managed to complete the annual infrastructure maintenance program. The overall planned Building Maintenance Program continues to function well. Condition audits commenced on the Hinchinbrook Shire's building assets with first priority being public toilets. When completed, the audit will provide an accurate snapshot of the current condition for each of Councils building assets and the level of work required over the next twenty years.

All works carried out within the program have been based on safety and asset preservation categories.

Major works undertaken within the program included:-

- Upgrade of the Shire Hall switchboard;
- IT room upgrade stage I and II;
- Upgrade of the Ingham Showground lighting (*pictured below*).

Technical investigations were also undertaken in relation to a number of building maintenance concerns which included the Kelly Theatre air-conditioning, Shire Hall air-conditioning, Shire Hall main electrical switchboard, and the Shire Hall internal air-quality. The Kelly Theatre seats were replaced using separating rate funding.



Design of Road Network and Other Infrastructure

The focus has continued on obtaining cost effective and appropriate treatments based on an individual job basis. Effective public consultation has ensured that the delivery of projects has met with both Council and the Hinchinbrook Shire community's expectations.

During the period, Technical Support drafted approximately 251 CAD drawings, approximately 250 ARC map drawings and received approximately 159 external drawings. The main projects undertaken during the period are as follows:-

- Cooper Street upgrade;
- Log Creek pedestrian footbridge;
- Alm Street pedestrian footbridge;
- Victoria Plantation State School parking (*pictured far below right*);
- Palmer Street upgrade;
- Mt Fox road seal (*pictured below left and right*);
- Des Jardine crossing;
- Cartwright/Hardy Street Intersection upgrade;
- Davidson Street and Mcllwraith Street Intersection upgrade (*pictured far below left*);
- Macrossan Street upgrade;
- Trebonne footpath upgrade;
- Ingham Family Medical Centre carpark;
- Hawkins Street kerb accesses;
- Morehead Street kerb and channel; and
- Natural Disaster Relief & Recovery Arrangements [NDRRA].

The Technical Support team also managed the design and construction of the Lannercost Street covered walkways as part of the Our Town Our Future Project. The Technical Support team also engaged professionals in developing conceptual drawings for future work proposals such as the Rotary Park upgrade, Ingham and Halifax entry statements and foreshore recreational areas at Lucinda, Taylors Beach, and Forrest Beach.



Building Services

Comparison of the previous five (5) years.

Total Value of Building Work:-

2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011
\$33,140,262	\$23,451,203	\$25,428,772	\$26,958,712	\$21,418,170

Amount of Dwellings Approved –

2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011
33	41	37	49	32

Amount of Sheds Approved –

2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011
62	72	64	60	70

Building approvals for dwellings were marginally lower than previous years, however the building approvals for shed constructions was considerably higher.

ENGINEERING SERVICES – BUILT ENVIRONMENT

Public Open Spaces

The main public open spaces projects undertaken this year were the construction of two new boardwalks for the Tyto Wetlands (*pictured below left*) and another boardwalk at the Halifax Riverland Walking Trail, the construction of the Lannercost Street covered walkways (*pictured below right*), Log Creek and Alm Street pedestrian footbridges, sub-soil drainage works at Rotary Park including refurbishment of the fountain, and a new playground structure at Vince Corbett Park. Council will continue to improve its open space infrastructure to meet with rate payers and users expectations.

Smaller miscellaneous works such as:-

- Construction of a beach access point at Lucinda;
- BBQ upgrades at Taylors Beach;
- New beach showers at Forrest Beach and Taylors Beach;
- Construction of a new shelter at the Halifax history sign;
- Construction of two new shelters at the Tyto Information Centre; and
- The Lucinda Wetlands Walking Trail.

Works were well received by the community and where possible were undertaken in consultation with the Halifax Progress Association, Taylors Beach Progress Association, Forrest Beach Progress Association and the Trebonne Action Group (TAG).





BBQ upgrades at Taylors Beach



Two new sheltersconstructed at the TYTO Information Centre

Herbert River Improvement Trust

The Trust, which is funded by the Hinchinbrook Shire Council, progressed its Lower Herbert Levee Study to the stage of a status review and completion of modelling to quantify issues addressed. The final community consultation and wrap-up remains outstanding.

Extensive damage to Trust assets was incurred in the Cyclone Yasi event *pictured below*). Additionally, widespread damage to stream banks away from established assets was sustained (*pictured below*).



ENGINEERING SERVICES — ROAD NETWORK

Council continued to undertake maintenance works for the Department of Transport and Main Roads via the Roads Maintenance Performance Contract [RMPC]. A good standard of works was achieved that satisfied target quality standards with the new two year contract awarded.

The 2010 /2011 Works Program commenced with good momentum in line with meeting performance target, to complete the Works Program, however due to the onset of early wet season and the necessity to concentrate efforts on flood recovery following Cyclone Anthony, Tasha and Yasi events and continuing wet weather Council diverted resources away from its own Works Program resulting in some scheduled works not being completed.

Council's Yanks Jetty located at Orpheus Island provides a major recreational facility for the regions boating public and a source of education for regional school children. The structure consists of four individual gangways, a platform with a covered roof structure and safety rails around the perimeter.

The jetty took the brunt of Cyclone Yasi and suffered substantial damage (*pictured below left*). Post Yasi inspections of the structure have revealed that the access gangways have suffered from accelerated corrosion and have been deemed structurally unsafe for public use and therefore closed to the public (*pictured below right*). The main pontoon structure is still in a safe condition. Council has commenced the process for refurbishment and has engaged a Consulting Engineer to re-design the gangways in a material that is more suitable for its environment. Council has applied for funding through the Boating Infrastructure Capital and Maintenance Program to offset the refurbishment project.



Flooding causes havoc to Council's road network below



ENGINEERING SERVICES — WATER BUSINESS ACTIVITY

This year saw 33 new water connections installed throughout the Shire, 7 less than in the previous year. 14 of these new connections were installed in the Ingham area while 15 were installed in Forrest Beach with the rest in the Lower Herbert region.

Work has commenced on fluoridating the Council's water supplies as required under the Water Fluoridation Act 2008. Council is required to be adding fluoride to its water supplies by the end of December, 2011. Harrison Grierson Consultants have been engaged to oversee the process and submit the required planning and designs to the State Government. As of the end of June, 2011, Council had not received a reply from the State on the Concept Design Report submitted, or confirmation of the funding arrangements that the State Government has in place to fund this project.

Cyclone Yasi caused major disruption to water and sewerage infrastructure when it crossed the coast in early February.

Water supplies were disrupted for at least 3 days, with some areas operating on reduced pressure to normal for several weeks until repairs could be made to electrical equipment. Amazingly only one water main was broken by falling trees during the cyclone, but numerous house connections were destroyed by falling debris. Council crews and local plumbing contractors who had originally completed their plumbing apprenticeships with Council worked tirelessly to restore water to consumers after the cyclone.

Major damage was sustained to the 17.6ML reservoir roof at the Ingham Water Pumping Station as well as other smaller reservoir roofs at other storage sites. Electrical damage was caused to the pressure control switchboard at Macknade Water Treatment Plant. The generator at Macknade was also damaged and a replacement was called in to supply power till the main Ergon supply was restored.

Work commenced on the drilling of bores at the Ingham Low Lift Water Pumping Station to supplement the supply from the Herbert River when it is in flood. These bores will help maintain a clear water supply and alleviate the total reliance on the Como Road bore field when the river is too dirty to pump from.

Because of the flooding and cyclone and the clean up and repairs involved, most of the capital works program has been carried over to the new financial year.

Pressure monitors have been installed around the Ingham area to record pressure around the system and identify areas for future water supply upgrades.

Routine sampling of the public water supply continued throughout the year, ensuring that the water met safe and acceptable drinking standards. Drinking water quality testing resulted in a 100% e-coli free water supply.

Council met its published Customer Service Targets and completed or started preliminary work on most projects listed in the plans.

Borers at the Ingham Low Lift Water Pumping Station



ENGINEERING SERVICES — SEWERAGE BUSINESS ACTIVITY

This year saw 24 new properties connect to the sewerage scheme in Ingham.

Works have commenced on the upgrade of Pump Station 20 in Giugni Street, and Pump Station 24 in front of the Council Depot. New switchboards, pipework and pumps have been purchased for these upgrades. These works should be completed by Christmas, 2011.

Replacement electrical switchboards have been installed at the 3 major sewerage stations around Ingham. These works were completed by J. M. Switchboards from Cairns who designed and installed the new boards. Other major works programmed for the year were put on hold because of the natural events and should be actioned in the coming year.

Sewerage Services were disrupted for up to a fortnight until all power was restored to Council's 73 Pumping Stations and 2 Sewerage Treatment Plants. Some sites relied on back-up generators or Ergon supplied generators to maintain pumping services while in other areas, Council crews used petrol pumps to pump out sewerage wells.

Tenders were called for another round of gravity sewer relining towards the middle of May, 2011. The contract was awarded to Underground Assets Services Pty. Ltd., a company specialising in "Cured in Place" liners. Work commenced early in the new financial year on the actual works. Just under 4 Kilometres of Gravity sewer from 150mm diameter to 375mm sewers will be relined under the program to rehabilitate Council's underground infrastructure.

Overall, the normal operations of the sewerage scheme performed satisfactorily with minimal blockages or overflows. Sewerage effluent quality tests met the EPA license requirements for most of the year. All operational and maintenance works were completed within budgetary constraints.

Abergowrie was the hardest hit from Cyclone Yasi being close to Cardwell through the ranges



The lower half of the page features a dark blue background with several thick, white, wavy lines that sweep across the area from left to right, creating a sense of movement and depth.

LEGISLATIVE INFORMATION

It is the *Local Government (Finance, Plans and Reporting) Regulation 2010* that articulates the requirement for Council to produce an Annual Report. Council must adopt the Annual Report before 30th November in the year after the end of the financial year and provide a copy to the Minister for Local Government. Council received Ministerial approval to adopt the Annual Report by the 29th February, 2012 due to Cyclone Yasi.

The Community Financial Report contained within this document is also required.

The Annual Report outlines Council's assessment of its performance in implementing its Corporate and Operational Plans.

In addition, Council is required to comply with specific requirements in numerous other pieces of legislation.

Council has complied with this section of the *Local Government (Finance, Plans and Reporting) Regulation 2010* with the Annual Report being adopted by Council at its General Meeting held on 21st February, 2012.

SIGNIFICANT BUSINESS ACTIVITIES AND COMMERCIAL BUSINESSES

Council had no significant business activities and commercial businesses during the 2010/2011 financial year.

EXECUTIVE REMUNERATION

Council has 1 senior contract employee with a total remuneration package in the range of \$150,000 - \$185,000.

PUBLIC INTEREST DISCLOSURE

Council has not received any public interest disclosures for the financial year.

ELECTED MEMBERS' REMUNERATION

Council, pursuant to section 42(5) of the *Local Government (Operations) Regulations 2010* and in accordance with the Local Government Remuneration and Discipline Tribunal Report 2010, adopted the following resolution on the 25th January, 2011 at its General Meeting:-

That Council accept the Tribunal's recommendation and apply the base 2.5% to the remuneration component of the Mayor, Deputy Mayor and Councillors and the following table of Councillor Remuneration be adopted to apply as from 1st January 2011:

Category 3 Council Remuneration

COUNCILLOR	Current Remuneration + 2.5%	Existing Distance Allowance (based on \$112 / km x distance from residence to Ingham and return)	TOTAL (Remuneration + Distance Allowance)	% of \$133,800
Cr. G. Giandomenico	\$76,940	NIL	\$76,940	57.5%
Cr. A.J. Lancini (Deputy Mayor)	\$43,490	\$4,256	\$47,742	35.7%
Cr. D.M. Bosworth	\$37,464	\$2,240	\$39,704	29.7%
Cr. L.R. Molachino	\$37,464	\$1,120	\$38,584	28.9%
Cr. G.P. Gianotti	\$37,464	\$4,480	\$41,944	31.3%
Cr. S.J. Kaurila	\$37,464	\$5,600	\$43,064	32.2%
Cr. P.D. Lynch	\$37,464	\$1,792	\$39,256	29.3%

(Crs. Gianotti and Lancini – Carried - Cr. Molachino and Cr. Lynch recorded their votes against the motion)

REMUNERATION PAID TO ELECTED MEMBERS

REMUNERATION PAID TO ELECTED MEMBERS

REMUNERATION PAID TO COUNCILLORS JULY 2010 - JUNE 2011												
COUNCILLOR	MEETINGS & OTHER REPRESENTATIONS				MAYORS ALLOWANCE	DEPUTY MAYORS ALLOWANCE	COUNCILLORS ALLOWANCE	LOCATION ALLOWANCE	COMMUNICATION ALLOWANCE	COMPUTER CONSUMABLES ALLOWANCE	TOTAL	EMPLOYER SUPER. CONTRIBUTION
	COUNCIL / SPECIAL MEETINGS - DEPUTATIONS - WORKSHOPS	MEMBER MEETINGS	CONFERENCES PROFESSIONAL DEVELOPMENT - TRAINING	OTHER MEETINGS - FUNCTIONS								
BOSWORTH	43	49	3	49	-	-	\$37,003.72	\$2,240.00	\$1,800.00	\$49.87	\$41,093.59	\$4,331.20
GIANDOMENICO	49	69	11	218	\$75,992.30	-	-	-	-	-	\$75,992.30	\$9,119.12
GIANOTTI	36	67	0	19	-	-	\$37,003.72	\$4,480.00	\$1,800.00	\$49.87	\$43,333.59	\$5,199.90
KAURILA	31	66	3	63	-	-	\$37,003.72	\$5,600.00	\$1,800.00	\$49.87	\$44,453.59	\$5,334.41
LANCINI	37	35	3	48	-	\$34,232.31**	-	\$4,256.00	\$1,800.00	\$49.87	\$40,338.19	\$4,840.56
LYNCH	34	52	3	10	-	-	\$37,003.72	\$1,792.00	\$1,800.00	\$49.87	\$40,645.59	\$4,877.32
MOLACHINO	46	74	1	32	-	-	\$37,003.72	\$1,120.00	\$1,800.00	\$49.87	\$39,973.59	\$4,796.72
											\$325,830.43	
** This figure includes a reduction due to the Deputy Mayor paid Mayor's Allowance in 2009 / 2010 whilst acting in the Mayor's position which was not as per the Remuneration Policy and has been paid back. In full in 2010 / 2011.												

*** This figure includes a reduction due to the Deputy Mayor paid Mayor's Allowance in 2009/2010 whilst acting in the Mayor's position which was not as per the Remuneration Policy and has been paid back in full in 2010/2011.

COUNCILLOR EXPENSES REIMBURSEMENT POLICY

Council at its meeting held on the 5th April, 2011 adopted a policy which sets out guidelines to determine:-

- reimbursement for councillors and mayor of legitimate expenses incurred, or to be incurred; and
- facilities to be provided for councillors and mayor,

whilst carrying out their duties as elected representatives. A copy of this policy can be viewed on the Council's website (Policies) or inspected at the Council office.

During the year expenses were paid to Councillors in accordance with the Expenses Reimbursement Policy as follows:-

Councillor	Accommodation / Meals	Travel	Conference / Professional Development Registration
Mayor Pino Giandomenico	\$2,277	\$3,615	\$4,774
Sherry Kaurila	\$180	\$113	\$1,902
Maria Bosworth	\$368	\$651	\$1,770
Andrew Lancini	\$1,397	\$475	\$2,163
Geoffrey Gianotti	\$0	\$0	\$0
Lawrence Molachino	\$0	\$0	\$297
Patrick Lynch	\$1,209	\$72	\$1,000

COUNCILLOR CONDUCT

There were no orders or recommendations made under section 180(2) or (4) of the Act which pertains to misconduct by councillors. There were no orders made under section 181 of the Act which pertains to inappropriate conduct by councillors.

ADMINISTRATIVE ACTION COMPLAINTS

The following report for the 2010/2011 financial year is in accordance with the provisions of the general complaints process as outlined in the *Local Government Act 2009*:-

COMPLAINTS MADE TO COUNCIL	0
Complaints resolved under the complaints management process	0
Complaints not resolved under the complaints management process	0
Complaints made in a previous financial year	0
Complaints resolved under the general complaints process	0
Complaints not yet resolved in 2010/2011	0

OVERSEAS TRAVEL

R Delai Manager of Herbert Resource Information Centre - ESRI User Conference (San Diego) July, 2010
 Attended ESRI UC conference to learn about latest developments in GIS software, with a major release due. Also presented a paper entitled: "A collaborative enterprise GIS solution for the Herbert River sugar industry".

(Medan) June, 2011

Invited to Medan to demonstrate Herbert Resource Information Centre GIS. Joint development and learning opportunities explored.

The costs associated with this travel were funded by the Herbert Resource Information Centre.

FINANCE PLANS AND REPORTING

One of the driving forces behind local government reform in 2008 was the need for councils to ensure long term financial sustainability. Through section 112 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, the State Government has legislated that council must include in its Annual Report relevant measures of financial sustainability for the year the annual report has been prepared and the next nine financial years.

Council has developed a long term financial forecast to help monitor and guide its decision-making to ensure the financial sustainability of Council.

Council has commenced development of Asset Management Plans for all classes of assets. Long term financial forecasts will improve particularly with regard to Asset renewals as these Asset Management Plans are completed and adopted by Council.

Council has in place a number of policies to support the management of Council's finances and the achievement of the long term financial forecast. These include but are not limited to:-

- Revenue Policy
- Investment Policy
- Debt Policy
- Purchasing Policy
- Investment Policy
- Asset Management Policy.

Council adopted the Budget including the long term financial forecast at the meeting held on the 31st August, 2011

Due to the increased work associated with Cyclones Tasha and Yasi and available resources, the legislative requirement from 1st July, 2010 to annually review the purchasing / procurement policy was not met and the work in progress at December, 2010 for the development of an Asset Accounting Policy did not progress any further as at 30th June, 2011.



2010-2021 FINANCIAL SUSTAINABILITY RATIOS

SUSTAINABILITY RATIOS	TARGET RATIO	REVISED BUDGET 2010/11	BUDGET FORECAST									
			2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
ASSET SUSTAINABILITY RATIO Expenditure on replacement Assets / Funded depreciation for the year The extent to which current year replacements are funded from current year depreciation	> 90%	24.39%	654.84%	592.40%	50.36%	51.80%	46.92%	48.95%	43.91%	40.61%	51.72%	43.55%
ASSET CONSUMPTION RATIO Written down value of infrastructure assets / Replacement cost of infrastructure assets The written down current value of Council's depreciable assets relative to their as new value in up to date prices	40%-80%	48.65%	66.36%	68.63%	66.63%	65.29%	66.30%	66.84%	65.42%	63.78%	62.39%	60.92%
INTEREST COVERAGE RATIO Net interest expense on debt service / Total Operating Revenue Indicates the extent to which Council's operating revenues are committed to net interest expense	0%-10%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
NET FINANCIAL LIABILITIES RATIO Total liabilities - current assets / Operating Revenue Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues	< 60%	-32.02%	-26.64%	-28.35%	-51.87%	-60.84%	-71.18%	-81.26%	-92.16%	-105.95%	-117.78%	-131.37%
OPERATING SURPLUS RATIO Operating Surplus / Total Operating Revenue Measures the operating surplus each year as a percentage of total operating revenue	0%-15%	2.78%	-8.00%	-2.82%	-2.94%	-0.88%	-0.51%	3.07%	1.23%	1.94%	1.39%	2.25%
WORKING CAPITAL RATIO Current Assets / Current Liabilities Measures the extent to which Council has liquid assets available to meet short term financial obligations	1:1	2.1 : 1	2.1 : 1	2.2 : 1	3.0 : 1	3.4 : 1	3.8 : 1	4.4 : 1	4.9 : 1	5.4 : 1	5.9 : 1	6.4 : 1

SUPPORTING OUR COMMUNITY

Section 119 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* states that Council must include a summary of all concessions for rates and charges granted by council in its Annual Report.

RATE REMISSIONS 2010 / 2011	
TYPE	\$ VALUE
General Rate Remissions	\$203,706.35
Cleansing Remission	\$ 17,297.56
Pensioner Remission	\$ 3,886.35

Section 117 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* requires Council to report a summary of grants provided to community organisations.

Grants to Community Organisations

Other Donations/Sponsorship

Ingham State High School - Shiloh Day - Creative Generation, Brisbane - State Schools On Stage 16 – 17/07/2010	\$250.00
Hinchinbrook Community Support Centre Youth Development Officer - LGAQ Youthpedia Conference, Gold Coast July 2010	\$250.00
Herbert River Pastoral & Agricultural Assn Inc - financial assistance - PBR Bull Ride – 09/10/10	\$720.00
Ingham State High School - Presentation Night – 03/11/10	\$40.00
Australian Volunteer Coastguard - Ingham Flotilla - financial assistance towards new vessel - final payment	\$12,000.00
Blue Care - Nursing Service - annual financial assistance - 10/11	\$4,330.00
Ethnic Community Care Links (ECCL) - annual financial assistance - 10/11	\$1,500.00
Herbert River District Band - annual financial assistance - 10/11	\$1,200.00
Ingham Meals on Wheels - annual financial assistance 10/11	\$3,134.00
Hinchinbrook Community Support Centre - annual financial assistance 10/11	\$33,361.00
Ingham Community Kindergarten & Pre-School Assoc Inc - erect carport structure, roof & cement floor at Kindergarten	\$250.00
Crystal Creek Community Sports & Rec Assoc Inc – 50% of rates and insurance	\$1,100.00
Herbert River Jockey Club - Ingham Annual Races – 27 – 28/08/10	\$2,045.44
Herbert River Rotary Club - Ingham Sugar City Rodeo – 11/09/10	\$500.00
Forrest Beach Lions Club - annual contribution - club operating Forrest Beach Stinger Net and developing foreshore	\$5,655.00
L & M Rosadi - Offset plumbing fee cost of new dwelling specifically built for disabled son - 84 Musgrave St, Halifax	\$448.50
Hinchinbrook Community Support Centre - hosting "Ingham - The Little Town That Could", Ingham 17 – 18/09/10	\$1,000.00
Out & About in Hinchinbrook Community Transport - signage for Out & About in Hinchinbrook Community Transport Bus	\$1,000.00
Tropical Museum of Qld - contribution to allow free access to Museum for Shire residents	\$5,000.00
Toobanna Rural Fire Brigade - donation to assist with operations of rural fire brigade in recognition of support provided to Council with controlled works at Helen's Hill Truck Stop	\$666.65
Bambaroo Rural fire Brigade - donation to assist with operations of rural fire brigade in recognition of support provided to Council with controlled works at Helen's Hill Truck Stop	\$666.65
Hinchinbrook SES - donation to assist with operations of SES in recognition of support provided to Council with controlled works at Helen's Hill Truck Stop	\$666.65
Herbert River Rotary Club - Clean Up Australia	\$50.00
Ingham State High School - Clean Up Australia	\$50.00
Taylors Beach Progress Assoc - Clean Up Australia	\$50.00
Rotary Club of Ingham - Clean Up Australia	\$50.00

Festival Cash Sponsorship

Herbert River Pastoral Association – Ingham Show	\$10,000.00
Rotary Ingham Maraka Festival - 2010 Maraka Festival – 16 – 30/10/10	\$3,600.00
NQ Car Show Assoc Inc - annual Car Show – 20 – 22/05/11	\$2,340.00
Australian Italian Festival Assoc Inc - sponsorship of 2011 Australian Italian Festival	\$40,500.00

Inkind Support

Ingham Arts Festival	\$566.58
Mungalla Kupmurri	\$583.64
Forrest Beach Stinger Net Opening	\$1,387.99
Herbert River Gun Club	\$209.40
Ingham Rotary Club - Carols by Candlelight	\$540.00
Ingham Lions Club - Hinchinbrook Family Fishing Classic	\$900.00
Herbert River Pastoral Association – Ingham Show	\$22,299.71
Rotary Ingham Maraka Festival	\$5,827.67
Ingham Car Show	\$6,995.81
Herbert River Jockey Club - Annual Races	\$1,430.20

Grants to Community Organisations ../cont

Regional Arts Development Fund (RADF) Grants

Girringun Aboriginal Corporation	\$6,320.00
Ingham State High School	\$5,504.00
Australian Italian Festival	\$2,800.00

In 2007/2008 Gilroy Santa Maria College P & F received RADF funding of \$7,354. In 2010/2011 \$3,157 was returned.

Youth Council Donations

Emergency Relief Donations - Cyclone Yasi	\$90.34
Jesse Trecco-Alexander - Qld Youth Parliament	\$250.00

Other Organisations

Far North Qld Regional Natural Asset Management	\$11,250.00
Herbert River Museum Gallery	\$5,000.00
Lower Herbert Water Management Authority	\$40,000.00
Herbert Resource Information Centre	\$84,790.00
Far North Qld Regional Organisation of Council	\$5,800.00

Donations – Support for Events

Ingham Scout Group - Cu-Joe Games at Ingham Showgrounds August, 2010	\$250.00
Children's Cancer Inst of Australia for Medical Research - BIG W TSV to Cairns bike ride 2010	\$250.00
Mungalla Aboriginal Corporation for Business - Mungalla Kupmurri Cook-off Festival at Mungalla Station 03/09/10	\$250.00
Ingham Veterans Golf Social Club - Open Championships 19 - 21/07/10	\$250.00
Ingham Junior Golf - Junior Open 31/07/10	\$250.00
Herbert River Amateur Swimming Club Inc - Annual Swimming Carnival 09/10/10	\$250.00
Ingham Squash Racquets Assoc - Northern Region Qualifier on 23 - 24/10/10	\$250.00
Hinchinbrook Christian Church - 2010 Christmas Bash, Rotary Park, Ingham 11/12/10	\$250.00
Ingham Bird Club - Northern Avian Conference, Ingham, 11 - 12/06/11.	\$250.00
Ingham Rod & Reel Club - Hinchinbrook Catch & Release Tournament on 13 - 14/05/11	\$250.00
Ingham Bowls Club - Invitation Fours Competition 24 - 25/07/10	\$250.00
Bambaroo State School P & C Assoc - Primary school soccer carnival (Romanello Shield) on 05/06/11	\$250.00
Macknade Bowls Club Inc - Australian Italian Festival Fours on 12/05/11	\$250.00
Royal Children's Hospital Foundation - QFRS Bike-4-Burns Charity Ride from Mackay to Cairns 10 - 17/05/11	\$250.00
Ingham Toastmasters - Area 2 Conference in Ingham on 15 - 16/10/10.	\$250.00
Lions Club of Ingham Inc - Hinchinbrook Family Fishing Classic on 24 - 25/09/10	\$450.00
HR Gun Club - Northern Zone Trap Carnival 11 - 13/06/11	\$250.00
Donations to Individuals under Council's Support for Achievement Policy - (12 @ \$250)	\$3,000.00
Donations to groups / teams under Council's Support for Achievement Policy	
QCWA - 90th Anniversary publication in 2012	\$200.00
Forrest Beach State School P & C - School's Optiminds Team - Australian Finals in Brisbane in October, 2010	\$700.00

MAYOR'S DISCRETIONARY FUND

The Mayor was the only Councillor allocated discretionary funds in the 2010/2011 budget. The amount of discretionary funds available was \$1,000, however during the Mayor's Economic Review Committee (MERC) formed throughout the year, this amount was removed from the budget.

LAND AND ROADS

Section 118 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, requires Council to include a note in its Annual Report regarding:-

- >> Land that is a reserve under the *Land Act 1994*
- >> Roads that the local government does not own

Hinchinbrook Shire Council controls 410km of sealed roads and 273km of unsealed roads. 181km of roads (Main Roads) is not controlled by Council.

Hinchinbrook Shire Council controls 3,790 ha of reserve land that is a reserve under the Land Act 1994.

.

JOINT LOCAL GOVERNMENT ACTIVITY

The *Local Government (Finance, Plans and Reporting) Regulation 2010*, requires Council to report details of action taken in relation to, and expenditure on, a service, facility or activity:-

- (i) supplied by another local government under an agreement for conducting a joint government activity;
- (ii) for which the local government levied special rates or charges for the financial year.

Council had no details to report for the year under this section.

CHANGES TO COUNCIL TENDERS

In accordance with section 119(6) of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, Council is required to report the number of invitations to change tenders during the financial year.

Tenderers were invited to change the following tenders to take into account a change in tender specifications during 2010/2011:-

HSC 11/28	Termite Treatment of Timber Bridges;
HSC 11/32	White Street;
HSC 11/33	Authur Street;
HSC 11/35	Traffic Control;
HSC 11/38	Survey Services;
HSC 11/40	NDRRA Restoration works to Abergowrie Road, Atkinson Pocket Road and Cellotto Road;
HSC 11/41	NDRRA Restoration works to Covell's Road.

COUNCIL REGISTERS

Council is required to include in its Annual Report a list of Registers kept by Council and open to public inspection. Council's response to section 119(e) of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, is detailed in the table below.

- >> Register of Cats and Dogs;
- >> Register of Local and Subordinate Local Laws;
- >> Register of Impounded Animals;
- >> Register of Mobile Food Vans;
- >> Register of Fees and Charges;
- >> Register of Councillors' Interests;
- >> Register of Councillors' Gifts and Hospitality Benefits;
- >> Register of Councillors' Membership of Organisations;
- >> Register of Delegations by Local Government;
- >> Register of Delegations by Chief Executive Officer;
- >> Register of Roads;
- >> Register of Development Applications;
- >> Register of Burials;
- >> Register of Contracts;
- >> Register of Conflicts of Interest;
- >> Register of Material Personal Interests;
- >> Register of Councillor Electoral Gifts.

Council also makes available other information, including copies of minutes of General Meetings on our website at www.hinchinbrook.qld.gov.au

INTERNAL AUDIT

Section 119(g) of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, makes provision for Council to include in its Annual Report a report on the internal audit for the financial year.

Council jointly called expressions of interest for internal audit services for a 3 year term effective from 1st July, 2011 with Cassowary Coast Regional Council in May, 2011. Pacifica Chartered Accountants were subsequently appointed to the role.

AUDIT COMMITTEE

Under section 105(2) of the Local Government Act 2009 a large local government is required to establish an audit committee. Subdivision 2 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* provides more legislation regarding the audit committee. Hinchinbrook Shire Council is within the definition of a large local government.

Due to the increase work associated with Cyclone Yasi and resources available, the legislative requirement to have an Audit Committee established was not met at the 30th June, 2011.

The Audit Committee has since been established and has held the first meeting in February, 2012.

COMMITMENT TO PUBLIC SECTOR ETHICS

Council has a formal policy regarding Code of Conduct for staff which was extensively reviewed and adopted on the 1st July, 2010. This policy details the ethics, principles and obligations under the *Public Sector Ethics Act 1994*, and is provided to all staff on commencement of employment or at refresher Code of Conduct Sessions held annually for all staff.

The *Public Sector Ethics Act 1994* was amended effective 1st January, 2011 and as a result Council is in the process of reviewing its Code of Conduct to incorporate the changes to the legislation.

EQUAL EMPLOYMENT OPPORTUNITY PLAN

All recruitment processes during the year under review were carried out in accordance with the principles of EEO and based on merit.

SHAREHOLDER DELEGATES FOR CORPORATE ENTITIES

In response to section 119(i) of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, Council reports that it has no corporate entities or shareholder delegates for corporate entities to report.



COMMUNITY FINANCIAL REPORT

The Community Financial Report is a brief summary of the information contained in Council's 2010/2011 financial statements and is intended to provide an overview of Council's financial position and performance for 2010/2011.

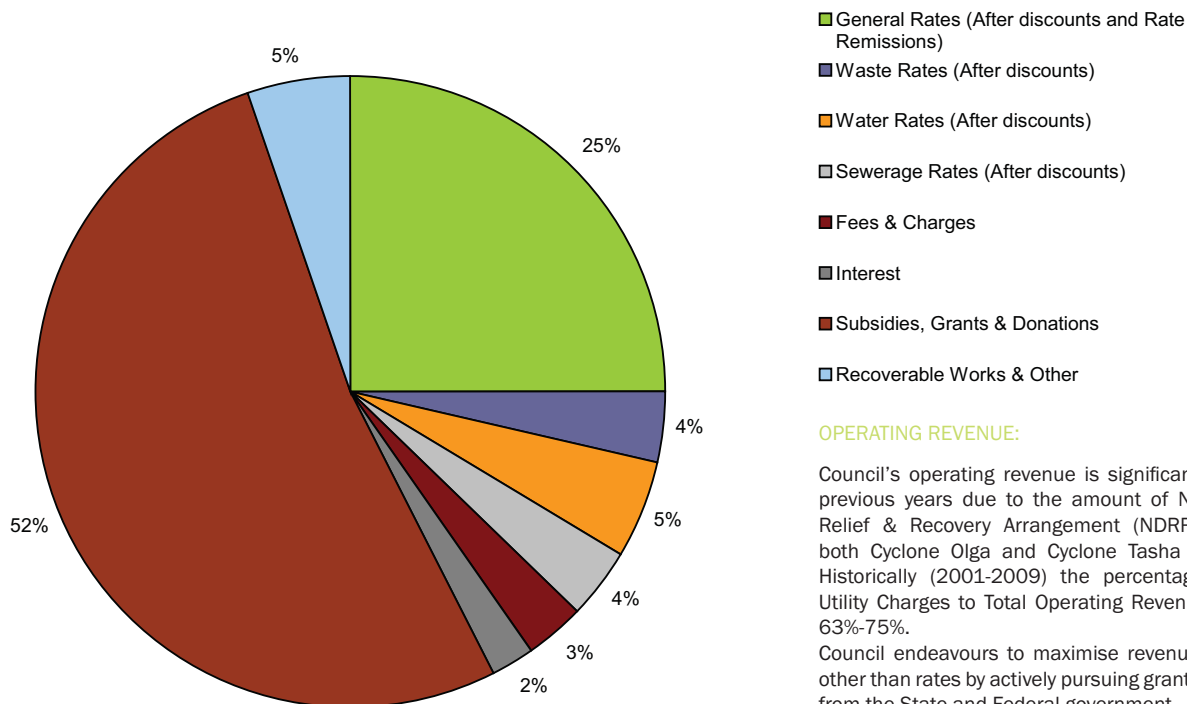
For more detail on Council's financial results and financial position, please see the detailed financial statements in the next section of this Annual Report.

SIMPLIFIED INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2011	NATURAL DISASTER RELIEF & RECOVERY ARRANGEMENTS FOR EMERGENCY WORKS, COUNTER DISASTER OPERATIONS AND RESTORATION OF ASSETS	OTHER	TOTAL
Operating Revenue	24,550	29,924	54,474
Less Discounts and Remissions		(3,133)	(3,133)
Less Operating Expenses	(24,130)	(25,115)	(49,245)
Surplus/(Deficit) from Operations	420	1,676	2,096
Add Capital Grants and Contributed Assets			3,160
Less Asset Disposals and Other Capital Expenses			(1,574)
Net Result for the Period			3,682

SIMPLIFIED BALANCE SHEET AS AT 30 JUNE 2011	\$000
What we have in the bank	27,412
What we own	249,429
What we are owed	4,946
Our Total Assets	281,787
What we owe our suppliers and employees	14,850
Our Total Liabilities	14,850
Net Community Assets (Wealth)	266,937

HOW COUNCIL EARNED OUR OPERATING REVENUE:

(\$51,341K after discounts and remissions. Includes \$24,550K Natural Disaster Relief & Recovery Arrangement funding)



OPERATING REVENUE:

Council's operating revenue is significantly higher than previous years due to the amount of Natural Disaster Relief & Recovery Arrangement (NDRRA) funding for both Cyclone Olga and Cyclone Tasha & Yasi events. Historically (2001-2009) the percentage of Rates & Utility Charges to Total Operating Revenue ranges from 63%-75%.

Council endeavours to maximise revenue from sources other than rates by actively pursuing grants and subsidies from the State and Federal government.

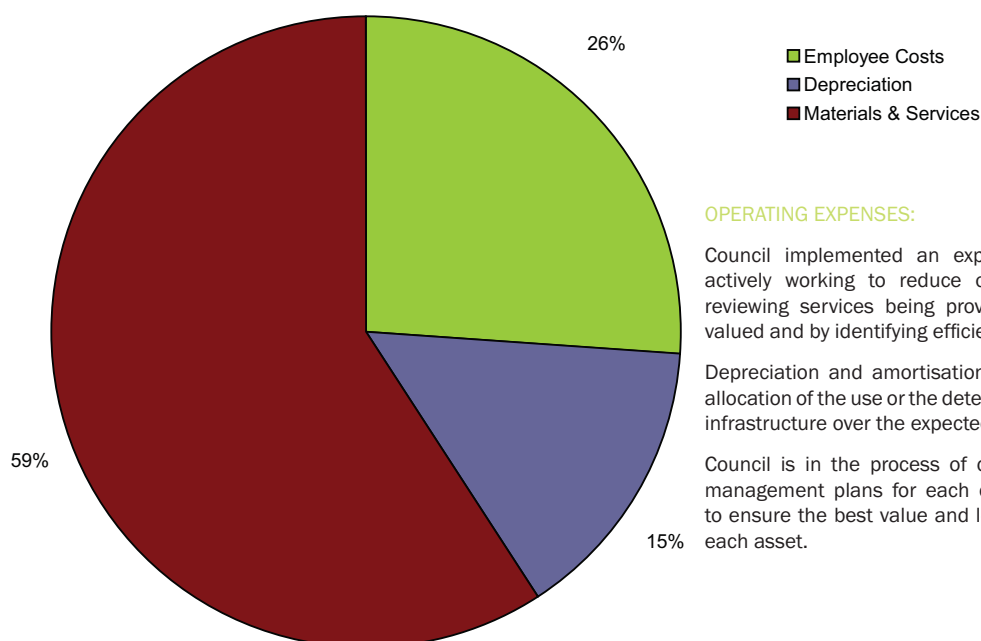
Fees and charges are reviewed each year and are generally applied on a full cost recovery basis to ensure as much as possible the user pays.

A full cost pricing model is used to ensure Utility Charges are based on user pays.

These strategies assist in minimising reliance on the general rate to fund Council's operations.

HOW COUNCIL UTILISED OUR OPERATING EXPENSES:

(\$49,245K includes \$24,130K expenditure relating to the Natural Disaster Relief & Recovery Arrangement funding)



OPERATING EXPENSES:

Council implemented an expenditure review process actively working to reduce operating expenditure by reviewing services being provided to ensure they are valued and by identifying efficiencies.

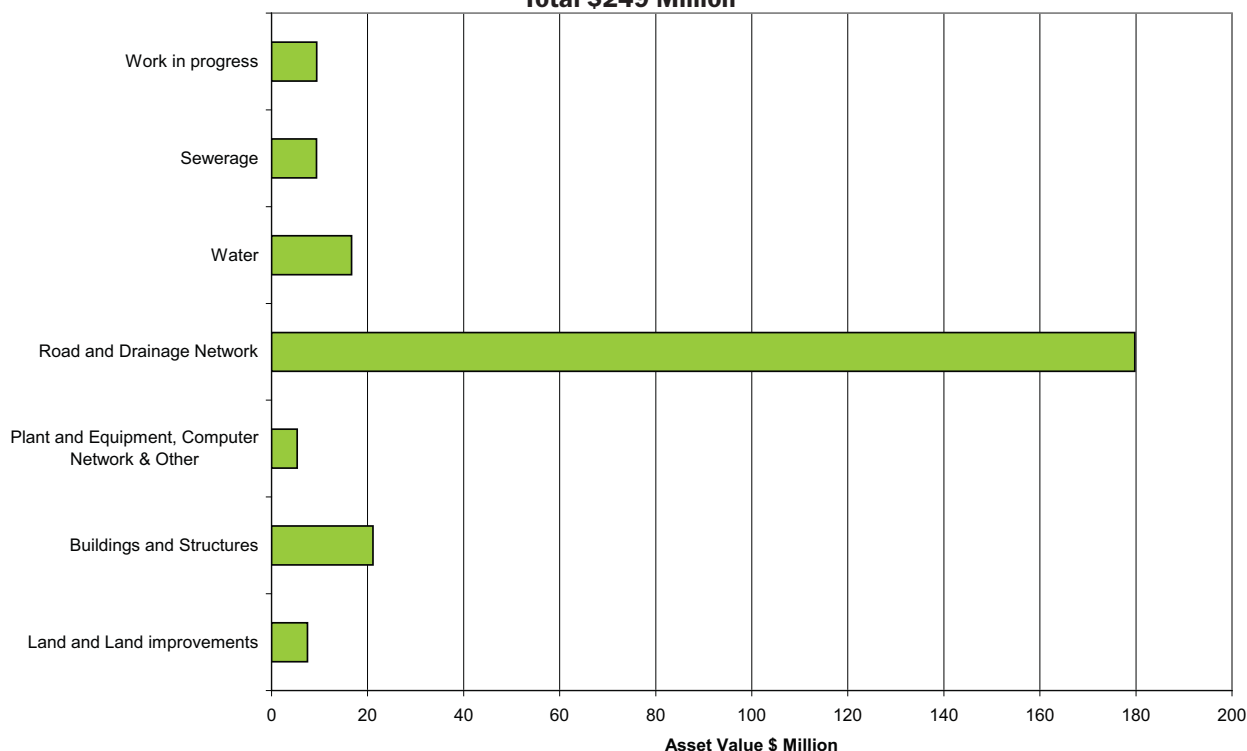
Depreciation and amortisation expense represents the allocation of the use or the deterioration of the community infrastructure over the expected life of the infrastructure.

Council is in the process of developing detailed asset management plans for each category of infrastructure to ensure the best value and longest life is achieved for each asset.

THE COMMUNITY INFRASTRUCTURE COUNCIL MANAGES

Community Infrastructure as at 30 June 2011

Total \$249 Million



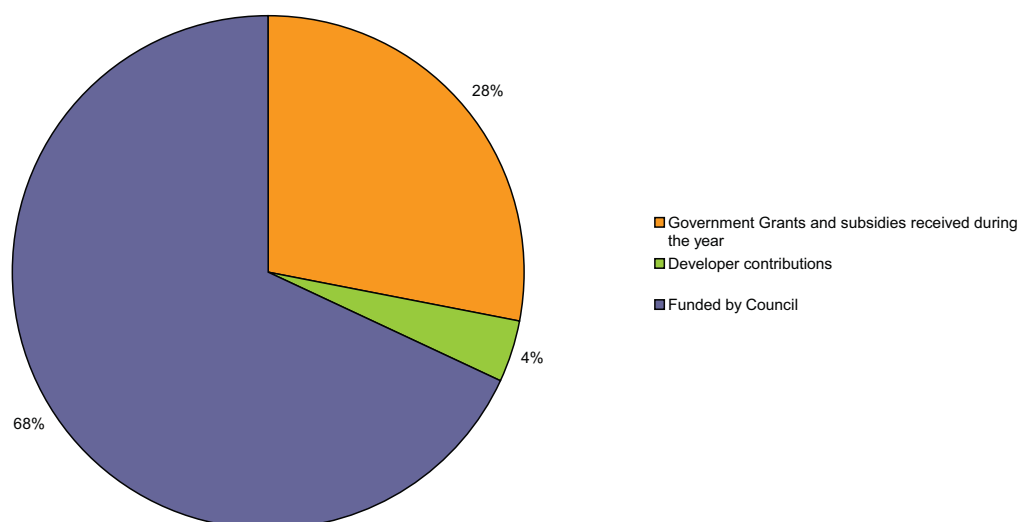
COMMUNITY INFRASTRUCTURE

Council owns and manages \$249M worth of infrastructure providing benefits to the community. The accounting standards require Council to ensure that infrastructure assets are recorded at fair value.

To achieve this Council completed a revaluation of certain classes of assets in 2010/2011 which also included review of remaining lives based on condition assessments taking into account damaged assets from Cyclone Yasi. The revaluation resulted in a net increase in asset valuation of \$52.3M, around 20%.

HOW COUNCIL FUNDED INVESTMENT IN COMMUNITY INFRASTRUCTURE

(\$9,929K Total funds invested)



FINANCIAL SUSTAINABILITY INDICATORS

	TARGET RATIO	ACTUAL 2010/2011	REVISED BUDGET 2010/2011
AS AT 30 JUNE 2011			
Asset Consumption Ratio Written down value of infrastructure assets/ Replacement cost of infrastructure assets <i>The written down current value of Council's depreciable assets relative to their as new value in up to date prices</i>	40%-80%	60.45%	66.30%
Interest Coverage Ratio Net interest expense on debt service / Total Operating Revenue <i>Indicates the extent to which Council's operating revenues are committed to net interest expense</i>	0%-10%	0.00%	0.00%
Net Financial Liabilities Ratio Total liabilities - current assets / Operating Revenue <i>Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues</i>	< 60%	(33.82)%	(71.18%)
Operating Surplus Ratio Operating Surplus/ Total Operating Revenue <i>Measures the operating surplus each year as a percentage of total operating revenue</i>	0%-15%	4.08%	(0.51%)
Working Capital Ratio Current Assets/ Current Liabilities <i>Measures the extent to which Council has liquid assets available to meet short term financial obligations</i>	1:1	2.45 : 1	3.8 : 1

Key Statistics — 11 years at a glance

	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011
Total Number of Rateable Properties	6,363	6,333	6,332	6,317	6,329	6,423	6,363	6,444	6,521	6533	6580
Total Rate Revenue (net of discount & remission)	10.587M	11.051M	11.433M	11.698M	11.872M	12.830M	13.621M	14.510M	15.921M	17.952M	19,180M
*General Rate Revenue (excluding pre-paid rates)	8.896M	9.218M	9.386M	9.607M	9.611M	10.031M	10.856M	11.564M	12.529M	13.706M	14.789M
% Change in General Rate	0.02%	3.62%	1.82%	2.35%	0.04%	4.37%	8.22%	6.52%	8.34%	9.4%	7.90%
*Water Base Charge for 20 mm Service	\$205	\$205	\$205	\$210	\$220.50	\$230.40	\$237.35	\$251.59	\$270.46	292.10	335.92
Water Consumption per kl Rate	35 cents	38 cents	40 cents	42 cents	44 cents	46 cents	48 cents	51 cents	55 cents	59 cents	68 cents
*Sewerage Utility Charge for Dwelling	\$340.20	\$350.35	\$385.35	\$396.90	\$416.85	\$435.75	\$457.59	\$485.03	\$533.54	\$576.24	\$662.69
*Garbage Collection Utility Charge	\$66.40	\$73.05	\$80.35	\$82.75	\$91.00	\$113.75 Increased service	\$125.15	\$132.66	\$145.93	\$157.60	\$169.34
*Waste & Environment Levy	\$71.00	\$78.10	\$85.90	\$90.20	\$99.20	\$124.00	\$136.40	\$144.58	\$159.04	\$171.76	\$184.56
Rate Arrears Balance	0.440M	0.518M	0.543M	0.436M	0.207M	0.215M	0.204M	\$0.342M	\$0.983M Adjusted to \$0.512M for levies in June not due until July, 2009	\$0.838M	\$1.461M
Fees & Charges Received	0.552M	0.601M	0.719M	0.710M	0.764M	0.849M	1.121M	1.285M	1.233M	1.403M	\$1.345M
Operating Revenue	16.513M	17.364M	17.274M	15.760M	16.391M	17.056M	18.779M	21.060M	25.206M	34.458M	51.341M
Operating Grants, Subsidies & Contributions	3.249M	3.878M	3.627M	1.975M	1.596M	1.611M	1.760M	2.243M	5.902M	13.058M	26.703M
Recoverable Works	1.588M	0.817M	0.781M	0.631M	1.281M	0.807M	1.191M	1.776M	1.285M	1.108M	2.700M
Total Assets WDV	112.429M	117.356M	131.517M	132.675M	133.743M	143.957M	172.997M	179.200M	191.085M	194.835M	249.061M
Shire Capital	117.599M	122.786M	140.300M	142.726M	144.736M	155.153M	183.315M	189.578M	203.440	209.936M	266.938M
Capital Expenditure (excluding debt repayment but including contributed assets)	6.144M	5.334M	6.480M	5.390M	4.084M	6.691M	6.556M	8.168M	14.122M	\$15.518	\$9.929M
Debt Repayment (principal and interest)	2.389M	0.432M	0.432M	0.432M	0.432M	0.369M	Nil	Nil	Nil	Nil	Nil
Loan Balance	1.70M	1.39M	1.04M	0.724M	0.357M	Nil	Nil	Nil	Nil	Nil (\$6M redraw facility QTC)	Nil
Remaining Term of Debt	2.17 years	1.15 years	2.04 years	1.99 years	0.18 years	Nil	Nil	Nil	Nil	Nil	Nil

* Stated as gross figures, 15% discount is granted if payment is made in full by due date.



HINCHINBROOK
SHIRE COUNCIL

25 Lannercost Street Ingham, Queensland, Australia 4850

Telephone: (07) 4776 4600 Facsimile: (07) 4776 3233

www.hinchinbrook.qld.gov.au



HINCHINBROOK
SHIRE COUNCIL

FINANCIAL STATEMENTS

2010 / 2011

TABLE OF CONTENTS

Note	Statement of Comprehensive Income
	Statement of Financial Position
	Statement of Changes in Equity
	Statement of Cash Flows
	Notes to the Financial Statements
1	Summary of Significant Accounting Policies
2	Analysis of results by function
3	Revenue analysis
4	Grants, subsidies, contributions and donations
5	Capital Income
6	Employee benefits
7	Materials and services
8	Finance costs
9	Depreciation and Amortisation
10	Cash Assets
11	Trade and other receivables
12	Inventories
13	Property, Plant and Equipment
14	Trade and other payables
15	Provisions
16	Other Liabilities
17	Asset Revaluation Surplus
18	Retained surplus
19	Other Reserves
20	Commitments for expenditure
21	Contingent liabilities
22	Superannuation
23	Joint venture
24	Trust funds
25	Reconciliation of result from ordinary activities to net cash inflow (outflow) from operating activities
26	Financial instruments
27	National Competition Policy
	Management Certificate
	Independent Audit Report

HINCHINBROOK SHIRE COUNCIL

STATEMENT OF COMPREHENSIVE INCOME

For the year ended 30 June 2011

	Note	2011 \$	2010 \$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3(a)	19,179,783.57	17,952,205.53
Fees and charges	3(b)	1,345,331.98	1,311,541.80
Rental income	3(c)	117,187.85	90,995.07
Interest received	3(d)	1,222,500.23	898,785.66
Sales revenue	3(e)	2,699,862.40	1,108,264.88
Other income	3(f)	73,794.67	38,117.34
Grants, subsidies, contributions and donations	4(a)	26,702,930.59	13,057,730.90
		<u>51,341,391.29</u>	<u>34,457,641.18</u>
Capital revenue			
Grants, subsidies, contributions and donations	4(b)	3,159,500.78	13,434,775.22
		<u>3,159,500.78</u>	<u>13,434,775.22</u>
Total Revenue		<u>54,500,892.07</u>	<u>47,892,416.40</u>
Capital income	5	(1,573,659.47)	(5,122,258.78)
Total Income		<u>52,927,232.60</u>	<u>42,770,157.62</u>
Expenses			
Recurrent Expenses			
Employee benefits	6	(12,829,195.71)	(11,284,490.27)
Materials and services	7	(29,004,404.13)	(18,661,532.43)
Finance costs	8	(103,104.94)	(95,356.70)
Depreciation and amortisation	9	(7,308,373.22)	(5,626,488.99)
		<u>(49,245,078.00)</u>	<u>(35,667,868.39)</u>
Total Expenses		<u>(49,245,078.00)</u>	<u>(35,667,868.39)</u>
Net result		<u>3,682,154.60</u>	<u>7,102,289.23</u>
Other comprehensive income			
Increase/(decrease) in asset revaluation surplus	17	52,333,666.50	4,554,372.37
Assets not previously recognised	13	985,374.23	-
Total other comprehensive income for the year		<u>53,319,040.73</u>	<u>4,554,372.37</u>
Total comprehensive income for the year		<u>57,001,195.33</u>	<u>11,656,661.60</u>

The above statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

HINCHINBROOK SHIRE COUNCIL

STATEMENT OF FINANCIAL POSITION

as at 30 June 2011

	Note	2011 \$	2010 \$
Current assets			
Cash assets	10	27,412,421.72	18,101,638.73
Trade and other receivables	11	4,432,693.42	3,775,601.15
Inventories	12	367,111.73	382,837.55
		32,212,226.87	22,260,077.43
Total current assets		32,212,226.87	22,260,077.43
Non-current assets			
Trade and other receivables	11	513,716.66	532,812.24
Property, Plant and Equipment	13	249,061,405.27	194,834,542.40
Total Non-Current Assets		249,575,121.93	195,367,354.64
Total assets		281,787,348.80	217,627,432.07
Current liabilities			
Trade and other payables	14	11,431,956.81	4,514,200.93
Provisions	15	1,683,683.53	1,622,116.95
Other	16	12,565.61	57,627.39
Total current liabilities		13,128,205.95	6,193,945.27
Non-current liabilities			
Provisions	15	1,721,512.67	1,497,051.95
Total non-current liabilities		1,721,512.67	1,497,051.95
Total liabilities		14,849,718.62	7,690,997.22
Net community assets		266,937,630.18	209,936,434.85
Community equity			
Asset Revaluation Surplus	17	116,943,886.62	64,610,220.12
Retained Surplus	18	134,673,514.54	139,821,457.75
Other Reserves	19	15,320,229.02	5,504,756.98
Total community equity		266,937,630.18	209,936,434.85

The above statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

HINCHINBROOK SHIRE COUNCIL

STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2011

	Retained Surplus	Asset revaluation surplus	Other Reserves	Total
	Note 18	Note 17	Note 19	
	\$	\$	\$	\$
Balance at 1 July 2010	139,821,457.75	64,610,220.12	5,504,756.98	209,936,434.85
Net result	3,682,154.60	-	-	3,682,154.60
Other comprehensive income for the year				
Assets not previously recognised	985,374.23	-	-	985,374.23
Increase/(decrease) in asset revaluation surplus	-	52,333,666.50	-	52,333,666.50
Total comprehensive income for the year	4,667,528.83	52,333,666.50	-	57,001,195.33
Transfers to and from reserves				
Transfers to/from capital	5,324,175.61	-	(5,324,175.61)	-
Transfer from reserves	88,905.41	-	(88,905.41)	-
Transfer to reserves	(15,228,553.06)	-	15,228,553.06	-
Total Transfers to and from reserves	(9,815,472.04)	-	9,815,472.04	-
Balance at 30 June 2011	134,673,514.54	116,943,886.62	15,320,229.02	266,937,630.18
Balance at 1 July 2009	129,297,638.37	60,055,847.75	8,926,287.13	198,279,773.25
Net result	7,102,289.23	-	-	7,102,289.23
Other comprehensive income for the year				
Increase/(decrease) in asset revaluation surplus	-	4,554,372.37	-	4,554,372.37
Total comprehensive income for the year	7,102,289.23	4,554,372.37	-	11,656,661.60
Transfers to and from reserves				
Transfers to/from capital	3,526,469.94	-	(3,526,469.94)	-
Transfer from reserves	225,357.05	-	(225,357.05)	-
Transfer to reserves	(330,296.84)	-	330,296.84	-
Total Transfers to and from reserves	3,421,530.15	-	(3,421,530.15)	-
Balance at 30 June 2010	139,821,457.75	64,610,220.12	5,504,756.98	209,936,434.85

The above statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

HINCHINBROOK SHIRE COUNCIL

STATEMENT OF CASH FLOWS

For the year ended 30 June 2011

	Note	2011 \$	2010 \$
Cash flows from operating activities:			
Receipts from customers		57,486,042.12	53,976,883.23
Payments to suppliers and employees		(39,732,793.73)	(34,770,697.60)
Interest received		1,181,546.88	817,423.98
Net cash inflow (outflow) from operating activities	25	18,934,795.27	20,023,609.61
Cash flows from investing activities:			
Payments for property, plant and equipment		(9,763,291.37)	(14,899,646.88)
Proceeds from sale of land held for resale		-	106,900.21
Proceeds from sale of property plant and equipment	5	139,279.09	22.73
Net cash inflow (outflow) from investing activities		(9,624,012.28)	(14,792,723.94)
Net increase (decrease) in cash held		9,310,782.99	5,230,885.67
Cash at beginning of reporting period		18,101,638.73	12,870,753.06
Cash at end of reporting period	10	27,412,421.72	18,101,638.73

The above statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

1. Summary of Significant Accounting Policies

1(a) Basis of Preparation

These general purpose financial statements for the period 1 July 2010 to 30 June 2011 have been prepared in accordance with all Australian Accounting Standards, Australian Accounting Interpretations and other pronouncements issued by the Australian Accounting Standards Board, they also comply with the requirements of the *Local Government Act 2009* and the *Local Government (Finance, Plans and Reporting) Regulation 2010*.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain non-current assets.

1(b) Statement of Compliance

These general purpose financial statements comply with all accounting standards and interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to Council's operations and effective for the current reporting period. Because the Council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with International Financial Reporting Standards (IFRS), to the extent these inconsistencies are applied, these financial statements do not comply with IFRS. The main impacts are the offsetting of revaluation and impairment gains and losses within a class of assets, and the timing of the recognition of non-reciprocal grant revenue.

1(c) Constitution

The Hinchinbrook Shire Council is constituted under the Queensland Local Government Act 2009 and is domiciled in Australia.

1(d) Date of Authorisation

The financial statements were authorised for issue on the date they were submitted to the delegate of the Auditor-General for final signature. This is the date the management certificate is signed.

1(e) Currency

The Council uses the Australian dollar as its functional currency and its presentation currency.

1(f) Adoption of new Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

At the date of authorisation of the financial statements, the Standards and Interpretations listed below were in issue but not yet effective.

	Effective for annual report periods beginning on or after:
AASB 9 <i>Financial Instruments</i> (December 2009)	1 January 2013
AASB 124 <i>Related Party Disclosures</i> (December 2009)	1 January 2011
AASB 1053 Application of Tiers of Australian Accounting Standards	1 July 2013
2009-11 Amendments to Australian Accounting Standards arising from AASB 9 (December 2009)	1 January 2013
2009-12 <i>Amendments to Australian Accounting Standards in relation to AASB 8 Operating Segments</i> (December 2009)	1 January 2011
2009-14 <i>Amendments to Australian Interpretation – Prepayments of a Minimum Funding Requirement (Interpretation 14)</i> (December 2009)	1 January 2011
AASB 2010-2 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements	1 July 2013
AASB 2010-4 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project	1 January 2011
AASB 2010-5 Amendments to Australian Accounting Standards	1 January 2011
AASB 2010-6 Amendments to Australian Accounting Standards – Disclosures on Transfers of Financial Assets	1 July 2011
AASB 2010-7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)	1 January 2013
AASB 2010-8 Amendments to Australian Accounting Standards – Deferred Tax: Recovery of Underlying Assets	1 January 2012
AASB 2010-9 Amendments to Australian Accounting Standards – Severe Hyperinflation and Removal of Fixed Dates for First-time Adopters	1 July 2011
AASB 2010-10 Further Amendments to Australian Accounting Standards – Removal of Fixed Dates for First-time Adopters	1 January 2013

Management have yet to assess the impact that AASB 9 *Financial Instruments* and 2009-11 *Amendments to Australian Accounting Standards arising from AASB 9* is likely to have on the financial statements of Council as it is anticipated that further amendments will occur. Council does not expect to implement the amendments prior to the adoption date of 1 January 2013.

The reported results and position of the council will not change on adoption of the other pronouncements as they do not result in any changes to the council's existing accounting policies. Adoption will, however, result in changes to information currently disclosed in the financial statements. The council does not intend to adopt any of these pronouncements before their effective dates.

1(g) Critical accounting judgements and key sources of estimation uncertainty

In the application of Council's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and ongoing assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Judgements, estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes:

Valuation of property, plant and equipment - Note 1(n) and Note 13

Impairment of property, plant and equipment - Note 1(p) and Note 13

Provisions - Note 1(s) and 1(u) and Note 15

Contingencies - Note 21.

1(h) Revenue

Rates, levies, grants and other revenue are recognised as revenue on receipt of funds or earlier upon unconditional entitlement to the funds.

(i) Rates and levies

Where rate monies are received prior to the commencement of the rating/levying period, the amount is recognised as revenue in the period in which they are received.

(ii) Grants, subsidies and Contributions

Grants, subsidies and contributions that are non-reciprocal in nature are recognised as revenue in the year in which Council obtains control over them. An equivalent amount is placed in a reserve until the funds are expended.

Where grants are received that are reciprocal in nature, revenue is recognised over the term of the funding arrangements. Council does not currently have any reciprocal grants.

(iii) Non-Cash Contributions

Non-cash contributions with a value in excess of the recognition thresholds are recognised as revenue and as non-current assets. Non-cash contributions below the thresholds are recorded as revenue and expenses.

Physical assets contributed to Council by developers in the form of roadworks, stormwater, water and sewerage infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. the Council obtains control of the assets and becomes liable for ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

(iv) Cash Contributions

Council receives cash contributions from developers towards the cost of constructing existing and proposed water supply, sewerage and public open space headworks in accordance with Council's planning scheme policies. Cash contributions in relation to these headworks are not within the scope of AASB Interpretation 18 because there is no performance obligation associated with these contributions. Consequently, these cash contributions are recognised as income when received.

(v) Rental Income

Rental revenue from investment and other property is recognised as income on a periodic straight line basis over the lease term.

(vi) Interest

Interest received from term deposits is accrued over the term of the investment.

1(i) Financial Assets and Financial Liabilities

Council recognises a financial asset or a financial liability in its Statement of Financial Position when, and only when, Council becomes a party to the contractual provisions of the instrument.

Hinchinbrook Shire Council has categorised and measured the financial assets and financial liabilities held at balance date as follows:

Financial Assets

Cash and cash equivalents Note 1(j)

Receivables - measured at amortised cost Note 1(k)

Financial Liabilities

Payables - measured at amortised cost Note 1(r)

Financial assets and financial liabilities are presented separately from each other, offsetting has not been applied.

The fair value of financial instruments is determined as follows:

The fair value of cash and cash equivalents and non-interest bearing monetary financial assets and financial liabilities approximate their carrying amounts and are not disclosed separately.

The fair value of trade receivables approximates the amortised cost less any impairment. The fair value of payables approximates the amortised cost.

Hinchinbrook Shire Council does not recognise financial assets or financial liabilities at fair value in the Statement of Financial Position.

All other disclosures relating to the measurement and financial risk management of financial instruments are included in Note 26.

1(j) Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, all cash and cheques receipted but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

1(k) Receivables

Trade receivables are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase price / contract price. Settlement of these amounts is required within 30 days from invoice date.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. The loss is recognised in finance costs. The amount of the impairment is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the effective interest rate.

All known bad debts were written-off at 30 June. Subsequent recoveries of amounts previously written off in the same period are recognised as finance costs in the Statement of Comprehensive Income. If an amount is recovered in a subsequent period it is recognised as revenue.

Because Council has the power to sell an owner's freehold property to recover outstanding rate debts, Council does not impair any rate receivables for freehold properties. Council does impair rate receivables where outstanding rates debts apply to leasehold land.

The Council has a policy of making non interest-bearing loans to community not for profit organisations generally repaid over 3 years. This minister has approved in writing Type 1 & Type 2 Financial arrangements.

1(l) Inventories

Stores and raw materials are valued at the lower of cost and net realisable value and include, where applicable, direct material, direct labour and an appropriate portion of variable and fixed overheads. Costs are assigned on the basis of weighted average cost.

Inventories held for distribution are:

- goods to be supplied at no, or nominal charge, and
- goods to be used for the provision of services at no, or nominal, charge.

These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

1(m) Investments

Term deposits in excess of three months are reported as investments, with deposits of less than three months being reported as cash equivalents.

1(n) Property, Plant and Equipment

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment with a total value of less than \$5000, and infrastructure assets, and buildings with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

The classes of property, plant and equipment recognised by the Council are:

- Land and improvements
- Buildings and Structures
- Plant and Equipment
- Road and drainage network
- Water
- Sewerage
- Computer Network
- Other assets
- Work in Progress

(i) Acquisition of Assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees engineering design fees and all other establishment costs.

Property, plant and equipment received in the form of contributions, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class. Fair value means the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

All asset acquisitions are accounted to work in progress and when completed are transferred from work in progress to the relevant asset class.

(ii) Capital and operating expenditure

Wage and materials expenditure incurred for the acquisition or construction of assets are treated as capital expenditure. Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

(iii) Valuation

Land and improvements, buildings and structures and all infrastructure assets are measured on the revaluation basis, at fair value in accordance with AASB116 *Property, Plant and Equipment*. Other plant and equipment are measured at cost.

Non-current physical assets measured at fair value are revalued where required so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by comprehensively revaluing these assets at least once every five years with interim valuations, using a suitable index, being otherwise performed on an annual basis where there has been a material variation in the index.

Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Separately identified components of assets are measured on the same basis as the assets to which they relate.

Details of valuers and methods of valuations are disclosed in Note 13.

(iv) Major Plant

The Council has determined that plant which has an individual cost in excess of \$500,000 is of high value to the Council. Plant which meets this criteria is major plant if it is prone to a high degree of price fluctuations or in danger of becoming obsolete. The Council does not currently have any plant which meets this criteria.

(v) Capital Work in Progress

The cost of property, plant and equipment being constructed by the Council includes the cost of purchased services, materials, direct labour and an appropriate proportion of labour overheads.

(vi) Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on property, plant and equipment is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to the Council or the unexpired period of the lease, whichever is the shorter.

The estimated useful lives of property, plant and equipment are reviewed annually. Details of the range of useful lives for each class of asset are shown in Note 13.

(vii) Land Under Roads

Land under roads acquired before 30 June 2008 is recognised as a non-current asset where the Council holds title or a financial lease over the asset.

Land under the road network within the Council area that has been dedicated and opened for public use under the Land Act 1994 or the Land Title Act 1994 is not controlled by council but is controlled by the state pursuant to the relevant legislation. Therefore this land is not recognised in these financial statements.

1(o) Biological assets

The Council operates a nursery to produce bedding plants and trees for its own use. In view of the immaterial nature of this operation the accounting procedures related to biological assets have not been applied. The costs incurred in this operation are included in Council's general operations as they are incurred.

1(p) Impairment of Non Current Assets

Each non-current physical and intangible asset and group of assets is assessed for indicators of impairment annually. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

An impairment loss is recognised immediately in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income, unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation surplus increase.

1(q) Leases

Leases of plant and equipment under which the Council assumes substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are classified as finance leases. Other leases, where substantially all the risks and benefits remain with the lessor, are classified as operating leases.

(i) Finance leases

Finance leases where the council is lessee are capitalised in that a lease asset and a liability equal to the fair value of the leased property (or the present value of the minimum lease payments, if lower) are recorded at the inception of the lease. Lease liabilities are reduced by repayments of principal. The interest components of the lease payments are charged as finance costs. The asset is accounted for on the same basis as other assets of the same class. Contingent rentals are written off as an expense in the accounting period in which they are incurred.

(ii) Operating leases

Payments made under operating leases are expensed in equal instalments over the accounting periods covered by the lease term, except where an alternative basis is more representative of the pattern of benefits to be derived from the leased property.

1(r) Payables

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

1(s) Liabilities - Employee Benefits

Liabilities are recognised for employee benefits such as wages and salaries, annual leave and long service leave in respect of services provided by the employees up to the reporting date. Liabilities for employee benefits are assessed at each reporting date. Where it is expected that the leave will be paid in the next twelve months the liability is treated as a current liability. Otherwise the liability is treated as non-current.

(a) Salaries and Wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense and is reported in Note 14 as a payable.

(b) Annual Leave

A liability for annual leave is recognised. Annual leave is measured at the amounts expected to be paid when the liabilities are settled, plus relevant on-costs. Annual leave is recognised as a current liability as Council does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting period. This liability represents an accrued expense and is reported in Note 14 as a payable.

(c) Sick Leave

Sick leave taken in the future will be met by future entitlements and hence no recognition of sick leave has been made in these financial statements.

(d) Superannuation

The superannuation expense for the reporting period is the amount of the contribution the local government makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 22.

(e) Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. The proportion of long service leave that Council does not have an unconditional right to defer settlement of for at least twelve months after the reporting period, is recognised as a current liability. This liability is reported in Note 15 as a provision.

1(t) Borrowings

All borrowing costs are expensed in the period in which they are incurred. No borrowing costs are capitalised on qualifying assets.

1(u) Restoration Provision

A provision is made for the cost of restoration of assets and other future restoration costs where it is probable the Council will be liable, or required, to incur such a cost on the cessation of use of the facility. This liability is provided in respect of Refuse dumps.

The provision is measured at the expected cost of the work required discounted to current day values using an appropriate rate. The current QTC lending rate is considered an appropriate rate.

Refuse dumps may be located on State reserves which the council does not control. The cost of the provisions for restoration of these is therefore treated as an expense in the year the provision is first recognised. Changes in the provision not arising from the passing of time are treated as an expense or income.

Changes to the provision resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

1(v) Asset Revaluation Surplus

The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus.

Increases and decreases on revaluation are offset within a class of assets.

Where a class of assets is decreased on revaluation, that decrease is offset first against the amount remaining in the asset revaluation surplus in respect of that class. Any excess is treated as an expense.

When an asset is disposed of the amount in the surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus.

1(w) Retained Surplus

This represents the amount of Council's net funds not set aside in reserves to meet specific future needs.

1(x) Reserves

These following reserves are cash backed reserves and represent funds that are accumulated within the Council to meet anticipated future needs. In each case the amount relates to a perceived future requirement which is not currently a liability.

(i) Constrained Works Reserve - Capital

To hold funds received, particularly grant monies, for projects that is required to be shown as income in the year received for which the corresponding expenditure has not occurred.

(ii) Constrained Works Reserve - Operating

To hold funds received, particularly grant monies, for projects that is required to be shown as income in the year received for which the corresponding expenditure has not occurred.

1(y) Joint Venture

The Council's interest in joint ventures has been recognised in the financial statements by including its share of any assets, liabilities, revenue and expenses of the joint venture within the relevant items reported in the Statement of Financial Position and Statement of Comprehensive Income where it is considered material. Information about the joint ventures is set out in Note 23.

1(z) National Competition Policy

The Council has reviewed its activities. and has identified four activities that are business activities. Details of these activities can be found in Note 27.

1(aa) Actual and Comparatives Figures

Amounts included in the financial statements have not been rounded.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

1(ab) Trust Funds Held for Outside Parties

Funds held in the Trust Account on behalf of outside parties include those funds from the security deposits lodged to guarantee performance and bonds paid into the Trust Account by the Council. The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements.

The monies are disclosed in the notes to the financial statements for information purposes only in Note 24.

1(ac) Taxation

Income of local authorities and public authorities is exempt from Commonwealth taxation except for Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

2. Analysis of results by function

(a) Revenue, expenses and assets have been attributed to the following functions :

Functions	Note	Revenue		Internal Transfers/ Subsidies	Total revenue	Recurrent Expenses	Internal Transfers	Total Expenditure	Net result for period	Assets
		Recurrent 2011 \$	Capital 2011 \$	2011 \$	2011 \$	2011 \$	2011 \$	2011 \$	2011 \$	2011 \$
Corporate Services		15,617,987.13	25,534.93	(13,106,328.01)	2,537,194.05	(4,247,406.00)	281,261.78	(3,966,144.22)	(1,428,950.17)	20,794,837.65
Development & Planning Services		404,907.11	-	1,207,034.00	1,611,941.11	(1,047,491.89)	-	(1,047,491.89)	564,449.22	4,615,734.08
Community Services		212,840.94	1,822,064.98	1,542,465.01	3,577,370.93	(1,709,461.57)	-	(1,709,461.57)	1,867,909.36	18,467,161.84
Health & Environment Services		432,646.02	-	965,673.00	1,398,319.02	(1,350,499.13)	-	(1,350,499.13)	47,819.89	1,528,299.71
Waste Management		2,648,011.78	10,000.00	-	2,658,011.78	(1,491,696.10)	(178,787.78)	(1,670,483.88)	987,527.90	3,875,070.42
Engineering Services		27,094,917.97	(415,735.33)	9,391,156.00	36,070,338.64	(36,409,512.65)	-	(36,409,512.65)	(339,174.01)	200,448,960.59
Building Certification		65,224.49	-	-	65,224.49	(111,166.16)	(3,676.00)	(114,842.16)	(49,617.67)	-
Water		2,855,660.92	118,701.73	-	2,974,362.65	(1,394,123.19)	(75,322.00)	(1,469,445.19)	1,504,917.46	18,649,532.21
Sewerage		2,009,194.93	25,275.00	-	2,034,469.93	(1,483,721.31)	(23,476.00)	(1,507,197.31)	527,272.62	13,407,752.30
Total		51,341,391.29	1,585,841.31	-	52,927,232.60	(49,245,078.00)	-	(49,245,078.00)	3,682,154.60	281,787,348.80

2. Analysis of results by function continued

(a) Revenue, expenses and assets have been attributed to the following functions :

Functions	Note	Revenue		Internal Transfers/ Subsidies	Total revenue	Recurrent Expenses	Internal Transfers	Total Expenditure	Net result for period	Assets
		Recurrent 2010 \$	Capital 2010 \$		2010 \$	2010 \$		2010 \$	2010 \$	2010 \$
Corporate Services		14,380,270.51	14,803.13	(10,799,969.00)	3,595,104.64	(3,756,121.64)	175,971.00	(3,580,150.64)	14,954.00	10,412,234.22
Development & Planning Services		1,454,038.52	2,149,001.23	286,114.00	3,889,153.75	(3,039,505.79)	-	(3,039,505.79)	849,647.96	8,608,585.58
Community Services		369,846.90	1,445,228.00	1,187,163.00	3,002,237.90	(1,392,423.52)	-	(1,392,423.52)	1,609,814.38	12,030,407.55
Health & Environment Services		394,834.52	-	985,545.00	1,380,379.52	(1,384,892.10)	-	(1,384,892.10)	(4,512.58)	1,377,822.19
Waste Management		2,392,131.41	(78,657.69)	-	2,313,473.72	(1,943,011.16)	(193,165.00)	(2,136,176.16)	177,297.56	3,168,638.49
Engineering Services		11,100,771.67	4,723,801.44	8,341,147.00	24,165,720.11	(21,144,449.47)	-	(21,144,449.47)	3,021,270.64	150,445,512.21
Building Certification		112,800.24	-	-	112,800.24	(133,457.57)	(18,926.00)	(152,383.57)	(39,583.33)	-
Water		2,510,594.49	56,004.75	-	2,566,599.24	(1,556,483.31)	(57,080.00)	(1,613,563.31)	953,035.93	18,452,309.75
Sewerage		1,742,352.92	2,335.58	-	1,744,688.50	(1,317,523.83)	93,200.00	(1,224,323.83)	520,364.67	13,131,922.08
Total		34,457,641.18	8,312,516.44	-	42,770,157.62	(35,667,868.39)	-	(35,667,868.39)	7,102,289.23	217,627,432.07

2. Analysis of results by function continued

(b) Component Programs/Function

The activities relating to the Council's components reported on in Note 2. (a) are as follows:

Corporate Services

To facilitate the business of Council in a timely and professional manner and to ensure that the financial resources of Council are effectively and efficiently utilised.

Development and Planning Services

To encourage the development of a sound and diverse economic base for the Shire and to facilitate the creation of, and access to, business and tourism opportunities.

Community Services

To provide, promote and market the utilisation of Council and community facilities which contribute to lifestyle choices and the fulfilment of community, social and cultural needs.

Health and Community Services

To enhance and maintain public health standards in the community and adopt sustainable environmental management practices.

Waste Management

To develop, maintain and promote an environmentally sustainable waste management system.

Engineering Services

To enhance and maintain the quality of life of people in the shire by the provision of engineering services and appropriate infrastructure maintenance and development.

Building Certification Service

To provide a Building Certification Service.

Water

Ensure sustainable management of the Shire's water resources to provide safe and reliable water services.

Sewerage

To provide and ensure safe and reliable environmentally sustainable sewerage systems.

	Note	2011 \$	2010 \$
3. Revenue Analysis			
(a) Rates and Charges			
General rates		14,937,503.79	13,777,979.76
Showground Lighting & Kelly Theatre Seat - Separate Rate		160,693.48	492,560.98
Rural Fire Brigade Special Charge		8,688.15	7,027.70
Waste Management Levy - Separate Rate		1,218,596.66	1,129,453.70
Water Base Charge		2,030,234.67	1,751,303.49
Water Consumption Charge		876,311.96	865,646.97
Sewerage		2,157,346.25	1,896,983.20
Sewerage Additional Charge		8,400.00	8,400.00
Cleansing Charge		914,827.96	847,249.09
Special Rate Canegrowers		-	160,522.15
		22,312,602.92	20,937,127.04
Less: Discounts		(2,907,929.09)	(2,765,144.13)
Less: Remissions		(224,890.26)	(219,777.38)
Net Rates and Utility Charges		19,179,783.57	17,952,205.53
(b) Fees and charges			
Animal Registrations		44,518.00	41,390.50
Application Fees		178,884.85	264,416.27
Cemetery Fees		82,610.12	81,755.10
Commission		15,309.46	14,769.47
Facility Hire		36,494.85	50,582.96
Equipment Hire		13,211.37	11,859.85
Licence & Registration Fees		63,378.20	59,799.02
Merchandise Sales		21,050.99	23,162.95
Search Fees		16,506.71	23,587.30
Waste Disposal Fees		611,461.08	553,245.89
Other		261,906.35	186,972.49
		1,345,331.98	1,311,541.80
(c) Rental Income			
Lease Fees		117,187.85	90,995.07
		117,187.85	90,995.07
(d) Interest Received			
Interest received from investments		1,117,500.39	838,547.49
Interest from rates and utility charges		104,999.84	60,238.17
		1,222,500.23	898,785.66
(e) Sales revenue			
Private Works		2,082,105.04	676,116.67
Herbert Resource Information Centre		234,163.50	232,669.02
Herbert River Improvement Trust		383,593.86	199,479.19
		2,699,862.40	1,108,264.88
(f) Other income		73,794.67	38,117.34

	Note	2011 \$	2010 \$
4. Grants, Subsidies, Contributions and Donations			
(a) Operational government grants, contributions and donations are analysed as follows:			
Contributions		194,766.42	211,394.59
Employment Subsidy		116,458.33	19,850.00
Fuel Subsidy		34,198.00	40,080.00
Tids Subsidy		2,791.75	-
Library Subsidy		62,143.80	62,775.21
SES Subsidy		3,400.00	3,700.00
RADF grant		19,833.00	12,120.00
NDRRA Subsidy		24,646,825.72	10,066,519.55
General Purpose Grants		1,584,547.00	1,435,980.00
Other State Government Subsidies		37,966.57	1,205,311.55
Total Operational Revenue		26,702,930.59	13,057,730.90
(b) Capital government grants and contributions are analysed as follows:			
Monetary revenue constrained for capital purposes:			
Contributions		461,677.28	713,249.72
NDRRA Subsidy		27,916.59	7,668,776.70
Other Federal Government Subsidy		1,900,868.32	1,621,139.96
Other State Government Subsidy		300,193.63	2,581,944.29
Roads to Recovery Subsidy		196,605.00	289,989.00
SES Capital Grant		-	37,500.00
TIDS Subsidy		272,239.96	522,175.55
Total Constrained Revenue		3,159,500.78	13,434,775.22
Total Capital Revenue		3,159,500.78	13,434,775.22
(c) Conditions over Contributions			
Contributions and grants which were recognised as revenues during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date:			
Grants & contributions for expenditure on infrastructure		15,228,553.06	4,965,052.52
		15,228,553.06	4,965,052.52
Contributions and grants which were recognised as revenues in a previous reporting period and were expended during the current reporting period in accordance with the Council's obligations.			
Grants & contributions expended on infrastructure		5,413,081.02	-
		5,413,081.02	-
Net increase (decrease) in restricted asset (cash) at period end		9,815,472.04	4,965,052.52

	Note	2011 \$	2010 \$
5. Capital Income			
Gain (loss) on the Disposal of Non-Current Assets			
Proceeds from the sale of property, plant & equipment		139,279.09	22.73
Less: Book value of property, plant & equipment sold		(1,712,938.56)	(5,139,181.72)
		(1,573,659.47)	(5,139,158.99)
Proceeds from sale of land held for resale		-	114,545.45
Less: Cost of Land held for resale		-	(97,645.24)
		-	16,900.21
Total Gain (loss) on Disposal of Non-Current Assets		(1,573,659.47)	(5,122,258.78)
6. Employee Benefits			
Total wages and salaries		9,353,837.62	8,495,600.05
Councillors' remuneration		247,219.61	296,515.85
Annual, sick and long service leave entitlements		1,794,370.16	1,722,748.23
Superannuation		1,517,039.79	1,454,346.19
		12,912,467.18	11,969,210.32
Other employee related expenses		346,061.63	390,460.89
		13,258,528.81	12,359,671.21
Less : Capitalised employee costs		(429,333.10)	(1,075,180.94)
		12,829,195.71	11,284,490.27
Total Council Employees (Full Time Equivalent) as at 30 June		174.86	181.41
7. Materials and services			
Other Materials and services		1,702,365.48	979,984.53
Advertising		52,349.76	79,162.34
Audit services		75,289.06	87,600.22
Consultancies & Professional Services		1,686,598.51	1,022,550.06
Contractors & Hire Expenses		14,435,622.53	11,207,596.75
Donations and contributions		283,457.06	300,023.62
Electricity		922,538.00	784,135.27
Equipment Purchases		89,147.84	326,644.55
Freight		40,415.12	36,611.23
Fuels & Oils		112,953.25	102,906.30
Herbert River Improvement Trust Precept		200,000.00	200,000.00
Insurance		314,420.08	288,520.56
Legal Expenses		31,216.25	16,390.53
Library Books		62,933.78	60,738.01
Memberships/Licences/Subscriptions		203,592.79	161,924.83
Postage		25,566.79	29,877.81
Raw Materials		2,478,274.00	1,575,008.11
Rural Land Precept		26,910.00	25,938.00
Repay Subsidy		4,273,980.49	-
Signs		328,717.93	54,849.10
Store Issues		1,340,350.72	1,006,123.82
Telephone & Internet		189,592.88	188,965.87
Tyres & Tubes		75,542.36	77,336.82
Valuation Fees		52,569.45	48,644.10
		29,004,404.13	18,661,532.43

	Note	2011 \$	2010 \$
<p>In February 2011 Hinchinbrook Shire sustained damage to assets from Cyclone Yasi and associated flood events. Costs associated with emergency clean up and restoration works and counter disaster operations (\$15.080M) have been included in Employee Costs and Materials and Services Costs. The assessment of further damage and resulting costs is continuing. The revaluation of road assets included reductions in remaining lives of assets that were damaged based on condition assessments undertaken. These damaged road assets are expected to be restored within the next two years. The Queensland Reconstruction Authority provided an advance payment of \$17.154M as Natural Disaster Relief and Recovery Arrangements (NDRRA) grants. Council expects to be eligible for further recoveries through NDRRA grants in relation to this event.</p>			
8. Finance Costs			
Bank charges		36,695.63	29,605.59
Bad Debt expense		37,090.97	26,910.56
Refuse restoration		29,318.34	38,840.55
Total Finance Costs		103,104.94	95,356.70
9. Depreciation and amortisation			
Depreciation and amortisation was charged in respect of:			
Land & Land Improvements		110,710.61	102,552.89
Buildings & Structures		788,146.15	585,531.99
Plant and Equipment		438,647.07	451,576.31
Road & Drainage Network		4,721,444.36	3,255,418.78
Water		509,227.58	464,431.10
Sewerage		498,073.95	464,412.38
Computer Network		202,487.73	224,886.49
Other		39,635.77	77,679.05
		7,308,373.22	5,626,488.99
10. Cash Assets			
Cash at bank and on hand		204,881.54	115,619.51
Deposits at call		14,343,447.18	1,096,476.08
Term Deposits		5,364,093.00	11,189,543.14
QTC - Cash Fund		7,500,000.00	5,700,000.00
Balance per cash flow statement		27,412,421.72	18,101,638.73
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:			
Unspent government grants and subsidies		15,250,565.80	5,439,448.77
Unspent contributions		-	1,875.99
Unspent Council funds restricted for State Emergency Service		69,663.22	63,432.22
Total unspent restricted funds		15,320,229.02	5,504,756.98

	Note	2011 \$	2010 \$
11. Trade and other receivables			
Current			
Rates and utility charges		1,460,965.68	838,455.37
Government grants and subsidies		181,633.61	1,681,312.15
GST		-	267,823.96
Other debtors		2,529,102.53	725,089.69
Less: Provision for doubtful debts		(71,585.16)	(34,494.19)
Prepayments (Library Prepaid Lease Fee)		13,915.58	13,915.58
Prepayments		313,481.18	276,578.59
Community interest free loans		5,180.00	6,920.00
		4,432,693.42	3,775,601.15
Non-current			
Community interest free loans		-	5,180.00
Prepayments (Library Prepaid Lease Fee)		513,716.66	527,632.24
		513,716.66	532,812.24
Interest is charged on outstanding rates at a rate of 10% per annum.			
No interest is charged on other debtors.			
Loans relate to interest free advances made to various not for profit community organisations.			
12. Inventories			
Current			
Stores and raw materials		367,111.73	382,837.55
		367,111.73	382,837.55

13a Property, Plant and Equipment

	Land & Land Improvements 2011	Buildings & Structures 2011	Plant and Equipment 2011	Road & Drainage Network 2011	Water 2011	Sewerage 2011	Computer Network 2011	Other 2011	Work in Progress 2011	Total 2011
Basis of measurement	Revaluation	Revaluation	Cost	Revaluation	Revaluation	Revaluation	Cost	Cost	Cost	
Asset Values	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening gross value as at 1 July 2010	8,144,479.05	30,598,357.79	6,871,384.25	210,758,887.56	30,123,633.54	22,576,859.58	1,596,155.75	2,539,160.40	6,307,174.05	319,516,091.97
Assets not previously recognized	-	692,000.00	-	1,299,983.76	-	-	10,737.00	-	-	2,002,720.76
Additions	-	-	-	-	-	-	-	-	9,929,133.92	9,929,133.92
Completed Asset transferred from Work in Progress	230,564.65	871,657.83	847,377.20	3,185,751.11	687,291.53	181,529.77	846,442.87	-	(6,850,614.96)	-
Transfers between asset groups	362,497.40	1,410,964.98	(5,063.45)	-	-	-	53,712.64	(1,822,111.57)	-	(0.00)
Disposals	-	-	(489,688.27)	(2,500,730.84)	-	-	(493,185.63)	(39,361.93)	-	(3,522,966.67)
Revaluation adjustment to asset revaluation surplus	29,008.19	1,208,627.32	-	82,573,690.34	172,399.75	71,437.46	-	-	-	84,055,163.06
Closing gross value as at 30 June 2011	8,766,549.29	34,781,607.92	7,224,009.73	295,317,581.93	30,983,324.82	22,829,826.81	2,013,862.63	677,686.90	9,385,693.01	411,980,143.04
Accumulated Depreciation										
Opening balance as at 1 July 2010	(1,163,217.69)	(12,360,300.17)	(3,342,913.49)	(79,502,667.60)	(13,894,881.87)	(12,943,115.58)	(1,138,614.66)	(335,838.51)	-	(124,681,549.57)
Assets not previously Identified	-	(607,176.56)	-	(406,795.48)	-	-	(3,374.49)	-	-	(1,017,346.53)
Depreciation provided in period	(110,710.61)	(788,146.15)	(438,647.07)	(4,721,444.36)	(509,227.58)	(498,073.95)	(202,487.73)	(39,635.77)	-	(7,308,373.22)
Depreciation on disposals	-	-	364,607.78	920,387.84	-	-	486,985.61	38,046.88	-	1,810,028.11
Impairment adjustment to asset revaluation surplus	-	-	-	8,110,363.10	-	-	-	-	-	8,110,363.10
Revaluation adjustment to asset revaluation surplus	(20,694.17)	108,777.94	-	(39,970,770.15)	73,706.58	(22,879.86)	-	-	-	(39,831,859.66)
Transfers between classes	(3,694.29)	(24,547.57)	1,095.47	-	-	-	(18,737.82)	45,884.21	-	-
Accumulated depreciation as at 30 June 2011	(1,298,316.76)	(13,671,392.51)	(3,415,857.31)	(115,570,926.65)	(14,330,402.87)	(13,464,069.39)	(876,229.09)	(291,543.19)	-	(162,918,737.77)
Book value as at 30 June 2011	7,468,232.53	21,110,215.41	3,808,152.42	179,746,655.28	16,652,921.95	9,365,757.42	1,137,633.54	386,143.71	9,385,693.01	249,061,405.27
Residual Value	-	-	1,716,631.00	119,611,002.87	-	1,240,696.12	-	-	-	-
Range of estimated useful life in years	Land: Not depreciated. Improvements: 15 - 50	10 - 100	4 - 15	12 - 100	5 - 75	5 - 70	3 - 17	5 - 100		

13b Property, Plant and Equipment Prior Year

	Land & Land Improvements	Buildings & Structures	Plant and Equipment	Road & Drainage Network	Water	Sewerage	Computer Network	Other	Work in Progress	Total
	2010	2010	2010	2010	2010	2010	2010	2010	2010	2010
Asset Values	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening balance	7,469,727.56	25,558,718.11	6,741,189.57	204,073,110.58	28,259,997.56	21,155,488.98	1,547,533.31	801,772.71	12,980,284.34	308,587,822.72
Additions at cost	-	-	-	-	-	-	-	-	15,518,436.60	15,518,436.60
Completed Asset transferred from Work in Progress	1,126,032.46	5,245,728.75	241,341.24	12,556,199.09	1,034,944.53	48,029.68	48,622.44	1,890,648.70	(22,191,546.89)	-
Transfer between Asset groups	-	(49,558.97)	-	49,558.97	-	-	-	-	-	-
Disposals	(90,000.00)	(156,530.10)	(111,146.56)	(9,394,726.10)	(18,514.19)	(8,738.55)	-	(153,261.01)	-	(9,932,916.51)
Revaluation adjustment to asset revaluation surplus	(361,280.97)	-	-	3,474,745.02	847,205.64	1,382,079.47	-	-	-	5,342,749.16
Closing gross value as at 30 June 2010	8,144,479.05	30,598,357.79	6,871,384.25	210,758,887.56	30,123,633.54	22,576,859.58	1,596,155.75	2,539,160.40	6,307,174.05	319,516,091.97
Accumulated Depreciation										
Opening balance	(1,060,664.80)	(11,885,177.97)	(2,947,520.81)	(80,542,256.11)	(13,071,237.00)	(11,902,893.24)	(913,728.17)	(339,046.62)	-	(122,662,524.72)
Depreciation provided in period	(102,552.89)	(585,531.99)	(451,576.31)	(3,255,418.78)	(464,431.10)	(464,412.38)	(224,886.49)	(77,679.05)	-	(5,626,488.99)
Depreciation on disposals	-	96,247.20	56,183.63	4,427,466.56	18,513.94	7,674.13	-	80,887.16	-	4,686,972.62
Impairment adjustment to asset revaluation surplus	-	14,162.59	-	2,074,718.91	-	-	-	-	-	2,088,881.50
Revaluation adjustment to asset revaluation surplus	-	-	-	(2,207,178.18)	(377,727.71)	(583,484.09)	-	-	-	(3,168,389.98)
Accumulated depreciation as at 30 June 2010	(1,163,217.69)	(12,360,300.17)	(3,342,913.49)	(79,502,667.60)	(13,894,881.87)	(12,943,115.58)	(1,138,614.66)	(335,838.51)	-	(124,681,549.57)
Book value as at 30 June 10	6,981,261.36	18,238,057.62	3,528,470.76	131,256,219.96	16,228,751.67	9,633,744.00	457,541.09	2,203,321.89	6,307,174.05	194,834,542.40
Residual Value	-	-	1,864,050.00	55,630,745.00	-	1,231,673.00	-	-	-	-
Range of estimated useful life in years	Land: Not depreciated. Improvements: 15 - 50	10 - 100	4 - 15	12 - 100	5 - 75	5 - 70	3 - 17	5 - 100		

Note	2011	2010
	\$	\$

13c Property, plant and equipment valuations were determined by reference to the following

(i) Land

The land was valued by AssetVal Pty Ltd as at 30th June, 2010

(ii) Buildings

Buildings revalued by the Manager Engineering Services at 30th June, 2011.

(iii) Network Assets

Water and Sewerage Infrastructure were valued by the Water and Sewerage Manager at 30th June, 2011.

Road Infrastructure were valued by the Manager Engineering Services at 30th June, 2011. The revaluation process included condition assessments undertaken by AECOM Australia Pty Ltd and Project Delivery Managers Pty Ltd.

14. Trade and other payables

Current

Creditors and accruals	9,866,321.06	2,979,806.95
Annual leave	1,488,285.56	1,442,332.01
Rostered days off	65,658.17	66,274.06
Time in lieu	11,692.02	25,787.91
	11,431,956.81	4,514,200.93

15. Provisions

Current

Long Service Leave	1,683,683.53	1,622,116.95
	1,683,683.53	1,622,116.95

Non-Current

Ingham Landfill Refuse Restoration	618,884.75	592,233.75
Taylors Beach Landfill Refuse Restoration	200,630.82	191,990.82
Forrest Beach Landfill Refuse Restoration	128,074.05	122,559.05
Lucinda Landfill Refuse Restoration	95,539.62	91,425.62
Warrens Hill Landfill Refuse Restoration	362,623.00	333,304.66
Long Service Leave	315,760.43	165,538.05
	1,721,512.67	1,497,051.95

Ingham Landfill Refuse Restoration

Balance at beginning of financial year	592,233.75	575,543.00
Increase in provision due to revised estimate of works	26,651.00	16,690.75
Balance at end of financial year	618,884.75	592,233.75

This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years and Council is continuing to investigate options for remediation works.

Note	2011	2010
	\$	\$
Taylors Beach Landfill Refuse Restoration		
Balance at beginning of financial year	191,990.82	186,580.00
Increase in provision due to revised estimate of works	8,640.00	5,410.82
Balance at end of financial year	200,630.82	191,990.82

This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years.

Forrest Beach Landfill Refuse Restoration		
Balance at beginning of financial year	122,559.05	119,105.00
Increase in provision due to revised estimate of works	5,515.00	3,454.05
Balance at end of financial year	128,074.05	122,559.05

This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years.

Lucinda Landfill Refuse Restoration		
Balance at beginning of financial year	91,425.62	88,849.00
Increase in provision due to revised estimate of works	4,114.00	2,576.62
Balance at end of financial year	95,539.62	91,425.62

This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years.

Warrens Hill Landfill Refuse Restoration		
Balance at beginning of financial year	333,304.67	602,357.98
Increase in provision due to unwinding of discount	29,318.35	38,852.44
Increase (decrease) in provision due to change in discount rate	-	38,840.55
Decrease in Provision adjusted to Asset Revaluation Surplus	-	(346,746.29)
Balance at end of financial year	362,623.02	333,304.67

This is the present value of the estimated cost of restoring the refuse disposal site to a useable state at the end of its useful life. The projected cost is \$1,739,807 and this cost is expected to be incurred in 2037 after closing the site that year.

Long service leave		
Balance at beginning of financial year	1,787,655.00	1,618,942.43
Long service leave entitlement arising	349,775.97	300,320.60
Long Service entitlement extinguished	(16,349.12)	(11,933.14)
Long Service entitlement paid	(121,637.89)	(119,674.89)
Balance at end of financial year	1,999,443.96	1,787,655.00

16. Other Liabilities

Current

Unearned revenue	12,565.61	57,627.39
	12,565.61	57,627.39

	Note	2011	2010
		\$	\$
17. Asset Revaluation Surplus			
Movements in the asset revaluation surplus were as follows:			
Balance at beginning of period		64,610,220.12	60,055,847.75
Buildings		1,317,405.26	14,162.59
Road and bridge network		50,713,283.29	3,325,523.58
Water		246,106.33	469,477.93
Sewerage		48,557.60	798,595.38
Land		8,314.02	(53,387.11)
Balance at the reporting date		116,943,886.62	64,610,220.12
Asset revaluation surplus analysis			
The closing balance of the asset revaluation surplus comprises the following asset categories:			
Land and improvements		3,388,198.85	3,379,884.83
Buildings		2,763,273.82	1,445,868.56
Road, drainage and bridge network		101,692,689.29	50,979,406.00
Water		6,726,191.77	6,480,085.44
Sewerage		2,373,532.89	2,324,975.29
		116,943,886.62	64,610,220.12
18. Retained Surplus			
Movements in the retained surplus were as follows:			
Retained surplus at the beginning of financial year		139,821,457.75	129,297,638.37
Result from ordinary activities		3,682,154.60	7,102,289.23
Assets Not previously identified		985,374.23	-
Transfers (to) from capital reserves for future capital project funding, or from reserve funds that have been expended:			
Building reserve		-	795,236.88
Constrained works reserve		5,093,851.55	(2,148,348.30)
Transfers (to) recurrent reserves for future project funding, or from reserve funds that have been expended:			
Sewerage maintenance reserve		-	1,460,831.96
Water maintenance reserve		-	3,124,104.72
Environmental matters reserve		-	49,819.00
Constrained works reserve		(14,909,323.59)	139,885.89
Retained surplus at the end of the financial year		134,673,514.54	139,821,457.75
19. Other Reserves			
(a) Reserves held for future capital expenditure:			
Constrained works reserve		230,324.06	5,324,175.61
(b) Reserves held for future recurrent expenditure:			
Constrained works reserve		15,089,904.96	180,581.37
		15,320,229.02	5,504,756.98
Reserves held for future capital expenditure:			
Constrained works reserve			
Balance at beginning of period		5,324,175.61	3,175,827.31
Transfer to retained surplus funds expended in the period.		(5,324,175.61)	(2,731,233.06)
Transfers from the retained surplus grants, subsidies and contributions, constrained for capital purposes, received in period.		230,324.06	487,958.136
Balance at the reporting date		230,324.06	5,324,175.61

	Note	2011	2010
		\$	\$
Reserves held for future recurrent expenditure:			
Constrained works reserve			
Balance at beginning of period		180,581.37	320,467.26
Transfer of funds to the statement of appropriations		(88,905.41)	(225,357.05)
Transfer from statement of appropriations for future expenditure		14,998,229.00	85,471.16
Balance at the reporting date		15,089,904.96	180,581.37
20. Commitments for Expenditure			
(a) Contractual Commitments			
Contractual commitments at balance date but not recognised in the financial statements are payable as follows:			
Tender 11/05 Management of Cyclone Yasi NDRRA Process - 6 - 8% of project expenditure			
Contract for refuse disposal over 8 years expires 30 June 2013			
		666,563.09	624,785.22
		666,563.09	624,785.22
(b) Capital Commitments			
Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities, payable:			
Tender 10/11 Warrens Hill Pavement Performance Investigation			
		-	10,714.00
Tender 10/04 Kelly Theatre Renovations			
		-	56,846.08
Tender 10/03 IT Servers, Server Virtualisation etc			
		-	88,865.64
Tender 09/79 Showground lighting Renewal			
		-	34,772.04
Tender 09/52 Technology Learning Centre			
		-	3,466,626.52
		-	3,657,824.28
21. Contingent Liabilities			
Details and estimates of maximum amounts of contingent liabilities are as follows:			
<u>Local Government Workcare</u>			
The Hinchinbrook Shire Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstance arise.			
The Council's maximum exposure is:		144,012.59	117,400.34
<u>Local Government Mutual</u>			
The Hinchinbrook Shire Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or being unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect of any year that a deficit arises.			
As at 30 June 2011 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.			

Note	2011	2010
	\$	\$

22. Superannuation

The Hinchinbrook Shire Council contributes to the Local Government Superannuation Scheme (Qld) (the scheme). The scheme is a Multi-employer Plan as defined in the Australian Accounting Standard AASB119 Employee Benefits.

The Queensland Local Government Superannuation Board, the trustee of the scheme, advised that the local government superannuation scheme was a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation.

The scheme has two elements referred to as the Defined Benefits Fund (DBF) and the Accumulation Benefits Fund (ABF). The ABF is a defined contribution scheme as defined in AASB 119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the Local Government Act 2009.

The DBF is a defined benefit plan as defined in AASB119. The Council is not able to account for the DBF as a defined benefit plan in accordance with AASB119 because the scheme is unable to account to the Council for its proportionate share of the defined benefit obligation, plan assets and costs.

Any amount by which either fund is over or under funded would only affect future benefits and contributions to the DBF, and is not an asset or liability of the Council. Accordingly there is no recognition in the financial statements of any over or under funding of the scheme.

The audited general purpose financial report of the scheme as at 30 June 2010 (the most recent available) which was not subject to any audit qualification, indicates that the assets of the scheme are sufficient to meet the vested benefits.

The most recent actuarial assessment of the scheme was undertaken as at 1 July 2009. The actuary indicated that "the DBF is in a very modest financial position with regard to the net asset coverage of vested liabilities. Investment returns will be volatile under the required investment strategy, particularly over short periods. The DBF therefore needs sufficient reserves to be able to withstand a reasonable range of such influences. Because the DBF is now running down and cash flows are negative, the VBI (vested benefit index) should not be allowed whenever possible to retreat below 100%. Once below 100%, benefits drawn reduce the available assets for remaining members and hence the net asset coverage of vested benefits declines further.

In order to withstand a one in ten 'low return' outcome, the DBF would need reserves of the order of 8% to 10% having regard to the investment strategy adopted. Given the current position of the DBF, such reserve can essentially only eventuate from either excess investment returns over salary increases or additional employer contributions. "

Council has been advised by the trustee of the scheme, following advice from the scheme's actuary, that additional contributions may be imposed in the future at a level necessary to protect the entitlements of DBF members. Under the Local Government Act 2009, the trustee of the scheme has the power to levy additional contributions on councils which have employees in the DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members' benefits.

The next actuarial investigation will be made as at 1 July 2012.

The amount of superannuation contributions paid by the Council to the scheme during the period for the benefit of employees and Councillors was:

1,517,039.79	1,454,346.19
---------------------	---------------------

	Note	2011	2010
		\$	\$

23 Joint Venture

(a) Herbert Resource Information Centre

The Council has a one sixth share (2010 - one sixth share) joint venture interest in Herbert Resource Information Centre, the principal activity is a GIS facility providing improved access to a range of information to organisations and individuals to assist better resource planning and management in the Herbert River Catchment.

The Council's share in the joint venture is not included in the financial statements as it is not considered material and the Council does not have a controlling interest.

Share of joint venture revenue, expenses:	1/6th Share	1/6th Share
Ordinary revenues	91,305.50	83,641.68
Ordinary expenses	83,148.96	83,599.51
Share of net result	8,156.54	42.17

Share of joint venture assets and liabilities:

Assets		
Cash	74,041.79	48,765.50
Debtors	823.30	2,136.58
Property Plant and Equipment	25,986.91	35,746.76
Liabilities		
Leave Liabilities	14,068.48	12,037.31
Creditors	8,778.09	6,120.12
Net assets	78,005.43	68,491.41

(b) Hinchinbrook Community Wetlands

The Council has a 50% share (2010 - 50%) joint venture interest in the Hinchinbrook Community Wetland, the principal activity is to develop and maintain a wetland to treat waste water.

The Council's share in the joint venture is not included in the financial statements as it is not considered material and the Council does not have a controlling interest.

Ordinary revenues	12,500.00	12,500.00
Ordinary expenses	33,606.40	28,031.38
Net result	(21,106.40)	(15,531.38)

Constrained Works Reserve	-	1,875.99
Sewerage Infrastructure Assets 50% only	545,791.50	557,283.91

24. Trust Funds

Monies collected or held on behalf of another entity yet to be paid out to or on behalf of that entity	197,349.80	196,241.54
	197,349.80	196,241.54

The Hinchinbrook Shire Council performs only a custodial role in respect of these monies, and because the monies cannot be used for Council, they are not brought to account in these financial statements.

	Note	2011	2010
		\$	\$
25. Reconciliation of Result from Ordinary Activities to Net Cash Inflow (Outflow) from Operating Activities			
Result from ordinary activities		3,682,154.60	7,102,289.23
Non-cash operating items :			
Depreciation and amortisation	9	7,308,373.22	5,626,488.99
Contributed Assets		(165,842.55)	(618,789.72)
Decrease in provision to Asset Revaluation Surplus			307,893.86
		7,142,530.67	5,315,593.13
Investing and development activities :			
Net (profit) loss on disposal of non current assets	5	1,573,659.47	5,122,258.78
		1,573,659.47	5,122,258.78
Changes in operating assets and liabilities :			
(Increase) decrease in receivables		(637,996.69)	3,404,320.43
(Increase) decrease in inventories		15,725.82	(30,106.98)
Increase (decrease) in creditors and accruals		6,917,755.88	(840,506.50)
Increase (decrease) in provisions		286,027.30	(72,208.50)
Increase (decrease) in other liabilities		(45,061.78)	21,970.02
		6,536,450.53	2,483,468.47
Net cash inflow from operating activities		18,934,795.27	20,023,609.61

26. Financial Instruments

Hinchinbrook Shire Council's activities expose it to a variety of financial risks including interest rate risk, credit risk and liquidity risk.

The Council minimises its exposure to financial risk in the following ways:

Investments in financial assets are only made where those assets are with a bank or other financial institution in Australia. The Council does not invest in derivatives or other high risk investments.

When the Council borrows, it borrows from the Queensland Treasury Corporation unless another financial institution can offer a more beneficial rate, taking into account any risk. Borrowing by the Council is constrained by the provisions of the *Statutory Bodies Financial Arrangements Act 1982*.

Hinchinbrook Shire Council measures risk exposure using a variety of methods as follows:

Risk Exposure	Measurement method
Interest Rate risk	Sensitivity Analysis
Liquidity Risk	Maturity Analysis
Credit Risk	Ageing Analysis

(i) Credit Risk

Credit risk exposure refers to the situation where the Council may incur financial loss as a result of another party to a financial instrument failing to discharge their obligations.

In the case of a rate receivable, the Council has the power to sell the property to recover any defaulted amounts. In effect this power protects the Council against credit risk in the case of these debts.

In other cases, the Council assesses the credit risk before providing goods and services and applies normal business credit protection procedures to minimise risk.

The Council is exposed to credit risk through its investments with the Queensland Treasury Corporation (QTC) and deposits held with banks or other financial institutions. The QTC Cash Fund is an asset management portfolio that invests with a wide variety of high credit rating counterparties. Deposits are capital guaranteed. Other investments are held with regulated banks and financial institutions and whilst not capital guaranteed the likelihood of a credit failure is remote.

By the nature of the Council's operations, there is a geographical concentration of risk in the Council's area. Because the area is largely sugar cane growing, there is also a concentration in the sugar cane sector.

The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is the gross carrying amount of those assets inclusive of any provisions for impairment.

No collateral is held as security relating to the financial assets held by the Council.

The following table represents the Council's maximum exposure to credit risk:

Financial Asset	30/06/2011	30/06/2010
Cash and Cash equivalents - QTC	7,500,000	5,700,000
Cash and Cash equivalents - Bank	19,910,732	12,399,949
Cash and Cash equivalents - Other	1,690	1,690
Receivables - Rates	1,460,966	838,455
Receivables - Other	2,644,331	2,646,652
Total	31,517,718	21,586,746
Other Credit Exposures		
Guarantee	144,013	117,400
	31,661,731	21,704,146

Past due or impaired

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.

The following table represents an analysis of the age of the Council's financial assets that are either fully performing, past due or impaired:

	Fully Performing	Past Due	Impairment	Total
Receivables 2011	2,715,916	1,460,966	(71,585)	4,105,297
Receivables 2010	2,681,146	838,455	(34,494)	3,485,107

(ii) Liquidity Risk

Liquidity risk refers to the situation where the Council may encounter difficulty in meeting obligations associated with financial liabilities. The Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works.

Council manages its exposure to liquidity risk by maintaining sufficient undrawn facilities, both short and long term, to cater for unexpected volatility in cash flows.

The following table sets out the liquidity risk of financial liabilities held by the Council. The amounts disclosed in the maturity analysis represent the contractual cash flows at balance date:

Financial Liabilities	0-1 Year	1-5 Years	Over 5 years	Total
2011	9,878,887	-	-	9,878,887
2010	3,037,434	-	-	3,037,434

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Unrestricted access was available at balance date to the lines of credit listed below:-

	2011	2010
	\$	\$
Bank overdraft facility	150,000	150,000

Interest Rate Risk

The Council is exposed to interest rate risk through its borrowings and investments held with financial institutions.

The risk in borrowing is effectively managed by borrowing from Queensland Treasury Corporation and having access to a mix of floating and fixed funding sources such that the desired interest rate risk exposure can be constructed. Interest rate risk in other areas is minimal.

The Council does not undertake any hedging of interest rate risk.

Interest Rate Sensitivity Analysis

The following sensitivity analysis depicts the outcome to profit and loss should there be a 1% increase in market interest rates. The calculations assume that the rate would be held constant over the next financial year, with the change occurring at the beginning of the year. It is assumed that interest rates on overdue rates would not change. If the rates decreased by 1% the impact would be equal in amount in the reverse direction.

	Net Carrying Amount		Profit		Equity	
	30/06/2011	30/06/2010	30/06/2011	30/06/2010	30/06/2011	30/06/2010
Financial Assets	27,412,422	18,101,639	274,124	181,016	274,124	181,016
Financial Liabilities	-	-	-	-	-	-

27. National Competition Policy

27.(a) Activities to which the code of competitive conduct applies

A "business activity" of a local government is divided into two categories :

(a) Roads business activity means

(i) the construction or maintenance of State controlled roads for which the local government submits an offer to carry out work in response to a tender invitation other than through a sole supplier arrangement; or

(ii) submission of a competitive tender for construction or road maintenance on the local government's roads which the local government has put out to tender, or called for by another local government.

(b) Business activity means

(i) trading in goods and services to clients in competition with the private sector; or

(ii) submission of a competitive tender in the local government's own tendering process in competition with others for the provision of goods and services to itself.

Excluded activities are (a) library services, (b) an activity or part thereof prescribed by legislation.

These business activities are referred to as type 3 activities.

Local governments may elect to apply a Code of Competitive Conduct (CCC) to their identified business activities. This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity. The application of the CCC to the roads business activity is compulsory.

The Council has resolved to apply the CCC to the following activities.

Water

Sewerage

Waste Management

Building Certification

27.(b) Financial performance of activities subject to competition reforms

	Water	Sewerage	Waste Management	Building Certification
	Actual \$	Actual \$	Actual \$	Actual \$
Revenue for services provided to the Council	130,354	24,820	316,396	4,997
Revenue for services provided to external clients	2,855,661	2,009,195	2,648,012	65,224
* Community service obligations	228,316	140,151	60,288	15,000
	3,214,331	2,174,166	3,024,696	85,221
Less : Expenditure	2,173,222	1,694,971	2,007,090	131,670
Surplus / (deficiency)	1,041,109	479,195	1,017,606	(46,449)

Community Service Obligations

Fire Service				
Water Supply - Fire Services & Access	228,316			
Concessions				
Sewerage Access Concessions		140,151		
Collection of street litter			60,288	
Building Certification - High Level Admin Support				15,000

HINCHINBROOK SHIRE COUNCIL
MANAGEMENT CERTIFICATE
For the year ended 30 June 2011

These general purpose financial statements have been prepared pursuant to section 102 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* (the Regulation) and other prescribed requirements.

In accordance with Section 161 of the regulation we certify that these general purpose financial statements:

- (i) have been prepared in accordance with the relevant documents; and
- (ii) Accurately reflect the local government's financial performance and position for the financial year.

In addition we certify that, in our opinion:

- (i) the prescribed requirements of the Local Government Act 2009 and associated Regulations for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 35, have been prepared in accordance with Australian accounting standards (including Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board); and
- (iii) the general purpose financial statements present a true and fair view of the Council's financial position as at 30 June 2011 and of their financial performance and cash flows for the financial year ended on that date.



G Giandomenico
Mayor

Date: 20/02/2012



R W Clark
Chief Executive Officer

Date: 20/02/2012

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Hinchinbrook Shire Council

Report on the Financial Report

I have audited the accompanying financial report of Hinchinbrook Shire Council, which comprises the statement of financial position as at 30 June 2011, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Financial Report

The Council is responsible for the preparation of the financial report that gives a true and fair view in accordance with prescribed accounting requirements identified in the *Local Government Act 2009* and *Local Government (Finance, Plans and Reporting) Regulation 2010*, including compliance with Australian Accounting Standards. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can only be removed by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

Opinion

In accordance with s.40 of the *Auditor-General Act 2009* –

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of Hinchinbrook Shire Council for the financial year 1 July 2010 to 30 June 2011 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

This auditor's report relates to the financial report of Hinchinbrook Shire Council for the year ended 30 June 2011. Where the financial report is included on Hinchinbrook Shire Council's website the Council is responsible for the integrity of Hinchinbrook Shire Council's website and I have not been engaged to report on the integrity of Hinchinbrook Shire Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements or otherwise included with the financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

These matters also relate to the presentation of the audited financial report in other electronic media including CD Rom.



Roger Dunstan CA
(as Delegate of the Auditor-General of Queensland)

Townsville

Dated: 10.07.2012

PURPOSE

The purpose of this revenue policy is to set out the principles used by Council in 2010/2011 for:

- A The making of rates and charges
- B The levying of rates
- C The recovery of rates and charges
- D The granting of concessions for rates and charges
- E The setting of miscellaneous fees and charges

A: Principles used for the making of rates and charges

In general Council will be guided by the principles of:-

- user pays in making of rates and charges;
- transparency in the making of rates and charges;
- having in place a rating regime that is simple and inexpensive to administer;
- equity by distributing the revenue burden in a fair manner between landowners and classes of landowners; and
- flexibility to take account of changes in the local economy.

B: Principles used for the levying of rates

In levying rates Council will apply the principles of:-

- making clear what is the Council's and each ratepayers' responsibility to the rating system;
- making the levying system simple and inexpensive to administer;
- timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

C: Principles used for the recovery of rates and charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:-

- transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;

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

Form Number: [Insert Form Number]

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

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

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

- making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community;
- providing the same treatment for ratepayers with similar circumstances; and
- flexibility by responding where necessary to changes in the local economy.

D: Principles used in the granting of Concessions for rates and charges

In considering the application of concessions, Council will be guided by the principles of:-

- equity by having regard to the different levels of capacity to pay within the local community,
- the same treatment for ratepayers with similar circumstances;
- transparency by making clear the requirements necessary to receive concessions, and
- flexibility to allow Council to respond to local economic issues.

Consideration may be given by Council to granting a class concession in the event all or part of the council area is declared a natural disaster area by the State Government.

E: Setting of Miscellaneous fees and charges

In setting miscellaneous fees and charges, Council will apply the following guidelines:

- Fees associated with regulatory services will be set at no more than the full cost of providing the service or 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 generally be set to recover the full cost of providing the service and, if provided by a Business of Council, may include a component for return on Council's investment. Council may choose to subsidise commercial fees that are not provided by a Business of Council from other sources (eg. General rate revenue)

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

Form Number: [Insert Form Number]

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

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

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

INTENT

Section 56 of the Local Government Finance Standard 2005 requires this statement to include:

- (a) an outline and explanation of the revenue raising measures adopted, including, an outline and explanation of—
 - (i) the rates and charges to be made and levied in the financial year; and
 - (ii) the rebates and concessions to be granted in the financial year;
- (b) whether the local government has made a resolution limiting the increases in rates and charges;
- (c) the extent to which physical and social infrastructure costs for new development are to be funded by charges for the development;
- (d) whether the operating capability of the local government is to be maintained, increased or decreased and, if it is to be increased or decreased, the extent to which it is to be increased or decreased;
- (e) whether depreciation and other non-cash expenses are to be fully funded.

Accordingly, this statement sets out Council's policy in relation to such matters.

(a) REVENUE

RATING

1.1 DIFFERENTIAL GENERAL RATES

In accordance with Section 963 of the Local Government Act 1993, Hinchinbrook Shire Council has decided on a system of differential general rating to be applied to rateable land within the shire. In deciding how that revenue is raised, the Council considers the following factors:-

- (a) the rateable value of the land and the rates which would be payable if only one general rate were adopted;
- (b) the level of services to that land and the cost of providing services compared to the rate burden that would apply under a single rate;
- (c) the varying degree of increases in the unimproved valuation of land experienced by different areas of the Shire
- (d) as far as possible ensuring that the rate burden is shared equitably between all areas of the Shire.

"Land Use Codes" means those Land Use Codes used by the Department of Environment and Resource Management to classify land within the Hinchinbrook Shire boundaries.

The differential rate categories are:-

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Category	Description	Criteria	Cents in the dollar of unimproved valuation	Minimum General Rate
1	Vacant Residential Land Unimproved Valuation \$0-\$5000	Land use code = 01, 04; and Unimproved Valuation between \$0-\$5000 inclusive; and Excluding properties with Land Zoning for commercial/industrial purposes. Excluding properties included in categories 12-23 inclusive.	9.42	\$244.38
2	Beach Huts with no road access	Property address of Seaforth Channel, Neames Inlet or Lucinda Road (<i>Gentle Annie</i>); and Land tenure of Permit to Occupy; and Improvements on Council records as Beach Hut only.	5.32	\$244.38
3	Residential Land Unimproved Valuation \$0-\$5000	Land Use code = 02, 05, 06; and Unimproved Valuation between \$0-\$5000 inclusive; and Excluding properties included in categories 1 & 2 and 12-23 inclusive.	9.81	\$330.59
4	Residential land Unimproved Valuation \$5001-\$10000	Land Use code = 01, 02, 04, 05, 06; and Unimproved Valuation between \$5001 - \$10000 inclusive; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in Category 2 and in categories 12-23 inclusive.	8.45	\$540.54
5	Residential land Unimproved Valuation \$0-\$44500	Land Use code 01, 02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation between \$0-\$44500 inclusive; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 1-4; and Excluding properties included in categories 12-23.	2.04	\$852.66

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Category	Description	Criteria	Cents in the dollar of unimproved valuation	Minimum General Rate
6	Residential land Unimproved Valuation \$44501-\$80000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation between \$44501-\$80000 inclusive; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 12-23.	1.46	\$913.16
7	Residential land Unimproved Valuation \$80001-\$110000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation between \$80001-\$110000 inclusive; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 12-23.	1.18	\$1170.03
8	Residential land Unimproved Valuation \$110001 - \$185000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation between \$110001-\$185000 inclusive; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 12-23.	1.07	\$1309.87
9	Residential land Unimproved Valuation \$185001-\$255000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation between \$185001-\$255000 inclusive; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 12-23.	0.92	\$1980.00

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Category	Description	Criteria	Cents in the dollar of unimproved valuation	Minimum General Rate
10	Residential land Unimproved Valuation > \$255000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved Valuation > \$255000; and Area < 10 hectares; and Excluding properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and Excluding properties included in categories 12-23.	0.87	\$2367.92
11	Island	All rateable properties situated on Pelorus Island or Orpheus Island.	1.73	\$890.59
12	Sugar Cane Processing	All rateable properties within the Shire that are used for the processing of Sugar Cane including properties used for transport and milling of sugar cane.	14.19	\$890.59
13	Commercial Business District	All properties located within the Council Map defining the Commercial Business District Area; and Excluding properties with improvements listed as dwelling only or dwelling and vacant land only	2.71	\$933.00
14	Commercial Unimproved Valuation \$0-\$5000	Land Use code 03, 07 or 10 to 47 inclusive or 49; and Unimproved Valuation between \$0-\$5000 inclusive; or Properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and with Unimproved value between \$0-\$5000. Exclude properties within category 20 & 21.	16.98	\$852.10

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Category	Description	Criteria	Cents in the dollar of unimproved valuation	Minimum General Rate
15	Commercial Unimproved Valuation \$5001 - \$50000	Land Use code 03, 07, 10 to 47 inclusive or Land Use code = 49; and Unimproved Valuation between \$5001-\$50000 inclusive; or Properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and with Unimproved Valuation between \$5001-\$50000 inclusive. Exclude properties within category 20 & 21.	2.64	\$890.59
16	Commercial Unimproved Valuation \$50001-\$355000	Land Use code 03, 07, 10 to 47 inclusive or Land Use code = 49; and Unimproved Valuation between \$50001-\$355000 inclusive; or Properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and with Unimproved Valuation between \$50001-\$355000 inclusive. Exclude properties within category 20 & 21.	1.59	\$1325.09
17	Commercial Unimproved Valuation > \$355000	Land Use code 03, 07, 10 to 47 inclusive; and Unimproved Valuation greater than \$355000; or Properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and with Unimproved Valuation greater than \$355000 Exclude properties within category 20 & 21.	1.02	\$5645.42
18	Commercial - Caravan Parks Only Unimproved Valuation > \$355000	Land Use code = 49; and Unimproved Valuation greater than \$355000; Exclude properties within category 20 & 21.	0.72	\$4695.02

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Category	Description	Criteria	Cents in the dollar of unimproved valuation	Minimum General Rate
19	Special Uses and Clubs	Land Use code = 48, 50 or 51-59 inclusive or Land Use code = 99.	0.92	\$852.79
20	Cane	All rateable assessments within the Shire that contains land which is used for the purposes of sugar cane growing and the total land area used for cane growing purposes is equal to or greater than 50% of the total land area contained within the assessment. Cane data used is sourced through the Herbert Resource Information Centre.	5.31	\$890.59
21	Cane Composite	All rateable assessments within the Shire that contains land which is used for the purposes of sugar cane growing and the total land area used for cane growing purposes is less than 50% of the total land area contained within the assessment. Cane data used is sourced through the Herbert Resource Information Centre.	3.32	\$890.59
22	Rural	Land Use Code between 60-95 inclusive excluding 88; Or any property that does not fall within any other category; and Excluding properties included in categories 12-21 and 23.	1.74	\$890.59
23	Timber	Land Use Code 88	5.31	\$890.59

Land Zonings mean zonings within the Hinchinbrook Shire Planning Scheme.

In any case where land is used for more than one purpose, so that the land satisfies the criteria for more than one of the above twenty-three categories, the land shall be deemed to be within whichever of the applicable categories attracts the highest rating basis; unless the Council in a particular case shall determine otherwise.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

1.2 Rebates and Concessions

Council will consider applications for remission of rates in special circumstances.

Pensioner Remission

To alleviate the impact of annual rates and charges on Approved Pensioners, Council will provide a pensioner rate remission scheme and the following terms and conditions shall apply:-

- a) Remission is to be limited to 20% of annual gross rates and charges or a maximum amount of \$180.00
- b) Remission is not payable on water consumption accounts. State Government Pensioner Subsidy is also not applied to water consumption accounts.
- c) The eligibility of all applications must be verified prior to the annual levy each year;
- d) The definitions and eligibility criteria for Council rate remission entitlement shall be the same as the adopted guidelines for the State Government Scheme; and

Remission of General Rates

Council has approved concessions to the following not for profit organisations.

<u>Property No.</u>	<u>Owner & Improvement</u>	<u>% Remission</u>
104494	Q.C.W.A. - Halifax/Hall	100%
105472	Q.C.W.A. - Upper Stone/Hall	100%
101418	Q.C.W.A. - Long Pocket/Hall	100%
104138	H.R. Museum Gallery/Museum	100%
105522	Aust. Volunteer Coastguard/Building	100%
100431	St. Vincent Di Paul - Ingham/Shop	100%
103774	Parents Support Group/House	100%
103674	Parents Support Group/House	100%
101821	Parents Support Group/House	100%
104125	Ingham Potters Society Inc/Clubhouse	50%
103923	H.R.S.P.C.A./Animal Shelters	100%
102218	Forrest Beach S.L.S.C./Clubhouse	100%
105873	Ingham Kindergarten Assoc/Kindergarten	100%
105478	Lower Herbert Kindergarten Assoc/Kindergarten	100%

Remission of General Rates (Pensioner Occupied)

Council has approved a concession of 100% of the General rate on the basis that such land is occupied solely by pensioners:-

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

<u>Property No.</u>	<u>Owner</u>	<u>Address/Improvements</u>
100210	Herbert River Apex	Ingham/Pensioner Units
100986	Lower Herbert/Halifax Lions Club	Halifax/Pensioner Units

Remission of Cleansing Charges (Pensioner Occupied)

Council has approved a concession of 50% of the Cleansing Charges on the basis that the service charges imposed are of a greater level than required :-

<u>Property No.</u>	<u>Owner</u>
100210	Herbert River Apex
100986	Lower Herbert/Halifax Lions Club
106226	Forrest Glen Retirement Village

1.3 Rates Instalment Policy with discount

In accordance with the provisions of section 1015 of the Local Government Act Council resolves to accept payment of rates levied at the time of the annual rate levy by instalments in accordance with the following terms and conditions:-

The Rates Instalment with discount is only available on the Main Rate Levy and are not available on supplementary/interim levies.

Main levy 1st Discount Due Date is 60 days from the date of issue.

Main Levy 2nd Discount Due Date is 74 days from date of issue.

1. Fifty percent (50%) of the total current gross rates and any outstanding arrears must be paid by the 1st discount due date 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 by the 1st March in the year immediately following the annual levy for which ten percent (10%) discount will be granted on 50% of current rates and charges for which discount is applicable.
3. Payment of 50% of the total current gross rates and any outstanding arrears must be paid by 2nd Discount Due date to be included in the instalment agreement and no discount will be granted on the 1st instalment payment. The conditions above for the 2nd instalment payment are required to be met to receive 10% discount on the second instalment payment where discount is applicable. This instalment arrangement and discount is only available at the time of the annual levy and is not offered for supplementary rate levies.
4. In accordance with Section 1015 (3) should the ratepayer default by not making the balance 50% payment by 1st March in the following year then the unpaid instalment becomes an overdue rate as from 2nd March in that year.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

5. 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.

1.5 Rates Arrangement to Pay - Instalment with no discount

That in accordance with the provisions of section 1031 of the Local Government Act Council resolves to accept payment of rates by arrangement in accordance with the following terms and conditions:-

Due Dates – Main Levy and Supplementary Levies

Main Levy 1st Discount Due Date - 60 days from date of issue.

Main Levy 2nd Discount Due Date - 74 days from date of issue.

Main Levy Due Date 31st December, 2010.

Interest charges apply on Main Levy current rates and charges from 1st January, 2011 where an instalment arrangement has not been entered.

Supplementary Levy 1st Discount Due Date – 30 days from date of issue.

Supplementary Levy Due Date – 60 days from date of issue if that date is greater than 31st December 2010 or if date is less than 31st December, 2010 the due date is 31st December, 2010.

Interest charges apply on Supplementary Levy current rates and charges from the next day following the due date where an arrangement to pay agreement has not been entered.

Arrangement to Pay Agreement–Main Levy or Supplementary Levy with due date before 31st December, 2010

- (1) All rates and charges in arrears must be paid in full and a signed agreement must be received by Council on or before Main Levy Due Date.
- (2) Payments must be structured and made to reduce the amount of current overdue rates as at 31st March 2011 to 50% or less of current financial year rates;
- (3) Payments must be structured and made to clear all current overdue rates by 30th June 2011.

Arrangement to Pay Agreement - 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) Payments must be structured and made to clear all current rates and charges by 30th June, 2011.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Default Provisions

Failure to comply with the above terms and conditions will result in compound interest applying as follows:-

- (i) if the ratepayer fails to enter into an instalment agreement on or before the 31st December, 2010 then compound interest calculated on daily rests will apply on overdue current rates commencing 1st January, 2011; or
- (ii) if ratepayer enters into an agreement and makes an arrangement to pay but does not meet performance criteria of minimum outstanding balance as at 31st March 2011 (if applicable) or fails to clear all outstanding rates and charges by 30th June 2011 then compound interest will apply as from the date of default ie., either 31st March 2011 or 30th June 2011.

1.6 Interest Charges

Due Dates – Main Levy and Supplementary Levies

Main Levy

Main Levy 1st Discount Due Date - 60 days from date of issue.

Main Levy 2nd Discount Due Date - 74 days from date of issue.

Main Levy Due Date 31st December, 2010.

Interest charges apply on Main Levy current rates and charges from 1st January, 2011 where an instalment arrangement has not been entered.

Supplementary Levy

Supplementary Levy 1st Discount Due Date – 30 days from date of issue.

Supplementary Levy Due Date – 60 days from date of issue if that date is greater than 31st December 2010 or if date is less than 31st December, 2010 the due date is 31st December, 2010.

Interest charges apply on Supplementary Levy current rates and charges from the next day following the due date where an arrangement to pay agreement has not been entered.

Water Consumption

Water Consumption Rates and Charges Due Date – 30 days from issue date.

That in accordance with the provisions of section 1018 of the Local Government Act Council resolves the following:-

- a) Interest on overdue rates shall be Ten percent (10%) compound interest calculated on daily rests; and
- b) Shall apply as from the day after the due date.

1.7 DISCOUNT

That in accordance with the provisions of section 1019 of the Local Government Act Council resolves that discount for prompt payment of a rate shall be allowed as follows:-

Main Levy - A discount of fifteen percent (15%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and Special Charges - Rural Fire Services Levy Crystal Creek, Rural Fire Services Levy Bambaroo, and Rural Fire Services Levy Seymour, who pays the whole of such rates and charges by the 1st Discount Due Date being sixty days after notice is given. A discount of seven point five percent (7.5%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and Special Charges - Rural Fire Services Levy Crystal Creek, Rural Fire Services Levy Bambaroo and Rural Fire Services Levy Seymour, who pays the whole of such rates and charges after first discount date and on or before second discount date being after sixty (60) days but within seventy-four (74) days after notice is given.

Supplementary Levy - A discount of Fifteen percent (15%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and Special Charges - Rural Fire Services Levy Crystal Creek, Rural Fire Services Levy Bambaroo and Rural Fire Services Levy Seymour, who pays the whole of such rates and charges within thirty (30) days after notice is given. There is no second discount period for Supplementary Levies.

DISCOUNT ON PAYMENT OF RATES BY INSTALMENTS

A discount of ten percent (10%) be allowed to any person liable to pay rates and charges, excepting water consumption charges and Special Charges - Rural Fire Services Levy Crystal Creek, Rural Fire Services Levy Bambaroo and Rural Fire Services Levy Seymour, who pays the rates and charges within the terms and conditions of the Instalment arrangement with discount.

This instalment arrangement with discount is only available at the time of the annual Main Levy and is not available for supplementary levies or water consumption rates and charges.

DISCOUNT FOR SPECIAL CIRCUMSTANCES

That in accordance with the provisions of section 1021 of the Local Government Act Council resolves that discount will be allowed after the discount closing date 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

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

- (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.

CLEANSING UTILITY CHARGE

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 2010/11 financial year:

- (i) Rateable land – A charge of \$169.34 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 – \$353.90 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 - \$169.34 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;

In accordance with Section 973 sub-section 4 of the Local Government Act the utility charge for non-rateable land includes an additional amount for the cost of disposal of the refuse in addition to the collection service.

- (iii) Additional Services
An additional weekly 240 litre domestic waste collection service only will be provided at a charge of \$115.98 per annum.
An additional fortnightly 240 litre recyclable waste collection service will be provided at a charge of \$53.36 per annum.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

For the purpose of making and levying a cleansing charge under Section 973 of the Local Government Act 1993, 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 1st July, 2010; 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 957 of the Local Government Act, the charge shall be levied on the person or body or Commonwealth or State Department which is the beneficiary of the service.

That where multiple residential uses exist on one rateable assessment, a single cleansing service shall be rendered to 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 property will become exempt from receiving a cleansing service and will not be charged for a service. 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.

Waste and Environmental Levy

That in accordance with Section 972 of the Local Government Act 1993, a separate charge to be known as a Waste and Environment Charge of \$184.56 gross per annum be levied equally on all rateable land.

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, kerbside rubbish collection, green waste processing and the attendant environmental considerations implemented to meet environmental licensing and control standards.

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

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

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 and environmental 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.

Water Utility 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 has introduced a two-part water charge. The base charge is relative to the size of the connection and the consumption charge is based on per kilolitre usage. 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.

That a water charge, pursuant to Section 973 of the Local Government Act 1993, be levied in respect of land, structures and buildings whether rateable under the Local Government Act or not, within the Declared Water Area, for the purpose of defraying the cost of constructing, operating, maintaining and managing the water supply, such charge being calculated in accordance with the following principles and the classification of uses:-

CONSUMPTION CHARGE

A Consumption Charge of 68 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 after 30th September, 2010 with the charge remaining at 59 cents per kilolitre for the first water consumption notice issued after 30th June, 2010.

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

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

BASE CHARGE COMPONENT

A Base Charge Component of \$335.92 Gross per annum for which the adopted discount for early payment of rates shall apply, shall be levied as follows:-

<u>Situation</u>	<u>Applicable Base charge</u>
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
-------------------------------	---	-------------------------

Actual Occupation or Not

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

CONCESSIONS

(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.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

(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 Farm Definition

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.

(e) 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	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 Grazing land	Council negotiations to acquire a Drainage Easement within this land Resulted in no water charges to this Land.
Valuation 363/0 Farm Property No. 102361	10 parcels of land	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 quarterly, 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 quarterly basis to all consumers.

(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 \$5.00 the minimum charge for that water consumption notice shall be \$5.00. 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 \$5.00 will apply to each separate reading route and separate notices will issue.

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: [10th August, 2009]
Current Version Adopted: [30th June, 2010]
Next Review Date: [June 2011]

(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 at the time shall be liable for the payment of all such water as recorded on the water meter. It shall be the responsibility of the property owner to maintain all internal water fixtures, pipes and apparatus in good working order at all times.

Separate Meter Installations

Separate Connection for Class 1A and Class 2 Buildings (BCA 2006)

That 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.

SPECIAL BENEFITTED WATER AREAS – WATER EXTENSIONS

An additional gross charge of \$175.00 shall apply for each rate assessment in the water extension 2002/2003 scheme to Beatts Road, Forrest Drive, Mona Road and the Smaller Communities Assistance Program for the water supply to the Lower Herbert Region with the following Council Property Numbers:

106782, 100365, 100477, 100488, 100501, 100537, 100667, 100781, 100834, 100901, 100930, 100937, 100949, 100991, 101069, 101140, 101411, 101446, 101693, 101759, 101834, 101850, 101918, 102008, 102079, 102093, 102362, 102382, 102396, 102553, 102575, 102714, 102735, 102837, 103118, 103130, 103297, 103365, 103474, 103517, 103611, 103676, 103818, 103960, 103981, 104047, 104121, 104133, 104246, 104255, 104267, 104390, 104557, 104593, 104705, 104724, 104863, 105023, 105066, 105121, 105293, 105357, 105517, 105603, 105667, 105749, 105894, 106057, 106108, 106191, 106307, 106618, 106674, 100042, 100183, 100193, 100219, 100338, 107045, 106829, 106830, 106782, 106783

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

An additional gross charge of \$140.00 shall apply for each vacant land rate assessment in the water extension 2002/2003 scheme to Beatts Road, Forrest Drive, Mona Road and the Smaller Communities Assistance Program for the water supply to the Lower Herbert Region with the following Council Property numbers:

106806, 106807, 106783, 104909, 105208, 105812, 106380, 106496, 106574, 100053, 100634, 100655, 101288, 101600, 101930, 102080, 102165, 102372, 102532, 102680, 102698, 102899, 103012, 103211, 103908, 104411, 104539, 104689,

Properties within the benefitted area had a choice of making an upfront payment or alternative making payments over 10 years.

This charge will cease in 2012/2013.

SEWERAGE UTILITY CHARGE

The sewerage charge is on a unit basis and is priced to recover the costs of constructing, operating, maintaining and managing the sewered 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 amount of the charge referred to in the preceding paragraph shall be per annum:-

\$94.67 per unit, if the particular premises are provided with sewerage or the Council is agreeable to accept sewage from such premises.

SPECIAL BENEFITTED SEWERAGE AREAS – SEWERAGE EXTENSIONS

Blackrock:-

An additional gross charge of \$175.00 for each parcel of land shall apply to the listed Council property numbers:-

100147, 100215, 100297, 100440, 100599, 100664, 100811, 100960, 101760, 101870, 102030, 102104, 102191, 102252, 102489, 102563, 102644, 102709, 102748, 102798, 102867, 103022, 103778, 103845, 103929, 103989, 104067, 104129, 104209, 104279, 104358, 104422, 104568, 104650, 104808, 105621, 105772, 105829, 105917, 105942, 105999, 106000, 106149

The Blackrock Sewerage Extension scheme additional charge will cease in 2010/2011.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Dickson Street

An additional gross charge of \$175.00 shall apply to the listed Council property numbers in the sewerage extension scheme to Dickson Street:

102916, 103071, 104926, 105080

The Dickson Street Sewerage Extension scheme additional charge will cease in 2010/2011.

Concessions

(a) Cane Farm Definition

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

(b) 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.

Land Use and Classification

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.

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

Notwithstanding anything hereinbefore contained, where the use of any new or altered structure or building on land within the sewered 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.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

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.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

SCHEDULE 1

<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 11 - 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
Over 30 but under 100 pupils	50
Over 100 but under 400 pupils	60
Over 400 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

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Crystal Creek Rural Fire Brigade – Special Rate

In Council's opinion each parcel of rateable land identified on Crystal Creek Rural Fire Brigade Map ref RFB1 (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 Crystal Creek Rural Fire Brigade.

The Brigade has advised Council that the total cost of implementing the Plan for 2010/2011 budget is \$3,624.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$880.00 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Bambaroo Rural Fire Brigade – Special Rate

In Council's opinion each parcel of rateable land identified on Bambaroo Rural Fire Brigade Map ref RFB2 (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 2010/2011 budget is approximately \$4,995.00 for operational expenses and approximately \$3,500.00 being set aside for the longer term plan to acquire a shed valued at \$35,000 and has requested Council to levy each parcel of rateable land an amount of \$30.00 per annum. This charge will raise \$3,660.00 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Seymour Rural Fire Brigade – Special Rate

In Council's opinion each parcel of rateable land identified on Seymour Rural Fire Brigade Map ref RFB3 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 \$4,325.00 for operational costs and has requested Council to levy each parcel of rateable land an amount of \$25.00 per annum for at least the next year. This charge will raise \$4,050.00 per annum to be contributed to the Seymour Rural Fire Brigade.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Showground lights and Kelly Theatre Seats – Separate Rate

That in accordance with Section 972 of the Local Government Act 1993, a separate charge to be known as a Showground Lights and Kelly Theatre Seats Levy of \$24.35 gross per annum be levied equally on all rateable land.

The final charge has been calculated on the basis of the estimated cost to replace the Showground Lights \$422,000 and the Kelly Theatre Seats \$140,000 levied over two years ceasing 2010/2011.

It is considered to be more appropriate to raise funds by a separate charge rather than from general funds to clearly demonstrate to the community transparency of the funds required for this purpose and to only raise that level of funding required through this separate rate over a two year period. Council is committed to maintaining the Shires Infrastructure and Council also considers that the benefit is shared by all parcels of land, regardless of their value.

Regulatory Fees

The Council has fixed regulatory fees as listed in the register of regulatory fees. The amounts have been either set by legislation or calculated to recover the cost of providing the service. Some regulatory fees may have been set at less than full cost recovery due to other community benefit considerations.

Commercial Fees

The Council has set commercial fees as listed in the register of commercial and other fees. Generally these fees have been set to recover the full cost of providing the service but may not necessarily recover the overhead costs of building space, telephones and electricity. In some circumstances fees may be subsidised by the general rate. Commercial Fees for a Business of Council may include a return on the Council's investment.

(b) LIMITATION OF INCREASE IN RATES AND CHARGES

The Council has not resolved to exercise the powers conferred under Section 1036 of the Local Government Act 1993 – Limitation of increase in rate levied.

(c) PHYSICAL AND SOCIAL INFRASTRUCTURE COSTS FOR NEW DEVELOPMENT

Council generally believes that, where possible, all identifiable physical and social infrastructure costs for new development should be met by the developer, except insofar as such infrastructure may provide for the general good in which case the developer should bear proportional or incremental costs.

(d) OPERATING CAPABILITY

It is proposed that the operating capability of Council is to be increased by an estimated \$7,855,640 as shown in the Council's budget. Council has considered the principles for making rates and charges especially taking into account the local economy.

(e) FUNDING OF DEPRECIATION AND OTHER NON CASH EXPENSES

Council will be fully funding depreciation excluding:-

Road Network Infrastructure	Replacements Assets are partially funded by Capital Subsidies. Depreciation may not be funded to the value of the capital subsidies and contributions being received in the particular financial year. This decision will be reconsidered if the circumstances change.
SES Boats, Boat Trailers, Rescue Trailers, Generators	State Emergency Service issues these assets to the Ingham branch. This decision will be reconsidered if the circumstances regarding issue of these assets from the State Emergency Service alters.
Forrest Beach Retirement Units	Due to management body Forrest Beach Retirement Assoc Inc maintaining cash reserves for the purpose of upgrading and maintaining the building. This decision will be reconsidered if the circumstances alter.

Except where required by statutory provision or by policies of Council, all other non cash expenses may not be funded.

- (f) Significant value for Property Plant and Equipment is set at \$2,000,000. Property plant and equipment valued below this level will be recorded at historical cost.

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: [10th August, 2009]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

This overall plan:

- Identifies the rateable land to which the Crystal Creek Rural Fire Brigade Special Charge applies;
- Describes the Crystal Creek Rural Fire Brigade Service;
- States the cost of implementing this overall plan;
- States the estimated time for implementing the overall plan

1. Rateable Land Identification

In Council's opinion each parcel of rateable land identified on the Crystal Creek Rural Fire Brigade Map ref RFB1 (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 Crystal Creek Rural Fire Brigade.

2. Crystal Creek Fire Brigade Service

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

- To purchase a replacement chainsaw and to train 2-3 members in its use as per RFS directives.
- Promote safe and controlled fire management in conjunction with National Parks & Wildlife, Dept of Forestry, QR, Qld Transport, Councils & local land holders.
- Assist in times of community need in conjunction with the SES.
- Train our volunteer members to carry out their duties with competence and safety of all persons.
- Have an annual community meeting in the first half of the calendar year to discuss public issues such as use of monies.
- Be pro-active in hazard reduction in our area of responsibility. Several areas of action have been identified that require attention.

3. Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for 2010/2011 budget is \$3,624.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$880.00 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

4. 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.

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: [29th August, 2008]

Current Version Adopted: [10th August, 2009]

Next Review Date: [June 2010]

This 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 2010/2011.

1. Overall Plan Connection

Council has by resolution on 30th June, 2010 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 971 of the Local Government Act Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

2. Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2010/2011 budget is \$3,624.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$880.00 per annum from Hinchinbrook Shire properties to be contributed to the Crystal Creek Rural Fire Brigade.

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: [29th August, 2008]
Current Version Adopted: [30th June, 2010]
Next Review Date: [June 2011]

This overall plan:

- Identifies the rateable land to which the Bambaroo Rural Fire Brigade Special Charge applies;
- Describes the Bambaroo Rural Fire Brigade Service;
- States the cost of implementing this overall plan;
- States the estimated time for implementing the overall plan

1. Rateable Land Identification

In Councils opinion 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) will specially benefit to the same extent from the purchase and maintenance of equipment by the Bambaroo Rural Fire Brigade

2. 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 discuss fire hazards before the season so the hazard reduction scheme is effective.
- To work together & liaise with Qld transport, main roads, Qld Rail, Police & members of the community.
- To acquire 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. (Special funding period, saving annual Rural Fire Levies)
- 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.

3. 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 \$4,995.00 for operational costs with funds set aside of \$3,500.00 towards longer term plan to purchase a shed valued at \$35,000 and has requested Council to levy each parcel of rateable land an amount of \$30.00 per annum for at least the next year. This charge will raise \$3,660.00 per annum to be contributed to the Bambaroo Rural Fire Brigade.

4. 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.

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: 28th August, 2008

Current Version Adopted: 30th June, 2010

Next Review Date: June, 2011

This 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 2010/2011.

1. Overall Plan Connection

Council has by resolution on 30th June, 2010 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 971 of the Local Government Act Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

2. Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2010/2011 budget is approximately \$4,995.00 for operational expenses and approx \$3,500.00 being set aside for the longer term plan to acquire a shed valued at \$35,000 and has requested Council to levy each parcel of rateable land an amount of \$30.00 per annum. This charge will raise \$3,660.00 per annum to be contributed to the Bambaroo Rural Fire Brigade.

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: 10th August, 2009
Current Version Adopted: 30th June, 2010
Next Review Date: June, 2011

This overall plan:

- Identifies the rateable land to which the Seymour Rural Fire Brigade Special Charge applies;
- Describes the Seymour Rural Fire Brigade Service;
- States the cost of implementing this overall plan;
- States the estimated time for implementing the overall plan

1. Rateable Land Identification

In Councils opinion each parcel of rateable land identified on Map ref RFB3 will specially benefit to the same extent from the purchase and maintenance of equipment by the Seymour Rural Fire Brigade

2. 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:-

- To discuss hazard reduction and Fire Break Programme. Identify risk areas and have plans developed to reduce risk of uncontrolled wild fires.
- Brigade Training – Ongoing training will be made available from the Division. Also the Brigade will take part in cross training with the Urban Fire Fighters.
- Ongoing costs to maintain and repair and upgrade equipment.
- Response to Wildfires.
- Plan to carry out work on vehicle to allow storage of additional equipment to enhance our abilities to respond to structural and Wildfire incidents.
- Upgrade Communication Equipment – Purchase hand held radios.

3. 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 \$4,325.00 for operational costs and has requested Council to levy each parcel of rateable land an amount of \$25.00 per annum for at least the next year. This charge will raise \$4,050.00 per annum to be contributed to the Seymour Rural Fire Brigade.

4. 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.

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: 10th August, 2009

Current Version Adopted: 30th June, 2010

Next Review Date: June, 2011

This 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 2010/2011.

1. Overall Plan Connection

Council has by resolution on 30th June, 2010 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 971 of the Local Government Act Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

2. Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2010/2011 budget is approximately \$4,325 for operational expenses and has requested Council to levy each parcel of rateable land an amount of \$25.00 per annum. This charge will raise \$4,050 per annum to be contributed to the Seymour Rural Fire Brigade.

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: [10th August, 2009]
Current Version Adopted: [30th June, 2010]
Next Review Date: [June, 2011]

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.

Background

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

- Pay in full by due date and receive fifteen percent (15%) discount
- Pay by instalment by the due date with ten percent (10%) discount
- Arrangement to Pay agreement by 1st January

Council has an obligation to ensure rates and charges are recovered as provided under the *Local Government Act 1993 (as amended)*.

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: 2.0

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

Current Version Adopted: [30th June, 2010]

Next Review Date: [June 2011]

Purpose

The objective of this policy is to ensure that Council complies with legislative requirements, as outlined in the Local Government Finance Standard 2005, with regard to an Internal Audit Policy.

Background

Legislation requires Council to determine whether;

- a) An internal auditor for the local government is to be appointed; or
- b) An audit committee of the local government is to be established.

The following factors have been considered in assessing the need for the appointment of an Internal Auditor and an Audit Committee;

- a) The size of the Council has a bearing on whether an internal auditor should be appointed. For example, Councils such as Brisbane, Logan City and Gold Coast City Council would be more likely to have an internal audit function.
- b) Council has a modern computerised Financial Management Information System comprising a General Ledger and a series of integrated subsidiary systems.
- c) There are internal control mechanisms in place to ensure that the systems are in balance.
- d) Council has a clearly defined system of Officers Delegations and Authorities.
- e) Council has a commitment to maintain an Accounting Manual
- f) Council's auditors have a responsibility to review the systems, processes and internal controls that are used by Council in preparing their annual financial statements. Audits to date have not found items of a material or significant nature.
- g) The Annual Financial Statements of the Council are reviewed and approved by Council every year.

After assessing these factors it is considered that the costs associated with the appointment of an internal auditor would outweigh any advantages, and that those funds could be better employed by Council in providing services to the community.

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: [29th August, 2008]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June, 2011]

Financial management reporting of the Council's activities are to all members of Council. It would be an unnecessary duplication to establish an Audit Committee when matters are currently dealt with by all Councillors.

Policy

The Local Government Act 2009 which applies from 1 July 2010 requires the establishment of both an internal auditor and an audit committee. Council has not previously established these functions due to not being considered cost effective considering the operating environment, internal control mechanisms and procedures in place, external audit services, and existing Council meeting structures.

Council is currently undertaking enterprise risk management and this process will be vital in determining the high risk areas for the internal audit to develop audit plans.

Council will progress the establishment of an Internal Auditor and Audit Committee during 2010-2011 with the functions expected to be fully operational by 1 July 2011.

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: [29th August, 2008]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June, 2011]

Purpose

To comply with the provisions of the Local Government Act and identify the specific reserves Council deems necessary as part of its financial and corporate planning strategies.

Background

A Local Government may establish specific reserves within its operating fund to provide for nominated functions or activities.

This policy identifies each Reserve and the specific purpose for which it is created. The amount of funds allocated to such reserve is contained in the operating budget.

Policy

Reserve Funds

That pursuant to *Section 515* of the *Local Government Act 1993* and *Section 33* of the *Local Government Finance Standard 2005*, the Council resolves to create the following Reserves as part of its financial and corporate planning strategies, and such Reserves be represented by cash reserve amounts and funds transferred thereto from time to time held in a separately identified bank account.

Reserve Identification

CONSTRAINED WORKS

Purpose of Reserve

To hold funds received, particularly grant monies, for projects that is required to be shown as income in the year received for which the corresponding expenditure has not occurred.

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: [29th August,2008]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June, 2011]

Purpose

The objective of this policy is to ensure that Council complies with the Local Government Act 1993 and the Local Government Finance Standard 2005, with regards to the development of a Policy on Borrowings.

Background

Legislation requires the policy to include;

- (a) New borrowings planned for the current financial year and the next 4 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

Purpose	Year of Approval for New Borrowing	Value of Loan	Annual Loan Repayment	Term of Loan
Shire Revitalisation Project – Tyto Precinct	2009-2010	\$4,250,000	\$417,216	20yr approved term – currently redraw facility
Technology Learning Centre	2009-2010	\$1,550,000	\$114,620	20yr approved term – currently redraw facility
Streetscape Enhancements Ingham CBD	2009-2010	\$ 200,000	\$ 18,339	20yr approved term – currently redraw facility

There are no planned external borrowings included in Council's 2010/2011-2014/2015 Budget.

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.

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: [10th August, 2008]

Current Version Adopted: [30th June, 2010]

Next Review Date: [June, 2011]

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 2010/11¹:

- Water Supply
- Sewerage
- Waste Management
- Building Certification

Council is committed to applying the Code of Competitive Conduct to the above business activities in 2010/11¹. 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.

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: 28th August, 2008

Current Version Adopted: 30th June, 2010

Next Review Date: June, 2011

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 2009/10.

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 Environmental 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 Environmental Manager prior to adoption of the budget by Council. Operationally the Environmental Manager reports to the Chief Executive Officer. The Environmental Manager has discretion to make operational decisions based on performing an effective Waste Management Business.

Building Certification – The Manager Engineering Service 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.

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: 28th August, 2008

Current Version Adopted: 30th June, 2010

Next Review Date: June, 2011

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 2010/11 year.

Statement of Activities to Which Competition Reforms Apply

2010/11	Water Supply (\$)	Sewerage (\$)	Waste Management (\$)	Building Certification (\$)
Revenues for services provided to the Council	130,354	24,820	316,396	4,997
Revenues for services provided to external clients	2,855,661	2,009,195	2,648,012	65,224
Community service obligations	228,316	140,151	60,288	15,000
Total revenue	3,214,331	2,174,166	3,024,696	85,221
Less: Total expenditure	2,173,222	1,694,971	2,007,090	131,670
Surplus/(deficit)	1,041,109	479,195	1,017,606	(46,449)
<u>List of Community Service Obligations</u>				
Water Fire Services & Access Connections	228,316			
Sewerage Access Concessions		140,151		
Waste - Collection of Street Litter			60,288	
Building Certification – Generic customer service costs unable to be recovered				15,000

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.

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: 28th August, 2008
Current Version Adopted: 30th June, 2010
Next Review Date: June, 2011

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.

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

Summary of Financial & Non-Financial Key Performance Indicators (KPIs) for Council Business Activities, 2010/11

Business Activity	Financial KPIs				Non-Financial KPIs		
	EBIT	NPAT	Overheads/ Expenditure	Return on Capital (pre-tax)	Return on Turnover		
Water Supply	1,041,109	942,597	Achieved = 23% Industry = 15-20%	Achieved= 10.69% Target = 9.42%	-	Residential charge at 300kL = \$490 (industry = \$525)	
Sewerage	479,195	335,437	Achieved = 16% Industry = 15-20%	Achieved= 9.62% Target = 9.42%	-	Water quality tests meet standards = 100% (target = >95%)	
Waste Management	1,017,606	679,007	Achieved = 14% Industry = 15-20%	Achieved= 32.74% Target = 9.74%	-	Residential charge = \$563 (industry = \$463)	
Building Certification	(46,449)	(46,449)	Achieved = 17% Industry = 10-15%		Achieved= -35.3% Target = 10%	Odour complaints / 1,000 connections = 1.42 (target = <10)	
						Blockage complaints / 1,000 connections = 2.41 (target = <5)	
						Available airspace at Warrens Hill Refuse Tip = 685,583 m3 (target 680,522m3)	
						Number of certifications undertaken in Shire = 96 (target 178)	
						New Dwellings	21 35
						Class 10a (Sheds etc)	34 65
						Alterations & Additions	23 50
						Shop Fit Out	1 5
						Commercial	3 7
						Removal / Demolition	13 10
						Swimming Pools	1 6

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

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
- 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
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.

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

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

CSO Description	2010/11
Water Supply	
Fire service & Water Access Concessions	\$228,316
Sewerage	
Sewerage Access Concessions	\$140,151
Waste Management	
Collection of Street Litter	\$60,288
Building Certification	
Generic Customer Service Costs unable to be recovered	\$15,000

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

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

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;
- 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.

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

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 2010/11 Return on Capital Components for Council's Business Activities

Activity	Target Rate of Return	Optimisation Adjustments	Contributed Asset Proportion
Corporate Overheads	8.98% (pre-tax WACC)	Nil	0%
Water Supply	9.42% (pre-tax WACC)	Nil	48%
Sewerage	9.42% (pre-tax WACC)	Nil	50%
Waste Management	9.74% (pre-tax WACC)	Nil	0%
Building Certification	10% (return on cost)	Nil	n.a.

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

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: 28th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

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.

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: 28th August, 2008
Current Version Adopted: 10th August, 2009
Next Review Date: June, 2010

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.

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:

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: 29th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

- (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;

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: 29th August, 2008

Current Version Adopted: 10th August, 2009

Next Review Date: June, 2010

(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.

	Unit	GST	2010/2011
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%
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	\$325.00
Hire	Per day	Y	\$200.00
Other fees and charges are payable to the Lessee			
LIBRARY			
Joining Fee - Ingham and Halifax Libraries			No charge
Fines - late returns	Per book per day	Nil	\$0.10
Local history index printout	Per A4 page	Y	\$0.25
Family history search	Per request	Y	\$12.00
A4 Black & White photocopy	Per page	Y	\$0.25
A3 Black & White photocopy	Per page	Y	\$0.50
A4 Colour photocopy	Per page	Y	\$2.20
A3 Colour photocopy	Per page	Y	\$2.50
Library Book/Video Replacement	Per item	Y	Value of item + 10%
Sale Of Bags	Per bag	Y	\$2.50
Internet Printout - A4 black and white	Per page	Y	\$0.25
Internet Printout - A4 colour	Per page	Y	\$1.85
Wordprocessing Printouts - A4 black and white	Per page	Y	\$0.25
Inter-Library Loans (only if charged by lending Library)		Y	Loan charge + 10%
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	\$450.00
Public Events e.g. paid entry public events		Nil	\$550.00
Auditorium			
Friday/Saturday Nights	Full hall	Y	\$620.00
Weekdays/Nights	Full hall	Y	\$540.00
Preparation Day/Night before			
Friday/Saturday Nights	Full hall	Y	\$380.00
Weekdays/Nights	Full hall	Y	\$270.00
Bar	Full hire	Y	\$59.00
Kitchen (including cold room)	Full hire	Y	\$110.00
Crockery, cutlery & dishwasher	Full hire	Y	\$146.00
Stage	Full hire	Y	\$53.00
Seating for concerts	Per 100 chairs	Y	\$47.50

	Unit	GST	2010/2011
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			
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	\$295.00
Showgrounds including oval for Minor Events		Nil	\$295.00
Showgrounds for Major Events e.g. Car Show, AIF & Circus		Nil	\$1,550.00
Seasonal use of showgrounds including use of dressing sheds - Sporting Clubs		Nil	\$525.00
Ground/Amenities Hire			
Ground Hire	Full day	Y	\$150.00
Ground Hire	Per hour	Y	\$15.00
Ground Hire - Circus	Per day	Y	\$340.00
Ground Hire - primary schools sports			
Refreshment Booth - Canteen	Day or night	Y	\$90.00
Main Oval Lights - "Training" Level (50% Lighting)	Per hour	Y	\$12.00
Main Oval Lights - "Practice" Level (75% Lighting)	Per hour	Y	\$19.00
Main Oval Lights - "Game Night" Level (100% Lighting)	Per hour	Y	\$25.00
Club Room (four rooms available)	Per each for 1st day	Y	\$16.00
Club Room (four rooms available)	Per each per extra day	Y	\$10.00
Horse or Cattle stalls (with an associated event only)	Minimum period 1 week	Y	\$55.00
Auction Sale	Yard charge per head	Y	\$3.50
Camping with an associated event day Eastern Side (Poultry Club not to be charged)	Per day	Y	\$60.00
Camping with an associated event day Western Side	Per day	Y	\$60.00
Canine Pavilion (Bar) Western Side	Per day	Y	\$120.00
Pavilion			
Minimum charge		Y	\$21.50
Juniors	Per hour	Y	\$21.50
Seniors	Per hour	Y	\$38.00
Day Hire (including spotlights)	Per day	Y	\$270.00
Groups for weekend/special events	Decided on individual basis		
Cover area near Pavilion - Limited availability			
Minimum charge		Y	\$8.00
Hire	Per hour	Y	\$8.00
Hire	Per day	Y	\$90.00

	Unit	GST	2010/2011
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			
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	\$295.00
Hall		Nil	\$295.00
Grounds			
Grounds-Intertown football	Daily	Y	\$145.00
Hall Hire			
Hire - Limited hours of use available	Per day/ evening	Y	\$175.00
Minor use			
Minor use - Small (<20 persons) Regular Group Meeting	Max of 6 hours	Y	\$90.00
	Less than 2 hours	Y	\$10.50
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	\$182.00
Hall or Multiple Rooms		Nil	\$364.00
Auditorium			
Meeting Room 1	1/2 Day (3 hrs)	Y	\$73.00
Meeting Room 1	Full Day	Y	\$146.00
Meeting Room 2	1/2 Day (3 hrs)	Y	\$73.00
Meeting Room 2	Full Day	Y	\$146.00
Meeting Room 3	1/2 Day (3 hrs)	Y	\$109.00
Meeting Room 3	Full Day	Y	\$219.00
Hall	1/2 Day (3 hrs)	Y	\$146.00
Hall	Full Day	Y	\$291.00
Hall, Meeting Rooms 1, 2, 3 & Open Area	1/2 Day (3 hrs)	Y	\$364.00
Hall, Meeting Rooms 1, 2, 3 & Open Area	Full Day	Y	\$728.00
Open Area	1/2 Day (3 hrs)	Y	\$21.00
Open Area	Full Day	Y	\$42.00
IT Set Up Fee		Y	\$104.00

	Unit	GST	2010/2011
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			
ECONOMIC DEVELOPMENT			
SUBDIVISION (RECONFIGURATION) OF LAND			
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	\$24.20
Application for access easement		Nil	\$216.00
Application for amalgamation of land or lots (Building Units & Group Titles Development)		Nil	\$110.00
Application for reconfiguration of lot (Re-arrangement of boundaries)		Nil	\$540.00
Application fee for Preliminary or Development Approval		Nil	\$545.00
Application fee for reconfiguring a lot with no road opening	Per Application	Nil	\$545.00
Application fee for reconfiguring a lot with road opening	Per lot		\$161.20
Application 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 for water/sewerage contribution details affecting land		Y	\$44.00
Application fee for reconsent to plan of survey where previous consent has lapsed		Nil	\$50.00
Headworks Contribution			
Sewerage Headworks contribution	Per additional lot	Nil	\$1,587.00
Water Headworks contribution	Per additional lot	Nil	\$1,587.00
Public Open Space & Recreation Infrastructure Service Contribution	Per additional lot	Nil	\$1,587.00
APPLICATION FOR DEVELOPMENT (SUSTAINABLE PLANNING ACT)			
Material Change of Use			
Code Assessment Application for Preliminary or Development Approval			
Development <\$100K		Nil	\$865.00
Development >\$100K and up to \$500K		Nil	\$1,082.00
Code assessment involving development work >\$500K		Nil	\$2,158.00
MCU - Code assessment where use is commencing in an existing development		Nil	\$270.00
MCU - Rural Siting Relaxation		Nil	\$128.00
Code Assessment Application not involving an MCU			
Self assessable use or work requiring code assessment		Nil	\$545.00

	Unit	GST	2010/2011
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			
ECONOMIC DEVELOPMENT			
Impact Assessment (Advertising required)			
Development <\$100K		Nil	\$1081.60 + Advert
Development >\$100K and up to \$500K		Nil	\$2158.00 + Advert
Development >\$500K <\$1M		Nil	\$3234.40 + Advert
Major Development >\$1M value		Nil	\$5392.40 + Advert
Major Development >\$1M on land that is inconsistent with zoning (by negotiation with applicant but minimum charge)		Nil	Min \$8086.00 + Advert
OPERATIONAL WORK REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME (PART E FORM)			
Excavation and Filling			
Application Fee	Per application	Nil	\$210.00
BUILDING WORK NOT ASSOCIATED WITH AN MCU AND REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME (PART E FORM)			
Assessment Triggers			
*Cultural Heritage (Table 10 of Hinchinbrook Shire Planning Scheme)	First trigger	Nil	\$215.00
*Conservation and Biodiversity Area (Table 12 of Hinchinbrook Shire Planning Scheme)	Each additional trigger	Nil	\$108.00
*Extractive Industry Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)			
*High Hazard Floodway (Table 12 of Hinchinbrook Shire Planning Scheme)			
*Mount Cordelia Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)			
*Hire Hazard Floodway (Table 12 of Hinchinbrook Shire Planning Scheme)			
*Acid Sulphate Soils (Table 12 of Hinchinbrook Shire Planning Scheme)			
(*A fee applies if one or more of the above are achieved)			
AMENDMENT OF TOWN PLANNING SCHEME			
Certified (hard) copy of town planning scheme, policies & maps	A4 Colour	Nil	\$150.00
Certified (hard) copy of town planning scheme, policies & maps	A3 Colour	Nil	\$190.00
Non certified CD copy of town planning scheme, policies & maps		Nil	\$30.00
Scheme maps	Per copy - A4	Nil	\$0.25
Scheme maps	Per copy - A3	Nil	\$0.45
TOWN PLANNING NOTICES - FEES FOR COUNCIL TO PREPARE, LODGE AND SERVE			
Notice in newspaper		Y	At cost
Notice to adjoining owner/s & copy of land notice		Y	\$120.00
Additional land notice	Per laminated copy	Y	\$60.00
TOWN PLAN - SHIRE (SUSTAINABLE PLANNING ACT)			
Town Planning Certificate			
Limited Certificate Fee		Nil	\$50.00
Standard Certificate Fee		Nil	\$92.00
Full Town Plan Certificate Fee		Nil	\$125.00
Change to existing Development Approval A69		Nil	\$120.00
Concurrence Agency Assessment		Nil	\$545.00
Compliance Assessment		Nil	\$545.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
ANIMALS			
DOG REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS			
All entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$55.00
All desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$15.00
Any dog under the age of 3 months at the time of registration - written proof may be required Where owner acquire a dog or move to the shire (with no proof of current dog registration) the fee is pro-rated.	Once off only	Nil	\$0.00
All entire dogs over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$80.00
All entire dogs over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$60.00
All entire dogs over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$40.00
All entire dogs over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$20.00
All desexed dogs over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$30.00
All desexed dogs over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$22.50
All desexed dogs over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$15.00
All desexed dogs over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$7.50

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
CAT REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS			
All entire cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$12.00
All desexed cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$8.00
Any cat under the age of 3 months at the time of registration - written proof may be required Where owner acquire a cat or move to the shire (with no proof of current cat registration) the fee is pro-rated.	Once off only	Nil	\$0.00
All entire cats over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$20.00
All entire cats over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$15.00
All entire cats over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$10.00
All entire cats over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$5.00
All desexed cats over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$12.00
All desexed cats over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$9.00
All desexed cats over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$6.00
All desexed cats over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$3.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS			
All entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$35.00
All desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$10.00
Any dog under the age of 12 weeks 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)	1st quarter - July to September inclusive	Nil	\$50.00
All entire dogs over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$37.50
All entire dogs over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$25.00
All entire dogs over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$12.50
All desexed dogs over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$20.00
All desexed dogs over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$15.00
All desexed dogs over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$10.00
All desexed dogs over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$5.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
CAT REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS			
All entire cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May	Nil	\$8.00
All desexed cats over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$6.00
Any cat under the age of 12 weeks at the time of registration - written proof may be required	Once off only	Nil	\$0.00
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)	1st quarter - July to September inclusive	Nil	\$16.00
All entire cats over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$12.00
All entire cats over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$8.00
All entire cats over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$4.00
All desexed cats over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$8.00
All desexed cats over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$6.00
All desexed cats over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$4.00
All desexed cats over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$2.00
Produce proof of current animal registration from any other Local Government within Australia (Does NOT apply to Restricted Dogs or dogs that have been declared as being a Dangerous Dog)			\$0.00
Any dog that has been declared as being a Regulated Dog - Dangerous type		Nil	\$175.00
Any entire dog that has been declared as being a Regulated Dog - Menacing type		Nil	\$175.00
Any desexed dog that has been declared as being a Regulated Dog - Menacing type		Nil	\$150.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
ANIMALS			
Any dog that has been declared as being a Regulated Dog - Restricted type			\$123.00
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	\$10.50
Guide Dog/Hearing Dog			Exempt from charge
Replacement of registration tag	Each	Nil	\$5.75
Animal Impounding			
Prescribed infringement notice will be issued for wandering at large/fail to maintain proper enclosure - 2 Penalty Units @ \$100 per unit = \$200.		Nil	As prescribed
When fine not paid (SPER Lodgement)			As prescribed
Reminder letters for unpaid infringement notices		Nil	\$17.70
Release fee for impounded dog		Nil	\$40.00
Sustenance fee for dogs for each night spent impounded (Monday-Friday)	per night	Nil	\$15.00
Sustenance fee for dogs for each night spent impounded (Saturday, Sunday & Public Holidays)	per night	Nil	\$30.00
Release fee for other impounded animals (eg Cattle) including all costs associated with impoundment		Nil	At cost
Miscellaneous			
Pick up and disposal of deceased animals	per annum	Y	\$312.00
Pick up and disposal of deceased animals	per service	Y	\$26.00
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	1st quarter - July to September inclusive	Nil	\$80.00
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	2nd quarter - October to December inclusive	Nil	\$60.00
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	3rd quarter - January to March inclusive	Nil	\$40.00
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	4th quarter - April to June inclusive	Nil	\$20.00
Hire of Electronic Barking Collar	per day	Y	\$3.00
Hire of Electronic Barking Collar - Conditional refundable bond		Nil	\$100.00
Hire of Cat or Dog Trap	per week or part thereof	Y	\$10.00
Hire of Cat or Dog Trap - Conditional refundable bond		Nil	\$30.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
Wild Dog/Pig Baiting			
Doggone - 12 bait trays	per tray or part thereof	Y	\$23.80
Doggone - 72 bait farm pack	per farm pack	Y	\$140.00
Doggone - 100 bait tub	per tub	Y	\$143.00
Doggone - 100 free feed	per tub		\$123.00
Doggone - 300 bait tub	per tub	Y	\$462.00
Doggone - Free feed - tub of 300	per tub	Y	\$462.00
Pigout - 64 free feed tub	per tub	Y	\$184.00
Pigout - 64 bait tub	per tub	Y	\$221.00
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	\$692.00
Single inground for ashes		Y	\$338.00
Lawn Division			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Beam Division			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Inground Burials			
Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
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	\$655.00
Inground Burials-Weekend & Public Holidays			
Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Y	\$1,383.00
Child under 5 years including stillborn		Y	\$1,009.00
Single inground for ashes		Y	\$676.00
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	\$655.00
Discounted Plots			
Single plot in older Division used for interment in a vault only		Y	\$250.00
Columbarium Wall (Council)			
Single Niche		Y	\$140.00
Double Niche		Y	\$280.00
Columbarium Wall (RSL)			
Single Niche		Y	\$28.50
Reservations			
Land for grave 2.4m x 1.2m		Y	\$692.00
Land for grave 2.4m x 2.4m		Y	\$1,383.00
Land for grave 2.4m x 3.6m		Y	\$2,075.00
Columbarium Wall (Council) - Single Niche		Y	\$140.00
Columbarium Wall (Council) - Double Niche		Y	\$280.00
Second Interment (Reopening of Plots)			
Inground burials			
Adult		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single grave for ashes		Y	\$125.00
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	\$655.00
Reopening of vault			
Interment of ashes only		Y	\$125.00
Exhumations			
Exhumation Inground			
Exhumation (if conducted by Council Staff)		Y	At cost
Exhumation (if conducted by others under Council supervision)		Y	\$323.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
Exhumation Vault			
Exhumation (if conducted by Council Staff)		Y	At cost
Exhumation (if conducted by others under Council supervision)		Y	\$323.00
HALIFAX CEMETERY			
Lawn Division			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Beam Division (IF/WHEN CONSTRUCTED)			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Vaults			
Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
Inground Burials			
Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single inground for ashes		Y	\$338.00
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	\$655.00
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	\$1,383.00
Child under 5 years including stillborn		Y	\$1,009.00
Single inground for ashes		Y	\$676.00
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	\$655.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
Columbarium Wall (Council)			
Single Niche		Y	\$140.00
Double Niche		Y	\$280.00
Discounted Plots			
Single plot in older Division used for interment in a vault only		Y	\$250.00
Reservations			
Land for grave 2.4m x 1.2m		Y	\$692.00
Land for grave 2.4m x 3.6m		Y	\$2,075.00
Second Interment (Reopening of Plots)			
Inground burials			
Adult		Y	\$692.00
Child under 5 years including stillborn		Y	\$505.00
Single grave for ashes		Y	\$125.00
Reopening of vault			
Interment of ashes only		Y	\$125.00
Exhumations			
Exhumation Inground			
Exhumation (if conducted by Council Staff)		Y	At cost
Exhumation (if conducted by others under Council supervision)		Y	\$323.00
Exhumation Vault			
Exhumation (if conducted by Council Staff)		Y	At cost
Exhumation (if conducted by others under Council supervision)		Y	\$323.00
NEW INGHAM CEMETERY & HALIFAX CEMETERY			
Monuments			
For permission to erect headstone, tomb, tablet, monument or railing		Y	\$81.00
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	\$67.00
Monday to Friday ONLY	Both per funeral	Y	\$104.00
Weekends and Public Holidays	One per funeral	Y	\$134.00
Weekends and Public Holidays	Both per funeral	Y	\$208.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGED FOR LICENCING & REGISTRATION			
ERA Licencing			
Review of Draft EMP (where required)		Nil	\$120.00
Registration Certificate Transfer	Per occurrence	Nil	\$100.00
Poultry Farming more than 1000 to 200000 birds	Yearly	Nil	\$100.00
Poultry Farming more than 200000 birds	Yearly	Nil	\$900.00
Asphalt Manufacturing less than 1000 tonne of asphalt in a year	Yearly	Nil	\$100.00
Manufacturing 1000 tonne or more of asphalt in a year	Yearly	Nil	\$3,200.00
Storing between 10m ³ to 500m ³ of Class C1 or C2 under AS1940 or dangerous goods class 3	Yearly	Nil	\$100.00
Plastic Product Manufacturing in a year a total of 50 tonne or more of plastic product other than for ERA 12 (2) 2	Yearly	Nil	\$2,800.00
Plastic Product Manufacturing in a year a total of 5 tonne or more of foam, composite plastics or rigid fibre-reinforced plastics	Yearly	Nil	\$5,400.00
Abrasive Blasting	Yearly	Nil	\$800.00
Boilermaking or Engineering for producing in a year between 200 tonne to 10000 tonne of metal product	Yearly	Nil	\$100.00
Boilermaking or Engineering for producing in a year more than 10000 tonne of metal product	Yearly	Nil	\$4,600.00
Metal Forming	Yearly	Nil	\$100.00
Metal Recovery - recovering less than 100 tonne of metal in a day	Yearly	Nil	\$100.00
Metal Recovery - recovering more than 100 tonne of metal in a day or 10000 tonne of metal in a year without using a fragmentiser	Yearly	Nil	\$1,900.00
Metal Recovery - recovering more than 100 tonne of metal in a day or 10000 tonne of metal in a year using a fragmentiser	Yearly	Nil	\$5,100.00
Motor Vehicle Workshop Operation	Yearly	Nil	\$350.00
Printing in a year between 200 tonne and 1000 tonne of materials	Yearly	Nil	\$100.00
Printing in a year between more than 1000 tonne of materials	Yearly	Nil	\$2,200.00
Surface Coating - Anodising, Electroplating, enamelling or galvanising using in a year between 1 tonne to 100 tonne of surface coating materials	Yearly	Nil	\$100.00
Surface Coating - Coating, painting or powder coating, using in a year between 1 tonne to 100 tonne of surface coating materials	Yearly	Nil	\$100.00
Concrete Batching	Yearly	Nil	\$1,500.00
Wooden & Laminated Product Manufacturing - fabricating in a year more than 100 tonne of wooden products	Yearly	Nil	\$100.00
Boat Maintenance or Repair at a boat maintenance facility	Yearly	Nil	\$425.00
Waste Incineration and Thermal Treatment - incinerating waste vegetation, clean paper or cardboard	Yearly	Nil	\$100.00
Flammable & Combustible Liquid Storage Licencing			
- up to 10000 litres	Yearly	Nil	\$135.00
- 10000 litres to 50000 litres	Yearly	Nil	\$170.00
- Above 50000 litres	Yearly	Nil	\$205.00

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
Food Business Licencing			
Food business licence - low risk	Yearly	Nil	\$150.00
Food business licence - medium risk	Yearly	Nil	\$215.00
Food business licence - high risk	Yearly	Nil	\$305.00
Food business licence - temporary single event	Per event	Nil	\$36.40
Food business licence - temporary multi event	Yearly	Nil	\$78.00
Licencing - Miscellaneous			
Skin penetration	Yearly	Nil	\$205.00
Temporary Home including one inspection	Per occurrence	Nil	\$110.00
Licensing - Administration			
New application processing	Per occurrence	Nil	\$190.00
Transfer or amendment of licence	Per occurrence	Nil	\$75.00
Replacement Licence or Registration Certificate	Per occurrence	Nil	\$20.00
MISCELLANEOUS			
Miscellaneous-Flammable & Combustible Liquid Storage			
Plan assessment - Flammable Liquids Storage		Y	\$190.00
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.)		Y	\$190.00
Plan assessment - Food Premises		Y	\$190.00
Fines for Non Compliance			
Infringement Notice		Nil	As prescribed by legislation
When fine not paid (SPER Lodgement)		Nil	At cost
Reminder letters for unpaid infringement notices		Nil	\$17.70
Footpath use for Commercial Purposes (outdoor dining)			
Renewable Licence	Yearly	Nil	\$115.00
Miscellaneous environmental health service Fee	Per hour	Y	\$100.00
REGULATED PARKING			
Infringement Notice			
		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	\$17.70
Use of parking bay for building work etc	Per day	Nil	\$6.50

	Unit	GST	2010/2011
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, WASTE & ENVIRONMENT			
WASTE DISPOSAL FEE			
Recyclables			No charge
Commercial/Industrial Waste (general)	Per tonne	Y	\$58.00
Commercial Waste	Min charge	Y	\$6.00
Commercial - Construction and Demolition Waste (unsorted)	Per tonne	Y	\$58.00
Commercial - Clean concrete	Per tonne	Y	\$12.00
Commercial - Greenwaste	Per tonne	Y	\$40.00
Domestic waste (general)	Per ute/trailer	Y	\$6.00
Domestic - construction and demolition waste (mixed)	Per ute/trailer	Y	\$6.00
Domestic - clean concrete	Per ute/trailer	Y	\$6.00
Domestic - Greenwaste			free
Waste transported in vehicles over 1 ton payload will be weighed and charged at the corresponding commercial fee regardless of its source			
Sale of Mulch	Per cubic metre	Y	\$12.00
Special Disposal - eg asbestos (commercial and domestic)			
- Handling fee	Each occurrence	Y	\$85.00
- Disposal fee	Per tonne	Y	\$58.00
Cleanfill			
Commercial - car bodies	Per car body		\$35.00
Domestic - car bodies	Per car body		No charge
Metal			No charge
Waste oil			No charge
Gas cylinders (empty)			No charge
Batteries			No charge
Waste disposal fees for Tyres from Commercial/Industrial and Domestic Sources			
Motorbike	Per tyre	Y	\$3.50
Passenger Car	Per tyre	Y	\$6.85
Light Truck	Per tyre	Y	\$9.10
Truck	Per tyre	Y	\$20.50
Super Single	Per tyre	Y	\$51.00
Tractor			
- up to 1000mm	Per tyre	Y	\$82.00
- 1000mm to 2000mm	Per tyre	Y	\$142.00
Earthmoving			
- up to 1000mm	Per tyre	Y	\$115.00
- 1000mm to 1500mm	Per tyre	Y	\$250.00
- 1500mm to 2000mm	Per tyre	Y	\$495.00
- 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		Nil	\$35.00

	Unit	GST	2010/2011
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			
INTERNAL SUPPORT SERVICES			
FINANCIAL REPORTS			
Annual Report/Financial Statements		Nil	\$25.00
CORPORATE PLAN			
Hinchinbrook Shire Council Corporate Plan 2010 - 2014		Nil	\$5.00
RIGHT TO INFORMATION (RTI)			
*Application Fee		Nil	\$38.00
Copy	Per A4 page	Nil	\$0.20
Processing Charge	Per 15 mins - where applicable	Nil	\$5.80
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			
GIS MAPPING PRODUCTS			
A4 - Black and White	Per page	Y	\$21.95
A4 - Colour	Per page	Y	\$22.25
A4 - Colour with Orthophoto	Per page	Y	\$36.65
A3 - Black and White	Per page	Y	\$22.75
A3 - Colour	Per page	Y	\$25.75
A3 - Colour with Orthophoto	Per page	Y	\$61.60
A2 - Black and White	Per page	Y	\$38.50
A2 - Colour	Per page	Y	\$39.80
A2 - Colour with Orthophoto	Per page	Y	\$76.30
A1 - Black and White	Per page	Y	\$44.45
A1 - Colour	Per page	Y	\$44.45
A1 - Colour with Orthophoto	Per page	Y	\$129.10
A0 - Black and White	Per page	Y	\$124.00
A0 - Colour	Per page	Y	\$124.00
A0 - Colour Orthophoto including design	Per page	Y	\$234.80
Special Projects - Including Banners etc	Per page	Y	\$559.15
PRINTING OF PLANS FOR COMMERCIAL CLIENTS - ELECTRONIC FILE SUPPLIED AS DWG, DXF, JPEG, TIFF or PDG			
A3 - Including Colour Vectors	Per page	Y	\$25.75
A2 - Including Colour Vectors	Per page	Y	\$39.80
A1 - Including Colour Vectors	Per page	Y	\$44.45
A0 - Including Colour Vectors	Per page	Y	\$123.90
Available products recommended in colour: Flood, Cemetery, Town Plan Zone Maps			
Copy of extract from Hinchinbrook Shire Council's Road and Street Register		Y	\$70.00
100 Year ARI Flood Certificate including plot of flood contours for records		Y	\$33.00

	Unit	GST	2010/2011
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			
INTERNAL SUPPORT SERVICES			
LOCAL LAWS AND POLICIES			
Proposed and adopted local laws and local law policies	Per page	Nil	\$0.25
PHOTOCOPYING - GENERAL			
A4	Per single sided sheet	Y	\$0.25
A3	Per single sided sheet	Y	\$0.45
A4 - Colour	Per single sided sheet	Y	\$2.00
A3 - Colour	Per single sided sheet	Y	\$2.50
POLICIES AND INFORMATION - COUNCIL			
Copy of Policy/Information	Per page	Nil	\$0.25
PROPERTY DATA INFORMATION SERVICE			
Verbal Property/Rate information	Per year	Nil	\$250.00
RATE BOOK INSPECTION			
Full Search - 5 day turn around	Per property	Nil	\$75.00
Urgent Full Rate Search - 2 day turn around	Per property	Nil	\$112.50
Limited Search - 5 day turn around	Per property	Nil	\$45.00
Urgent Limited Search - 2 day turn around	Per property	Nil	\$67.50
Copy of current Rate Notice - Pay in advance	Per notice	Nil	\$5.25
Copy of current Rate Notice - Debited to Account	Per notice	Nil	\$15.50
Copy of Rate Information (per year)	Per hour	Nil	\$47.00
Change of Ownership Fee (see below for exemptions)	Per Transfer	Nil	\$40.00
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	\$16.50

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
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	\$6,930.00
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	\$2,130.00
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	\$220.00
Relocation - Route Inspection (Not refundable)	Over 10kms	Y	\$275.00
Building Record Search			
- Domestic		Nil	\$44.00
- Commercial		Nil	\$66.00
Priority Building Record Search (Report provided same day)			
- Domestic		Nil	\$66.00
- Commercial		Nil	\$110.00
Building Record Search incurs an additional fee if inspections are required to provide information due to insufficient records.		Y	POA
Copy of monthly building statistics	Per annum	Y	\$115.00
BSA Contract Sales	Per contract	Y	\$11.00
Urban Siting Relaxation		Nil	\$128.00
Building Lodgement Fees			
- Class 1		Nil	\$88.00
- Enclosing existing floor areas, such as patios and garages; Construction of awnings and patios [new areas, not enclosed, up to max area of 60m2]		Nil	\$33.00
- Class 10 - up to 12m2		Nil	\$33.00
- Class 10 - 12m2 and over		Nil	\$65.00
- Swimming Pools		Nil	\$33.00
- Class other		Nil	\$138.00
- Shop fitouts		Nil	\$83.00

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
Building Certification Fees			
New Houses – consisting of one (1) storey, block, concrete slab, pre-constructed / transportable	First 100 sqm	Y	\$1,100.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$1,100.00
	First 100 sqm	Y	\$1,375.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$1,375.00
	First 100 sqm	Y	\$1,100.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$1,100.00
	First 100 sqm	Y	\$1,375.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$1,375.00
	First Unit	Y	@ House Fee
	Second unit	Y	@ 70% of first unit cost
	Minimum cost	Y	\$1,870.00
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	\$1,100.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$1,100.00
House Additions - Minor - Structural		Y	\$645.00
Enclosing Under – Non-Habitable		Y	\$495.00
Decks, Verandahs, Patios (Class 1a – attached to dwelling – not enclosed) (Enclosed – refer to house additions)		Y	\$523.00
Demolitions and / or Removal – Free Standing House		Y	\$495.00
Re-roofing - Residential up to 300m ²		Y	\$495.00
Re-roofing – Residential over 300m ² or Commercial		Y	\$605.00
Raising and Restumping		Y	\$551.00
Construction or Removal of Partitions – Residential (Non structural alterations)		Y	\$385.00
Residential Shade Structures (Pergola, Pool Shade Structure – Non solid roof)		Y	\$385.00
Gazebos (Solid roof)		Y	\$523.00
	First 100 sqm	Y	\$990.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$990.00
		Y	\$385.00
	First 100 sqm	Y	\$496.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$496.00
		Y	\$440.00
		Y	\$716.00
		Y	\$385.00
		Y	\$561.00
		Y	\$578.00
		Y	\$413.00
	Minimum cost	Y	POA
	\$900		
	First 100 sqm	Y	\$550.00
	sqm after that	Y	\$2.50
	Minimum cost	Y	\$550.00

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
Construction or Removal of Partitions – Commercial (including Shop Fit Out) (Non structural alterations)		Y	\$496.00
Amended plans (Minor)		Y	\$80.00
Amended plans (Major)		Y	POA
Temporary Occupancy - to reside in a caravan (Council approval required)- maximum 2 years	Per year	Nil	\$166.00
Application to reside in Class 10a - valid 3 months only - pending written permission from HSC granted		Nil	\$132.00
Final inspection of HSC building permit		Y	\$220.00
Change of Classification	Minimum cost	Y	\$375.00
PLUMBING AND DRAINAGE - DOMESTIC SEWERED AREA INSTALLATIONS			
Applications for Compliance Assessment			
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)		Nil	\$470.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.50
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)		Nil	\$365.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.50
DWELLING - <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)		Nil	\$151.00
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		Nil	\$151.00
Class 10a - New Sanitary Installation			
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures		Nil	\$470.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.20

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
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)		Nil	\$470.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.50
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)		Nil	\$365.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.50
DWELLING - Existing - 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)		Nil	\$151.00
Class 10a - New Sanitary Installation			
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures		Nil	\$470.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$83.50
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 1 inspection per device	Per device	Nil	\$88.50
per additional device on the same applications - includes approval and 1 inspection only	Per additional device	Nil	\$57.00
Backflow Annual Licence & Inspection / property	Annual	Nil	\$42.00
Late/overdue fee for overdue test report		Nil	\$57.00
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 Application			
Submit Amended Plans		Nil	\$47.00
Copy of As-constructed Drainage Plan		Nil	\$10.50

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
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.	Per inspection	Nil	\$88.50
After hours inspection	Per inspection	Nil	\$155.00
[HSTP] Household Sewerage Treatment Plant Applications	Per HSTP	Nil	\$88.50
Approval of Application for Compliance Assessment and Inspections	Annual	Nil	\$58.00
Annual Licence & Inspection Fee	Per inspection	Nil	\$100.00
Physical inspections required in relation to requests for approval of building over sewers			
PLUMBING AND DRAINAGE - COMMERCIAL			
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	Per fixture	Nil	\$88.50
	Minimum	Nil	\$265.50
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$100.00
COMMERCIAL - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required			
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture	Nil	\$88.50
	Minimum	Nil	\$265.50
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$100.00
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)		Nil	\$151.00
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	Per fixture	Nil	\$88.50
	Minimum	Nil	\$265.50
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$100.00
COMMERCIAL - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required			
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture	Nil	\$88.50
	Minimum	Nil	\$265.50
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Y	\$100.00
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)		Nil	\$151.00

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
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 1 inspection per device	Per device	Nil	\$88.50
per additional device on the same applications - includes approval and 1 inspection only	Per additional device		\$57.00
Backflow Annual Licence & Inspection / property	Annual	Nil	\$42.00
Late/overdue fee for overdue test report		Nil	\$57.00
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 Application			
Submit Amended Plans		Nil	\$47.00
Copy of As-constructed Drainage Plan		Nil	\$10.50
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.	Per inspection	Nil	\$88.50
After hours inspection	Per inspection	Nil	\$155.00
[HSTP] Household Sewerage Treatment Plant Applications			
Approval of Application for Compliance Assessment and Inspections	Per HSTP	Nil	\$88.50
Annual Licence & Inspection Fee	Annual	Nil	\$58.00
Physical inspections required in relation to requests for approval of building over sewers	Per inspection	Nil	\$100.00
Installation of solar water heaters and heat pump hot water systems		Nil	\$58.00
WATER SUPPLY			
Provision of New Service (Connection)			
- 20NB diameter		Nil	\$550.00
- Larger (Deposit of estimated cost required with application)		Nil	At cost
Separate connections are to be installed for multiple residences			
Repair Broken Service (Damage outside yard)		Nil	\$88.50 + Meter
Relocate Water Meter		Nil	At cost
Interim Reading of Water Meter		Nil	\$26.00
Testing Water Meter Fee - Request by owner (fee refundable if meter faulty)		Nil	\$52.00
Metered hydrant Stems - Bond (refundable) to be paid upfront		Nil	\$250.00
Measured supply through Metered Hydrant	Per k/l	Nil	\$1.00

	Unit	GST	2010/2011
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			
TECHNICAL SERVICES			
WATER SAMPLES			
Taking each sample and having tested			
- Chemical Test	Each	Y	\$137.00
- Bacterial Test	Each	Y	\$75.00
WATER LOCATION			
Search Fee		Y	\$46.00
Location	Per 15 minutes	Y	\$15.00
TRADE WASTE			
Application for licence or renewal of licence		Nil	\$187.00
Waste delivered to Ingham Plant	Per kl	Nil	\$10.00
PLAIN PAPER PLAN COPIES			
A1	Per copy	Y	\$15.30
A2	Per copy	Y	\$15.25
A3	Per copy	Y	\$15.15
A4	Per copy	Y	\$15.10
A0	Per copy	Y	\$15.60
Colour copying based on quotation for each copy.			
Scanning costs			
	Min Charge	Y	\$16.65
	Per Sheet	Y	\$4.30
	Plus CD	Y	\$1.05

	Unit	GST	2010/2011
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			
TRANSPORT			
AERODROME			
Irregular Usage	Per landing	Y	\$45.00
Irregular Usage	Per day	Y	\$66.00
Irregular Usage	Per annum	Y	\$553.00
Regular Usage (Commercial Light Aircraft)	Per annum	Y	\$774.00
FOOTPATH CONSTRUCTION - COMMERCIAL PREMISES			
Council contribution is calculated on 50/50 basis up to maximum amount of Per square metre		Y	\$77.50
\$77.50/m2 for footpath improvement works. Following satisfactory completion of works & on sighting relevant receipts & receiving tax invoice, Council will forward its contribution.			
Application for Approval to Undertake Works in Council Controlled Road Reserve		Y	\$40.00
A minimum charge of \$20 will apply			
Hire of Equipment			
- Barricade Webbing	Per day / per roll	Y	\$22.90
- Barricade Boards	Per day / each	Y	\$22.90
- Barrier lamps	Per day	Y	\$4.85
- Bollards	Per day / each	Y	\$4.85
- Curly Bell Stands	Per day	Y	\$31.45
- Delineators	Per day	Y	\$3.75
- Multi-user Road Signs	Per week	Y	\$45.30
- Road Signs	Per week	Y	\$16.80
- Mobile Toilet Hire Fee	Per Mobile Toilet hire/day	Y	\$28.00
(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 = \$28.00 + \$76.70 = \$104.70)			
- Mobile Toilet Service Fee	Per Mobile Toilet hire	Y	\$76.70
- Additional Mobile Toilet Service Fee	Per service	Y	\$76.70
- Mobile Toilet - Bond (refundable) to be paid upfront		NIL	\$105.00
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGED FOR THE HIRE OF MOBILE TOILET			
SALE OF MATERIAL			
Sale of secondhand Grader Blades	Each used	Y	\$32.00
Residential Invert Construction	Per metre	Y	\$298.30
Commercial Invert Construction	Per metre	Y	\$325.85
Rural Numbering for Numbers Already Allocated			
White on Black Rural Numbering Sticker	Each	Y	\$1.85
Supply of Rural Addressing Module, Post & Numbers	Each	Y	\$47.35
Supply of Rural Addressing Module, Post, Numbers & Installation	Each	Y	\$80.60
Supply of Rural Addressing Module & Numbers	Each	Y	\$28.60

	Unit	GST	2010/2011
<hr/>			
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			
<hr/>			
TRANSPORT			
<hr/>			
LICENCES AND REGISTRATIONS			
Grids & Public Gates	Annual	Nil	\$110.00
Irrigation Pipe under/on Road	Annual	Y	\$110.00
Application for Approval for Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads		Nil	\$105.00
Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads	Renewal	Nil	\$35.00
 YANK'S JETTY			
Usage Charge - Commercial Vessels Only	Per head per visit	Nil	\$2.60