



# **HINCHINBROOK**

## **SHIRE COUNCIL**

A close-up photograph of a hand holding a black pen, pointing at a line graph on a document. The graph shows a red line trending upwards. The document also contains some text, including "Stock Exchange" and "Composite Stock Price Index and Equity Trading Value".

# **BUDGET**

A close-up photograph of a budget spreadsheet. It features various colored bars (orange, grey, blue) and numbers. Some visible text includes "Region", "1,718,258", "534,389", "99,268", "131", "gardenin", "porting", "ames", "May", "Jun", "Jul".

**2010 - 2011**

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### 4.0 FEES AND CHARGES

## **ADOPTED AT COUNCIL SPECIAL BUDGET MEETING 30TH JUNE, 2010**

Hinchinbrook Shire Council's 2010 / 2011 Budget has been prepared in accordance with the Local Government Act 1993 and the Local Government Finance Standard 2005. The period covered by the Budget is for the five years ending 30th June, 2015.





**1.0**  
**2010 / 2011**  
**BUDGET ADDRESS**



## Mayor's Budget Address

Councillors, Staff and Guests, as Mayor, it is my duty today to table for Council's consideration and adoption, the 2010 / 2011 Budget.

In February, 2010 Council adopted a new Corporate Plan and I will present this Budget information based on the Plan format. Firstly though I will give an overview of the rates and charges increases proposed in the Budget, and the challenges faced by this and successive Councils.

Council continues to apply a differential rating system to maintain fairness and equity within and across all rating categories. There has been no changes this year to the existing 23 rating categories. After much deliberation and discussion, Council has decided to set an average General Rate increase of 7.45% across all rating categories, and Cleansing Charges and Waste and Environment Levy will also increase by an average of 7.45%. Water and Sewerage Rates and Charges will increase by an average 15%.

I am pleased to announce that the separate rate introduced last year for two (2) years to fund the replacement of the Ingham Showground oval lighting and the Kelly Theatre seats has been substantially reduced. The estimated cost of such works at that time was \$830,000 but negotiated contracts have resulted in final costs estimated to be \$562,000. These savings mean that the separate rate for this second and final year will be \$24.35 (gross) a reduction of \$50.65 on last years gross charge of \$75. The showground lights have been installed with the old lights to be removed and the Kelly Theatre seating to be replaced in the near future.

This means that a residential property on the minimum general rate, receiving all services will have an 8.9% increase. All other rating categories including rural which do not have water or sewerage services should expect to receive a rate increase of 7.45%. In dollar terms the average residential net rate notice across the shire will increase from \$1793 to \$1939.

We are mindful of the need to try and contain the rate increases to a minimum, however the new Local Government Act which takes effect from tomorrow clearly requires Councils to demonstrate long term financial sustainability. In essence this means that we have to maintain our infrastructure capital and financial capital over the long term. It is a real challenge to return an operating surplus which guarantees Council's long term financial sustainability. Council must raise sufficient revenue to have the necessary funds required to replace ageing infrastructure.

Council must act now and that is why today I am announcing as part of the Budget adoption the Mayor's Expenditure Review Committee (MERC) process. This process will see Council during the next six months examining its current service provision to identify efficiencies and cost savings that can be achieved in Council's operations. We must identify where operating costs can be reduced and efficiencies implemented with minimal effect on service provision and provide funds to invest in our capital infrastructure. Changes resulting from this review process will be incorporated in the ongoing review of this Budget and will shape future Council Budgets.

The new Act focus on sustainability means that Council has to produce the following plans:-

- 10 year Community Plan;
- 10 year Financial Plan; and
- 10 year Asset Management Plan.

With these new planning requirements, now is a perfect time to re-establish the base line for Council services so that we can adapt to these changes but it is vital that the community get involved in the community planning process.

The 2010 / 2011 Budget presented today includes approximately \$30 million of operational expenditure and

capital expenditure of approximately \$22 million. This is a significant spend in our local community and again includes a large component of flood damage restoration following Cyclone Olga and Neville events earlier this year. The Water and Sewerage Budgets accommodate capital works in these areas and provide for the future upgrading of the Ingham Sewerage Treatment Plant by June, 2012. The State Government has provided some funding for the upgrade and we must pay our share.

I now wish to make comment on major activities and new initiatives contained in the Budget and as I mentioned earlier, these are presented under the four (4) Strategic Goals of Community, Economy, Environment, and Governance in our 2010 / 2014 Corporate Plan.

## **COMMUNITY**

In pursuit of our goal for a vibrant, inclusive and healthy community with access to services and facilities reflecting the unique character, role and needs of residents throughout the Shire this year we will undertake.

### **Community Plan**

Development of a Community Plan by 31st December, 2011 in accordance with the requirements of the Local Government Act 2009. Budget allocation - \$10,000.

### **Development Plan for the Ingham Showgrounds**

Development of a masterplan for the Ingham Showgrounds. Budget allocation - \$15,000.

### **Shire Sport and Recreation**

Appoint Shire Recreation Development Officer provided funding is approved by State Government and review current Shire Sport and Recreation Plan. Budget allocation - \$67,000. Council funding - \$15,000.

### **TYTO Technology and Learning Centre Project**

Complete construction of the Technology and Learning Centre and Regional Gallery Complex by April, 2011. Total project value - \$5,550,000. Australian Government CIP funding - \$4,000,000. Council funding - \$1,550,000.

### **Shire Cultural, Sporting and Social Development**

Continuation of financial support to a range of cultural, sporting, social events and activities, and individual achievements within the community in accordance with Council's adopted policy. Total Budget allocation - \$237,366.

### **Disaster Management**

Completion of Shire evacuation plans for cyclone, flooding and tsunami threats.

## **ECONOMY**

In pursuit of our goal for 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, this year we will undertake.

### **Shire Economic Growth Strategy**

Development of action plans / activities to advance Council's Economic Growth Strategy.

### **Priority Infrastructure Plan (PIP) Development**

Finalise our Priority Infrastructure Plan (PIP) by 30th June, 2011.

### **Development Plan of the Ingham Aerodrome**

Development of a masterplan for future sustainable development of the Ingham Aerodrome to encourage further growth in the region. Budget allocation - \$25,000.

### **Regional Promotions Strategy**

Development and implementation of new regional brand marketing strategy, to focus on all economic outcomes as well as tourism. Budget allocation - \$12,000.

## **ENVIRONMENT**

In pursuit of our goal for a sustainable, well managed and healthy environment that provide a balance between the development of built infrastructure and the Shire's diverse natural and cultural resources, this year we will undertake.

### **Cattle Creek Rehabilitation Project**

Continue the rehabilitation of the wetland system, in cooperation with the Herbert River Catchment Group, Terrain NRM, and local landowners.

### **Community Feral Pig Management Program**

Continue our community feral pig management program.

### **River and Riparian Environment**

Integrate the roles and responsibility of the management of Herbert River Improvement Trust and (if necessary) the Lower Herbert Water Management Authority assets into Council operations.

### **Restoration of Flood Damaged Assets**

Repair of assets over a two year period with repair program managed in conjunction with Shire Works Program.

### **Ingham Streetscape Project**

Plan, design and construct the Lannercost Street eastern and western pedestrian crossing centre median covered walkways using Council and State Government Rural Living Infrastructure Program (RLIP) funding. RLIP funding allocation - \$600,000.

### **Jack Bonning Park – (Allingham) Upgrade**

Develop the park with landscaping, walkways and play areas / equipment with funding provided by Developers Public Open Space contributions and the Australian Government Regional & Local Community Infrastructure Program (RLCIP) funding. RLCIP funding allocation - \$87,000. Council funding - \$54,000.

### **Road Infrastructure Capital Works Program**

Maintain, rehabilitate and construct new works as set out in Council's 2010 / 2011 Works Program and involving capital works of approximately \$3.8 million and road / street maintenance of approximately \$1.6 million.

### **Drainage Infrastructure Capital Works Program**

Delivery of new works valued at \$240,000 with the focus of works being to secure drainage outfalls in Halifax.

### **Water Infrastructure Upgrades**

Carry out rehabilitation works to Tokalon and Ingham elevated storages to estimated value of \$325,000.

### **Sewerage Infrastructure Upgrades**

Complete the planning report for beach sewerage and investigate utilisation of current available funding towards the overall beach sewerage / Ingham Sewerage Treatment Plant (ISTP) upgrade. Staged sewer relining program continues with current years allocation for works of value of \$500,000.

### **Asset Management Plans**

Implementation of asset management plans for those classes of assets as required under the national Framework.

### **Climate Change Adaptation and Sustainability Strategy**

Develop and implement the climate change action plan, including actions aimed at increasing the environmental and financial sustainability of Council operations. Budget allocation - \$5,800.

## **GOVERNANCE**

In pursuit of our goal for a proactive and ethical Council providing best practice service delivery achieved through responsible policy making and effective management of people, assets, and finances, this year we will undertake.

### **Council Legislation Review**

Review of all Council Policy and Local laws to ensure compliance with the new Local Government Act.

### **Customer Service Standards**

Development of core customer service standards for all customer interaction by Council Staff.

### **Long Term Financial Sustainability**

Update the Council long term financial plan based on the Queensland Treasury Corporation model.

Update the Financial Sustainability Review conducted by Queensland Treasury Corporation (QTC) in December, 2006. Implement Mayor's Expenditure Review Committee (MERC) process and conduct review of 2010 / 2011 Budget.

### **Enterprise Risk Management Plan**

Continue with Stage 2 implementation of the Enterprise Risk Management process.

### **Internal Audit Process and External Audit Committee**

Implement internal audit function process and External Audit Committee as required by the new Local Government Act. Budget allocation - \$30,000.

### **Staff Performance Plan**

Implement a staff performance appraisal and development plan.

### **Workforce Planning and Succession Planning**

Develop workforce succession Plan.

### **IT Infrastructure**

Finalise implementation of virtual server technology and associated services in the Lannercost Street office local server room. Budget allocation - \$676,907. Other IT Infrastructure Budget allocation - \$235,300.

### **Regional Advocacy and Co-operation**

Continue active involvement with relevant regional groups including Far North Queensland Regional Organisation of Councils (FNQROC), North Queensland Regional Organisation of Councils (NQROC), Regional Roads Group (RRG), Townsville Enterprise Limited (TEL), North Queensland Development Alliance (NQDA), Natural Asset Management Advisory Committee (NAMAC), and Local Authority Waste Management Advisory Committee (LAWMAC).

### **CONCLUSION**

Councillors, staff and guests, this is of necessity a broad brush reference to the Budget and I have attempted to highlight the salient points. It will be subject to periodic review throughout the financial year and appropriate changes made to reflect progress of works and Government subsidy changes.

A great amount of work goes into preparing a Budget and I extend my thanks to the Councillors for their patience and commitment, also to all our Senior Managers who prepared their Departmental Budgets.

My personal thanks to the Chief Executive Officer, Robert Clark, Finance Manager, Carol Trost, and the Finance Team and all the administrative staff involved with the Budget preparation for their hard work and dedication.

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

Cr. G. Giandomenico,

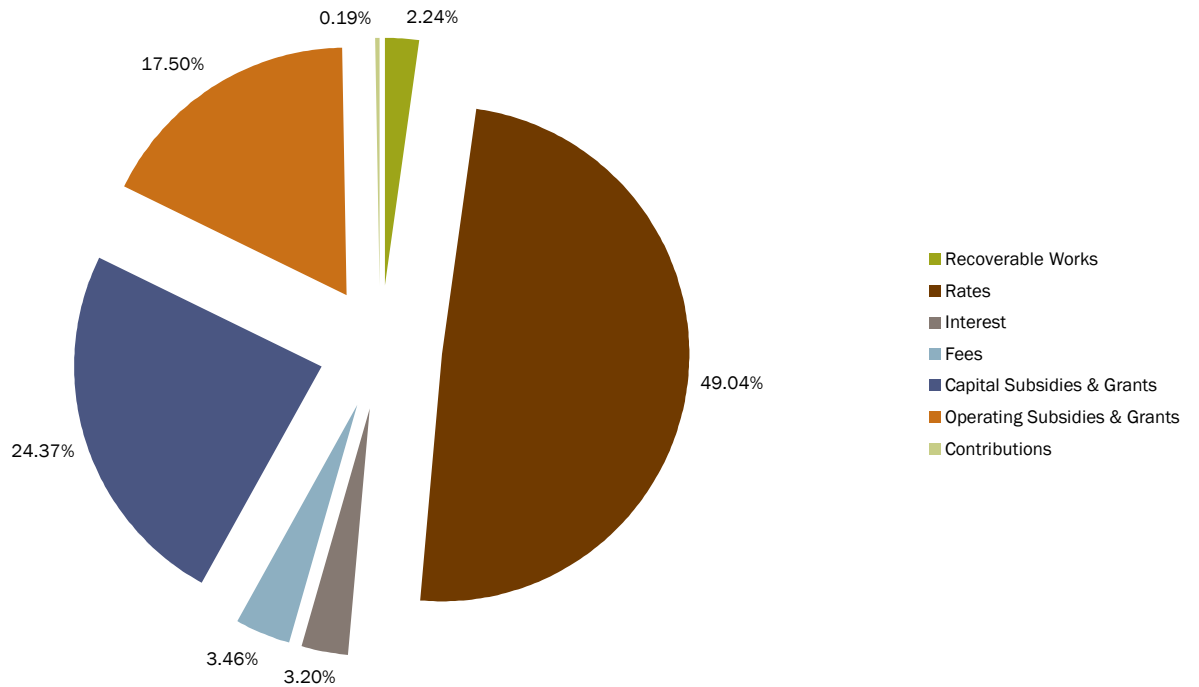
Mayor / Chairperson,

Hinchinbrook Shire Council.

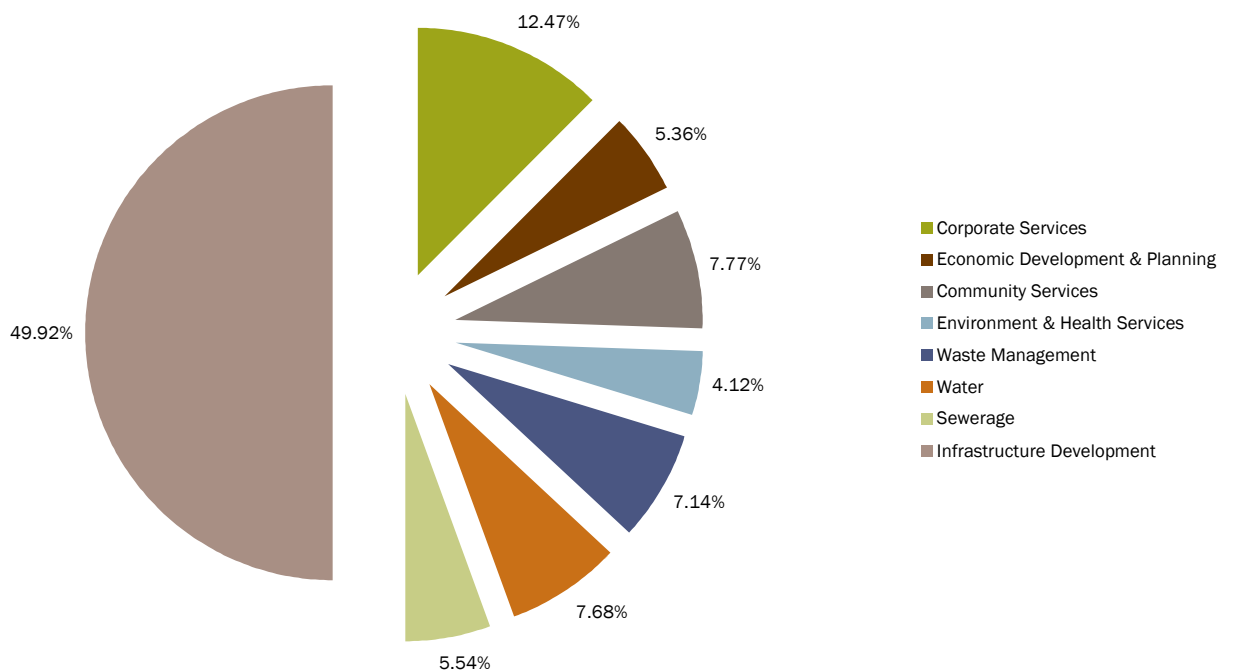
Wednesday, 30 June 2010

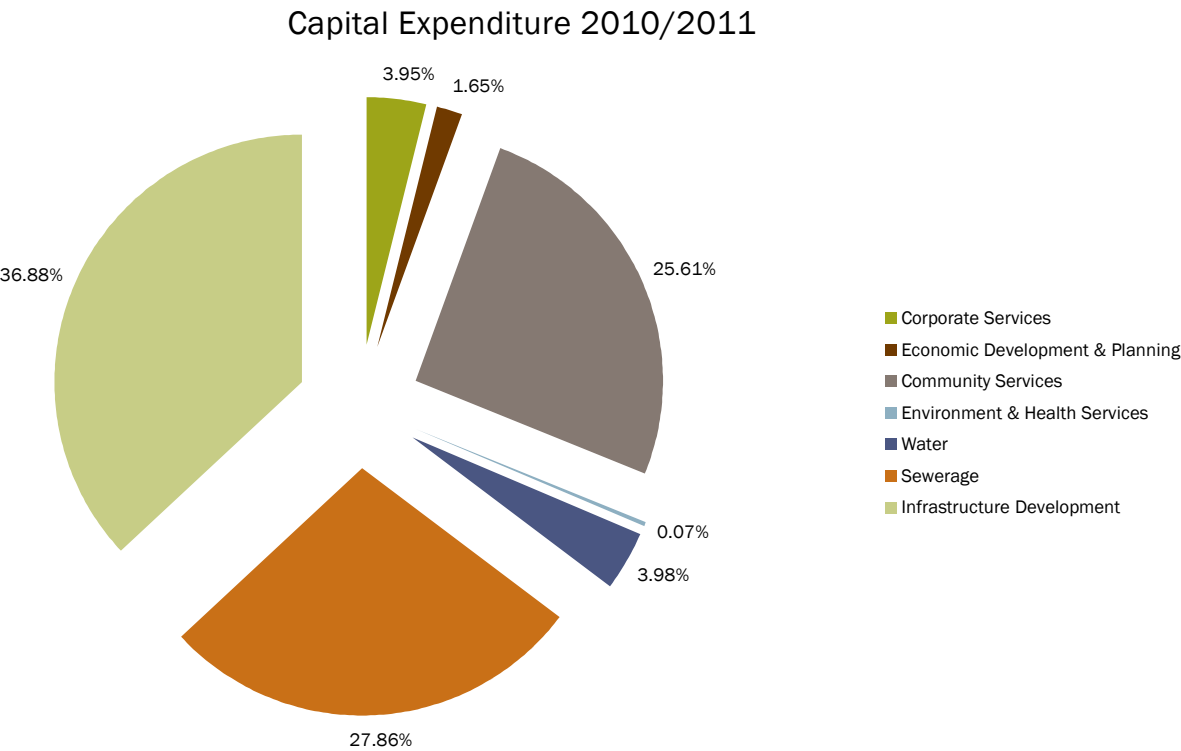
Sample of Net Rate Comparisons after Discount for 2010-2011 budget						
General Rate Revenue	Valuation	2009-2010 Net (after 15% discount)	2010-2011 Net (after 15% discount)	Annual Increase	Weekly Increase	% Increase
<b>Residential - Dwelling Land Use 02</b>						
Residential property on minimum rate (approx 2290 rate assessments)	less than \$41,849	\$674.51	\$724.76	\$50.25	\$0.97	7.45%
Average valuation Ingham area	\$42,286	\$682.92	\$733.24	\$50.32	\$0.97	7.37%
Average valuation Forrest Beach area	\$91,511	\$925.57	\$994.53	\$68.96	\$1.33	7.45%
Average valuation Lucinda area	\$140,988	\$1,186.41	\$1,282.28	\$95.87	\$1.84	8.08%
Average valuation Taylors Beach area	\$98,107	\$925.57	\$994.53	\$68.96	\$1.33	7.45%
Average valuation Halifax area	\$40,488	\$674.51	\$724.76	\$50.25	\$0.97	7.45%
<b>Commercial</b>						
Average valuation Ingham Business CBD Area	\$131,348	\$2,813.47	\$3,025.60	\$212.13	\$4.08	7.54%
Business located outside CBD Area	\$79,517	\$1,048.24	\$1,126.33	\$78.09	\$1.50	7.45%
<b>Rural</b>						
Average Valuation Cane Farming Property	\$131,306	\$5,513.54	\$5,926.50	\$412.96	\$7.94	7.49%
Average Valuation Grazing Farming Property	\$98,953	\$1,362.58	\$1,463.51	\$100.93	\$1.94	7.41%
Average Valuation Timber Farming Property	\$236,545	\$9,932.52	\$10,676.46	\$743.94	\$14.31	7.49%
<b>Water Utility Charges</b>						
Annual Levy - base charge 20mm service		\$248.29	\$285.53	\$37.24	\$0.72	15.00%
Consumption Levy - quarterly invoice		\$0.59	\$0.68	\$0.09		15.25%
Average annual consumption 450 kls		\$265.50	\$306.00	\$40.50	\$0.78	15.25%
<b>Sewerage Utility Charges</b>						
Annual Levy		\$69.97	\$80.47	\$10.50	\$0.20	15.01%
7 units for a dwelling		\$489.79	\$563.29	\$73.50	\$1.41	15.01%
<b>Cleansing Charge</b>						
Wheelie Bin Collection Service		\$133.96	\$143.94	\$9.98	\$0.19	7.45%
<b>Waste and Environmental Levy</b>						
Levy per rateable assessment		\$146.00	\$156.88	\$10.88	\$0.21	7.45%
<b>Showground Lights &amp; Kelly Theatre Seats Separate Rate (2 years only)</b>						
Levy per rateable assessment		\$63.75	\$20.70	-\$43.05	-\$0.83	-67.53%
<b>Total Rates &amp; Charges</b>						
Annual Rates & Charges - Ingham Area minimum General Rate with all service charges		\$2,021.79	\$2,201.10	\$179.31	\$3.45	8.87%

### Operating Revenue 2010/2011

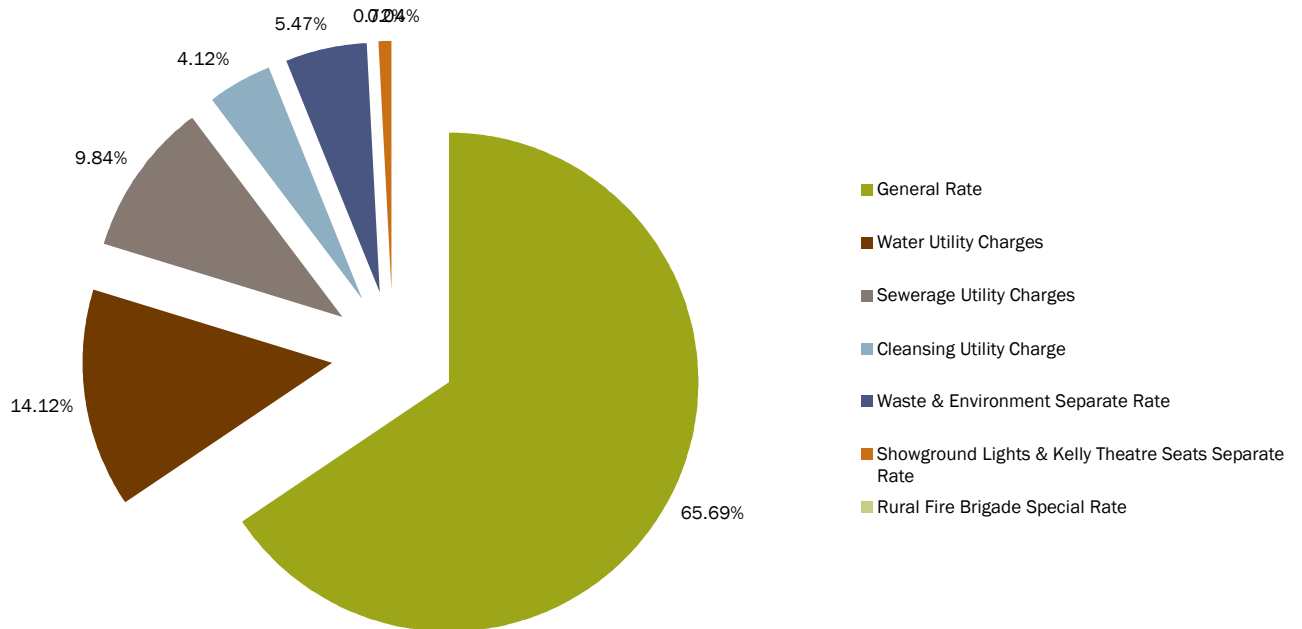


### Operating Expenditure 2010/2011

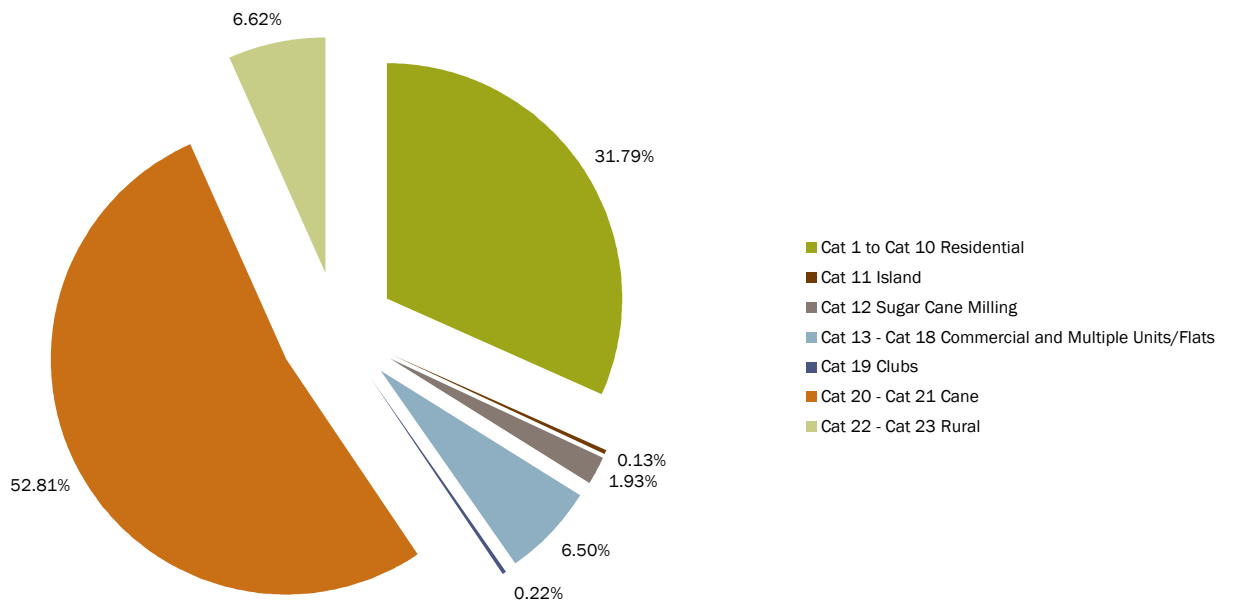




Rate Revenue 2010/2011



General Rate - 2010/2011







## **2.0 FINANCIAL STATEMENTS**

## Council Budget 2010-2011 including years 2011-2015

### Appropriation Statement

2009-2010 Original Budget \$'000	2009-2010 Revised Budget \$'000		2010-2011 Budget \$'000	2011-2012 Budget \$'000	2012-2013 Budget \$'000	2013-2014 Budget \$'000	2014-2015 Budget \$'000
31691	32498	Operating Revenue	29157	30097	26523	28084	29965
24064	28399	Operating Expenses	23211	22548	18794	18996	20555
7627	4099	<b>Operating Contribution Margin</b>	5946	7549	7729	9088	9410
5516	5751	Depreciation	7132	8177	9182	9590	10107
350	0	Tax and Interest	398	388	377	365	353
16837	1897	Capital Related Revenue	9439	7333	1086	322	368
18598	245	<b>Operating Capability</b>	7855	6317	-744	-545	-682
-18598	-245	Appropriations	-7855	-6317	744	545	682
<b>0</b>	<b>0</b>	<b>Surplus / Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**HINCHINBROOK SHIRE COUNCIL  
BALANCE SHEET**

		Original Budget	Revised Budget	Budget	Budget	Budget	Budget	Budget
		2009/2010	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
Note		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Current Assets</b>								
	1	8,274	14,069	11,111	9,450	11,279	14,648	18,363
	2	2,226	2,120	2,120	2,120	2,120	2,120	2,120
	3	353	380	380	380	380	380	380
	4	355	357	357	357	357	357	357
		<b>11,208</b>	<b>16,926</b>	<b>13,968</b>	<b>12,307</b>	<b>14,136</b>	<b>17,505</b>	<b>21,220</b>
<b>Non-Current Assets</b>								
	4	587	547	13	13	13	13	13
	5	221,897	205,651	227,237	244,793	242,344	249,799	245,720
		<b>222,484</b>	<b>206,198</b>	<b>227,250</b>	<b>244,806</b>	<b>242,357</b>	<b>249,812</b>	<b>245,733</b>
<b>TOTAL ASSETS</b>		<b>233,692</b>	<b>223,124</b>	<b>241,218</b>	<b>257,113</b>	<b>256,493</b>	<b>267,317</b>	<b>266,953</b>
<b>Current Liabilities</b>								
	6	4,539	4,958	5,204	5,625	5,756	6,064	6,394
	7	130	-	162	173	185	197	210
	8	1,654	1,699	1,832	1,974	2,124	2,282	2,449
	9	20	3,020	20	20	20	20	20
		<b>6,343</b>	<b>9,677</b>	<b>7,218</b>	<b>7,792</b>	<b>8,085</b>	<b>8,563</b>	<b>9,073</b>
<b>Non-Current Liabilities</b>								
	6	297	122	135	150	166	183	201
	7	4,748	-	5,685	5,512	5,327	5,130	4,920
		<b>5,045</b>	<b>122</b>	<b>5,820</b>	<b>5,662</b>	<b>5,493</b>	<b>5,313</b>	<b>5,121</b>
<b>TOTAL LIABILITIES</b>		<b>11,388</b>	<b>9,799</b>	<b>13,038</b>	<b>13,454</b>	<b>13,578</b>	<b>13,876</b>	<b>14,194</b>
<b>NET COMMUNITY ASSETS</b>		<b>222,304</b>	<b>213,325</b>	<b>228,180</b>	<b>243,659</b>	<b>242,915</b>	<b>253,441</b>	<b>252,759</b>
<b>Community Equity</b>								
		61,476	68,060	75,060	84,222	84,222	95,293	95,293
	10	4,386	2,217	40	20	20	23	13
		156,442	143,048	153,080	159,417	158,673	158,125	157,453
<b>TOTAL COMMUNITY EQUITY</b>		<b>222,304</b>	<b>213,325</b>	<b>228,180</b>	<b>243,659</b>	<b>242,915</b>	<b>253,441</b>	<b>252,759</b>

**HINCHINBROOK SHIRE COUNCIL  
INCOME STATEMENT**

		<b>Original Budget 2009/2010</b>	<b>Revised Budget 2009/2010</b>	<b>Budget 2010/2011</b>	<b>Budget 2011/2012</b>	<b>Budget 2012/2013</b>	<b>Budget 2013/2014</b>	<b>Budget 2014/2015</b>
	<b>Note</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Revenue from ordinary activities	11	48,528	34,395	38,596	37,430	27,609	28,406	30,333
Expenses from ordinary activities	12	(29,580)	(34,150)	(30,343)	(30,725)	(27,976)	(28,586)	(30,662)
Borrowing costs	13	(350)	-	(398)	(388)	(377)	(365)	(353)
<b>Result from ordinary activities</b>		<b>18,598</b>	<b>245</b>	<b>7,855</b>	<b>6,317</b>	<b>(744)</b>	<b>(545)</b>	<b>(682)</b>
<b>Net result</b>		<b>18,598</b>	<b>245</b>	<b>7,855</b>	<b>6,317</b>	<b>(744)</b>	<b>(545)</b>	<b>(682)</b>
<b>TOTAL CHANGE IN COMMUNITY EQUITY</b>		<b>18,598</b>	<b>245</b>	<b>7,855</b>	<b>6,317</b>	<b>(744)</b>	<b>(545)</b>	<b>(682)</b>

**HINCHINBROOK SHIRE COUNCIL  
CASH FLOW STATEMENT**

		<b>Original Budget</b>	<b>Revised Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>Note</b>	<b>2009/2010 \$'000</b>	<b>2009/2010 \$'000</b>	<b>2010/2011 \$'000</b>	<b>2011/2012 \$'000</b>	<b>2012/2013 \$'000</b>	<b>2013/2014 \$'000</b>	<b>2014/2015 \$'000</b>
<b>Cash flows from operating activities:</b>								
Receipts from customers		47,722	50,488	37,888	36,879	26,660	27,357	29,085
Payments to suppliers and employees		(23,883)	(30,166)	(25,819)	(21,970)	(18,497)	(18,513)	(20,040)
Sale of Land held for Resale		-	104	-	-	-	-	-
Interest received		757	838	1,200	1,000	900	1,000	1,200
Borrowing costs		(350)	-	(398)	(388)	(377)	(365)	(353)
<b>Net cash inflow (outflow) from operating activities</b>		<b>24,246</b>	<b>21,264</b>	<b>12,871</b>	<b>15,521</b>	<b>8,686</b>	<b>9,479</b>	<b>9,892</b>
<b>Cash flows from investing activities:</b>								
Payments for property, plant and equipment		(34,758)	(20,356)	(22,174)	(17,623)	(7,289)	(6,525)	(6,215)
Proceeds from sale of property plant and equipment		430	299	505	603	605	600	235
<b>Net cash inflow (outflow) from investing activities</b>		<b>(34,328)</b>	<b>(20,057)</b>	<b>(21,669)</b>	<b>(17,020)</b>	<b>(6,684)</b>	<b>(5,925)</b>	<b>(5,980)</b>
<b>Cash flows from financing activities:</b>								
Loan proceeds		5,000	-	6,000	-	-	-	-
Repayment of borrowings	7	(122)	-	(152)	(162)	(173)	(185)	(197)
Community Interest Free Loans		(29)	(9)	(8)	-	-	-	-
<b>Net cash inflow (outflow) from financing activities</b>		<b>4,849</b>	<b>(9)</b>	<b>5,840</b>	<b>(162)</b>	<b>(173)</b>	<b>(185)</b>	<b>(197)</b>
<b>Net increase/(decrease) in cash held</b>		<b>(5,233)</b>	<b>1,198</b>	<b>(2,958)</b>	<b>(1,661)</b>	<b>1,829</b>	<b>3,369</b>	<b>3,715</b>
Cash at beginning of reporting period		13,507	12,871	14,069	11,111	9,450	11,279	14,648
<b>Cash at end of reporting period</b>	1	<b>8,274</b>	<b>14,069</b>	<b>11,111</b>	<b>9,450</b>	<b>11,279</b>	<b>14,648</b>	<b>18,363</b>

**HINCHINBROOK SHIRE COUNCIL  
STATEMENT OF CHANGES IN EQUITY**

	Original Budget 2009/2010 \$'000	Revised Budget 2009/2010 \$'000	Budget 2010/2011 \$'000	Budget 2011/2012 \$'000	Budget 2012/2013 \$'000	Budget 2013/2014 \$'000	Budget 2014/2015 \$'000
<b><u>TOTAL</u></b>							
Balance at beginning of period	188,706	203,440	213,325	228,180	243,659	242,915	253,441
Net result for the period	18,598	245	7,855	6,317	(744)	(545)	(682)
Transfers to reserves	15,000	8,004	7,000	9,162	-	11,071	-
Net Assets adjusted against equity	-	1,636	-	-	-	-	-
<b>Balance at end of period</b>	<b>222,304</b>	<b>213,325</b>	<b>228,180</b>	<b>243,659</b>	<b>242,915</b>	<b>253,441</b>	<b>252,759</b>
<b>Retained surplus (deficit)</b>							
Balance at beginning of period	133,410	134,458	143,048	153,080	159,417	158,673	158,125
Net result for the period	18,598	245	7,855	6,317	(744)	(545)	(682)
Transfers to reserves	(51)	(88)	-	-	-	(3)	-
Transfers from reserves	4,485	6,797	2,177	20	-	-	10
Net Assets adjusted against equity	-	1,636	-	-	-	-	-
<b>Balance at end of period</b>	<b>156,442</b>	<b>143,048</b>	<b>153,080</b>	<b>159,417</b>	<b>158,673</b>	<b>158,125</b>	<b>157,453</b>
<b>Asset revaluation reserve</b>							
Balance at beginning of period	46,476	60,056	68,060	75,060	84,222	84,222	95,293
Transfers to reserves	15,000	8,004	7,000	9,162	-	11,071	-
<b>Balance at end of period</b>	<b>61,476</b>	<b>68,060</b>	<b>75,060</b>	<b>84,222</b>	<b>84,222</b>	<b>95,293</b>	<b>95,293</b>
<b>Other Reserves (Note 10)</b>							
Balance at beginning of period	8,820	8,926	2,217	40	20	20	23
Transfers to reserves	51	88	-	-	-	3	-
Transfers from reserves	(4,485)	(6,797)	(2,177)	(20)	-	-	(10)
<b>Balance at end of period</b>	<b>4,386</b>	<b>2,217</b>	<b>40</b>	<b>20</b>	<b>20</b>	<b>23</b>	<b>13</b>

## Notes to the Budget

	Original Budget 2009/2010 \$'000	Revised Budget 2009/2010 \$'000	Budget 2010/2011 \$'000	Budget 2011/2012 \$'000	Budget 2012/2013 \$'000	Budget 2013/2014 \$'000	Budget 2014/2015 \$'000
<b>1. Cash Assets</b>							
Cash at bank and on hand	2	2	2	2	2	2	2
Deposits at call & short term money market instruments	8,272	14,067	11,109	9,448	11,277	14,646	18,361
	<b>8,274</b>	<b>14,069</b>	<b>11,111</b>	<b>9,450</b>	<b>11,279</b>	<b>14,648</b>	<b>18,363</b>
<b>Reconciliation to the statement of cash flows</b>							
Cash at the end of the period as shown in the statement of cash flows is reconciled to the statement of financial position as follows:							
<b>Balances as above</b>	8,274	14,069	11,111	9,450	11,279	14,648	18,363
<b>Balance per statement of cash flows</b>	<b>8,274</b>	<b>14,069</b>	<b>11,111</b>	<b>9,450</b>	<b>11,279</b>	<b>14,648</b>	<b>18,363</b>
<b>2. Receivables</b>							
<b>Current</b>							
Rates and utility charges	976	870	870	870	870	870	870
Other debtors	1,250	1,250	1,250	1,250	1,250	1,250	1,250
	<b>2,226</b>	<b>2,120</b>	<b>2,120</b>	<b>2,120</b>	<b>2,120</b>	<b>2,120</b>	<b>2,120</b>
Interest is charged on outstanding rates at a rate of 10% per annum. No interest is charged on other debtors.							
<b>3. Inventories</b>							
<b>Current</b>							
Stores and raw materials	353	380	380	380	380	380	380
	<b>353</b>	<b>380</b>	<b>380</b>	<b>380</b>	<b>380</b>	<b>380</b>	<b>380</b>
<b>4. Other Financial Assets</b>							
<b>Current portion - to be realised within 12 months:</b>							
Prepayments	350	350	350	350	350	350	350
Community Interest Free Loans	5	7	7	7	7	7	7
	<b>355</b>	<b>357</b>	<b>357</b>	<b>357</b>	<b>357</b>	<b>357</b>	<b>357</b>
<b>Non-current portion - to be held beyond 12 months:</b>							
Prepayments (Library Prepaid Lease Fee)	542	542	-	-	-	-	-
Community Interest Free Loans	45	5	13	13	13	13	13
	<b>587</b>	<b>547</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>Consolidated Property, Plant and Equipment</b>							
Total Asset Value	333,479	334,367	355,677	385,909	392,320	416,305	421,814
Less Accumulated Depreciation	(111,582)	(121,716)	(128,440)	(141,116)	(149,976)	(166,506)	(176,094)
Less Impairment	-	(7,000)	-	-	-	-	-
Written Down Value	<b>221,897</b>	<b>205,651</b>	<b>227,237</b>	<b>244,793</b>	<b>242,344</b>	<b>249,799</b>	<b>245,720</b>

## Notes to the Budget

	Original Budget 2009/2010 \$'000	Revised Budget 2009/2010 \$'000	Budget 2010/2011 \$'000	Budget 2011/2012 \$'000	Budget 2012/2013 \$'000	Budget 2013/2014 \$'000	Budget 2014/2015 \$'000
<b>6. Payables</b>							
<b>Current</b>							
Creditors and accruals	1,671	1,675	1,675	1,675	1,675	1,675	1,675
Annual Leave	1,403	1,572	1,643	1,717	1,794	1,875	1,959
Long service leave	1,463	1,623	1,798	2,145	2,199	2,426	2,672
RDO	86	60	60	60	60	60	60
Time in Lieu	28	28	28	28	28	28	28
	<b>4,539</b>	<b>4,958</b>	<b>5,204</b>	<b>5,625</b>	<b>5,756</b>	<b>6,064</b>	<b>6,394</b>
<b>Non-Current</b>							
Long service leave	185	122	135	150	166	183	201
	<b>297</b>	<b>122</b>	<b>135</b>	<b>150</b>	<b>166</b>	<b>183</b>	<b>201</b>
<b>7. Interest Bearing Liabilities</b>							
<b>Current</b>							
Loans	130	-	162	173	185	197	210
<b>Non Current</b>							
Loans	4,748	-	5,685	5,512	5,327	5,130	4,920
	<b>4,878</b>	<b>-</b>	<b>5,847</b>	<b>5,685</b>	<b>5,512</b>	<b>5,327</b>	<b>5,130</b>
<b>Loan Repayment</b>							
Interest	350	-	398	388	377	365	353
Principal	122	-	152	162	173	185	197
	<b>472</b>	<b>-</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>
Council has approved borrowing to the value of \$6,000,000 over a maximum term of 20 years. The loan has been established with Queensland Treasury Corporation and at 30 June 2010 is in a redraw facility. Council also has an approved overdraft limit of \$150,000 available as required.							
<b>8. Provisions</b>							
<b>Current</b>							
Landfill Remediation	1,654	1,699	1,832	1,974	2,124	2,282	2,449
<b>Total Provisions</b>	<b>1,654</b>	<b>1,699</b>	<b>1,832</b>	<b>1,974</b>	<b>2,124</b>	<b>2,282</b>	<b>2,449</b>
<b>9. Other Liabilities</b>							
<b>Current</b>							
Unearned revenue	20	3,020	20	20	20	20	20
	<b>20</b>	<b>3,020</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>10. Other Reserves</b>							
<b>(a) Reserves held for future capital expenditure:</b>							
(i) Building reserve	36	-	-	-	-	-	-
(ii) Constrained Works Reserve	-	1,991	-	-	-	-	-
<b>(b) Reserves held for future recurrent expenditure:</b>							
(i) Sewerage maintenance reserve	1,512	-	-	-	-	-	-
(ii) Water maintenance reserve	2,734	-	-	-	-	-	-
(iii) Environmental matters reserve	50	-	-	-	-	-	-
(iv) Constrained works reserve	54	226	40	20	20	23	13
	<b>4,386</b>	<b>2,217</b>	<b>40</b>	<b>20</b>	<b>20</b>	<b>23</b>	<b>13</b>

## Notes to the Budget

	Original Budget 2009/2010 \$'000	Revised Budget 2009/2010 \$'000	Budget 2010/2011 \$'000	Budget 2011/2012 \$'000	Budget 2012/2013 \$'000	Budget 2013/2014 \$'000	Budget 2014/2015 \$'000
<b>11. Ordinary Revenue Activity comprises:</b>							
<b>Operating Income:</b>							
General rates	13,474	13,736	14,660	15,540	16,472	17,461	18,508
Rural Fire Brigade Special Charge	7	7	7	7	7	7	7
Waste Management Levy	1,106	1,131	1,213	1,286	1,363	1,445	1,532
Water Base Charge	1,689	1,724	2,000	2,109	2,245	2,290	2,404
Water Consumption	822	828	952	1,004	1,069	1,090	1,144
Water Additional Charge	16	19	19	19	19	-	-
Sewerage	1,869	1,906	2,170	2,496	2,870	3,301	3,796
Sewerage Additional Charge	8	8	8	-	-	-	-
Cleansing Charge	835	846	912	967	1,025	1,087	1,152
Showground Lights & Kelly Theatre							
Seats Separate Rate	477	493	160	-	-	-	-
Special Rate Canegrowers -							
Elphinstone Bridge	161	161	-	-	-	-	-
	<b>20,464</b>	<b>20,859</b>	<b>22,101</b>	<b>23,428</b>	<b>25,070</b>	<b>26,681</b>	<b>28,543</b>
Less: Discounts	(2,621)	(2,782)	(2,987)	(3,171)	(3,395)	(3,620)	(3,873)
Less: Remissions	(253)	(220)	(224)	(225)	(226)	(228)	(230)
<b>Net Rates and Utility Charges</b>	<b>17,590</b>	<b>17,857</b>	<b>18,890</b>	<b>20,032</b>	<b>21,449</b>	<b>22,833</b>	<b>24,440</b>
Fees and charges	1,232	1,305	1,332	1,422	1,472	1,516	1,566
Sales contracts and recoverable works	909	1,237	863	732	738	745	751
Subsidies and grants	11,038	10,962	6,743	6,785	1,835	1,829	1,875
Contributions	121	223	74	75	77	79	80
Interest received from investments	757	838	1,200	1,000	900	1,000	1,200
Interest from rates and utility charges	29	52	34	34	34	34	34
Other	15	24	21	17	18	48	19
<b>Total Operating Income</b>	<b>31,691</b>	<b>32,498</b>	<b>29,157</b>	<b>30,097</b>	<b>26,523</b>	<b>28,084</b>	<b>29,965</b>
<b>Capital Income:</b>							
Government grants and contributions	16,787	11,188	9,389	7,783	1,036	272	318
Gain (loss) on disposal of capital assets	50	(9,291)	50	(450)	50	50	50
<b>Total Capital Income</b>	<b>16,837</b>	<b>1,897</b>	<b>9,439</b>	<b>7,333</b>	<b>1,086</b>	<b>322</b>	<b>368</b>
<b>Total Revenue from Ordinary Activities</b>	<b>48,528</b>	<b>34,395</b>	<b>38,596</b>	<b>37,430</b>	<b>27,609</b>	<b>28,406</b>	<b>30,333</b>
<b>12. Ordinary Expense Activity comprises:</b>							
<b>Operating costs:</b>							
Employee costs	14,091	11,748	11,460	11,683	11,889	12,359	12,876
Materials and services	9,907	16,495	11,587	10,692	6,722	6,445	7,480
Landfill Remediation	39	126	133	142	151	159	165
Depreciation and amortisation	5,516	5,751	7,132	8,177	9,182	9,590	10,107
Bank charges	27	30	31	31	32	33	34
<b>Total Operating Expenses before Interest</b>	<b>29,580</b>	<b>34,150</b>	<b>30,343</b>	<b>30,725</b>	<b>27,976</b>	<b>28,586</b>	<b>30,662</b>
<b>Total Expenses from Ordinary Activities</b>	<b>29,580</b>	<b>34,150</b>	<b>30,343</b>	<b>30,725</b>	<b>27,976</b>	<b>28,586</b>	<b>30,662</b>
<b>13. Borrowing Costs</b>							
Finance costs charged by the Queensland Treasury Corporation	350	-	398	388	377	365	353
<b>Total Borrowing Costs</b>	<b>350</b>	<b>-</b>	<b>398</b>	<b>388</b>	<b>377</b>	<b>365</b>	<b>353</b>
<b>Total Expenses</b>	<b>29,930</b>	<b>34,150</b>	<b>30,741</b>	<b>31,113</b>	<b>28,353</b>	<b>28,951</b>	<b>31,015</b>

**Activities to which the Code of Competitive Conduct Applies**

WATER						
Original Budget 2009/2010	Revised Budget 2009/2010	Budget 2010/2011	Budget 2011/2012	Budget 2012/2013	Budget 2013/2014	Budget 2014/2015
Revenues for services provided to the local government	110,116	117,014	142,599	149,769	159,440	170,693
Revenues for services provided to clients other than the local government	2,421,149	2,514,074	2,932,752	3,047,267	3,344,252	3,546,941
Community Service Obligations deemed to be revenue	200,576	200,576	228,316	240,691	256,240	274,327
Total Revenues	2,731,841	2,831,664	3,303,667	3,437,727	3,759,932	3,991,961
Less: Expenditure	2,213,428	2,182,007	2,681,726	2,621,818	2,731,339	2,957,621
Surplus/(Deficit)	518,413	649,657	621,941	815,909	1,028,593	1,034,340
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED						
Fire Service	37,494	37,494	43,118	45,455	48,392	51,807
Water Access Concessions	161,042	161,042	185,198	195,236	207,848	222,520
Uneconomical extensions	2,040	2,040	-	-	-	-

SEWERAGE						
Original Budget 2009/2010	Revised Budget 2009/2010	Budget 2010/2011	Budget 2011/2012	Budget 2012/2013	Budget 2013/2014	Budget 2014/2015
Revenues for services provided to the local government	17,532	17,532	20,149	23,179	26,656	35,253
Revenues for services provided to clients other than the local government	1,699,692	1,744,111	2,012,538	2,268,717	2,583,170	3,409,651
Community Service Obligations deemed to be revenue	246,657	246,657	140,151	161,174	185,350	213,153
Total Revenues	1,963,881	2,008,300	2,172,838	2,453,070	2,795,176	3,690,030
Less: Expenditure	1,654,784	1,537,006	1,904,783	2,161,848	2,594,545	2,784,264
Surplus/(Deficit)	309,097	471,294	268,055	291,222	200,631	905,766
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED						
Sewerage Access Concessions	124,047	124,047	140,151	161,174	185,350	213,153
Uneconomical sewerage supply - Lucinda	121,870	121,870	-	-	-	-
Uneconomical sewerage supply - Dickson St	740	740	-	-	-	-

## Activities to which the Code of Competitive Conduct Applies

	WASTE						
	Original Budget 2009/2010	Revised Budget 2009/2010	Budget 2010/2011	Budget 2011/2012	Budget 2012/2013	Budget 2013/2014	Budget 2014/2015
Revenues for services provided to the local government	81,641	68,926	66,402	69,380	73,752	77,992	82,438
Revenues for services provided to clients other than the local government	2,288,066	2,321,679	2,535,706	2,650,591	2,779,326	2,968,507	3,111,986
Community Service Obligations deemed to be revenue	68,458	67,287	46,923	47,293	49,193	51,307	53,178
Total Revenues	2,438,165	2,457,892	2,649,031	2,767,264	2,902,271	3,097,806	3,247,602
Less: Expenditure	2,335,994	2,185,022	2,068,687	2,377,150	2,186,718	2,531,970	2,339,710
Surplus/(Deficit)	102,171	272,870	580,344	390,114	715,553	565,836	907,892
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED							
Collection of street litter	68,458	67,287	46,923	47,293	49,193	51,307	53,178

	BUILDING CERTIFICATION						
	Original Budget 2009/2010	Revised Budget 2009/2010	Budget 2010/2011	Budget 2011/2012	Budget 2012/2013	Budget 2013/2014	Budget 2014/2015
Revenues for services provided to the local government	-	-	-	-	-	-	-
Revenues for services provided to clients other than the local government	97,254	97,254	120,478	126,502	132,828	139,469	146,442
Community Service Obligations deemed to be revenue	-	-	15,000	15,600	16,224	16,873	17,548
Total Revenues	97,254	97,254	135,478	142,102	149,052	156,342	163,990
Less: Expenditure	120,648	172,575	121,175	123,862	129,073	134,204	139,544
Surplus/(Deficit)	(23,394)	(75,321)	14,303	18,240	19,979	22,138	24,446
COMMUNITY SERVICE OBLIGATIONS FOR ACTIVITIES TO WHICH NCP REFORMS HAVE BEEN APPLIED							
Generic Customer Service Costs unable to be recovered	-	-	15,000	15,600	16,224	16,873	17,548



# **3.0 POLICY**

The bottom half of the page features a solid purple background. Overlaid on this background are several thick, white, curved lines that sweep across the space, creating a dynamic, abstract 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.

## **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;

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Form Number: [Insert Form Number]

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 1.0

Initial Date of Adoption: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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)

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Form Number: [Insert Form Number]

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 1.0

Initial Date of Adoption: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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:-

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Policy Number:

Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> June, 2010]

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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

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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

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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

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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.

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Initial Date of Adoption: [10<sup>th</sup> August, 2009]

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## 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 &amp; 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:-

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Authorised By: Finance Manager

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<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 1<sup>st</sup> Discount Due Date is 60 days from the date of issue.

Main Levy 2<sup>nd</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> 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 2<sup>nd</sup> Discount Due date to be included in the instalment agreement and no discount will be granted on the 1<sup>st</sup> instalment payment. The conditions above for the 2<sup>nd</sup> 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 1<sup>st</sup> March in the following year then the unpaid instalment becomes an overdue rate as from 2<sup>nd</sup> March in that year.

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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 1<sup>st</sup> Discount Due Date - 60 days from date of issue.

Main Levy 2<sup>nd</sup> Discount Due Date - 74 days from date of issue.

Main Levy Due Date 31<sup>st</sup> December, 2010.

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

Supplementary Levy 1<sup>st</sup> 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 31<sup>st</sup> December 2010 or if date is less than 31<sup>st</sup> December, 2010 the due date is 31<sup>st</sup> 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 31<sup>st</sup> 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 31<sup>st</sup> 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 30<sup>th</sup> 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 30<sup>th</sup> June, 2011.

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### **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 31<sup>st</sup> December, 2010 then compound interest calculated on daily rests will apply on overdue current rates commencing 1<sup>st</sup> 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 31<sup>st</sup> March 2011 (if applicable) or fails to clear all outstanding rates and charges by 30<sup>th</sup> June 2011 then compound interest will apply as from the date of default ie., either 31<sup>st</sup> March 2011 or 30<sup>th</sup> June 2011.

### **1.6 Interest Charges**

#### **Due Dates – Main Levy and Supplementary Levies**

##### **Main Levy**

Main Levy 1<sup>st</sup> Discount Due Date - 60 days from date of issue.

Main Levy 2<sup>nd</sup> Discount Due Date - 74 days from date of issue.

Main Levy Due Date 31<sup>st</sup> December, 2010.

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

##### **Supplementary Levy**

Supplementary Levy 1<sup>st</sup> 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 31<sup>st</sup> December 2010 or if date is less than 31<sup>st</sup> December, 2010 the due date is 31<sup>st</sup> 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 1<sup>st</sup> 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

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- (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 – 1<sup>st</sup> 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.

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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.

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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 30<sup>th</sup> September, 2010 with the charge remaining at 59 cents per kilolitre for the first water consumption notice issued after 30<sup>th</sup> 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.

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### 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
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### 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.

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**(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.

**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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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.
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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]  
Current Version Adopted: [30<sup>th</sup> 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: [29<sup>th</sup> August, 2008]

Current Version Adopted: [10<sup>th</sup> 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 30<sup>th</sup> 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: [29<sup>th</sup> August, 2008]  
Current Version Adopted: [30<sup>th</sup> 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 Council's 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 of 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: 28<sup>th</sup> August, 2008

Current Version Adopted: 30<sup>th</sup> 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 30<sup>th</sup> 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: 10<sup>th</sup> August, 2009  
Current Version Adopted: 30<sup>th</sup> 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 bordered 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: 10<sup>th</sup> August, 2009

Current Version Adopted: 30<sup>th</sup> 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 30<sup>th</sup> 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: [10<sup>th</sup> August, 2009]  
Current Version Adopted: [30<sup>th</sup> 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.

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Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: [10<sup>th</sup> August, 2009]

Current Version Adopted: [30<sup>th</sup> 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: [29<sup>th</sup> August, 2008]

Current Version Adopted: [30<sup>th</sup> 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: [29<sup>th</sup> August, 2008]

Current Version Adopted: [30<sup>th</sup> 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.

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Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: [29<sup>th</sup> August, 2008]

Current Version Adopted: [30<sup>th</sup> 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.

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Authorised By: Finance Manager  
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Current Version Adopted: [30<sup>th</sup> 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 2010/11:

- Water Supply
- Sewerage
- Waste Management
- Building Certification

Council is committed to applying the Code of Competitive Conduct to the above business activities in 2010/11<sup>1</sup>. 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

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<sup>1</sup> 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: 28<sup>th</sup> August, 2008

Current Version Adopted: 30<sup>th</sup> 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.

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Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: 28<sup>th</sup> August, 2008

Current Version Adopted: 30<sup>th</sup> 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 Budget	Water Supply (\$)	Sewerage (\$)	Waste Management (\$)	Building Certification (\$)
Revenues for services provided to the Council	142,599	20,149	66,402	-
Revenues for services provided to external clients	2,932,752	2,012,538	2,535,706	120,478
Community service obligations	228,316	140,151	46,923	15,000
Total revenue	3,303,667	2,172,838	2,649,031	135,478
Less: Total expenditure	2,681,726	1,904,783	2,068,687	121,175
Surplus/(deficit)	621,941	268,055	580,344	14,303
<u>List of Community Service Obligations</u>				
Water Fire Services & Access Connections	228,316			
Sewerage Access Concessions		140,151		
Waste - Collection of Street Litter			46,923	
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.

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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.

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Current Version Adopted: 10<sup>th</sup> August, 2009  
Next Review Date: June, 2010

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

Business Activity	Financial KPIs				Non-Financial KPIs			
	EBIT	NPAT	Overheads/ Expenditure	Return on Capital (pre-tax)	Return on Turnover			
Water Supply	621,941	435,359	Forecast = 17% Industry = 15-20%	Forecast = 7.53% Target = 9.42%	-	Residential charge at 300kL = \$490 (industry = \$525) Water quality tests meet standards (target = >95%)		
Sewerage	268,055	185,581	Forecast = 15% Industry = 15-20%	Forecast = 6.40% Target = 9.42%	-	Residential charge = \$563 (industry = \$463) Odour complaints / 1,000 connections (target = <10) Blockage complaints / 1,000 connections (target = <5)		
Waste Management	580,344	289,966	Forecast = 14% Industry = 15-20%	Forecast = 25.57% Target = 9.74%	-	Available airspace at Warrens Hill Refuse Tip - target 680,522m3		
Building Certification	14,304	10,012	Forecast = 19% Industry = 10-15%		Forecast = 8.26% Target = 10%	Number of certifications undertaken in Shire = 178		
						New Dwellings		35
						Class 10a (Sheds etc)		65
						Alterations & Additions		50
						Shop Fit Out		5
						Commercial		7
						Removal / Demolition		10
						Swimming Pools		6

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#### 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.

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Version No: 2.0

Initial Date of Adoption: 28<sup>th</sup> August, 2008

Current Version Adopted: 10<sup>th</sup> 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	Forecast 2010/11
<b>Water Supply</b>	
Fire service	\$43,118
Water Access Concessions	\$185,198
<b>Sewerage</b>	
Sewerage Access Concessions	\$140,151
<b>Waste Management</b>	
Collection of Street Litter	\$46,923
<b>Building Certification</b>	
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

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Current Version Adopted: 10<sup>th</sup> August, 2009  
Next Review Date: June, 2010

- Corporate Services - Workplace Health & Safety
- Technical Services - Asset Management

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

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

### **Section 9: Tax Equivalent Policy**

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

### **Section 10: Other Competitive Neutrality Adjustment Policy**

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

- Additional superannuation paid to local government employees;
- Debt guarantee charges relating to business borrowings;
- 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.

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Authorised By: Finance Manager  
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Version No: 2.0  
Initial Date of Adoption: 28<sup>th</sup> August, 2008  
Current Version Adopted: 10<sup>th</sup> 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 assets<sup>2</sup>. 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	52%
Waste Management	9.74% (pre-tax WACC)	Nil	0%
Building Certification	10% (return on cost)	Nil	n.a.

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

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Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

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Current Version Adopted: 10<sup>th</sup> 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: 28<sup>th</sup> August, 2008

Current Version Adopted: 10<sup>th</sup> 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:

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Authorised By: Finance Manager

Document Maintained By: Financial Services

Version No: 2.0

Initial Date of Adoption: 29<sup>th</sup> August, 2008

Current Version Adopted: 10<sup>th</sup> 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: 29<sup>th</sup> August, 2008

Current Version Adopted: 10<sup>th</sup> 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.



## **4.0 FEES AND CHARGES**

	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 September 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			
<b>COMMUNITY SERVICES</b>			
<b>ART &amp; CULTURAL EXHIBITIONS</b>			
Sale of Items from Exhibitions-Council Commission	Per Item	Y	20%
<b>KELLY THEATRE</b>			
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			
<b>LIBRARY</b>			
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%
<b>SHIRE HALL</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>COMMUNITY SERVICES</b>			
<b>SHOWGROUNDS- INGHAM</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>COMMUNITY SERVICES</b>			
<b>SHOWGROUNDS- HALIFAX</b>			
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
<b>TYTO CONFERENCE CENTRE</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>ECONOMIC DEVELOPMENT</b>			
<b>SUBDIVISION (RECONFIGURATION) OF LAND</b>			
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
<b>APPLICATION FOR DEVELOPMENT (SUSTAINABLE PLANNING ACT)</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>ECONOMIC DEVELOPMENT</b>			
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

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1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>ANIMALS</b>			
<b>DOG REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS</b>			
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
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1st September 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			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>CAT REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS</b>			
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

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1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS</b>			
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 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	\$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

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1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>CAT REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS</b>			
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

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<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>ANIMALS</b>			
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
<b>Animal Impounding</b>			
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
<b>Miscellaneous</b>			
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

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<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
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
<b>CEMETERIES</b>			
*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.			
<b>NEW INGHAM CEMETERY</b>			
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

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Provision of Local Law 1 (25.2)			
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1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
Exhumation Vault			
Exhumation (if conducted by Council Staff)		Y	At cost
Exhumation (if conducted by others under Council supervision)		Y	\$323.00
<b>HALIFAX CEMETERY</b>			
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
<b>Inground Burials-Weekend &amp; Public Holidays</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
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

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<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
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 <sup>3</sup> to 500m <sup>3</sup> 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

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1st April to 30th June - one quarter of the annual fee			
<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
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
<b>MISCELLANEOUS</b>			
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
<b>REGULATED PARKING</b>			
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

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<b>HEALTH, WASTE &amp; ENVIRONMENT</b>			
<b>WASTE DISPOSAL FEE</b>			
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
<b>WASTE MANAGEMENT FEE</b>			
Approval to perform waste management works		Nil	\$35.00

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<b>INTERNAL SUPPORT SERVICES</b>			
<b>FINANCIAL REPORTS</b>			
Annual Report/Financial Statements		Nil	\$25.00
<b>CORPORATE PLAN</b>			
Hinchinbrook Shire Council Corporate Plan 2010 - 2014		Nil	\$5.00
<b>RIGHT TO INFORMATION (RTI)</b>			
*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			
<b>GIS MAPPING PRODUCTS</b>			
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
<b>PRINTING OF PLANS FOR COMMERCIAL CLIENTS - ELECTRONIC FILE SUPPLIED AS DWG, DXF, JPEG, TIFF or PDG</b>			
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

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<b>INTERNAL SUPPORT SERVICES</b>			
<b>LOCAL LAWS AND POLICIES</b>			
Proposed and adopted local laws and local law policies	Per page	Nil	\$0.25
<b>PHOTOCOPYING - GENERAL</b>			
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
<b>POLICIES AND INFORMATION - COUNCIL</b>			
Copy of Policy/Information	Per page	Nil	\$0.25
<b>PROPERTY DATA INFORMATION SERVICE</b>			
Verbal Property/Rate information	Per year	Nil	\$250.00
<b>RATE BOOK INSPECTION</b>			
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
<b>Recording a Change of Ownership</b>			
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

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<b>TECHNICAL SERVICES</b>			
<b>BUILDING BOND</b>			
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.			
<b>BUILDING RELATED APPLICATIONS</b>			
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
<b>Building Lodgement Fees</b>			
- 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

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<b>TECHNICAL SERVICES</b>			
<b>Building Certification Fees</b>			
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
New Houses – consisting of two (2) storey (any material), timber	First 100 sqm	Y \$	1,375.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	1,375.00
Relocated Houses – low set	First 100 sqm	Y \$	1,100.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	1,100.00
Relocated Houses – two (2) storey	First 100 sqm	Y \$	1,375.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	1,375.00
Duplex / Dual Occupancy (Class 1a only)	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 <sup>2</sup>		Y \$	495.00
Re-roofing – Residential over 300m <sup>2</sup> 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
Masonry Block Sheds	First 100 sqm	Y \$	990.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	990.00
Pre-fabricated Metal Garden Sheds, Lawn Lockers (up to 10m <sup>2</sup> )		Y \$	385.00
Garages, Sheds, Carports (Class 10a – stand alone structures)	First 100 sqm	Y \$	496.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	496.00
Swimming Pools & Spas – Above Ground		Y \$	440.00
Swimming Pools & Spas – In Ground		Y \$	716.00
Fences of Open Construction Over 2m		Y \$	385.00
Retaining Walls (Masonry block / concrete)		Y \$	561.00
Signs – Engineered		Y \$	578.00
Signs – Not Engineered		Y \$	413.00
Commercial Building Works – Class 2 to 9	Minimum cost	Y	POA
	\$900		
Commercial Shade Structures (Smokers Area)	First 100 sqm	Y \$	550.00
	sqm after that	Y \$	2.50
	Minimum cost	Y \$	550.00

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1st April to 30th June - one quarter of the annual fee			
<b>TECHNICAL SERVICES</b>			
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

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1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
<b>TECHNICAL SERVICES</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>TECHNICAL SERVICES</b>			
<b>INSPECTIONS</b>			
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			
<b>PLUMBING AND DRAINAGE - COMMERCIAL</b>			
<b>SEWERED AREA INSTALLATIONS</b>			
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
<b>PLUMBING AND DRAINAGE - COMMERCIAL</b>			
<b>NON - SEWERED AREA INSTALLATIONS</b>			
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

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<b>TECHNICAL SERVICES</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>TECHNICAL SERVICES</b>			
<b>WATER SAMPLES</b>			
Taking each sample and having tested			
- Chemical Test	Each	Y	\$137.00
- Bacterial Test	Each	Y	\$75.00
<b>WATER LOCATION</b>			
Search Fee		Y	\$46.00
Location	Per 15 minutes	Y	\$15.00
<b>TRADE WASTE</b>			
Application for licence or renewal of licence		Nil	\$187.00
Waste delivered to Ingham Plant	Per kl	Nil	\$10.00
<b>PLAIN PAPER PLAN COPIES</b>			
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.			
<b>Scanning costs</b>			
	Min Charge	Y	\$16.65
	Per Sheet	Y	\$4.30
	Plus CD	Y	\$1.05

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1st April to 30th June - one quarter of the annual fee			
<b>TRANSPORT</b>			
<b>AERODROME</b>			
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
<b>FOOTPATH CONSTRUCTION - COMMERCIAL PREMISES</b>			
Council contribution is calculated on 50/50 basis up to maximum amount of	Per square metre	Y	\$77.50
\$77.50/m <sup>2</sup> 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			
<b>Hire of Equipment</b>			
- 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
<b>NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGED FOR THE HIRE OF MOBILE TOILET</b>			
<b>SALE OF MATERIAL</b>			
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
<b>Rural Numbering for Numbers Already Allocated</b>			
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

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1st April to 30th June - one quarter of the annual fee			
<b>TRANSPORT</b>			
<b>LICENCES AND REGISTRATIONS</b>			
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
<b>YANK'S JETTY</b>			
Usage Charge - Commercial Vessels Only	Per head per visit	Nil	\$2.60



**HINCHINBROOK**  
**SHIRE COUNCIL**

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