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LIST OF REGISTERS / DOCUMENTS

Listing of Registers available for Public Inspection:-

- Members Interest
- Delegations by Council
- Local Law Policies
- Roads
- Regulatory Fees
- Delegations by the Chief Executive Officer

LEGISLATION

Under the *Local Government Act 1993* a Local Government must prepare an Annual Report for each financial year.

The Report must be presented to the Local Government for adoption, and must be adopted by it on or before 30th November in the year after the end of the financial year to which the report relates.

FURTHER COPIES

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

Right: Planting time with Victoria Mill in background.

SHIRE INFORMATION

OFFICE: 25 Lannercost Street, Ingham QLD 4850

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

AREA: 2,600 square kilometres

POPULATION: 12,283

RATEABLE PROPERTIES: 6,533

RATE REVENUE (Millions): \$17,952,206

NUMBER OF EMPLOYEES: 183.41

COUNCIL BANKER: Commonwealth Bank of Australia

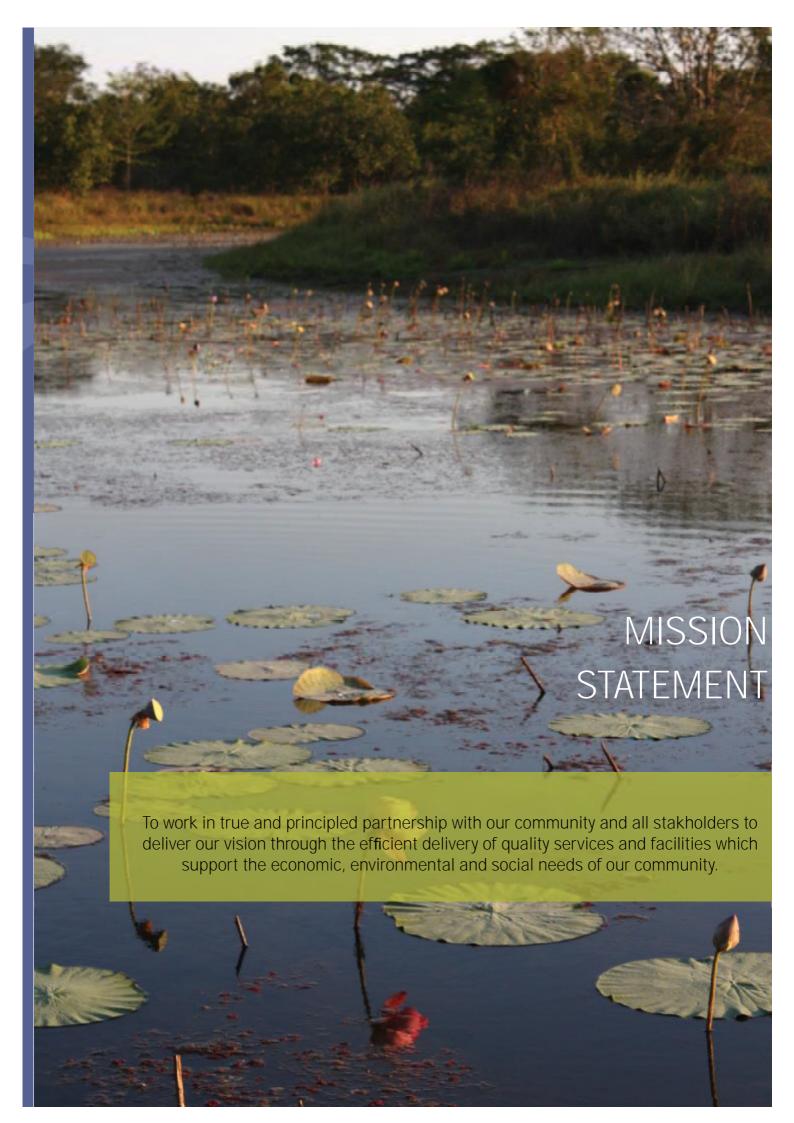
AUDITOR: R.J. Dunstan CA

As Delegate of the

Auditor-General, Queensland

A.B.N.: 46 291 971 168





MAYOR'S MESSAGE

It is my honourable duty to present the 2009 / 2010 Annual Report with the collation of Council operations to the Hinchinbrook Shire ratepayers and community.

The flood event of 2009 although it has been and gone has left a scar on the community and the impact to our operation is still being felt. We as a Council have been working hard to reinstate all our public facilities back to their original glory.

I feel blessed that I have been given the opportunity to be a community leader in this Shire and I wish to extend my sincere appreciation to all and sundry who supported this Council in the challenging decisions and visionary leadership that we embarked on a few years ago and due to circumstances and good planning is coming to fruition to the surprise and the envy of many other Shires.

The liveability of this region has always been without question and the Council's aspirations have sometimes been thwarted by the lack of Government Department appreciation and understanding. I have always been a great advocate of planning but I have also been a great advocate of consistency to rural and regional areas who without doubt suffer from the inconsistencies of government regulations. I hope that somewhere in the future common sense will prevail and we can all work together for the success and betterment of our community to enjoy the great lifestyle we have been accustomed to.

Highlights:-

- Successful re-building of assets and facilities following 2009 flooding event;
- Completion of Mercer Lane covered walkway;
- Numerous road projects;
- Tourism Awards;
- Completion of Stage 1 TYTO Precinct;
- Water and Sewerage upgrades;
- Installation of new Airport Terminal Lounge;
- Refurbishment of Rotary Park Fountain; and
- · Refurbishment of Yanks Jetty.

As Mayor I have always felt that the Council has portrayed a positive future for this community and I have always believed that the economic and social lifestyle that this community enjoy is the strength of the collective community.

All Council departments have come through the audit process without exception and our credentials as good financial mangers has never wavered.

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

Cr. Pino Giandomenico

MAYOR

ELECTED REPRESENTATIVES



COUNCILLOR GIUSEPPANTONIO (PINO) GIANDOMENICO

MAYOR since 6th April, 2004

- Contractor.



COUNCILLOR ANDREW JOHN LANCINI

Deputy Mayor & Chairperson Corporate Services Committee

Member of Council since 6th April, 2004

- Retailer, mechanic.



COUNCILLOR GEOFFREY PAUL GIANOTTI

Chairperson Engineering Services Committee Member of Council since 6th April, 2004

- Retired Telstra Employee.



COUNCILLOR LAWRENCE RAYMOND MOLACHINO

Chairperson Economic Development & Planning Committee

Member of Council since 6th April, 2004

- Real Estate Agent.



COUNCILLOR DOROTHY MARIA BOSWORTH Chairperson - Waste / Health Committee Member of Council since 6th April, 2004 - Enrolled Nurse.



COUNCILLOR PATRICK DAVID LYNCH

Chairperson - Environmental Management & Public Open Space Committee

Member of Council since 8th April, 2008

- Transport Development Coordinator



COUNCILLOR SHERRY JEAN KAURILA

Chairperson - Public Relations & Tourism Committee Member of Council since 5th April, 2000

- Cane farmer.

CEO'S MESSAGE

This Report summarises the activities and achievements of Council during the past 12 months ending 30th June, 2010. The achievements reflect the combined efforts of Councillors, staff and volunteers in continuing to deliver projects and services to our community.

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

The State Government has passed a new Local Government Act and it was proclaimed into force to commence on 1st July, 2010. The 2009 Act is largely principle based and is supported by the Local Government (Finance, Plans and Reporting) Regulation 2010 and the Local Government (Operations) Regulation 2010. Essentially the new Act continues the powers and responsibilities contained in the former Act but being principle based gives each Council choice to make decisions to suit their size, location and administrative circumstances. It clearly articulates consistent integrity, accountability transparency requirements, and performance in delivering sustainable development and proper management of assets and infrastructure.

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

Council adopted a new Corporate Plan 2010 – 2014 in February, 2010. The new Plan is reported on to Council each 6 months and the 2011 Annual Report will reflect performance against the Plan. Our annual operational plan and budget links to the Corporate Plan. Council has to develop a Community Plan by December, 2011 and the Corporate Plan will play an important role in delivering the Community Plan vision.

Council has also completed an Economic Growth Strategy building on the findings of the Our Town Our Future Revitalization Strategy and the NQ3 Reports. Implementation of the strategy will be an important priority for this and successive Councils.

In 2009 / 2010 we continued to resource implementation of our asset management system to meet by December, 2010 State Government imposed standards set by a National Framework.

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

Construction of the Our Town Our Future Tyto Q150 and RCP project funded by \$6M from the State Government, and \$4M from Council was completed and opened in October, 2009. Construction has commenced on the new Library Technology Learning Centre and Regional Gallery using \$4M from the Federal Government Nation Building funding and up to \$2M from Council funds. The Tyto Restaurant opened in June this year and has been well received by the local community and visitors.

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

In 2009 our engineering staff worked very hard to deliver an infrastructure flood restoration program of almost \$16M using contract labour as well as continuing to deliver Council normal works program. Fortunately in 2010 we did not experience a major flood but ironically sustained much more damage to our road infrastructure than 2009 due to a heavy extended wet season. Restoration of this damage will occur over the next 2 years and activities this year have been hampered by persistent wet weather.

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

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

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

Robert Clark MLGMA CHIEF EXECUTIVE OFFICER

EXECUTIVE OFFICERS



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



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



ROSEMARY FRANCES PENNISI

MANAGER CORPORATE & ECONOMIC DEVELOPMENT

MBA; Bachelor Applied Science (Maths & Computing),
Grad Dip. Management,
Dip. Local Government (Administration), MLGA.

19 years experience in local govt.

Corporate Services



CAROL JOAN TROST

FINANCE MANAGER

B. Bus. (Accounting), A.S.A., C.Dec.

27 years experience in local govt.

Corporate Services (Financial Management)



TUDOR VICTOR TANASE

MANAGER ENVIRONMENTAL HEALTH SERVICES

MBBS, Graduate Diploma Env. Health Science, MAIEH

10 years experience in local govt.

Environmental Health Services

ELECTED REPRESENTATIVES

REMUNERATION PAID TO COUNCILLORS

		EMPLOYER SUPER. CONTRIBUTION	\$4,799,32	\$8,830,34	\$5,063.96	\$5,196.32	\$6,036.80	\$4,746.37	\$4,666,92	
10		TOTAL	\$39,994,15	\$73,586.01	\$42,199.84	\$43,302.73	\$50,306.59	\$39,553 <u>.</u> 22	\$38,891,28	\$327,833.82
REMUNERATION PAID TO COUNCILLORS JULY 2009 - JUNE 2010		COMMUNICATION ALLOWANCE	\$1,800.00		\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	
7 2009		LOCATION ALLOWANCE	\$2,205.73		\$4,411.42	\$5,514,31	\$4,190.48	\$1,764.79	\$1,102,86	
RS JULY		COUNCILLOR'S ALLOWANCE	\$35,988,42		\$35,988.42	\$35,988,42		\$35,988.43	\$35,988,42	
NCILLO		DEPUTY MAYOR'S ALLOWANCE					\$44,316.11			
o cou		MAYOR'S ALLOWANCE		\$73,586.01						
PAID T	SN	OTHER MEETINGS FUNCTIONS	46	169	26	74	47	16	19	
RATION	MEETINGS & OTHER REPRESENTATIONS	CONFERENCES PROFESSIONAL DEVELOPMENT -TRAINING	9	Ħ	5	2	11	9	5	
MUNE	INGS & OTHE	MEMBER	41	50	98	72	43	29	56	
RE	MEE	COUNCIL / SPECIAL METINGS — DEPUTATIONS — WORKSHOPS	49	40	51	36	53	49	48	
		COUNCILLOR	BOSWORTH	GIANDOMENICO	GIANOTTI	KAURILA	LANGINI	LYNCH	MOLACHINO	

LIST OF RESOLUTIONS MADE UNDER SECTION 489 (1) OF THE LOCAL GOVERNMENT ACT 1993:-

Date	Resolution	Details
	Reference	
01/10/2009	2.5.A.1.	Construction of Technology Learning Centre Regional Gallery Project
		- Inviting Expressions of Interest from qualified construction companies
		to be selected as preferred Tenderers for the construction of the
(0		Technology Learning Centre Regional Gallery project.

(Crs. Lynch and Molachino – Carried unanimously)

LIST OF COUNCILLOR REMUNERATION RESOLUTION:-

Date	Resolution	Details
	Reference	
28/01/2010	2.7.A.2.	That the following table of Council Remuneration be adopted to apply
		as from 1st January 2010:-

Category 3 Council Remuneration

			Existing	Distance
			Distance	Allowance
			Allowance	(based on
	% of rate	e (\$130,540) payable	(based on	\$112 / km x
COUNCILLOR	to a me	mber of Queensland	\$108.60 /	distance from
	Legislative Assembly		km x distance	residence to
			from residence	Ingham and
			to Ingham and	return)
			return) -	
Cr. G. Giandomenico	57.5%	(\$75,060)	NIL	NIL
Cr. A.J. Lancini	32.5%	(\$42,426)	\$4,126	\$4,256
(Deputy Mayor)	32.5%	(\$42,420)		
Cr. D.M. Bosworth	28%	(\$36,551)	\$2,172	\$2,240
Cr. L.R. Molachino	28%	(\$36,551)	\$1,086	\$1,120
Cr. G.P. Gianotti	28%	(\$36,551)	\$4,344	\$4,480
Cr. S.J. Kaurila	28%	(\$36,551)	\$5,430	\$5,600
Cr. P.D. Lynch	28%	(\$36,551)	\$1,738	\$1,792

(Crs. Molachino and Gianotti – Carried unanimously)



Mural painting at Forrest Beach Surf Lifesaving Clubhouse.

COUNCILLOR EXPENSES REIMBURSEMENT POLICY:-

Commencement

The expenses reimbursement and provision of facilities policy (the policy) will take effect from the date of the resolution by Council to adopt the policy as approved by the Director General of the Department of Local Government Sport and Recreation (the Department).

Background

Under Section 236B of the Local Government Act 1993 (the Act), the Hinchinbrook Shire Council (the Council) must make an expenses and provision of facilities policy (the policy).

The policy must meet the requirements of the 'Guidelines for Councils – Reimbursement of Expenses and Provision of Facilities for Mayors and Councillors, version 3' ('the guidelines') issued by the Chief Executive of the Department.

Purpose

The purpose of the policy is to ensure that Councillors (including Mayors) can receive reimbursement of reasonable expenses and be provided with necessary facilities in performance of their role.

Definitions

Council business:

This is official business conducted on behalf of, and approved by, Council where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council. Council Business should result in a benefit being achieved either for the local government and/or the local government area. Example: Council may decide that Council business includes civic ceremony duties such as opening a school fete. Participating in a community group event or being a representative on a board not associated with Council is not regarded as Council Business.

Expense:

Expenses are payments made by Councils to reimburse Councillors for their reasonable expenses incurred or to be incurred when discharging their duties as Councillors. These payments are not regarded as remuneration. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge when performing their roles.

Facility:

Facilities provided by Councils to Councillors are the 'tools of trade' required to enable them to perform their duties with relative ease and at a standard appropriate to fulfil their professional role for the community.

Reasonable:

Councils must make sound judgements and consider what is prudent, responsible and acceptable to their communities when determining reasonable levels of facilities and expenditure. The community expects limits and does not want to see excessive use or abuse of public funds.

Statement of Principles

The policy complies with the Statement of Principles, set out in the guidelines:-

- 1. Use of public moneys in the public interest by responsible budgeting and accounting;
- 2. Fair and reasonable allocation of council resources (allowances, facilities and other benefits) to enable all councillors to conduct the duties of their office:
- 3. Transparent decision-making by public disclosure of policy and resolutions; and
- 4. Accountability for expenditure and use of facilities through full justification and acquittal.

Payment of Expenses

Expenses will be paid to a Councillor through administrative processes approved by a Council's Chief Executive Officer subject to:-

- 7 The limits outlined in this policy;
- Council endorsement by resolution where required by the policy;
- In the case of reimbursement of expenses production of receipts and tax invoices or evidence that such expenses have been paid is required prior to reimbursement; and
- Expenses reimbursement must be claimed within 1 month of such expense having been paid by the Councillor and claims for reimbursements outside of this period will not be accepted unless approved by Council.

Expense Categories

Professional development/ Conferences/ Workshops/ Training

Council will reimburse expenses incurred for:-

- attendance at Regional, State or National Local Government associated conferences, subject to attendance being approved by Council;
- attendance at Regional Meetings and Workshops associated with the portfolio responsibility of the relevant Councillor;
- mandatory professional development as approved by Council; and
- discretionary professional development deemed essential by Council for the Councillor's role and subject to a limit of \$5,000 for each Councillor during their current term in office.

Travel as required to represent Council

A local government may reimburse local and in some cases interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:-

- a Councillor is an official representative of Council; and
- the activity / event and travel have been endorsed by resolution of Council.

Councillors are to travel via the most direct route, using the most economical and efficient mode of transport.

Council will pay for reasonable expenses incurred for overnight accommodation when a Councillor is required to stay outside the local government's region.

NOTE:

Any fines incurred while travelling in Council-owned vehicles or privately owned vehicles when attending to Council business, will be the responsibility of the Councillor incurring the fine.

Travel bookings

All Councillor travel approved by Council will be booked and paid for by Council.

Economy class is to be used where possible although Council may approve business class in certain circumstances.

Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. They cannot be used to offset other unapproved expenses. (e.g. cost of partner or spouse accompanying the Councillor.)

Travel transfer costs

Any travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed.

Example: Trains, taxis, buses and ferry fares

Cab charge vouchers may also be used if approved by Council where Councillors are required to undertake duties relating to the business of Council.

Private vehicle usage

Councillors private vehicle usage may be reimbursed at the rate of .67c per km by Council if:-

- a Council vehicle is not available for use by the Councillor;
- claim for mileage is substantiated with log book details;
- total travel claim does not exceed the cost of the same travel using economy flights plus the cost of taxi transfers.

Alternatively, if a Council vehicle is available, but a Councillor elects to use their own private vehicle for Council approved business, Council will reimburse fuel costs upon production of a fuel tax invoice.

Accommodation

All Councillor accommodation for Council business will be booked and paid for by Council. Council will pay for the most economical deal available. Where possible, the minimum standards for Councillors' accommodation should be three or four star rating.

Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

Meals

Council will reimburse costs of meals for a Councillor when:-

- the Councillor incurs the cost personally; and
- the meal was not provided:-
- within the registration costs of the approved activity/event;
- o during an approved flight.

The following limits apply to the amount Councils will reimburse for meals:-

✓ Breakfast \$19.60
 ✓ Lunch \$20.05
 ✓ Dinner \$34.55

No alcohol will be paid for by Council.

Additional Expenses for Mayor

Hospitality Council will reimburse the Mayor up to \$4,000 per annum for hospitality expenses deemed necessary in the conduct of Council business.

Provision of Facilities

All facilities provided to Councillors remain the property of Council and must be returned to Council when a Councillor's term expires, except in the case of a Council supplied lap top or PC computer and/or printer / fax / scanner whereby the relevant Councillor will have the option to purchase the equipment at the end of their current term. The purchase price will be at least equal to the depreciated value of the item.

Private use of Council owned facilities

Based on the principle that no private benefit is to be gained the facilities provided to Councillors by local governments are to be used only for Council business unless prior approval has been granted by resolution of Council.

The Council resolution authorising private use of Council owned facilities will set out the terms under which the Councillor will reimburse Council for the percentage of private use. This would apply when Councillors have private use of Council owned motor vehicles and / or mobile telecommunication devices.

Facilities Categories

Administrative tools

Administrative tools will be provided to Councillors as required to assist Councillors in their role.

Administrative tools include: -

- **¬** office space and meeting rooms;
- **¬** computers;
- stationery;
- access to photocopiers;
- printers;
- facsimile machines;
- publications; and
- **q** use of Council landline telephones and internet access in Council offices.

Secretarial support will also be provided for the Mayor.

Home Office

Council will provide either a personal computer or laptop computer at the option of the Councillor complete with software and security protection for use by the Councillor at their residence.

Council will provide a printer / fax / scanner / copier device for each Councillor for use at their residence.

Council will provide computer consumables including paper and printer ink up to a limit of \$100 per annum.

Telecommunication needs – internet access, mobile devices and landlines

Council will provide the Mayor with a mobile telecommunication device.

Council will pay an annual Communications Allowance in the sum of \$1,800 per annum payable in monthly instalments to Councillors (excluding the Mayor) to help defray administrative expenses (e.g. telephone calls, mobile telephone calls, home internet connection) paid by Councillors personally in association with their role as a Councillor and to generally address the needs of the local community.

Maintenance costs of Council owned equipment

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council-owned equipment that is supplied to Councillors for official business use.

This includes the replacement of any facilities which fall under Council's asset replacement program. Computer equipment supplied for use at the Councillor residence must be returned to the IT Department at the Shire Office for repairs or problem solving diagnosis.

Name Badge Safety equipment for Councillors Council will provide Councillors with:-

- a name badge; and
- the necessary safety equipment for use on official business. e.g. safety helmet / boots.

Use of Council vehicles on Council business

Council will provide the Mayor with a sedan vehicle for use during official Council business including travel to and from home to Council place of business. Official Council business is defined as those functions or activities where the Mayor is officially representing Council as a delegate or invited guest.

Councillors may have access to a Council vehicle for official Council business which for this purpose is defined as those functions or activities where the Councillor is officially representing Council as a delegate or other representative.

Private use of Council owned vehicles

Private use of Council owned vehicles is permitted if prior approval has been granted by resolution of Council. Council will, in its resolution authorise private use, set out the terms for the Councillor to reimburse Council for the private use.

Insurance cover Council will indemnify or insure Councillors in the event of injury sustained while discharging their civic duties.

Council will pay the excess for injury claims made by a Councillor resulting from

conducting official Council business.

Fuel costs Fuel for a Council-owned vehicle used for official Council business, will be

provided or paid for by Council.

Car parking amenities Council will provide Councillors with reimbursement of parking costs paid by

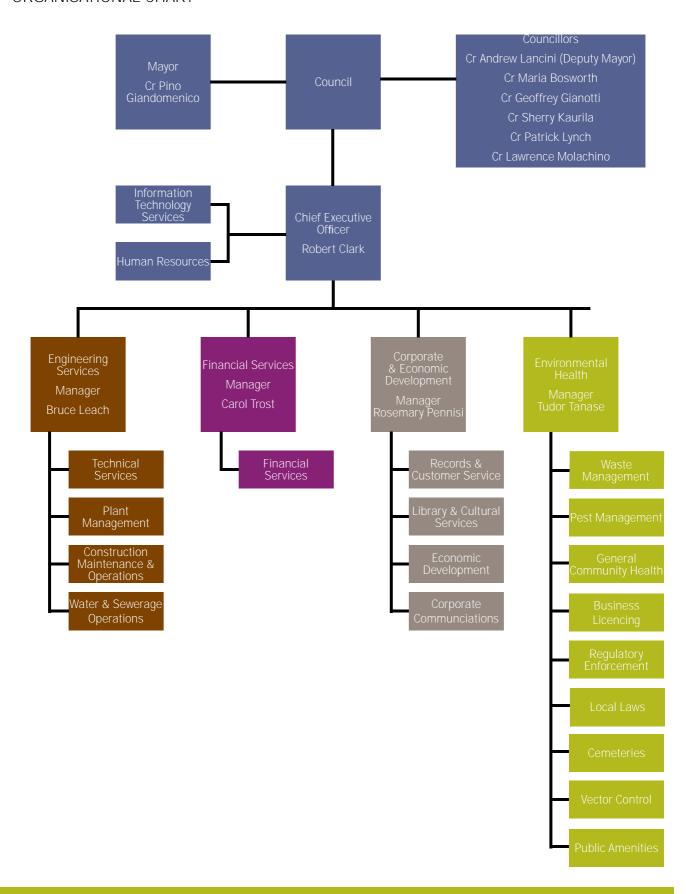
Councillors while attending to official Council business.

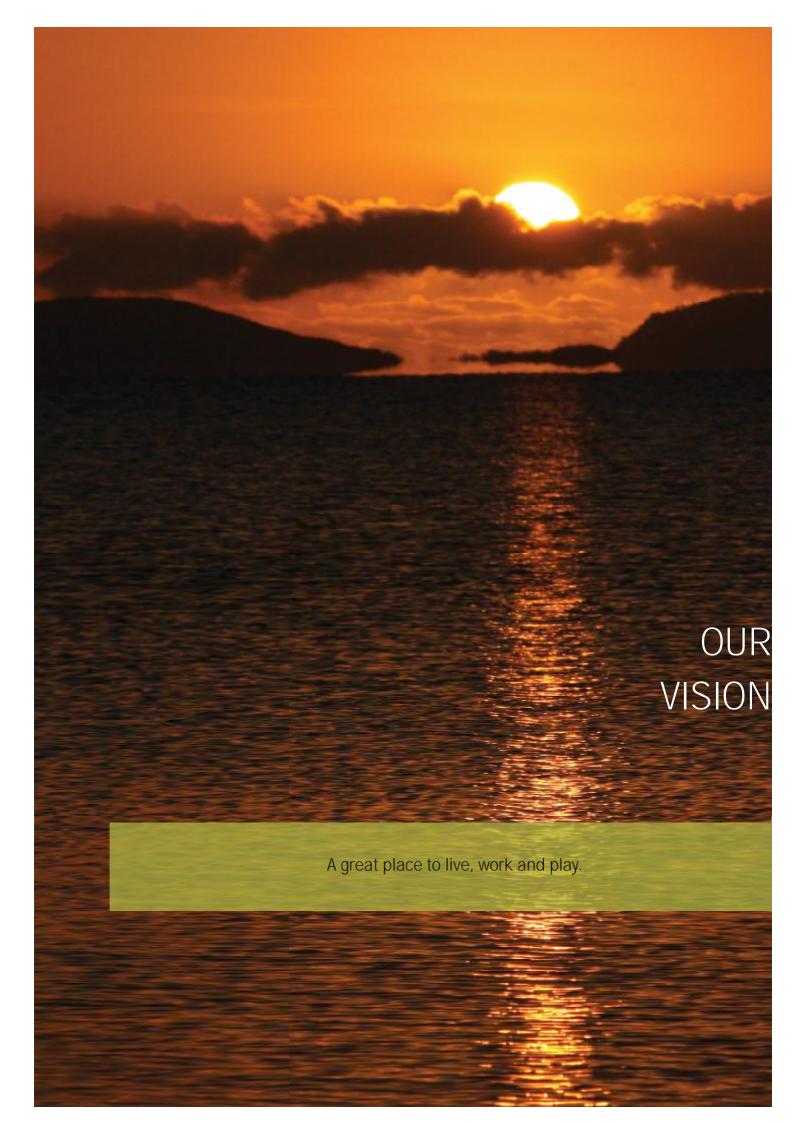
ADOPTED THIS 9TH DAY OF OCTOBER, 2008.

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

Councillor	Accommodation / Meals	Travel	Conference / Professional Development Registration
Mayor Pino Giandomenico	\$1,558	\$1,030	\$2,459
Sherry Kaurila	\$530	\$185	\$877
Maria Bosworth	\$307	\$0	-\$54.54 Note: \$454.55 for 2009 / 2010 and refund received for \$509.09 relating to registration paid in 2008 / 2009 financial year.
Andrew Lancini	\$2,192	\$1,004	\$2,746
Geoffrey Gianotti	\$38	\$147	\$645
Lawrence Molachino	\$559	\$913	\$455
Patrick Lynch	\$1,786	\$1,617	\$3,086

ORGANISATIONAL CHART





CORPORATE PLAN OUTCOMES

CORE BUSINESS

To facilitate the day to day business of Council through the coordination of human and financial resources which best meet the needs of the community.

Goal	Outcome
To commit to ongoing improvement in organisation structures and operational efficiencies.	 Internal Workplace Review Team process has been reactivated.
To invest in the personal and professional development of Councillors to deliver quality leadership for the community.	 DIP workshop attended by Councillors and staff in Townsville on Monday 21st June, 2010 to discuss Community Planning and Internal Audit.
To support and encourage multi-skilling, personal and professional development of our workforce to provide a staffing flexibility responsive to our community's changing needs.	 Council continues to fund professional development via payment of professional affiliation fees for officer study assistance, and attendance at workshops and conferences in accordance with current policies.
	 A comprehensive review of Human Resources (HR) Policies has been commenced to ensure that Counc HR processes are best practice.
	 Council continues to provide study leave assistance employees to promote professional development for employees.
To manage Council's finances to deliver best value outcomes for the community.	 Implementation of the LGOne financial system is now complete and enhancements and upgrades will be ongoing to ensure the system provides management reporting to improve budgeting and financial management processes.
	 Council has committed to the implementation of a Mayors Expenditure Review Committee (MERC) process to review expenditure levels and improve Council's financial sustainability.
	 Progress continues on developing Council's asset management system to comply with State Government requirements for all Councils to have low term asset management plans and long term financing management plans in place.
To conduct the business of Council in accordance with good governance principles, legislative requirements and in a way to minimise risk.	Enterprise Risk Management process is continuing with Risk Management Co-ordinator (Ian Barton) from Jardine Lloyd Thompson as part of Council's membership of LGM (public risk) and LGW (Workcover) insurance arrangements.
To apply the National Competition Policy Code of Competitive Conduct to nominated business activities.	Applied as adopted in the 2009 / 2010 Budget (Water, Sewerage, Waste Management and Building Certification activities).
To actively encourage the public to take advantage of using technology in transacting business.	The Cooeenet wireless broadband project is now comple and improved wireless transmission is now available at Ingham, Forrest Beach, Halifax and Macknade.

COMMUNITY LIFESTYLE

To facilitate opportunities for lifestyle choices and social, cultural and recreational activities in a safe environment for all.

Goal	Outcome
To investigate feasibility of constructing a skate park.	Goal achieved in 2006.
To investigate alternative sites to relocate the Ingham Bus Stop.	Ingham Bus Stop to remain in its current location.
To develop a plan for future development and increased use of the Ingham Showground.	 Ingham Showgrounds Management Advisory Committee is currently commencing an update and expansion of the current development plan.
	 Ingham Showgrounds User Committee continue to meet regularly and advise Council on issues of operation and upgrading of facilities.
To develop a communication plan to improve information flow to the community.	 Council reviewed its Media Communication Policy and made appropriate changes.
	 Council's website was redeveloped and published providing a new look and easy to navigate format.
	 HSC Happenings was issued on a quarterly basis with Council deciding to change to a single page advertising feature in the Herbert River Express to be published bi-monthly and commencing July, 2010.
To support development of Halifax as a Heritage Village.	 No action has proceeded on this goal in the year under review.
To scope the Ingham Walkways and adjacent public area to improve the useability and amenity of the area.	 Bicycle training facility completed at walkway in Palm Creek opposite Ingham State High School.
	 Discussion in progress with landholder adjacent to Palm Creek (Eleanor Street) to carry out further improvements of this part of Palm Creek.
To encourage local artists to showcase their art and craft in the business area.	 The operation of the new gallery will allow for more local arts displays to be accommodated.
To review the Shire Sport and Recreation Study.	 Study not yet reviewed, awaiting Sport & Recreation funding programs to assist in this process.
To develop a procedure for youth input to Council.	 The Hinchinbrook Youth Council continues to be very active with facilitation by the Community Youth Development Officer and meet quarterly with Council to communicate on activities and projects.
To investigate Ingham Library expansion.	 Construction of the new Library Technology Learning Centre and Regional Gallery complex at the Tyto Precinct has commenced and when complete in April, 2011 will ensure compliance with State Library guidelines.
To promote Rotary Park as a hub for relaxation and leisure.	 Rotary Park continues to be used for local events including Maraka Festival, the Christmas Bash, and Carols in the Park, and is an important open space area for the community.

Outcome
 Council continues to financially assist local groups including Meals on Wheels, Blue Care and Hinchinbrook Community Support Centre to help support their delivery of services within the community, much of which is provided using volunteers.
 Rental assistance for Hospital Dentist continues to be provided in accordance with Memorandum of Understanding with Queensland Health to ensure th the community has access to free public health den- services.
 All annual inspections have been completed. Follow up inspections were undertaken as needed. All data regarding licensed premises has been updated.
 Food handling training courses were continued free charge throughout the year.
 Area (flood) warden system implemented following feedback from community on the need for area liaise and contact during emergency events particularly during the 2009 flood event.
 The Community Recovery Groups formed after the 2009 flood event completed their tasks and held the final meetings in September, 2009 and the process used is now being promoted to other communities throughout the State as a recovery model.
 Council hosted the Statewide launch of SES week in Ingham in November, 2009 to recognize and show appreciation to all the agencies, community groups and volunteers involved in the 2009 flood event.



NATURAL AND BUILT ENVIRONMENT

To responsibly manage our natural environment and promote best practice, balanced land use and appropriate developments.

Goal	Outcome
To develop a local waste management strategy which is cost effective and delivers sound environmental outcomes.	 Hinchinbrook's waste management strategy was reviewed during the budget development process to ensure efficiency and cost effectiveness. Ongoing participation in the regional forum (LAWMAC) ensured alignment with North Queensland's regional strategy. Further review is planned as part of the Mayor's Expenditure Review Committee (MERC) process.
To actively lobby for a long term funding commitment for the control of weeds of national significance.	Hinchinbrook has continued its involvement with the FNQROC NAMAC group and its relationship with Terrain NRM and other major NRM stakeholders. Discussions were held with State and Federal Government representatives and it was emphasised whilst Hinchinbrook has implemented numerous successful NRM projects, the long term viability of these projects is dependant on the availability of long term funding.
To conduct an annual overview of the Shire Planning Scheme.	 Draft Priority Infrastructure Plan (PIP) produced using Model and assistance from State Government to be finalised and implemented in 2010 / 2011.
	 Minor changes to Scheme to be implemented in 2010 / 2011.
To ensure Council involvement / representation on established environmental and / or natural resource management groups.	Council continues to be represented on and participates in organisations such as Landcare, Herbert Catchment Committee, Herbert River Improvement Trust, Terrain NRM Board, and Lower Herbert Water Management Authority to promote better environmental outcomes for rural land and associated impacts on watercourses, wetlands and drains.
	The State Government imposed transfer of the functions and responsibilities of the Herbert River Improvement Trust and the Lower Herbert Water Management Authority is now scheduled to occur by June, 2011 and it is possible that this date will be extended further pending the State Government establishing transition arrangements.
To support viable initiatives which contribute to the health of our environment.	Throughout the year Environmental Health Services have actively supported community initiatives aimed at the protection of public health and the environment. Public education, supporting school environmental programs, interaction with community groups e.g. progress associations, promotion of recycling and sustainability principles have been the major areas which were supported.



Above: Job Futures Revegetation Crew assisted Council to plant 2ha of native revegetation within the Shire.

Below: Aerial spraying of Palm Creek which is part of the required aquatic weed management of the section between the CSR weir and the New Ingham cemetery. A total of about 50ha of various weeds including Hymenachne, Salvinia and water hyacinth was sprayed in one day, with the remaining 15ha or so completed at a later date.



ECONOMIC DEVELOPMENT AND TOURISM

To create a dynamic climate to support and promote economic and tourism opportunities within the Shire.

Goal	Outcome
To implement the strategies of the Great Green Way Tourism Plan.	 Joint advertising and marketing undertaken with Tropical Coast Tourism.
	 Council continues to partner with Townsville Enterprise Limited (TEL) in relation to joint marketing trade show initiatives.
To create a regional development organisation to service the Shires of the Great Green Way.	 Tropical Coast Tourism are formalising arrangements with Townsville Enterprise and Tourism Tropical North Queensland to become the region's Local Tourism Organisation. Meetings will be secured with local Councils to explain details.
To erect signage and beautify the entrances to Ingham and other communities.	 Tyto Southern Promenade landscaping and pedestrian pathway and lighting upgrade completed in 2009 using State Government Regional Centres Program (RCP) funding.
To establish a land bank for future development at Forrest Beach and Lucinda.	Council continues to liaise with State Government (DERM) regarding the following actions:-
	 Lucinda Reserve for Public Hall site—awaiting Departments response to Native Title issues;
	 Forrest Beach Old Caravan Park site—currently pending completion of Councils Economic Development Strategy and allocation of resources to advance acquisition and re-development of site.
	 Town Reserve—Ogg Street extension—awaiting Department's response to Native Title issues.
To investigate opportunities for nature based tourist facilities at Wallaman Falls.	In November, 2009 the State Government announced Wallaman Falls as a possible site for eco-tourism visitor accommodation but details on the proposal
Below: Tourist at Wallaman Falls overlooking Herbert River Go	orge. have yet to be released by the Government.

Goal	Outcome
To implement the CBD redevelopment plan starting with Lannercost Street Precinct and continuing to Herbert Street, Cartwright Street and Halifax.	• The Tyto Precinct development comprising the elevated walkway, restaurant, function hall and office (pitctured far left below) using Queensland Governmen Q150 project funding of \$4M and matching Council funding of \$4M was officially opened on 24th Octobe 2009.
	The covered walkway over Mercers Lane connecting the off street car park to Lannercost Street was completed and opened in March, 2010 using \$237,000 funding provided by the Australian Government under the Regional and Local Communi Infrastructure Program (RLCIP) and \$163,000 from Council funds.
	 Plans have been finalised for the provision of 2 covered walkways in the centre median in Lannercos Street, Ingham using \$600,000 funding provided by the Queensland Government under the Rural Living Infrastructure Program (RLIP).
To secure funding to build the Tyto Wetland Centre and a secure parking area.	The Tyto Southern Promenade project comprising car parking improvements to the Tyto Wetlands Centre, pedestrian pathway landscaping, lighting and car parking upgrading in Macrossan Avenue was completed using Queensland Government Regional Centres Project funding of \$2M.
To support and encourage increased accommodation facilities and ancillary services throughout the Shire.	No progress on this goal during the year under review
To investigate opportunities to further develop our Industrial Estate.	No progress on this goal during the year under review
To actively pursue aquaculture development opportunities.	No progress on this goal during the year under review
To facilitate increased use of the Ingham Airport.	Consultant has been appointed to prepare an Airpor Development Plan to address operational and maintenance issues and responsibilities including opportunities to encourage greater use of the airport
Below: New Tyto Restaurant and Tower by night and walkway	by evening.



Goal

To engage private and public sector agencies to explore partnership opportunities to provide services.

Outcome

Council continues to participate and have representation on:-

- HRIC Board promoting the sharing of technical data for better management of assets and natural resources within our Shire;
- Townsville Enterprise Limited to promote tourism and the natural asset wealth of our Shire;
- North Queensland Sports Foundation to promote and facilitate high level competition for sportsmen and women in North Queensland.

Council continues to partner in service delivery with the following organisations:-

- Various community organisations in providing stinger resistant swimming enclosures at Lucinda, Taylors Beach and Forrest Beach.
- Council continues to ensure that the jetty remains open to the public as a fishing platform.

Council continues to sponsor local events which have the potential to attract visitors to our Shire including major events which market and promote our community as a visitor destination:-

- Australian Italian Festival:
- Ingham Car Show;
- Ingham PBR Rodeo;

Ingham Show;

Ingham Annual Race Day;

Ingham Maraka Festival; and

Ingham Sugar City Rodeo.

To ensure continued use of Lucinda Service Jetty as a fishing platform.

To encourage the continuation of Shire festivals and events.



Above: The Australian Italian Festival continues to be a popular festival attracting crowds of locals and tourists alike.

Right: The Car Show also continues to provide economic benefit to the Shire.



INFRASTRUCTURE DEVELOPMENT

To plan and develop infrastructure to meet evolving community needs based on full lifecycle costs.

Goal	Outcome
To provide sealed access to Wallaman Falls.	 The next stage of the sealed access to Wallaman Falls Road project has been designed which includes carparking at prominent points and sealed access to the Wallaman Falls lookout. This project is also included in the 2010 / 2011 budget.
To secure the protection of Dungeness Spit.	 A consultant has been engaged to prepare an engineering design for spit protection work.
To secure funds to provide a safe and useable boatramp at Forrest Beach.	 A consultant has been engaged to prepare possible options to improve use of the open ramp during periods of rough weather.
To develop suitable alternative waste infrastructure and disposal strategies.	 Warren's Hill continuing to operate successfully and accordance with EPA license requirements.
To investigate extending the water main from Ingham to Forrest Beach.	 Further action pending the release of Queensland Government Water Infrastructure Subsidy Program in July, 2011.
To address the issue of effluent disposal at beach communities.	 Consultant preparing the second preliminary assessment to sewer the beach areas has been instructed to include in the report an assessment on upgrading of the Ingham Sewerage Treatment Plant light of the Queensland Government announcement to provide \$6.6M funding to upgrade the Lucinda an Ingham Sewerage Treatment Plants.
To investigate access and integrated signage to the Shire's natural features including areas such as Great Walks, Broadwater, Jourama Falls and Mt. Fox.	 No further progress on this issue during the year under review.
To assess the Ingham Sewerage Treatment Plant with respect to new water quality guidelines and increased demand.	 The Queensland Government announced in March, 2010 funding of \$6.6M available for upgrading of th Ingham and Lucinda Sewerage Treatment Plants and planning has commenced to identify how the project will proceed.
To strategically improve public toilet facilities.	 No action occurred on this goal during the year under review but will form part of the Mayor's Expenditure Review Committee (MERC) process.
To work with stakeholders to ensure a safe and viable cane haulage system into the future.	 A dialogue is maintained with industry groups so tha emerging issues can be dealt with.
To incorporate the Ingham Landfill remediation into and develop Tyto Wetland precinct.	 No action on this issue during the year under review pending finalisation of Main Roads Department investigation into preferred alignment of Bruce Highway bypass around Ingham.
To facilitate foreshore improvement and protection through the development of management plans in consultation with the community.	 Work commenced to establish the Taylors Beach Spit Management Plan and Foreshore Erosion Management Plan for the Shire and is in the final stages of completion.

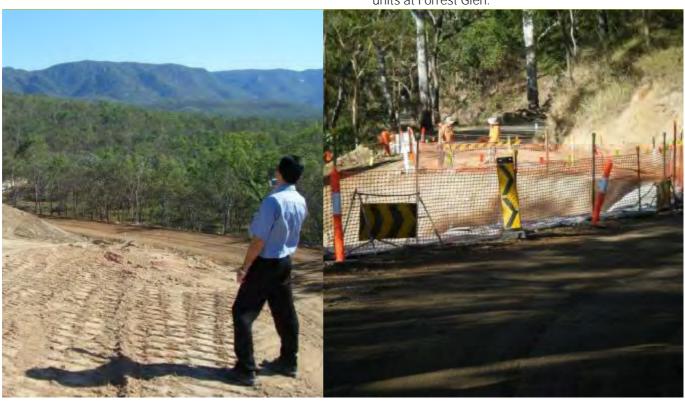
Goal Outcome

To maintain an asset management approach to all Council infrastructure.

Resources and structure have been put in place to meet State Government requirements to develop Asset Management Plans for all classes of Council assets by December, 2010.

To assist local organisations to provide and manage Government funded community housing.

- Council supports the three (3) low income aged persons units at Halifax, Ingham and Forrest Beach with subsidised refuse collection services.
- Council continues to partner with Hinchinbrook Community Support Centre for them to manage and operate Forrest Glen Units and has received Federal Government funding approval to construct additional units at Forrest Glen.



Earthworks and preliminary pavement works occurring on Mt Fox Road.





CORPORATE SERVICES - CORPORATE GOVERNANCE

Records & Customer Service

Staff members within the Records and Customer Service area of the Hinchinbrook Shire Council continue to deliver high quality customer service to the Shire's residents, Government departments and internal Council staff. Most members of the Customer Service area are now trained in records management, main switchboard operations and front counter service, enabling them to move freely between all three areas as required.

The new Council-wide telephone system has been in place for 15 months with minimal problems or disruptions experienced. The introduction of cordless headphones allows staff members to answer the telephone while carrying out tasks away from their desks, resulting in a more efficient use of resources.

There has been a marked increase in demand in the use of Council's major facilities, such as the Ingham Showgrounds by sporting, community and commercial groups. Demand for use of the rooms at the recently-opened Tyto Conference Centre has also contributed to this increase.

Customer Service staff members co-ordinate the use of the Corporate Services fleet vehicles and provide administrative support to the areas of town planning, corporate services, leases, reserves, and building services.

The Customer Service area is made up of the Records and Customer Service Manager, 1 full-time Records Officer, 6 full-time, 2 part-time and 1 casual Customer Service Officers.

Risk Management

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

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

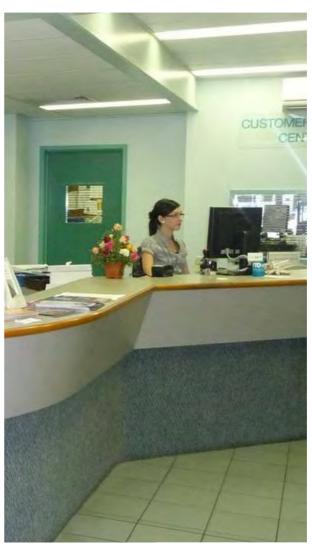
Council continues to team with FNQROC Councils to participate on a regional basis in the Cities for Climate Protection Program which will build local capacity to address climate change through a strategic milestone framework.

Learning and Development

In 2009 / 2010 Council enrolled 12 employees into existing worker traineeships across qualifications ranging from Certificate III Civil Construction – Plant Operator to Certificate IV Business Administration.

Council participated in the Productivity Places Program administered by LGAQ enrolling 7 employees into the following qualifications: 2 x Certificate IV – Conservation and Land Management, 1 x Certificate IV – Regulatory Services and 4 x Certificate IV – Civil Construction Supervision.

Council's Customer Service counter.



CORPORATE SERVICES - CORPORATE SUPPORT SERVICES

During the year, 15 people chose to seek employment elsewhere, retired or ceased employment for other reasons. This translates to a turnover of 8% of our full time equivalent employees of 183.41. This continues to be a relatively low turnover compared to many other industries, however Councils workforce is ageing and attraction and retention of skilled workers and professionals is becoming more difficult.

To try and remain competitive, Council continues to offer good working conditions including provision of a Health and Well Being Policy to help employees access counselling services on a confidential basis, voluntary flu vaccinations, and same award conditions regarding sick leave or annual leave, irrespective of which Industrial Award relates to the employee. Council also operates an Annual Employee Awards Program and recognition of long serving employees.

Council will continue to work with the NQROC Councils and identify areas of resource sharing including participating in the Human Resource Sub-Group to collectively resolve employment problems and challenges.

Human Resource Management

Employment Summary at 30th June, 2010								
Department	Full-Time	Part-Time	Casual	Contract	Temp P/T	Temp F/T	Trainees	Total
Executive Office	1	1	0	1	0	0	0	3
Corporate Services	27	8	7	1	0	1	1	45
Financial Services	11	2	2	0	0	0	0	15
Environmental Health Services	19	1	1	0	0	0	0	21
Engineering Services	82	4	5	1	1	13	0	106
Water and Sewerage	15	3	0	0	0	0	0	18
Totals	155	19	15	3	1	14	1	208
Based on full time equivalent calculations - Total number of employees = 183.41								

Positions recruited for the year

Permanent	12
Temporary Positions	14
Casual	8
Total Positions Required	34

Unforced Labour Turnover

Retired	3
Health	2
Family	3
Contract Ended	3
Career Opportunity	2
Resigned	2
Total	15

Workplace Health And Safety Management System

Council's safety team, management and employees continue to develop and implement the Safeplan2 Safety Management System. Numerous new procedures have been added to the management system to assist Council to meet their obligation to ensure a safe workplace.

Hinchinbrook Continues To Shine In Safety Performance

Many Local Governments in Queensland are self insured for workers compensation. Statistics released by our insurer show that Hinchinbrook Shire Council's 2009 / 2010 Workers Compensation premium remained the lowest in the State due to our continued low rate of lost time injuries. Once again congratulations are extended to all of our employees for working safely!

New Safety Initiatives And Training

An online tool for documenting and reporting incidents and hazards has been implemented within Council. The application allows electronic reports to be generated and automatic email notifications of incidents and hazards to be sent to responsible officers.

Similar to most industries, manual task injuries account for the majority of injuries sustained by Council's workforce. Manual Task injuries can inflict huge personal costs upon an injured employee and their family and the financial cost of these sorts of injuries to employers can often be significant. A risk management approach is essential to help ensure the risk of these sorts of injuries is minimised. In December, 2009, Council embarked on a huge project involving identifying and performing risk assessments of many selected high risk manual tasks. Training in safe manual handling techniques was also provided to the workforce.

Council is not only obligated to ensure the physical safety of its employees; protecting the psychological health is also essential. Workplace Harassment (bullying) is a recognised issue which can impact upon the health of employees if not effectively managed. Council recently reviewed their Workplace Harassment Policy and ran awareness sessions for the entire workforce.

Other safety related training that was provided to employees included Agricultural Chemical Distributions Control (ACDC) Training and a number of chainsaw competencies.

Consultation

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

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

A number of Council's elected Safety Representatives completed accredited Safety Representative Training to help improve their understanding of Workplace Health & Safety legislation, the roles that representatives play, and their entitlements within the workplace.



Manual Task Risk Assessment - Changing heavy machinery tyres.

Health And Well Being Program

10,000 Steps

Council assists Old Health with the coordination of the district's 10,000 Steps Program. 34 teams participated from across the community. Flip Flops (pictured right) won the competition with 6,039,792 steps.

Pedestrians came in 2nd with 6,004,060 steps, and Hostel Hotsteppers – Canossa finished in 3rd position with 5,299,243 steps. Council entered 3 teams with Something Zen achieving 4,297,005 and finishing in a very respectable 8th place.



To assist with the control of the spread of influenza within the workforce and the community, and to assist with reducing the burden on the health system in flu season, Council provides voluntary flu vaccinations for employees. This year employees were encouraged to also take advantage of Swine Flu vaccinations.

Council coordinates a skin cancer check program for employees. Due to this program a number of potentially serious problems were identified in time to be effectively treated.



Council's Facilities & Equipment Officer congratulates the 10,000 Steps Winning Team - Flip Flops.



Safety And Worker's Compensation Statistics	S		
2009 / 2010 Incident Statistics			
	2007 / 2008	2008 / 2009	2009 / 20
Lost Time Injuries (LTI)	5	6	11
Medical Treatment Only Injuries	8	14	9
Total Claims	13	20	20
Lost Time Injury Frequency Rate (#LTI / average hrs worked per mth x # employee)	18.15 (22.6**)	18.7 (18.7**)	15.7 (21.4**)
Total Days Lost	33	89	61
Average LTI Duration (Severity) (# days lost / # LTI)	5.3 (14.9**)	14.8 (16.3**)	5.5 (17.9**)
Other Minor Injury / Near Miss Events*	48*	49*	58*
Compensation Rate***			

	2007 / 2008	2008 / 2009	2009 / 201
HSC Scheme Rate***	0.620%	0.620%	0.620%
Average Group C Scheme Rate Range (13)	NA	0.471 – 2.046	0.620 – 2.30
Premium (to 30/06/2010)			\$71,929.7
Costs incurred (by LGW)	\$17,234	\$35,438	\$26,820

- * Total incident reports received minus Medical Treatment Only and / or lost time injuries. Does not include property damage incidents where no risk of injury.
- ** Scheme Average
- *** Rate x total annual wages = Premium payable

Information Technology

Council engaged an IT Consultant in 2009 to undertake a high level review of Council's need for IT services and infrastructure over the next five (5) years. Key business stakeholders from within Council were interviewed to gain an understanding of their requirements for IT services and issues with existing services.

The review identified a need to refresh Council's IT server infrastructure and software involving a significant capital investment of \$500,000.

Upgrading work commenced in early 2010 and included the following major components:-

- Refurbishment of the IT server room in the Shire Office including a raised floor above Q100 flood event.
- Replacement of air conditioning units;
- Implementation of virtualised server environment;
- Implementation of new enterprise storage solution; and
- Installation of new SQL Server Enterprise Edition 2008.

This upgrading work will continue in the 2010 / 2011 financial year including installation of new UPS power protection, and relocation of switching gear and electricals to service the refurbished server room and provide accommodation for IT staff.

The overall Council's Network Infrastructure continues to provide 99.9% accessibility for external customers, internal clients and remote access for users via Citrix. Some business departments require high available uptime from services to accommodate their operational goals in delivering to the general public.

Financial Services

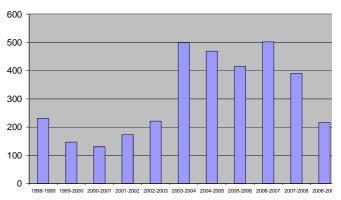
In October, 2009 TechnologyOne took over the support service of FinanceOne and Proclaim systems.

The Rates Section met the target date of December, 2009 to complete the back log of Department 200 Environment & Resource Management valuation changes that resulted from resources required 100 for the implementation of the new property and rating system (proclaim) in January, 2008.



Council's IT Officer installing and configuring client network ports as part of the IT server upgrade project.

Rate Certificates Issued



DEVELOPMENT & PLANNING — ECONOMIC DEVELOPMENT

Shire Planning

The 2009 / 2010 year has seen some slow down in the number of development applications received by Council.

The number of applications for re-arrangement of boundaries has continued to be high. The number of Material Change of Use applications has been lower than previous years. The introduction of the new Sustainable Planning Act 2009 legislation has increased the complexity of the planning process for applicants.

GIS

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

The HRIC invested in new IT server technology housed in the Council IT server room, and implemented a web based service delivery of the HRIC data to the community (pictured below), to encourage greater use of natural resource and productivity data by the sugar industry, and assist in improved farming techniques and efficiencies. Council will also benefit by improved community access to its GIS data and information.



OUR TOWN OUR FUTURE REVITALISATION STRATEGY - TYTO DEVELOPMENT

The Tyto Wetlands Centre continues to attract tourists to the Shire with the Centre recording 24,542 visitors for the period July to June, 2010 compared to 23,685 visitors for the same period in 2008 / 2009, an increase of 8%. This means the Centre continues to achieve its goal of attracting visitors who would have not otherwise stopped and encouraging them to spend time in our Shire sampling our wonderful cultural history and environmental wonders. This increase is quite modest but given the challenges faced by our industry locally and globally, any increase in visitor numbers is extremely welcome.

Construction of the lagoons / wetlands, elevated walkway connecting the Tyto Wetlands Centre and the new café / restaurant and function hall using State Government Q150 Legacy Infrastructure Program funding of \$4M matched by Council funding of \$4M was completed and opened in October, 2009. The Tyto restaurant opened in June, 2010.

Council also completed car parking upgrades at the Tyto Wetlands Centre, Macrossan Avenue and landscaping and pedestrian access improvements for the Tyto Southern Promenade funded by \$2M from the State Government Regional Centres Program (RCP).

Construction commenced on the new Library Technology Learning Centre, Regional Gallery, Youth Space, and Office Space for Natural Resource Management (1,360m² floor space) at the Tyto Precinct and is due for completion in April, 2011. This project is funded by \$4M Federal Government funding under the Community Infrastructure Program (CIP) – Strategic Projects and \$2M from Council funds.



CORPORATE PLAN

Council's Corporate Plan 2010 – 2014 reflects best practice principals and will guide Council's decision making over the next 4 years across the quadruple bottom line areas of Community, Economic, Environment, and Governance. It embodies the direction of the "Our Town Our Future Revitalisation Strategy" formed over the past four years. The extensive community consultation conducted during this process gave a clear message and direction for Council to 'maintain our lifestyle and create jobs for our kids'.

WEBSITE & CORPORATE IDENTITY

A new web presence for the organisation was designed to meet the goals of the new corporate identity and other legislative compliances. One of the key factors needed to be assessed was that Council required an advanced content management system to allow a wide range of content owners with differing levels of skills to easily update the content they are responsible for. By working with Council's website provider Council became the first Council to implement their new product, the Council Business Centre. This agreement has allowed us to work with our provider to shape the product's development to better suit Councils needs as an organisation and to ensure that it also delivers tools to allow for future development and implementation of web 2.0 technologies.

The workshops dates were as follows:

- Council Project Workshop 23rd February, 2010
- Council Project Workshop 17th March, 2010
- Regional Workshop JCU 22nd April, 2010
- Local Workshop Ingham 23rd April, 2010
- Council Workshop 3rd June, 2010
- Local Business Workshop 3rd June, 2010.

TYTO FXPO

The TYTO Environmental and Cultural Expo was staged over the weekend of the 22nd and 23rd August 2009, with an estimated attendance of over 3,000 people.

Figures are calculated on the number of recorded visits to the Information Centre, buggy ride bookings, and anecdotal assessments across the weekend by Council staff and consultants.

It is further estimated that 85% of attendees were local (from within the Shire). This represents more than a quarter of Shire residents.

The Expo was successful in showcasing the Project to Shire Residents, via personal attendance and through extensive media engagement. It was also successful in introducing the project and Shire to over 1,000 people external to the Shire. The enormous successes of the buggy tours shows the keen interest in the site and this should be an enhanced feature into the future. It is also a prime vehicle for sponsorship of future events.

Building onto this should be a series of Environmental Walking Tours, lead by a key environmentalist, and a series of A/V or interactive information shows staged either in the Information Centre or in a tent on site.

A total of 14 TYTO event specific media releases and three specialist media briefs were distributed to media in the local, Cairns, Townsville, state and metro media markets. Several were also distributed nationally.

They have resulted in over \$ 240,000 in publicity being generated and strong interest for follow up established in North Queensland media and metro press also keen to develop ongoing stories.

Below: TYTO Environmental and Cultural Expo.



Runs were also achieved in Sydney and Melbourne press and tourism writers from the Courier Mail and Sunday Mail remain keen to visit the area.

Strong editorial support was given by Event Partners WIN TV and radio 4TO.FM.

In total the event received over 300 x 30 second spots, spread evenly across WIN markets across the State. WIN undertook to keep this volume going over the following couple of months with their follow up 'Did You Know' series which promotes the Wetlands, Wallaman Falls and other areas of the Shire.



Above: Golf buggy rides at the TYTO Environmental and Cultural Expo.



DEVELOPMENT & PLANNING - TOURISM

2009 / 2010 was a very successful year for the Tyto Wetlands Centre and Hinchinbrook Shire Tourism in general. Visitor numbers through the Centre for this period were 24,542, which is an overall 8% increase on the previous year. Given the challenges faced by our industry locally and globally, this increase while modest is extremely welcome.

Our Centre experienced growth primarily in the regional and local market. Visitor numbers from this area increased by 41% from the previous year while domestic visitation has decreased by 10%. This decrease is primarily from interstate visitors. International visitor numbers have fractionally increased. Other centres in North Queensland have experienced a significant reduction in visitor numbers over this period. The increase from Townsville is possibly related to increased marketing and travel shows attended in Townsville.

A large number of organised tour groups visited the Centre and Wetlands. These included schools from the local region, Townsville, Innisfail, Tully and a university group from Perth returning for a second year.

Merchandise sales for the year were \$24,332.66 which is a 29% increase.

A number of tourism related businesses in the Shire indicated a mixed year generally, with increased occupancy rates and decreased at other times.

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

Below: Mayor Pino Giandomenico congratulates Anna Mingon, John Holmes, and Val Hanrahan with Rae Domin. Visitor Centre Manager attended expos at Lavarack Barracks, Inaugural Tourism Expo on the Strand, Townsville Fishing and Boating Show, and the annual Brisbane Camping and Caravan Show.

Tyto Wetlands was entered in the North Queensland and Queensland Tourism Awards and was unsuccessful on both occasions. Tyto Wetlands Information Centre entered in the North Queensland and Queensland Tourism Awards in the Visitor Centre Category was successful in winning North Queensland, and placed as a finalist in Queensland. Visitor Centre Manager Ms. Rae Domin was nominated for the North Queensland Tourism Awards for individual contribution to tourism but was unsuccessful.

Other successful operators in the region were Hotel Noorla — North Queensland, Queensland and Australian Tourism Awards.

The Visitor Centre Volunteer Program has had a good year with a waiting list for volunteer placement being instituted. This brings our total volunteer number to 48. Volunteer activities for the year included, a famil tour of local area accommodation, regional volunteer conference in the Burdekin, and full day intensive training in all facets of visitor centre operation and customer service.

At the annual volunteer Christmas and awards function, Val Hanrahan was awarded Volunteer of The Year; and Anna Mingon with Most Cheerful Volunteer Award. For the second year we awarded a volunteer with "The Busy Bee Award" recognising the volunteer who has worked the most hours in the Centre for the year. John Holmes won this award for a 2nd time with a staggering 319.5 hours worked. Overall the volunteers worked 5,042 hours in the calendar year which is 396 hours more than the previous year. This equates to 2 full time staff which is a significant saving for Council and the community.



There have been a number of staff changes in the past year due to staff maternity leave within Council.

Tourism Officer – Stacey Pether went on leave May, 2009 and returned part time May, 2010 to work Monday, Tuesday and Wednesday looking after all aspects of the volunteer program.

Ms. Tiffany Amesbury returned from maternity leave April, 2010 working part time Thursday and Friday. Tiffany's main responsibility in the Centre is merchandise and brochures. Both positions share administration and other duties.

The temporary full time position was filled by Ms. Kelli Robinson for the year.

OTHER PROMOTIONAL AND STAFF ACTIVITIES FOR THE YEAR INCLUDED:-

- **ü** Promotional packs given to visiting groups / conferences;
- **ü** Visits to the Centre by community, school and organised tour groups;
- **ü** Advertising in various publications;
- **ü** Hinchinbrook Shire bird and local area brochure reprinted;
- **ü** Centre Manager attended Hunter Valley Wetlands Conference; and
- **ü** Centre Manager attended Queensland Information Centre Conference in Townsville.





Above: Tyto Wetlands Information Centre Manager, Rae Domin hosting students from Ayr State School on a tour of the Tyto Precinct.



Above: The famous Tyto Wetlands Information Centre.

Left: Tyto Wetlands Information Centre Manager, Rae Domin receives North Queensland Tourism Award for Visitor Information Services.

COMMUNITY SERVICES — CULTURAL SERVICES

Gallery Hinchinbrook

Council showed an ongoing commitment to the Arts & Cultural Department this year through the expansion of the former part-time position of Arts & Cultural Officer to a full-time role in September, 2009. Former circumstances have seen the bulk of their time dedicated to gallery operations but this increase enabled initiation of some new undertakings outside this requirement.

Gallery Hinchinbrook presented nine exhibitions in 2009 / 2010 made up of five travelling (one exhibition featured two exhibitions displayed in conjunction), four local, and the national Hinchinbrook Art Awards Competition (previously Acquisitive Art).

The financial year started in July with a private exhibition "Birds of Tyto" facilitated by Mr. Albert Smith as part of the Q150 celebrations. This highly popular exhibition attracted high artist participation and visitor numbers demonstrating the immense value a small gallery can offer its community in showcasing local talent and engaging community interest from across all sectors. The third year of the "Maraka Popular Portrait Prize" in October continues to also draw great interest along with "Hinchinbrook on Display" featuring a profusion of works by local artists.

Gilroy Santa Maria College senior art students exhibited in November, 2009 and gave as an exciting preview of the up and coming artists in our region.

Council funded exhibitions featured a range of mediums. Chinese in Queensland was a small selection of historical panels depicting Chinese settlement in Queensland, Townsville Fibres & Fabrics brought a quirky exhibition of postcard mailart to the gallery, Ornamentology was an exquisite selection of jewellery pieces inspired by micrographic images of creatures invisible to the naked eye, Compact Prints invited local artists to become involved in the Umbrella Studio yearly exhibition of CD sized digital artworks, and the year ended with the photographic exhibition "My Home, My History" — an evocative exhibition stirring memories of Italian immigration so relevant to some of Ingham's own cultural heritage.

The Townsville Fibres & Fabrics mailart exhibition inspired local craftsworkers to begin their own "Postcard Group". An ongoing collaboration where participants send each other hand-crafted postcards through the post every 3 months. The group hopes to show off their creations at some future time in the new Tyto Gallery.

The exhibitions on display gave staff the opportunity to talk to community about upcoming plans for the new gallery under construction at Tyto Cultural Precinct, due to open in early 2011. The newly drafted Exhibition Policy looks at an expanded program offering locals the opportunity for small solo exhibitions along with Council generated exhibitions that showcase our own cultural history. Openings for collaborative exhibitions will continue to be supported along with travelling exhibitions to expose and educate us of the happenings in the art world outside our area.

A new process has been implemented to seek expressions of interest from both local and regional artists and gallery guidelines and agreements are being drafted to finalise bookings 12 to 18 months in advance.



Above: Ornamentology Exhibition at the Gallery. Below: Donna Maccarone with her "Popular Portrait".



Regional Arts Development Fund (RADF)

Council successfully obtained an amount of \$12,120 from Arts Queensland to contribute to the operation of the local Regional Arts Development Fund. Combined with Hinchinbrook Shire Council's contribution of \$8,080, the new funding allocation obtained for 2009 / 2010 totalled \$20,200.

The RADF Committee has welcomed four new members who are still undertaking the process of induction. We hope that increased awareness will see more community members access this program that offers funding to artists / artsworkers wishing to facilitate activities with arts and cultural development outcomes within the community.

RADF Grant Writing Workshops were conducted to not only assist individuals in successfully submitting a RADF application but to also gain the skills that enable access to the more competitive funding opportunities available out there. Results from the first workshop saw six applicants submit successful applications of a very high standard including Herbert River Museum, Canossa Home, Picture This Framed, Ms. Ange Venardos, and Girringun Aboriginal Corporation.

Council undertook their own RADF project to contract "Creating Links" from Brisbane to conduct a cross-regional "Being a Creative Community" workshop in March, 2010. This was a chance to showcase our new Tyto Conference Facility to attendees from as far as Innisfail and Magnetic Island who gathered to workshop with locals about being a creative community. Other arts industry specialists presenting on the day included representatives from Arts Nexus and Arts Qld in Cairns, and also Arts Qld in Brisbane who presented information on a new program to enhance opportunities for performing artists in the form of arTour.com.au.

Working in collaboration with talented local artists Ms. Jan Cattoni, Ms. Ann Vardanega and Mr. Daniel Marolla, Council also commenced the "Our Town, Our Stories, Our Future" project. A selection of local identities were interviewed and recorded on video which will be edited down to a short story suitable for online viewing. The final result will be a selection of stories accessible on the Council website telling the story of Hinchinbrook – where we came from and where we're going.

Right: Story Time is popular at the Ingham Library.

Hinchinbrook Shire Library

The Hinchinbrook Shire Library service continues to provide an information and recreation service to our community.

This year the library has participated and conducted programs in conjunction with local and national events. Library Lover's Day, Australian Library Week, our annual Summer Read-a-thon, Book Week, and National Simultaneous Story time were library events and staff have also participated in national fundraising events such as Relay-for-Life and National Boardies Day.

Naidoc Day this year provided the under five storytelling group with the opportunity to hear a story read by an Indigenous community leader. Children greatly enjoyed the related craft activity.

Service to children and young adults continue with Library staff hosting class visits from local schools and staff attending schools to conduct demonstrations of online resources.

During 2009 / 2010 planning for the building of the new Learning Technology Centre proceeded apace. Staff have spent much time researching new and emerging technologies for the Centre and are currently conducting an overview of the present collection.

Early 2010 saw the retirement of Josie Sheahan a long-term library employee. Josie's invaluable contribution to the Library, and in particular, the Local History Collection will be sorely missed.

The Local History Collection continues to grow with the addition of books written about the local area. Photos and other ephemera relating to our history have been donated and are in the process of being added to the collection.



HEALTH & ENVIRONMENT SERVICES — HEALTH SERVICES

Environmental Health Services (EHS) had a busy year in 2009/2010. During the last year EHS focused on further optimising our Proclaim software used for licensing and for complaint tracking. We have reviewed the information contained in our licensing databases to ensure all licensable businesses are correctly recorded, monitored and charged. This involved a thorough inspection process and communication with business owners and operators — an opportunity to inform and advise, and to recognise the majority of businesses of our Shire, which are actively interested in increasing the quality of their operation, to the benefit of our residents and our environment.

EHS maintained its focus on Natural Resource Management, continuing with a number of initiatives being undertaken at local level — in particular the highly successful Community Feral Pig Management Program. Hinchinbrook was also represented at regional and state level, providing leadership via its role in the Natural Asset Management Advisory Committee (a subgroup of the Far North Queensland Regional Organisation of Councils).

We have also renewed our commitment towards sustainability by finalising our Greenhouse Gas Emissions and Energy Use Review. The Action Plan developed as a result of the finding of the review has been adopted by Council and included in our Corporate Plan. The proposed actions are likely not only to decrease Council's environmental footprint, but also result in economies of scale due to reduce energy costs.

Below: Cr. Patrick Lynch and Technical Officer, Matthew Buckman discuss regional NRM projects with Cook Shire Council staff at the FNQROC NAMAC Meeting.

Licensed Activities

During 2009 / 2010 Environmental Health Services (EHS) focused on optimising the Proclaim software system for all environmental licensing and service request tracking. This involved the second run of licence renewals being sent out through this system. A number of minor issues which were not apparent during the first round of licensing were found and corrected. The system allows EHS to track the current status of licences more effectively and efficiently.

As of 1st January, 2009 the *Environmental Protection Act* and Regulations were significantly changed. This required significant work to be carried out regarding Environmentally Relevant Activities. Records were audited and a thorough overhaul of the files ensured that the accuracy of data was maintained. The audit continued in the 2009/2010 financial year and ensured that the changes would also be effective through the new Proclaim licensing and registration system. Council's website was also updated with the new legislation changes to ensure the public has accurate and up to date information on these issues.

Council has continued its free food handler's training program to assist all premises to comply with the *Food Act 2006* requirements for skills and knowledge. The program continued to be very popular with food business operators and employees. The benefits of this program are demonstrated by the very low number of food related complaints received from the public.

Due to the economic difficulties, many premises have changed hands requiring health searches and new licences to be issued. Health searches and inspections requested by vendors and purchasers of businesses have been completed promptly within a 5 day timeframe to ensure settlement could occur on time.



Mosquito Control

Council's Vector Control Program was continued in 2009 / 2010. Known mosquito habitats were treated with environmentally friendly larvicides, using both truck-mounted and quad bike mounted equipment. Environment Health Services' Vector Control Officer provided advice to many property owners on effective and cost-efficient mosquito control measures.

Building on the exceptional results following post-flood aerial spraying in early 2009, a new round of aerial treatment was undertaken. On this occasion vector control officers applied s-methoprene pellets by hand from a small helicopter. This method resulted in much lower costs for a near similar efficiency of the treatment. Hinchinbrook did not record any increases in mosquito borne disease cases and did not have any case of Dengue during the last financial year.

Public Conveniences

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

Ingham was nominated for and won three Tidy Towns Awards, the Resource Recovery Award for the Warren's Hill Waste Management facility, and two Young Legends Awards for the Ingham State Primary and High School respectively.

Regulated Parking

Random parking patrols continued throughout the CBD during the year with authorised parking officers issuing over 55 parking infringement notices. During the course of patrols and in response to complaints received many tourists and locals were advised of lawful parking requirements and of alternative off street parking. Fewer complaints were received in relation to employees of businesses parking their vehicles within the CBD for extended periods.

Employers are encouraged to ensure that their employees park in off-street parking facilities to ensure greater availability of parking spaces within the shopping areas.

Above Right: Cemetery Attendant at work mowing the Beam Division at the Ingham Cemetery.

Below Right: Ingham State High and Ingham State Schools pictured with Mayor and Tudor Tanase for the Young Legends Awards.



Above: Public recycling and regulated parking in Lannercost Street.

Cemeteries

Maintenance of Council's three Cemeteries – New Ingham, Old Ingham and Halifax – has continued at a high standard. Regrettably, wet weather has played some part in not allowing the cemetery crew to attend to the cemeteries when required. This problem was mainly encountered at Halifax, however through monitoring these issues were addressed as a matter of priority.

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

New divisions have been constructed in the New Ingham Beam and Lawn Divisions.





Animal Management

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

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

The purpose of this action is:-

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

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

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

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

All animals placed in the pound are kept for a period of 2 working days which excludes weekend and public holidays. If the owner of the animal is known or can be ascertained through a registration tag or microchip, Council will contact them to arrange collection. Release and sustenance fees will apply. If the owner is not located or the animal is not claimed during this period, the animal will be relocated or destroyed.

Dogs that bark excessively can interfere with the rights of people to enjoy the peace and comfort of their property. Electronic barking collars are still available for hire through Council to remediate these issues.

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

Residents are reminded that generally ALL cats and dogs kept in the Shire now need to be registered.



Above: "Zonk" proudly displays his current registration tag while Local Laws Technical Officer checks his microchip.

From 1st July, 2010 residents who:-

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

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

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

Council does ask all pet owners to practice responsible pet ownership. This Council and its Animal Control Officers do not wish to cause distress to any pet owners, but it is recognised that an animal which is not being responsibly cared for or kept in compliance with the relevant legislation, does become a nuisance and a problem to other residents and the environment. Requirements of *Animal Management (Cats and Dogs) Act 2008*:–

õö	Register with Council	Microchip with an authorised implanter*	Desex at an appropriate age with your vet*
I have a cat or dog aged under 12 weeks *	compulsory	compulsory	recommended
I already have a cat or dog aged over 12 weeks	compulsory	compulsory recommended	
I am buying a cat or dog (any age) *	compulsory	compulsory compulsory r	
I am giving away or selling a cat or dog aged under 12 weeks *	optional	compulsory	recommended
I am giving away or selling a cat or dog aged over 12 weeks	compulsory	compulsory compulsory	
I have a declared menacing dog	compulsory	compulsory	recommended
I have a declared dangerous dog	compulsory	compulsory	compulsory
I have a restricted dog	compulsory	compulsory	compulsory

Cats and dogs should be eight weeks old before they are microchipped, and this should be done before they ourn 12 weeks old. Cats and dogs must be registered once they turn 12 weeks old. Contact your local vet or Danimal welfare agency to find out the recommended desexing age for your pet.

HEALTH & ENVIRONMENT SERVICES — ENVIRONMENTAL SERVICES

Natural Resource Management Projects

The 2009/2010 financial year was another busy one for Council's Pest Management and Natural Resource Management (NRM) Team. Staff actively controlled pest plant and animal species on a number of Council Reserves. These works included the continuation of control works within the Tyto Wetlands Reserve, controlling a variety of pest species such as Salvinia, Hymenachne, Guava, African Tulip trees and feral pigs, all of which were very successful in a bid to return this Reserve to its natural state.

The past year also proved to be a significant one for strengthening partnerships between the Shires stakeholders. Examples of these partnerships are:--

Feral Pig Management

The ongoing multi partnered Hinchinbrook Feral Pig Management Program continues to grow in strength with over 100 pigs being destroyed.

Below: Checking Pig Traps.



NRM Work Team

The NRM Work Team continues to undertake pest control and revegetation works within the Hinchinbrook Shire. This work has only been possible due to continuation of funding from existing and new stakeholders. Notable projects include the ongoing weed control works of the Upper Cattle Creek, Cattle Creek Bridge, Palm Creek, and Main Roads Reserve areas. There were also 2ha of native revegetation works completed within the Shire with the assistance from the Job Futures Revegetation Crew (pictured far top right and bottom right).



Stakeholder Involvement

Council has been working closely with a number of stakeholder groups in a bid to increase it capabilities in the area of natural resource management. Girringun Aboriginal Corporation and its Rangers are the latest inclusion to assist with the various projects undertaken each year.

It is only with assistance of all that we can truly hope to manage our Shires natural assets.

Below: NRM Stand at Tyto Expo



HEALTH & ENVIRONMENT SERVICES — WASTE MANAGEMENT

The focus of waste management activities in 2009 / 2010 continued to be the optimisation of operations at the Warren's Hill Waste Management Facility. This involved fine tuning of traffic flows, setting up of client accounts, road building and maintenance, revegetation, a study of soil composition, and implementation of erosion control measures. The structure of the waste charges remained unchanged, and recyclable materials have continued to be accepted free of charge to promote waste segregation and recycling.

The transfer station recycles the following materials:

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

All recycling occurs free of charge, and costs associated with recycling are offset by revenue from non-recyclable waste charges. This generates a permanent incentive to recycle, which complements our public education initiatives. Future projects include a recycling shop, an environmental education centre, and an expansion of recycling options.

The Warren's Hill Waste Management Facility was awarded the Ergon Energy Tidy Towns Resource Recovery Award 2010 in recognition of the outstanding services provided to Hinchinbrook residents.

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

Whilst having only a moderate turnover of waste and recyclables, the Halifax Transfer Station differs from most similar facilities through the beautiful landscaping and tidy surroundings. It is helping to spread the message that resource management is the future direction of "waste".



Above: Black plastic stormwater chutes installed at Warren's Hill Waste Management Facility.

Below: New cell construction at Warren's Hill Waste Management Facility



INFRASTRUCTURE MANAGEMENT — TRANSPORT

Maintenance of Road Network Infrastructure

Council's road network received extensive damage in the heavy rains and flooding experienced in both the 2009 and 2010 flooding events. Consequently, maintenance has concentrated on repair of the network so that a reasonable standard of service is provided to the road user.

Major repair works have also been carried out under the Natural Disaster Relief & Recovery Arrangements [NDRRA] and where appropriate Council funded upgrades have been scheduled in association with this work.

Plant Fleet Management

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

Transport Infrastructure Development Scheme [TIDS]

Works in this program again focused on Mt Fox Road with earthworks and preliminary pavement works in the section Chainage 00 km to 4.6 km

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

Roads to Recovery Program

The focus in the Roads to Recovery area was the construction of the Arnot Creek culvert on Mt Gardiner Road. This structure provided Mt Gardiner residents with a markedly increased level of flood immunity.

Capital Works Program

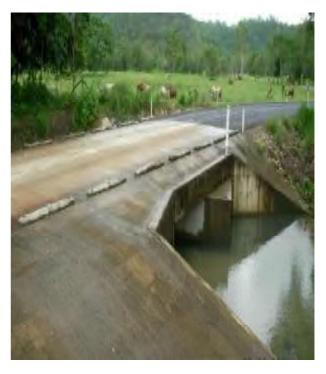
The Capital Works Program concentrated on rehabilitation and improvements to Council's own road and street networks. The major job undertaken was pavement rehabilitation and widening of Taylors Beach Road at the approaches to the township. The Kerb and Channel Rehabilitation Program continued with this year's works concentrating in Griffith Street and Robertson Street.

A section of footpath was constructed in Maple Street, Allingham, as part of the broader scheme of providing a pedestrian linkage from the Beatts Road residential areas to the Forrest Beach commercial and recreational area.



Above: Maple Street, Allingham footpath.

Below: Arnot Creek culvert on Mt Gardiner Road.



INFRASTRUCTURE MANAGEMENT — INFRASTRUCTURE DEVELOPMENT

Aerodrome Review

Early in the calendar year Project Delivery Managers Pty Ltd [PDM] were commissioned to provide an assessment of the Ingham aerodrome operations including opportunities and liabilities. This process has since been expanded to assess the impacts of licensing, the potential costs of maintenance and of not completing maintenance in a timely manner and the implications of supporting a proposed air show (planned for 2011 / 2012 financial year). This study examined the actual and desirable operating expenses (based on asset management principals), income sources and potential uses of the airport land area.

Upgrade of Flood Monitoring System

A project to upgrade the Hinchinbrook Shire's Flood Monitoring System was implemented in October, 2009 with the installation of two (2) new rain recording stations and the relocation of two (2) other stations. Some minor upgrade of the base flood monitoring equipment occurred due to problems identified during the upgrade.

Bridge Review

Expressions of Interest were invited just prior to Christmas 2009. There was limited response to the invitation and as a result GHD Pty Ltd were commissioned to carry out Level 3 inspections on six (6) bridges around the Hinchinbrook Shire. These bridges have been constructed from a variety of materials and constructed in a range of different ways which means that they needed to be assessed independently. The outcome following some extensive investigation was that most of the structures had significant impacts on the design load capacity as a result of defective components or in some cases most of the structural components. GHD Pty Ltd recommended load limits on a majority of the structures and in one (1) case immediate closure. Council's Works working closely with RoadTek (the construction arm of the Department of Transport and Main Roads) arranged to reuse the surplus materials from a Department of Transport and Main Roads' bridge project within the Hinchinbrook Shire, and carried out emergent works in August and September, 2009 to address the identified defects and return the bridges to normal operating capacity.

Review of Road Register

A review of the entire Hinchinbrook Shire Road Register was carried out between October, 2009 and May, 2010 to map all maintained roads within the Hinchinbrook Shire and confirm asset register details for financial standard compliance. This review identified numerous minor errors and some other significant errors in the Road Register. These errors included duplicates of lengths that corresponded with the State Declared Road Network and some roads located on Private land not serving a community purpose. The overall length that was removed from the register as a result was approximately 50km which equates to about 7% of the current Hinchinbrook Shire network.

The final stage of the review involved a network wide condition assessment which has just been completed. This will inform the long-term Works Program, the current and future Reseal Program and an assessment of the effectiveness of current maintenance practices.

Storm Water Drainage Data Transfer

A project was commenced in May, 2009 to locate and import all of the storm water data available in electronic and hardcopy formats into the Hinchinbrook Shire's Geographical Information System [GIS]. This project has been ongoing for several months but has identified the fact that there is incomplete information available for these assets which will need to be collected over the next twelve (12) months. A part of this project is centered on cross matching the physical description of these infrastructure entities and the financial representation of the same items in the Asset Register.

The initial plotting is now close to completion, however field verification of the data is now required. A contract to continue a program to carry out a Closed Circuit Television Survey of a portion of the storm water network will draw on information derived from the GIS being collated at the moment.

Priority Infrastructure Planning Scheme [PIPS]

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

Web Based GIS Implementation

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

Traffic Count Data Collection

There is an ongoing project within the Asset and Infrastructure area to record the traffic volumes for at least one (1) week on every road in the Hinchinbrook Shire network. This project is slowly gathering traffic counts for every road on a systematic basis and over the last three (3) years approximately half of the network has been covered. The information is required for design and funding purposes and is particularly important when preparing submissions for Transport Infrastructure Development Scheme [TIDS] funding and other government grants. The traffic counters have been set and collected every Friday by Council's Regulatory Signage / Devices Officer, Charlie Falzon, and Council's Asset Management Coordinator, David Laakso, collates the data and plans the program and determines suitable locations.

Field Assessment of Road Condition

A condition inspection was commissioned toward the end of the last financial year to rate the pavement seal conditions, to locate features check on general safety issues including grids, signs, drainage structures, and comment on geometric design, sight distances and other hazards. This process is largely complete and the collected data on over 3,100 separate segments over the approximate 500 roads in the Hinchinbrook Shire.

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

- Asset Register physical data;
- Accurate life of all road assets;
- Long term Replacement/Rehabilitation Program;
- Short term Maintenance Program;
- Accurate data to feed into GIS for road features, signage and the like;
- A Reseal Program for the next five (5) years; and
- Confirmation of road lengths.

Capitalisation of Projects at Completion

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

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

Various staff in Assets and Infrastructure prepare technical reports on planning issues based on knowledge of the planning legislation, The Hinchinbrook Shire Planning Scheme, technical standards and experience in Local Government. This includes reporting on Siting Relaxation Applications and applications for Operational Works Permits on occasion.

Checking Asset Data in Finance System

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

This process is extremely demanding and has been attacked from a variety of angles. Some of this audit activity is based on information gained from external sources such as commercial contracts and some from a systematic approach associated with other reviews of Council's asset databases. At this time there is a high degree of confidence that the road assets are reasonably accurate. A review of building assets has commenced and water and sewerage assets will be reviewed over the next twelve (12) months. At that time, there is an expectation that the high value core assets will be accurate in accordance with any accounting standard definition of materiality.

Preparing Flood and Storm Tide Certificates

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

INFRASTRUCTURE MANAGEMENT – TECHNICAL SERVICES

Building Maintenance

The Building Maintenance team had a busy year but managed to complete the annual program for the year. The overall planned Building Maintenance Program continues to function well. Works carried out have been from the safety and asset preservation categories.

Major works undertaken included:-

- Upgrade of the new Airport Terminal Building;
- Replacement of structural sections of the Ingham Showground grandstand;
- Upgrade of the Ingham Showground lights;
- IT Room Upgrade Stage 1;
- Upgrade of air-conditioners to Council's building leased by House of Harvey; and
- Upgrade of Shire Hall kitchen floor.

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



Above: New Airport Terminal Building.

Below: New lights erected at Ingham Showgrounds.



Design of Road Network and Other Infrastructure

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

During the period, Technical Support drafted approximately 130 CAD drawings, approx 242 ARC map drawings and received approximately 139 external drawings. The main projects undertaken during the period are as follows:-

- Mercers Lane;
- Cooper Street upgrade;
- Palmer Street upgrade;
- BMX Training Track, Palm Creek;
- Morrissey Street upgrade;
- Marina Parade upgrade;
- Arnot Creek culvert upgrade;
- Mt Fox Road upgrade;
- Catherina Creek upgrade;
- Lucinda picnic shelter;
- Leichhardt Street, Maple Street, & Wattle Street footpaths;
- Leichhardt Street bus shelter;
- Halifax Riverland Walking Trail stairs and boardwalk;
- Macrossan Street upgrade;
- Footpath Rehabilitation Program;
- Kerb and Channel Rehabilitation Program;
- Gorton Street and Leo Park footpaths, Trebonne;
- Tyto Wetland upgrade; and
- Natural Disaster Relief & Recovery Arrangements [NDRRA].

Technical Support team have effectively managed the increase in design work as a result of Cyclone Olga which involved preparation of funding claims for consideration and approval by the Department of Emergency Services, and Department of Transport and Main Roads. This has been further exacerbated by mid year change in guidelines which were implemented by Emergency Management Queensland.

Technical Support team was heavily involved in the design and project management of the Mercers Lane and the Our Town Our Future Project. The Technical Support team also engaged professionals in developing conceptual drawings for future work proposals such as the Rotary Park Upgrade, Ingham, Halifax Entry Statements, and foreshore recreational areas at Lucinda, Taylors Beach, and Forrest Beach.





Building Certification Services

Comparison of the previous five (5) years.

Total Value of Building Work:-

	iotal value of building	g Work.			
	2005 / 2006	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010
L	\$15.751.907	\$33,140,262	\$23,451,203	\$25,428,772	\$26,958,712
F	Amount of Dwellings A	Approved –			
	2005 / 2006	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010
	27	33	41	37	49
1	mount of Sheds App	roved –		07	
	2005 / 2006	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010
	56	62	72	64	60

Building approvals are on a par or greater than previous years.

Below: Leichhardt Street bus shelter;



Below: Halifax Riverland Walking Trail stairs and boardwalk.



INFRASTRUCTURE MANAGEMENT — BUILT ENVIRONMENT

Public Open Spaces

The main public open spaces projects undertaken this year were construction of the Palm Creek bicycle training facility and improvements to Rotary Park incorporating access upgrades and the refurbishment of the fountain. A picnic shelter was constructed at Borello Park in conjunction with the Lucinda Progress Association. All projects were well received by the public.

Smaller miscellaneous works such as BBQ upgrades and beach showers were constructed at all beach communities in association with the respective community groups.



Herbert River Improvement Trust

The Herbert River Improvement Trust commenced a new study aimed at addressing the issue of unauthorised construction of levees in the Lower Herbert. Progress to date includes riverbank survey work and set up of the flood model by the Trust's consultant.

Further Flood damage to the Trusts assets, on top of that already in existence as a result of the previous years Cyclone Ellie flooding, was incurred in the Neville / Olga flood events.



Above Left: The Palm Creek bicycle training facility is popular with the youth. Above Right: Ingham's refurbished fountain. Below: Council's new picnic shelter constructed at Borello Park, Lucinda.



INFRASTRUCTURF MANAGEMENT — OTHER ROADS BUSINESS ACTIVITY

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

The 2009 / 2010 Works Program failed to meet the performance target of completing the set-down Works Program due to the necessity to concentrate efforts on flood recovery from both Ellie and Neville / Olga events. Also the continuing wet weather hampered progress on Council's own Works Program.

Works completed though met the required quality standards.



Council's Yanks Jetty located at Orpheus Island provides a major recreational facility for the regions boating public and a source of education for regional school children. The structure consists of four individual gangways, a platform with a covered roof structure and safety rails around the perimeter. Council continues to monitor this facility and schedules maintenance and repair works as required. The recent upgrade works included the replacement of handrails and decking, installation of rubber fenders and additional bollards, repairs to the shade structure, and painting of the above water steel components.



INFRASTRUCTURE MANAGEMENT — WATER BUSINESS ACTIVITY

This year saw forty new water connections installed throughout the Shire, 1 less than in the previous year. Twenty one of these new connections were installed in the Ingham area while thirteen were installed in Forrest Beach with the rest in the Lower Herbert region.

Work was completed on the replacement of water lines on Fairford Road from Neilsen Street to the sporting clubs turnoff. This has entailed laying of a new water main, replacing valves, hydrants and water connections in this section. This main was renewed after several failures over the previous few years. A short main extension was constructed in Berwick Street to service houses in that area.

Upgrades were carried out to the Forrest Beach Water Tower and the Halifax Water Tower. Each tower had a concrete roof installed to replace the old steel and iron structures as well as new external platforms for access to the top of the tower. All the ladder structures were upgraded to comply with the new codes and the internal walls of the tanks were waterproofed and sealed to protect the concrete structure. This work was programmed after the cyclone of the previous year damaged the roof of the Forrest Beach tower necessitating emergency repairs. Tokalon Water Tower and Ingham Water Tower are programmed for upgrade work in the coming year.

One of the clearwater storage tanks at Macknade Water Treatment Plant was replaced with a new 15,000 litre plastic tank after the flooding of early 2009 damaged the existing tank.

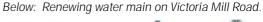
The Macknade Water Treatment plant switchboard was replaced as part of Council's ongoing commitment to ensuring its assets are kept in good condition. This new board replaced the original switchboard that was installed in 1975 when reticulated water was first supplied to the residents of Lower Herbert. JM Switchboards from Cairns designed and installed the switchboard and electrical works in March, 2010.

Pressure Monitors have been installed in Blackrock, Toobanna and Halifax to record pressure around the system and identify areas for future water supply upgrades. Ingham will have these monitors installed in the coming year.

Routine sampling of the public water supply continued throughout the year, ensuring that the water met safe and acceptable drinking standards.

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

Below: Contractors lifting new concrete roof into place on Forrest Beach Water Tower.







INFRASTRUCTURE MANAGEMENT — SEWERAGE BUSINESS ACTIVITY

Work continued on the upgrade works to a number of Council's small sewerage pumping stations as part of its ongoing asset management. The switchboard at Pump Station 23 at the International Club has been replaced along with new pumps and pipework. Other stations programmed for work include Pump Station 20 in Giugni Street and Pump Station 24 in front of the Council Depot. New switchboards, pipework and pumps have been purchased for these upgrades. Switchboards have been ordered for Ingham's three major sewerage stations to replace the original boards installed in the late 60's.

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

Council has been offered \$6.6 million dollars as part of the State Government's upgrade of sewerage treatment plants funding. It is expected that Council will have to contribute \$4.4 million if it moves ahead with this project. Council is looking into using this money to ensure the Ingham plant will be able to accept sewerage from the beach areas in the future.

Once again Council's Annual Report to the Department of Environment & Resource Management to comply with the Water Act 2000 has been approved. Council met its published Customer Service Targets and completed or started preliminary work on most projects listed in the plans.

In May this year the Ingham Sewerage Treatment Plant was broken into. One vehicle was stolen and then burnt to the ground. Pumps, saws and tools off job trucks were also stolen but most of the gear has been recovered. No people have been charged over this matter.

A new type of sewer relining was trialled on 2 gravity sewer lines on Fairford Road. Next financial year Council intends to continue with its relining of the gravity sewers around Ingham. This will help reduce in the amount of infiltration of rain water into the system during periods of wet weather. Council has allocated \$500,000 to continue its planned upgrade and maintenance of its sewerage assets.



Above: Replacing floating roof at Depot Water Treatment Plant.



Below: Sewer relining work on Fairford Road.

COMMUNITY FINANCIAL REPORT

The Community Financial Report has been prepared in an effort to enable ratepayers of the Hinchinbrook Shire to better understand Council's financial position. The Report has been prepared for people who may not have significant experience in interpreting financial statements. The Annual Financial Statements of the Council are part of the Annual Report and should be viewed for more detailed financial information.

Financial Performance 2009 / 2010

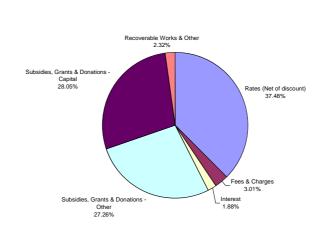
Council revenue totalled \$42.770M which is an increase from \$33.836M the previous year. The increase was a result of increases in Rates \$2.031M, Fees & Charges \$0.110M, Interest \$0.132M, Subsidies Grants & Donations Other \$7.155M, Subsidies Grants & Donations Capital \$4.393M and a decrease in Recoverable Works \$0.177M, decrease in Interest \$0.471M and increase in loss on disposal of assets \$4.710M.

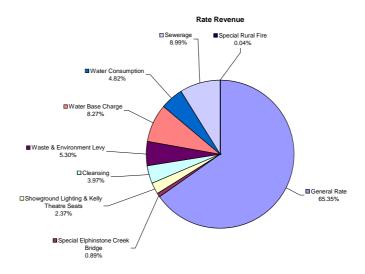
Where does Council get its Revenue?

Historically the majority of Council's revenue has been from Rate Revenue. From 2001 / 2002 to 2006 / 2007 the rate revenue has been in excess of 60% of Council's total revenue. As can be seen from the pie chart, 37% Council funds utilised were from rates in 2009 / 2010. This is due to significant revenue being received towards restoration works of damaged assets from recent flood events and the funding received for major projects in the Tyto Precinct, Technology Learning Centre, and Streetscape projects.

If the Council were to rely solely on its rate revenue, it would not be able to provide the services required by the community.

Where does Council get its Revenue?



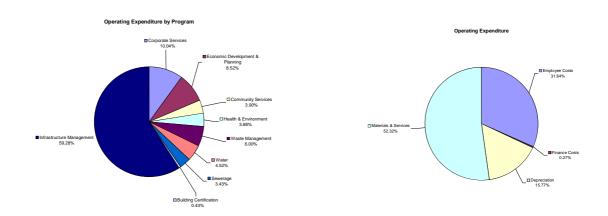


Operating Expenditure

Council operating expenditure totalled \$35.668M which is an increase from \$24.151M the previous year.

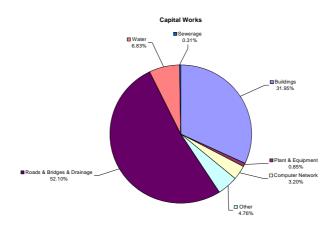
The increase was a result of increases in Employee Costs \$1.052M, Materials & Services \$10.520M, Finance Costs \$0.028M, and a decrease in Depreciation Expense \$0.083M.

Restoration of Council's assets damaged by Flooding was the primary reason for the increase in expenditure.



Capital Works Program

Council during the last financial year spent \$15.518M (2009 \$14.122M) on Capital Expenditure.



Debt Servicing

Council has \$6M loan approved that is currently in a redraw facility with Queensland Treasury Corporation.

Internal loans from Council's Water Business Activity were used to fund Council's projects. The balance of an internal loan to Waste Management Activity for the Warren's Hill Waste Facility from the Water Business Activity was \$0.630M as at 30th June, 2010 (\$0.698M 2009). A new internal loan was provided from Council's Water Business Activity to Economic Development & Planning program for the Tyto Precinct Q150 project for \$3.662M.

Cash Position

Council's overall available funds increased from \$12.874M to \$18.102M as shown in Note 10 of the Financial Statements. The following table highlights the composition of available funds:-

	WATER \$'000	SEWERAGE \$'000	WASTE MANAGEMENT \$'000	OTHER COUNCIL ACTIVITIES \$'000	TOTAL \$'000
Restricted Constrained Works Reserve		2		5,503	5,505
Restricted for Asset Replacement (Council owns Property, Plant and Equipment valued at over \$319M)	442	3,186	106	4,065	7,799
Restricted for Employee Entitlements, payment of creditors (Working Capital)			1,073	2,460	3,533
Surplus	245	53	60	906	1,264
Cash on hand				1	1
TOTAL	687	3,241	1,239	12,935	18,102

The Constrained Works Reserve is generally external funds received that were unspent at 30th June, 2010 and were received to be used for a specific purpose.

The total provision for employee entitlements as at 30th June, 2010 amounted to \$3.322M (\$3.085M 2009). Total amount of accounts payable or revenue received but not earned amounted to \$3.037M and funds—required to perform future remediation works at the closed landfill sites \$1.332M. Total amount of money to be paid to Council from clients including outstanding rates amounted to \$3.767M.

Council owns Property, Plant and Equipment valued at over \$319M. The value held for asset replacement is not significant given the many uncertainties which currently exist and Council's commitment to maintaining these assets.

Rates & Charges

Council adopted a budget based on an 8% increase across all rating categories. A new separate rate of \$75 gross was introduced to fund the replacement of the Showground lighting and the Kelly Theatre seats and this separate rate would be over 2 years only.

The balance of outstanding rates and charges at 30th June, 2010 decreased to \$.838M (\$.983M at 30th June, 2009).



Key Statistics – 10 years at a glance

		Key S	italis	11C2 -	- 10)	rears a	at a y	lance		
	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010
Total Number of Rateable Properties	6,363	6,333	6,332	6,317	6,329	6,423	6,363	6,444	6,521	6533
Total Rate Revenue (net of discount & remission)	10.587M	11.051M	11.433M	11.698M	11.872M	12.830M	13.621M	14.510M	15.921M	17.952M
*General Rate Revenue (excluding pre-paid rates)	8.896M	9.218M	9.386M	9.607M	9.611M	10.031M	10.856M	11.564M	12.529M	13.706M
% Change in General Rate	0.02%	3.62%	1.82%	2.35%	0.04%	4.37%	8.22%	6.52%	8.34%	9.4%
*Water Base Charge for 20 mm Service	\$205	\$205	\$205	\$210	\$220.50	\$230.40	\$237.35	\$251.59	\$270.46	292.10
Water Consumption per kl Rate	35 cents	38 cents	40 cents	42 cents	44 cents	46 cents	48 cents	51 cents	55 cents	59 cents
*Sewerage Utility Charge for Dwelling	\$340.20	\$350.35	\$385.35	\$396.90	\$416.85	\$435.75	\$457.59	\$485.03	\$533.54	\$576.24
*Garbage Collection Utility Charge	\$66.40	\$73.05	\$80.35	\$82.75	\$91.00	\$113.75 Increased service	\$125.15	\$132.66	\$145.93	\$157.60
*Waste & Environment Levy	\$71.00	\$78.10	\$85.90	\$90.20	\$99.20	\$124.00	\$136.40	\$144.58	\$159.04	\$171.76
Rate Arrears Balance	0.440M	0.518M	0.543M	0.436M	0.207M	0.215M	0.204M	\$0.342M	\$0.983M Adjusted to \$0.512M for levies in June not due until July, 2009	\$0.838M
Fees & Charges Received	0.552M	0.601M	0.719M	0.710M	0.764M	0.849M	1.121M	1.285M	1.233M	1.403M
Operating Revenue	16.513M	17.364M	17.274M	15.760M	16.391M	17.056M	18.779M	21.060M	25.206M	34.458M
Operating Grants, Subsidies & Contributions	3.249M	3.878M	3.627M	1.975M	1.596M	1.611M	1.760M	2.243M	5.902M	13.058M
Recoverable Works	1.588M	0.817M	0.781M	0.631M	1.281M	0.807M	1.191M	1.776M	1.285M	1.108M
Total Assets WDV	112.429M	117.356M	131.517M	132.675M	133.743M	143.957M	172.997M	179.200M	191.085M	194.835M
Shire Capital	117.599M	122.786M	140.300M	142.726M	144.736M	155.153M	183.315M	189.578M	203.440	209.936M
Capital Expenditure (excluding debt repayment but including contributed assets)	6.144M	5.334M	6.480M	5.390M	4.084M	6.691M	6.556M	8.168M	14.122M	\$15.518
Debt Repayment (principal and interest)	2.389M	0.432M	0.432M	0.432M	0.432M	0.369M	Nil	Nil	Nil	Nil
Loan Balance	1.70M	1.39M	1.04M	0.724M	0.357M	Nil	Nil	Nil	Nil	Nil (\$6M redraw facility QTC)
Remaining Term of Debt	2.17 years	1.15 years	2.04 years	1.99 years	0.18 years	Nil	Nil	Nil	Nil	Nil
	* Stated	ac aracc f	iguros 15	0/ discou	int ic aran	tod if navn	ont ic mo	de in full b	v duo data	

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

	2000/ 2001	2001/ 2002	2002/ 2003	2003/ 2004	2004/ 2005	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010
Working Capital Ratio	(Council's	ability to me	eet current e	expenditure	commitmen	ts)				
Current Assets Current Liabilities	3.38 to 1	3.56 to 1	4.42 to 1	7.01 to 1	5.50 to 1	3.91 to 1	3.16 to 1	2.79 to 1	2.59 to 1	3.59 to 1
Debt Servicing Ratio Debt Servicing &	The capab	oility of Coun	icil to service	e its outstar	nding debt fr	om revenue	received)			
Debt Servicing & Redemption Cost Total Revenue	12.91%	2.60%	2.31%	2.55%	2.62%	1.97%	no debt	no debt	no debt	no debt
Revenue Ratio	(Council's	dependenc	e on rate inc	come to tota	I income red	ceived)				
Rates & Utility <u>Charges</u> Total Revenue	57.20%	66.44%	61.17%	68.91%	72.07%	68.52%	68.48%	59.75%	47.05%	41.97%
Rates & Utility Charges	(Measure	Council's ef	fectiveness	of collectior	ns)					
Outstanding Percentage Amount										

Entertainment & Hospitality

The annual awards night which includes awards for long serving employees and achievement awards is also an annual Christmas celebration, and was held at a cost of \$7,746.18 (2008 / 2009 \$5,595.12).

The New Years Eve Street Party celebration was not held during 2009 / 2010. (2008 / 2009 \$13,114.36).

The Tyto Expo was held in August, 2009 and expenses during 2009 / 2010 were \$96,235.11 and revenue received was \$14,854.44. (2008 / 2009 expenditure \$67,265.13 revenue 2008 / 2009 \$50,736.29 revenue 2007 / 2008 \$36,000).

IPWEAQ NQ Branch Conference Entertainment was \$1,200 and sound and lighting for the Youth Council Skate Day was \$150.



Below: Peter Martin receives the Managers Award at the 2009 Christmas Party and Awards night from Councillors.

Advertising - Summary of Advertising Expenses during 2009 / 2010

Staff Vacancy	\$9,157.84
Tenders & Contracts	\$11,637.27
Hosted Conferences & Civic Receptions	\$254.55
Meeting Notices	\$177.27
Rates & Charges	\$584.54
Marine Facilities e.g. boatramps, swimming enclosures, Yanks Jetty	\$1,132.27
Local Disaster Management Planning – Billboards, Flood Wardens etc.	\$4,216.05
Features	
(e.g., Start of crushing and misc advertisements e.g. Office Christmas Closure)	\$1,494.72
Hinchinbrook Happenings Newsletter (includes costs of production)	\$7,286.36
Development Applications	\$1,118.16
Area Promotion & Tyto Interpretive Centre	\$16,415.97
Tyto Q150 Opening	\$954.55
Tyto Expo	\$29,837.81
Youth Council	\$342.54
Anzac Day & Australia Day	\$627.27
Library & Art Exhibitions & Regional Art Development Fund	\$1,862.18
Shire Pest Management	\$627.27
Animal Control	\$1,302.81
Waste Management	\$1,632.72
Clean Up Australia Day	\$1,196.37
Water Services	\$2,997.27
Council's Website	\$35,522.89

Travel

Overseas Travel

R DeLai Manager of Herbert Resource Information Centre

Rotary Study Tour, United States of America

May, 2010

No cost directly to Council

Interstate Travel

Cr. A.J. Lancini Acting Mayor

National General Assembly, Canberra

June, 2010

R.W. Clark Chief Executive Officer

National judging & Awards of HRIC entry in the 2010 National Awards for Local Government, Canberra

May, 2010 No cost to Council

R.W. Clark Chief Executive Officer

National judging & Awards of HRIC entry in the 2010 National Awards for Local Government, Canberra

June, 2010 No cost to Council

R. Domin Tyto Wetlands Information Centre Manager

Australasian Wetlands Conference, Newcastle

October, 2009

Donations – Support for Events

Big W TSV to Cairns Bike Ride 2009 for Children's Cancer Institute	\$250
Ingham Aero Club - Club's 50th celebration 25/07/2009	\$250
Lower Herbert Senior Citizens Association Inc. – Senior Citizens Week 24/08/2009	\$250
Ingham Veterans Golf Social Club – Open Championships 20-22/07/2009	\$250
Ingham Tennis Association – Ingham Open 18-19/07/2009	\$250
Ingham Tennis Association – Junior Masters 15-16/08/2009	\$250
Ingham Toastmasters - Club's 40 year celebrations 12/09/2009	\$250
QČWA – QCWA Younger Set Leadership School – September, 2009	\$250
Ingham Lions Club – Hinchinbrook Fishing Classic 25-26/09/2009	\$250
Cancer Council Qld – Ingham Relay for Life 27-28/03/2010	\$250
Women in Sugar Herbert (WISH) – Women in Sugar Australia Conference 10-11/03/2010	\$250
Herbert River Gun Club – Northern Zone Clay Target Coaching 29-30/08/2009	\$250
Herbert River Gun Club – Annual Clay Target Shoot 13-14/06/2009	\$250
Ingham Bowls Club – Club's Invitation Fours 26-27/07/09	\$250
Donations to individuals under Council's Support for Achievement Policy (11 @ \$250)	\$2,750
Donations to groups / teams under Council's Support for Achievement Policy	
Gilroy/Santa Maria Grade 8 Optiminds Challenge	\$700
Forrest Beach Surf Lifesaving Open Patrol Team Australian Titles	\$700

Grants to Community Organisations	
Other Donations / Sponsorship Taylors Beach Progress Association – Clean up Australia Day Ingham Scouts – Australia Day Blue Care – International Day of the Elderly Luncheon Great Green Way Tourism Inc. – personal location beacon Blue Care Nursing – annual financial assistance Local Government Managers Association Old – Make a Wish Foundation Australian Volunteer Coast Guard – Ingham Flotilla – annual financial assistance Herbert River District Band - annual financial assistance Ingham Meals on Wheels - annual financial assistance Herbert River Museum - annual financial assistance Herbert River Museum - annual financial assistance Lions Club of Ingham – storage shed / meeting place, Trebonne Hinchinbrook Community Support Centre - annual financial assistance Hinchinbrook Community Support Centre – CORES Program Food Relief North Old – food hampers Ethnic Community Care Links Inc – annual financial assistance Hinchinbrook Christian Church - Christmas Bash The Cancer Council Old - annual financial assistance Bambaroo State School – Romanello Shield Hinchinbrook Community Support Centre – Out & About Bus Program Koori Kids Pty Ltd - NAIDOC Week School Activities Ingham State High School – Presentation Night Balonne Shire Council – SES St. George Flood Victims Halifax Local Ambulance Committee – annual morning tea Special Children's Christmas Party Murveh Shire Council – SES Charleville Flood Victims The Cancer Council – in memory of the late John Way Herbert River Rotary Club – Sugar City Rodeo Herbert River Jockey Club – annual races	\$50 \$200 \$1,000 \$409.09 \$4,330 \$72 \$12,000 \$1,200 \$3,070 \$5,000 \$830 \$32,675 \$1,500 \$2,500 \$1,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$1,000 \$2,000 \$1,000 \$2,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000
M Brown— Registration to North Qld Economic Development Conference P Delroy — Registration to North Qld Economic Development Conference Rural Doctors Assoc	\$272.73 \$272.73 \$363.64
Ingham Arts Festival Festival Cash Sponsorship	\$900
Australian Italian Festival Herbert River Pastoral Association – Ingham Show Maraka Festival Ingham Car Show	\$45,000 \$10,000 \$4,000 \$2,600
Inkind Support Australian Italian Festival Herbert River Pastoral Association – Ingham Show Maraka Festival Ingham Car Show Ingham Arts Festival Mungalla Kupmurri Forrest Beach Stinger Net Opening Herbert River Jockey Club – Annual Races Ingham Lions Club – Hinchinbrook Family Fishing Classic	\$7,341.17 \$4,279.99 \$6,353.33 \$5,386.92 \$566.58 \$583.64 \$1,387.99 \$1,430.20 \$937.17

Grants to Community Organisations ../cont

Regional Arts Development Fund (RADF) Grants Ingham Tennis Assoc Mungalla Aboriginal Corporation Bianka Balanzategui Canossa Home for the Aged Herbert River Museum	\$5,000 \$,155.24 \$772 \$5,165 \$3,125
Youth Council Donations Leukaemia Foundation Hinchinbrook Community Support Centre Harold House	\$54 \$500 \$914.35
Other Organisations Herbert Resource Information Centre plus inkind services valued at Lower Herbert Water Management Authority Herbert River Museum Gallery Burdekin Shire Council - Queensland Country & Regional Living Expo	\$82,400 \$35,183 \$40,000 \$5,000 \$4,369.63

Consultancies – Summary of Consultancies undertaken during 2009 / 2010

Architects North	Design Services Tyto Precinct Technology Learning Centre	\$208,794.71
Conics	Entry Statements, Tyto Precinct & Public Open Space Landscape consultancies	\$152,517.15
GHD Pty Ltd	Streetscape Project, HR Borefield capacity, FB Boatramp, Water & Sewerage Total Management Plans, Groundwater monitoring Waste Landfills, Sewerage Projects	\$278,816.00
Guru Technologies	Information Technology Review, tender preparation and project management	\$81,695.00
International Coastal Management	Dungeness Spit Protection works-design	\$27,800.00
John Young Wildlife Enterprises	Tyto Wetland	\$11,000.00
KHA Development	Shire Planning Scheme Assessments & Appeals	\$26,712.50
Maunsell Australia Pty Ltd	Flood Damage & Sewerage Project	\$22,913.22
Project Deliver	Ingham Aerodrome Operations Review	\$27,665.11
Sheen Media	Corporate Branding	\$17,500.00
Troppo Architects (Qld)	Tyto Precinct Technology Learning Centre	\$40,401.40
Vital Places	Economic Growth Strategy, Corporate Plan, Economic Action Plan, Workshops Economic Development Strategy, Tyto Precinct	\$132,600.00
Total		\$1,028,415.09

Conclusion

Financial reports are prepared on a monthly basis and presented at Council meetings. Council had an appropriated surplus at the end of the financial year of \$1,263,902.97 (\$378,039 was due to Federal Government Assistance Grant advance payment in June, 2010).

The 2009 / 2010 recurrent Income was less than recurrent expenditure by \$1.2m. The 2010 / 2011 budget adopted in June, 2010 also had recurrent income less than recurrent expenditure by approximately \$1.2m and Council has implemented a process to review all areas of Council expenditure to identify where reductions can be made to ensure this trend is not continued and to improve Council's longterm financial sustainability.

Queensland Treasury Corporation has been requested to undertake an independent longterm financial sustainability review during 2010 / 2011 financial year.



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FINANCIAL STATEMENTS 2009 / 2010

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	Statement of Financial Position
	Statement of Changes in Equity
	Statement of Cash Flows
	Notes to the Financial Statements
1	Summary of Significant Accounting Policies
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8	Finance costs
9	Depreciation and Amortisation
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18	Asset Revaluation Surplus
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HINCHINBROOK SHIRE COUNCIL STATEMENT OF COMPREHENSIVE INCOME For the year ended 30 June 2010

	Note	2010 S	2009 S
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3(a)	17,952,205.53	15,921,292.54
Fees and charges	3(b)	1,402,536.87	1,233,413.21
Interest received	3(c)	898,785.66	766,299.93
Sales - Contract and recoverable works	3(d)	1,108,264.88	1,285,427.50
Other recurrent income	3(e)	38,117.34	96,796.81
Grants, subsidies, contributions and donations	4(a)	13.057,730.90	5,902,497.07
	-	34,457,641.18	25,205,727.06
Capital revenue			
Grants, subsidies, contributions and donations	4(b)	13,434,775,22	9,041,860.37
	25.5W S	13,434,775.22	9,041,860.37
Total Revenue	(-	47,892,416.40	34,247,587.43
Capital income	5	(5,122,258.78)	(411,935.75)
Total Income		42,770,157.62	33,835,651.68
Expenses			
Recurrent Expenses			
Employee benefits	6	(11,284,490.27)	(10,232,567.13)
Materials and services	7 8	(18,661,532.43)	(8,142,024.06)
Finance costs	8	(95,356.70)	(66,990.61)
Depreciation and amortisation	9	(5,626,488.99)	(5,709,354.43)
•		(35,667,868.39)	(24,150,936.23)
Total Expenses		(35,667,868.39)	(24,150,936.23)
Net operating surplus	_	7,102,289.23	9,684,715.45
Other comprehensive income			
Increase/(decrease) in asset revaluation surplus	18	4,554,372.37	4,177,255.21
Total other comprehensive income for the year	_	4,554,372.37	4,177,255.21
Total comprehensive income for the year		11,656,661.60	13,861,970.66

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

HINCHINBROOK SHIRE COUNCIL STATEMENT OF FINANCIAL POSITION as at 30 June 2010

	Note	2010 \$	2009 \$	01/07/2008 \$
Current assets				
Cash and cash equivalents	10	18,101,638.73	12,870,753.06	13,346,700.10
Trade and other receivables	11	3,775,601.15	7,157,356.00	2,038,004.18
Inventories	12	382,837.55	352,730.57	379,991.77
		22,260,077.43	20,380,839.63	15,764,696.05
Total current assets		22,260,077.43	20,380,839.63	15,764,696.05
Non-current assets				
Trade and other receivables	11	532,812.24	555,377.82	555,463.40
Property, Plant and Equipment	13	194,834,542.40	185,925,298.00	173,861,423.72
Total Non-Current Assets		195,367,354.64	186,480,675.82	174,416,887.12
Total assets		217,627,432.07	206,861,515.45	190,181,583.17
Current liabilities				
Trade and other payables	14	4,514,200.93	5,354,707.43	2,775,329.00
Provisions	16	1,622,116.95	1,498,323.48	1,461,936.80
Other	17	57,627.39	35,657.37	60,635.37
Total current liabilities		6,193,945.27	7,858,765.28	4,297,901.17
Non-current liabilities				
Provisions	16	1,497,051.95	1,693,053.92	1,643,491.84
Total non-current liabilities		1,497,051.95	1,693,053.92	1,643,491.84
Total liabilities		7,690,997.22	8,581,742.20	5,941,393.01
Net community assets		209,936,434.85	198,279,773.25	184,240,190.16
Community equity				
Retained Surplus	19	139,821,457.75	129,297,638.37	122,666,565.17
Asset Revaluation Surplus	18	64,610,220.12	60,055,847.75	55,878,592.54
Other Reserves	20	5,504,756.98	8,926,287.13	5,695,032.45
Total community equity		209,936,434.85	198,279,773.25	184,240,190.16

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

HINCHINBROOK SHIRE COUNCIL STATEMENT OF CHANGES IN EQUITY For the year ended 30 June 2010

For the year ended 30 June 2010	Note	Retained Surplus Note 19	Asset revaluation surplus Note 18	Other Reserves	Total
-		\$	\$	\$	\$
Balance at 1 July 2009					
		129,297,638.37	60,055,847.75	8,926,287.13	198,279,773.25
Net operating surplus		7,102,289.23		2	7,102,289.23
Other comprehensive income for the year Increase/(decrease) in asset revaluation surplus			4,554,372.37		1 551 272 27
Total comprehensive income for the year		7,102,289.23	4,554,372.37		4,554,372.37 11,656,661.60
Transfers to and from reserves					
Transfers to/from capital		3,526,469.94	-	(3,526,469.94)	
Transfer from reserves		225,357.05	-	(225,357.05)	
Transfer to reserves		(330,296.84)		330,296.84	
Total Transfers to and from reserves		3,421,530.15	-	(3,421,530.15)	-
Balance at 30 June 2010		139,821,457.75	64,610,220.12	5,504,756.98	209,936,434.85
Balance at 1 July 2008		128,004,643.42	55,878,592.54	5,695,032.45	189,578,268.41
Effect of correction of error	27	(5,338,078.25)	-	-	(5,338,078.25)
Net operating surplus		9,684,715.45	-		9,684,715.45
Depreciation adjustment due to correction of error Other comprehensive income for the year	27	177,612.43		-	177,612.43
Increase/(decrease) in asset revaluation surplus			4,177,255.21		4,177,255.21
Total comprehensive income for the year		9,862,327.88	4,177,255.21	-	14,039,583.09
Transfers to and from reserves					
Transfers to/from capital		23,749.40	10 10	(23,749.40)	-
Transfer to reserves		83,616.61	-	(83,616.61)	
		(3,338,620.69)	10	3,338,620.69	
Transfer from reserves	-				
Total Transfers to and from reserves		(3,231,254.68)	-	3,231,254.68	*

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

HINCHINBROOK SHIRE COUNCIL STATEMENT OF CASH FLOWS For the year ended 30 June 2010

	Note	2010 \$	2009 \$
Cash flows from operating activities:			
Receipts from customers		53,976,883.23	30,217,702.21
Payments to suppliers and employees		(34,770,697.60)	(17,639,402.76)
Interest received		817,423.98	766,299.93
Net cash inflow (outflow) from operating activities	26	20,023,609.61	13,344,599.38
Cash flows from investing activities:			
Payments for property, plant and equipment		(14,899,646.88)	(14,112,516.11)
Proceeds from sale of land held for resale		106900.21	-
Proceeds from sale of property plant and equipment	5	22.73	291,969.69
Net cash inflow (outflow) from investing activities	-	(14,792,723.94)	(13,820,546.42)
Net increase (decrease) in cash held		5,230,885.67	(475,947.04)
Cash at beginning of reporting period		12,870,753.06	13,346,700.10
Cash at end of reporting period	10	18,101,638.73	12,870,753.06

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

1. Summary of Significant Accounting Policies

1(a) Basis of Preparation

These general purpose financial statements for the period 1 July 2009 to 30 June 2010 have been prepared in accordance with Australian Accounting Standards and comply with the requirements of the *Local Government Act 1993* and the *Local Government Finance Standard 2005*.

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

1(b) Statement of Compliance

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

1(c) Constitution

The Hinchinbrook Shire Council is constituted under the Queensland Local Government Act 1993 and is domiciled in Australia.

1(d) Date of Authorisation

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

1(e) Currency

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

1(f) Adoption of new Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has resulted in the following changes to Council's accounting policies:

Presentation of Financial Statements (AASB 101 Presentation of Financial Statements, AASB 2007-8

<u>Amendments to Australian Accounting Standards arising from AASB 101</u>, AASB 2007-10 Further

<u>Amendments to Australian Accounting Standards arising from AASB 101</u>)

The revised Standard and Amending Pronouncements do not affect any of the amounts presented in the financial statements, but have changed the disclosures made in the financial statements. The change in terminology in the revised AASB 101 has resulted in the Balance Sheet being renamed the Statement of Financial Position, and the Cash Flow Statement being renamed the Statement of Cash Flows. The former Income Statement has been replaced with a single Statement of Comprehensive Income. In line with the new concept of "comprehensive income" the bottom of the Statement contains other Comprehensive Income that was previously included in the Statement of Changes in Equity.

In order to comply with the revised AASB 101, an additional Statement of Financial Position has been included as at the beginning of the earliest comparative period due to the correction of an error. Details are provide in Note 27.

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

Effective for annual report periods
beginning on are after:
1 January 2013
1 January 2011
1 January 2010
1 January 2010
1 January 2010
1 January 2013
1 January 2013
1 January 2011
1 July 2010
1 January 2011
1 July 2010

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

2009-5 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project includes amendments to AASB 117 Leases which revise the criteria for classification of leases involving land and buildings. Council will be required to reassess the classification of the land components of all unexpired leases that Council has entered into as at 1 July 2010, on the basis of the information existing at the inception of the relevant lease. If any such leases are reclassified to become finance leases, retrospective accounting adjustments will be processed as far as practicable.

Initial application of the other Standards/Interpretations in issue but not yet effective is not expected to have any material impact on Council's financial statements.

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

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

Judgements, estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes: Valuation of property, plant and equipment - Note 1(o) and Note 13

Impairment of property, plant and equipment - Note 1(r) and Note 13 Provisions - Note 1(w) and 1(u) and Note 16

Equity Instruments (December 2009)

Contingencies - Note 22.

1(h) Rates, levies, grants and other revenue

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

(i) Rates and levies

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

(ii) Grants, subsidies and Contributions

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

(iii) Non-Cash

Contributions

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

(iv) Rental Income

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

(v) Interest

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

1(i) Financial Assets and Financial Liabilities

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

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

Financial Assets

Cash and cash equivalents Note 1(j)

Receivables - measured at amortised cost Note 1(k)

Financial Liabilities

Payables - measured at amortised cost Note 1(t)

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

The fair value of financial instruments is determined as follows:

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

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

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

All other disclosures relating to the measurement and financial risk management of financial instruments are included in Note 28.

1(j) Cash and Cash Equivalents

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

1(k) Receivables

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

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

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

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

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

1(l) Inventories

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

Inventories held for distribution are:

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

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

1(m) Land Held for Resale

Land acquired with the intention of reselling it (with or without development) is classified as inventory. As inventory this land is valued at the lower of cost or net realisable value. Inventory items are always treated as current assets.

Profit arising upon sale of land is recognised in the Statement of Comprehensive Income on the signing of a valid unconditional contract of sale.

1(n) Investments

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

1(o) Property, Plant and Equipment

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

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

Land and land improvements

Buildings and Structures

Plant and Equipment

Road and drainage network

Water

Sewerage

Computer Network

Other assets

Work in Progress

(i) Acquisition of Assets

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

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

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

(ii) Capital and operating expenditure

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

(iii) Valuation

Land and improvements, buildings and structures and all infrastructure assets are measured on the revaluation basis, at fair value in accordance with AASB116 *Property, Plant and Equipment* and the *Local Government Finance Standard 2005*. Other plant and equipment are measured at cost.

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

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

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

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

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

(iv) Major Plant

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

(v) Capital Work in Progress

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

(vi) Depreciation

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

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

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

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

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

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

(vii) Land Under Roads

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

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

1(p) Intangible Assets

Intangible assets with a cost or other value exceeding \$10000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

Expenditure on research activities relating to internally-generated intangible assets is recognised as an expense in the period in which it is incurred.

Costs associated with the development of computer software are capitalised and are amortised on a straight-line basis over the period of expected benefit to Council.

It has been determined that there is not an active market for any of the Council's intangible assets. Therefore, the assets are recognised and carried at cost less accumulated amortisation and accumulated impairment losses.

1(q) Biological assets

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

1(r) Impairment of Non Current Assets

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

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

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

1(s) Leases

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

(i) Finance leases

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

(ii) Operating leases

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

1(t) Payables

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

1(u) Liabilities - Employee Benefits

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

(i) Salaries and Wages

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

(ii) Annual Leave

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

(iii) Sick Leave

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

(iv) Superannuation

The superannuation expense for the reporting period is the amount of the contribution the local government makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 23.

(v) Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. The proportion of long service leave that Council does not have an unconditional right to defer settlement of for at least twelve months after the reporting period, is recognised as a current liability. This liability is reported in Note 16 as a provision.

1(v) Borrowings

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

1(w) Restoration Provision

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

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

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

Gravel pits are land. The cost of the restoration provision is therefore be added to the cost of the land as an improvement and amortised over the expected useful life of the pit. Changes in the provision not arising from the passing of time are added to or deducted from the asset revaluation surplus for land. If there is no available revaluation surplus increases in the provision are treated as an expense and recovered out of future decreases if any.

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

1(x) Asset Revaluation Surplus

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

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

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

When an asset is disposed of the amount in the revaluation surplus in respect of that assets is retained in the asset revaluation surplus.

1(y) Reserves

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

(i) Sewerage Reserve

To meet the community's future needs for provision of sewerage to areas of the Shire not currently served by a sewerage scheme or to meet ongoing maintenance requirements of the existing sewerage scheme including required upgrades.

(ii) Water Reserve

To meet the community's future needs by provision of water undertaking to areas of the Shire not currently served by a water scheme or to meet ongoing maintenance requirements of the existing water scheme including required upgrades.

(iii) Building Reserve

To address future community needs for the extension, construction, purchase and acquisition of buildings as required from time to time for community amenities.

(iv) Environmental Matters Reserve

To provide funds for the implementation of the requirements of the new Environmental Protection Act and future environmental needs of the Shire.

(v) Constrained Works Reserve - Capital

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

(vi) Constrained Works Reserve - Operating

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

1(z) Joint Venture

The Council's interest in joint ventures has been recognised in the financial statements by including its share of any assets, liabilities, revenue and expenses of the joint venture within the relevant items reported in the Statement of Financial Position and Statement of Comprehensive Income where it is considered material. Information about the joint ventures is set out in Note 24.

1(aa) National Competition Policy

The Council has reviewed its activities and has identified four activities that are business activities. Details of these activities can be found in Note 29.

1(ab) Actual and Comparatives Figures

Amounts included in the financial statements have not been rounded.

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

1(ac) Trust Funds Held for Outside Parties

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

The monies are disclosed in the notes to the financial statements for information purposes only in Note 25.

1(ad) Taxation

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

Hinchinbrook Shire Council 2009/2010 Financial Statements Notes to and forming part of the Financial Statements for the Year Ended 30 June 2010

2. Analysis of results by function

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

Note	Revenue	ıne	Internal Transfers/ Subsidies	Total revenue	Recurrent Expenses	Internal Transfers	Total Expenditure	Net result for period	Assets
Functions	Recurrent 2010	Non- Recurrent 2010 \$	2010	2010	2010	2010	2010	2010	2010
Corporate Services	14,380,270.51	14,803.13	(10,799,969.00)	3,595,104.64	(3.756.121.64)	175.971.00	(3.580.150.64)	14 954 00	10 412 234 22
Developmt & Planning Services	1,454,038.52	2,149,001.23	286,114.00	3,889,153.75	(3,039,505.79)		(3,039,505.79)	849,647.96	8,608,585.58
Community Services	369,846.90	1,445,228.00	1,187,163.00	3,002,237.90	(1,392,423.52)	•	(1,392,423.52)	1.609.814.38	12.030.407.55
Health & Environment Services	394,834.52	î	985,545.00	1,380,379.52	(1,384,892.10)	ois	(1,384,892.10)	(4,512.58)	1,377,822.19
Waste Management	2,392,131.41	(78,657.69)	1	2,313,473.72	(1,943,011.16)	(193,165.00)	(2,136,176,16)	177,297.56	3.168.638.49
Infrastructure Management	11,100,771.67	4,723,801.44	8,341,147.00	24,165,720.11	(21,144,449.47)		(21,144,449,47)	3.021,270.64	150,445,512,21
Building Certification	112,800.24	1	1	112,800.24	(133,457.57)	(18,926.00)	(152,383.57)	(39,583.33)	
Water	2,510,594.49	56,004.75	i	2,566,599.24	(1,556,483.31)	(57,080.00)	(1,613,563.31)	953,035,93	18.452.309.75
Sewerage	1,742,352.92	2,335.58	i	1,744,688.50	(1,317,523.83)	93,200.00	(1,224,323.83)	520,364.67	13,131,922.08
Total	34,457,641.18	8,312,516.44	P	42,770,157.62	42,770,157.62 (35,667,868.39)	ā	(35,667,868.39)	7,102,289.23	217,627,432.07

Hinchinbrook Shire Council 2009/2010 Financial Statements Notes to and forming part of the Financial Statements for the Year Ended 30 June 2010

2. Analysis of results by function continued

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

Note	Revenue	nue	Internal Transfers/ Subsidies	Total revenue	Recurrent Expenses	Internal Transfers	Total Expenditure	Net result for period	Assets
Functions	Recurrent 2009	Non- Recurrent 2009 \$		2009	2009	2009	2009	2009	2009
Corporate Services Developmt & Planning Services	13,462,280.48 646,573.65	(4,089.35) 2,105,396.97	(11,160,579.00) 1,516,343.00	2,297,612.13 4,268,313.62	(3,604,335.97) (1,258,621.36)	133,454.00	(3,470,881.97) (1,258,621.36)	(1,173,269.84) 3,009,692.26	10,240,552.33 5,157,152.58
Community Services Health & Environment	(47,007.25) 612,680.60	2,006,000.00	1,123,015.00 802,349.00	3,082,007.75 1,415,029.60	(1,226,391.08) (1,342,669.82)	1 1	(1,226,391.08) (1,342,669.82)	1,855,616.67	10,737,208.74 1,363,230.22
Waste Management Infrastructure Management	2,153,775.30	4.739.721.69	7,718,872,00	2,153,775.30	(1,734,324.58)	(149,154.00)	(1,883,478.58)	270,296.72	3,131,429.51
Building Certification Water	94,121.46 2,309,537.49	20,500.00		2,330,037.49	(100,556.11) (1,500,014.34)	(18,375.00) (53,849.00)	(118,931.11)	(24,809.65) 776.174.15	21.162.365.70
Sewerage	1,639,408.52	(237,604.69)	1	1,401,803.83	(1,404,654.58)	87,924.00	(1,316,730.58)	85,073.25	12,090,804.80
Total	25,205,727.06	8,629,924.62	•	33,835,651.68	33,835,651.68 (24,150,936.23)	1	(24,150,936.23)	9,684,715.45	206,861,515.45

.. Analysis of results by function continued

(b) Component Programs/Function

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

Corporate Services

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

Development and Planning Services

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

Community Services

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

Health and Environmental Services

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

Waste Management

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

Infrastructure Management

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

Building Certification

To provide a Building Certification Service.

Water

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

Sewerage

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

Note

2010

\$

2009

\$

		Ψ	Φ
3.	Revenue Analysis		
(a)	Rates and Charges	10.510.000.55	12 6 57 7 7 7 7 7 6
	General rates	13,777,979.76	12,559,942.30
	Showground Lighting & Kelly Theatre Seat - Separate Rate	492,560.98	2.222.5
	Rural Fire Brigade Special Charge	7,027.70	3,240.41
	Waste Management Levy - Separate Rate	1,129,453.70	1,043,299.18
	Water Base Charge	1,751,303.49	1,610,323.18
	Water Consumption Charge	865,646.97	760,651.81
	Sewerage	1,896,983.20	1,735,348.00
	Sewerage Additional Charge	8,400.00	8,400.00
	Cleansing Charge	847,249.09	778,600.32
	Special Rate Canegrowers	160,522.15	10,500.00
		20,937,127.04	18,510,305.20
	Less: Discounts	(2,765,144.13)	(2,369,805.24)
	Less: Remissions	(219,777.38)	(219,207.42)
	Net Rates and Utility Charges	17,952,205.53	15,921,292.54
(b)	Fees and charges		
	Animal Registrations	41,390.50	43,632.40
	Application Fees	264,416.27	246,119.48
	Cemetery Fees	81,755.10	72,048.64
	Commission	14,769.47	13,927.64
	Facility Hire	50,582.96	41,568.96
	Equipment Hire	11,859.85	13,061.85
	Lease Fees	90,995.07	101,712.73
	Licence & Registration Fees	59,799.02	32,541.40
	Merchandise Sales	23,162.95	18,414.78
	Search Fees	23,587.30	17,164.10
	Waste Disposal Fees	553,245.89	460,575.38
	Other	186,972.49	172,645.85
		1,402,536.87	1,233,413.21
		1,402,550.07	1,200,110.21
(c)	Interest Received	000 515 10	50105005
	Interest received from investments	838,547.49	734,952.95
	Interest from rates and utility charges	60,238.17	31,346.98
		898,785.66	766,299.93
(d)	Sales contracts and recoverable works		
	Private Works	676,116.67	951,620.45
	Herbert Resource Information Centre	232669.02	204778.26
	Herbert River Improvement Trust	199,479.19	129,028.79
		1,108,264.88	1,285,427.50
(e)	Other recurrent income	38,117.34	96,796.81
4.	Grants, Subsidies, Contributions and Donations Operational government grants, contributions and donations are a	maless d as Callesses	
		nalysed as follows:	
(a)	그 18일이를 하는 것이 되는 이번 이루어진 아이를 보는 사람이 집에 집에 집에 집에 하는 사람이 되었다. 그런 사람이 되었다는 것이 되었다고 있다.		
	Contributions	211,394.59	209,570.67
	Contributions Specific project government subsidies & grants	11,410,356.31	3,962,094.40
	Contributions		

Note

2010

\$

2009

		Ф	Ф
(b)	Capital government grants and contributions are analysed as follows: Monetary revenue constrained for capital purposes:		
	Government grants and subsidies Contributions	12,721,525.50	8,878,720.73
	Total Constrained Revenue	713,249.72 13,434,775.22	163,139.64 9,041,860.37
		120,101,770,122	2,012,000,07
	Total Capital Revenue	13,434,775.22	9,041,860.37
(c)	Conditions over Contributions Contributions and grants which were recognised as revenues during the repo	rting period and whic	ch were obtained
	on the condition that they be expended in a manner specified by the contribureporting date:	tor but had not been	expended at the
	Grants & contributions for expenditure on infrastructure	4,965,052.52	2,813,318.69
	A CONTROL OF THE SECURE CONTROL CONTROL OF A	4,965,052.52	2,813,318.69
	Contributions and grants which were recognised as revenues in a previous reduring the current reporting period in accordance with the Council's obligation		ere expended
	Grants & contributions expended on infrastructure	2,956,590.11	107,366.01
		2,956,590.11	107,366.01
	Net increase (decrease) in restricted asset (cash) at period end	2,008,462.41	2,705,952.68
5.	Capital Income		
	Gain (loss) on the Disposal of Non-Current Assets		
	Proceeds from the sale of property, plant & equipment	22.73	291,969.69
	Less: Book value of property, plant & equipment sold	(5,139,181.72)	(703,905.44)
		(5,139,158.99)	(411,935.75)
	Proceeds from sale of land held for resale	20 4 20 7 7	
	1 Tocods from saic of faild field for resaic	114.545.45	
	Less: Cost of Land held for resale	114,545.45 (97,645.24)	
			-
		(97,645.24)	(411,935.75)
6	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets	(97,645.24) 16,900.21	(411,935.75)
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits	(97,645.24) 16,900.21 (5,122,258.78)	
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05	7,753,696.89
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration	(97,645.24) 16,900.21 (5,122,258.78)	7,753,696.89 313,560.39
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85	7,753,696.89
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23	7,753,696.89 313,560.39 1,380,490.45
6.	Less: Cost of Land held for resale Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23 1,454,346.19	7,753,696.89 313,560.39 1,380,490.45 1,345,434.49
6.	Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements Superannuation	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23 1,454,346.19 11,969,210.32	7,753,696.89 313,560.39 1,380,490.45 1,345,434.49 10,793,182.22
6.	Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements Superannuation	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23 1,454,346.19 11,969,210.32 390,460.89	7,753,696.89 313,560.39 1,380,490.45 1,345,434.49 10,793,182.22 361,086.35
6.	Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements Superannuation Other employee related expenses	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23 1,454,346.19 11,969,210.32 390,460.89 12,359,671.21	7,753,696.89 313,560.39 1,380,490.45 1,345,434.49 10,793,182.22 361,086.35 11,154,268.57
6.	Total Gain (loss) on Disposal of Non-Current Assets Employee Benefits Total wages and salaries Councillors' remuneration Annual, sick and long service leave entitlements Superannuation Other employee related expenses	(97,645.24) 16,900.21 (5,122,258.78) 8,495,600.05 296,515.85 1,722,748.23 1,454,346.19 11,969,210.32 390,460.89 12,359,671.21 (1,075,180.94)	7,753,696.89 313,560.39 1,380,490.45 1,345,434.49 10,793,182.22 361,086.35 11,154,268.57 (921,701.44)

		Note 2010	2009
		\$	\$
7.	Materials and services	232 232 23	
	Other Materials and services	761,302.81	755,945.05
	Advertising	79,162.34	43,539.78
	Audit services	87,600.22	69,421.53
	Consultancies & Professional Services	1,023,751.61	509,975.85
	Contractors & Hire Expenses	11,505,864.02	2,890,620.91
	Donations and contributions	300,023.62	288,850.53
	Electricity	784,135.27	570,770.01
	Equipment Purchases	326,644.55	429,208.86
	Freight	36,611.23	32,580.58
	Fuels & Oils	102,906.30	101,637.32
	Herbert River Improvement Trust Precept	200,000.00	200,000.00
	Insurance	288,520.56	291,951.71
	Legal Expenses	16,390.53	27,435.75
	Library Books	60,738.01	55,901.77
	Memberships/Licences/Subscriptions	161,924.83	160,714.67
	Postage	29,877.81	28,553.31
	Raw Materials	1,575,008.11	429,775.77
	Store Issues	1,006,123.82	959,476.48
	Telephone & Internet	188,965.87	184,067.71
	Tyres & Tubes Valuation Fees	77,336.82	60,751.07
	valuation rees	48,644.10 18,661,532.43	50,845.40 8,142,024.0 6
3.	Finance Costs		
	Bank charges	29,605.59	30,492.64
	Bad Debt expense	26,910.56	50, 152.01
	Refuse restoration	38,840.55	36,497.97
	Total Finance Costs	95,356.70	66,990.61
		-	
).	Depreciation and amortisation		
	Depreciation and amortisation was charged in respect of:	100 550 00	00 000 00
	Land & Land Improvements	102,552.89	90,999.98
	Buildings & Structures	585,531.99	472,650.41
	Plant and Equipment	451,576.31	514,829.11
	Road & Drainage Network	3,255,418.78	3,417,384.10
	Water	464,431.10	475,376.99
	Sewerage	464,412.38	483,707.53
	Computer Network	224,886.49	208,272.92
	Computer 1 to the contract		
	Other	77,679.05	46,133.39

		Note	2010	2009
			\$	\$
10.	Cash and cash equivalents Cash at bank and on hand		115,619.51	1,461,989.89
	Deposits at call		1,096,476.08	1,808,763.17
	Term Deposits QTC - Cash Fund		1,189,543.14 5,700,000.00	9,600,000.00
	Balance per cash flow statement	_1	8,101,638.73	12,870,753.00
	Unspent contributions Unspent Council funds restricted for State Emergency Service Total unspent restricted funds		1,875.99 63,432.22 5,504,756.98	4,907.37 52,938.97 3,496,294.5 7
11.	Trade and other receivables			
1.	Trade and other receivables Current Rates and utility charges		838,455.37	983,416.7
1.	Current Rates and utility charges Government grants and subsidies		1,681,312.15	3,800,757.1
1.	Current Rates and utility charges Government grants and subsidies GST		1,681,312.15 267,823.96	3,800,757.1 250,876.9
1.	Current Rates and utility charges Government grants and subsidies GST Other debtors		1,681,312.15 267,823.96 725,089.69	3,800,757.1 250,876.9 1,816,932.1
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts		1,681,312.15 267,823.96 725,089.69 (34,494.19)	3,800,757.1 250,876.9 1,816,932.1 (7,583.63
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee)		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58	3,800,757.1 250,876.9 1,816,932.1 (7,583.63 13,915.5
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee) Prepayments		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58 276,578.59	3,800,757.1 250,876.9 1,816,932.1 (7,583.63 13,915.5 292,121.1
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee)		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58	3,800,757.1 250,876.9 1,816,932.1 (7,583.63 13,915.5 292,121.1 6,920.0
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee) Prepayments		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58 276,578.59 6,920.00	3,800,757.1 250,876.9 1,816,932.1 (7,583.63 13,915.5 292,121.1 6,920.0
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee) Prepayments Community interest free loans Non-current Community interest free loans		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58 276,578.59 6,920.00 3,775,601.15	3,800,757.1 250,876.96 1,816,932.16 (7,583.63 13,915.56 292,121.12 6,920.06 7,157,356.06
11.	Current Rates and utility charges Government grants and subsidies GST Other debtors Less: Provision for doubtful debts Prepayments (Library Prepaid Lease Fee) Prepayments Community interest free loans Non-current		1,681,312.15 267,823.96 725,089.69 (34,494.19) 13,915.58 276,578.59 6,920.00 3,775,601.15	983,416.70 3,800,757.11 250,876.90 1,816,932.10 (7,583.63) 13,915.58 292,121.12 6,920.00 7,157,356.00

Loans relate to interest free advances made to various not for profit community organisations.

12. Inventories

Current Stores and raw materials	382.837.55	352,730.57
Stores and raw materials	382,837.55	352,730.57

4,686,972.62 2,088,881.50 15,518,436.60 (9,932,916.51) 5,342,749.16 (3,168,389.98) 308,587,822.72 319,516,091.97 (122,662,524.72) (5,626,488.99) (124,681,549.57) 194,834,542.40 2010 Total 6,307,174.05 12,980,284.34 15,518,436.60 (22,191,546.89) 6,307,174.05 Work in Progress 2010 Cost 1,890,648.70 2,539,160.40 80,887.16 801,772.71 (339,046.62) (77,679.05) 2,203,321.89 5 - 100 (153,261.01) (335,838.51)Other 2010 Cost 1,596,155.75 (913,728.17) 457,541.09 3-17 48,622,44 (224,886.49) (1,138,614.66),547,533.31 Computer Network 2010 Cost (8,738.55) (80,542,256.11) (13,071,237.00) (11,902,893.24) 22,576,859.58 (464,412.38) (12,943,115.58) 21,155,488.98 7,674.13 (583,484.09) 9,633,744.00 1,231,673.00 48,029.68 Revaluation Sewerage (13,894,881.87) (377,727.71) 5-75 1,034,944.53 (464,431.10)28,259,997.56 (18,514.19)847,205.64 30,123,633.54 18,513.94 16,228,751.67 Revaluation Water 2010 204,073,110.58 12,556,199.09 210,758,887.56 (2,207,178.18)3,474,745.02 (3,255,418.78) 4,427,466.56 (79,502,667.60) 131,256,219.96 12 - 100 49,558.97 (9,394,726.10) 55,630,745.00 2,074,718,91 Revaluation Drainage Road & Network 2010 (11,885,177.97) (2,947,520.81) 4-15 241,341.24 (451,576.31) 6,741,189.57 (111,146.56) (3,342,913.49) 3,528,470.76 1,864,050.00 6,871,384.25 56,183.63 Equipment Plant and 2010 Cost (12,360,300.17) 5,245,728.75 156,530.10) (585,531.99) 14,162.59 18,238,057.62 10-100 30,598,357.79 96,247.20 25,558,718.11 (49,558.97)Buildings & Structures Revaluation 2010 (1,060,664.80)8,144,479.05 (1,163,217.69) 1,126,032.46 (90,000,00) (102,552.89)6,981,261.36 Property, Plant and Equipment Improvements 7,469,727.56 Land: Not Improvements: Land & Land (361,280.97) depreciated. Revaluation Range of estimated useful life in Opening gross value as at 1 July Depreciation provided in period Revaluation adjustment to asset Book value as at 30 June 2010 Impairment adjustment to asset Revaluation adjustment to asset Accumulated depreciation as Fransfers between asset groups Closing gross value as at 30 Opening balance as at 1 July Completed Asset transferred Accumulated Depreciation Depreciation on disposals Transfers between classes from Work in Progress Basis of measurement revaluation surplus revaluation surplus at 30 June 2010 Residual Value Asset Values June 2010 Additions

Notes to and forming part of the Financial Statements for the Year Ended 30 June 2010

Hinchinbrook Shire Council 2009/2010 Financial Statements

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Notes to and forming part of the Financial Statements for the Year Ended 30 June 2010 Hinchinbrook Shire Council 2009/2010 Financial Statements (7,925,400.33) 17,144,436,26 308,587,822.72 2,471,437.34 177,612.43 287,737,168.73 (2,490,648.45) (108,537,666.76) (5,709,354.43) 1,786,743.01 (4,602,077.85) (8,249,218,46) (122,662,524.72) 185,925,298.00 14,122,266.51 Total 2009 4,879,578.67 12,980,284.34 12,980,284.34 14,122,266.51 (6,021,560.84) Progress Work in 2009 12,471.00 (68,316.50) (350,843.57) 57,930.34 462,726.09 857,618.21 801,772.71 (46,133.39)(339,046.62) Other 2009 5 - 100 (705,455.25) (208,272.92) 633,805.14 1,239,105.88 308,427.43 (913,728.17) 1,547,533.31 Computer Network 2009 3-17 (12,238,250.03) 21,277,828.59 950,279.40 (1,072,619.01) 21,155,488.98 (483,707.53) (11,902,893.24) 9,252,595.74 992,336.00 819,064.32 Sewerage 2009 5-70 (12,595,860.01) 28,259,997.56 (13,071,237.00) 15,188,760.56 28,056,507.05 203,490.51 (475,376.99) Water 2009 5-75 (67,245,920.59) (80,542,256.11) 3,160,538.39 (3,417,384.10)123,530,854.47 204,073,110.58 309,132.53 (4,587,915.26) 192,317,358.58 (7,950,405.13) (598,817.52) 17,144,436.26 (8,249,218,46) 55,644,080.00 Drainage Road & Network 2009 12 - 100 (3,033,307.52) (514,829.11) 6,268,497.29 1,223,587.70 (2,947,520.81)3,793,668.76 1,789,550.00 (750,895.42) 2,471,437.34 600,615.82 6,741,189.57 177,612.43 Equipment Plant and 2009 4-15 25,558,718.11 118,746.97 (11,398,364.97) (472,650.41) 13,673,540.14 25,414,966.34 25,004.80 (14,162.59)(11,885,177.97) Buildings & Structures Property, Plant and Equipment Amended Prior Year 2009 10 - 100 (969,664.82) (86.666,06) 7,469,727.56 (1,060,664.80) 6,409,062.76 7,425,708.12 44,019,44 Land & Land Improvements Improvements: 2009 depreciated. Land: Not Completed Asset transferred from Accumulated depreciation as at 30 June 2009 Range of estimated useful life in Depreciation provided in period Depreciation adjustment correct Adjustment to opening balance Adjustment to opening balance Closing gross value as at 30 Book value as at 30 June 09 Accumulated Depreciation Written off on disposals Revaluations in period error in Asset data Work in Progress Opening balance Opening balance Additions at cost Residual Value Asset Values error Note 27 Revaluation Impairment Adjustment June 2009 Disposals Note 27 years

Note	2010	2009
	\$	4

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

(c)

(i) Land

The land was valued using an index provided by AssetVal Pty Ltd as at 30th June, 2010.

(ii) Buildings

Buildings revalued by the Manager Engineering Services at 30th June, 2008.

(iii) Network Assets

Water and Sewerage Infrastructure were valued by the Water and Sewerage Manager at 30th June, 2010. Road Infrastructure were valued by the Manager Engineering Services at 30th June, 2010.

		di Julie, 2010.	
14.	Trade and other payables		
	Current		
	Creditors and accruals	2,979,806.95	3,888,337.49
	Annual leave	1,442,332.01	1,351,386.03
	Rostered days off	66,274.06	86,820.68
	Time in lieu	25,787.91	28,163.23
		4,514,200.93	5,354,707.43
15	Borrowings		
	Loans - Queensland Treasury Corporation	*	-
	Queensland Treasury Corporation balance of loan in redraw facility	6,000,000.00	-
	Bank Overdraft		
	The Council has an unsecured overdraft facility to a limit of	150,000.00	150,000.00
	leaving an unused facility (excess of limit)	150,000.00	150,000.00
16.	Provisions		
	Current		
	Long Service Leave	1,622,116.95	1,498,323.48
		1,622,116.95	1,498,323.48
	Non-Current		
	Ingham Landfill Refuse Restoration	592,233.75	575,543.00
	Taylors Beach Landfill Refuse Restoration	191,990.82	186,580.00
	Forrest Beach Landfill Refuse Restoration	122,559.05	119,105.00
	Lucinda Landfill Refuse Restoration	91,425.62	88,849.00
	Warrens Hill Landfill Refuse Restoration	333,304.66	602,357.97
	Long Service Leave	165,538.05	120,618.95
		1,497,051.95	1,693,053.92
	Ingham Landfill Refuse Restoration		
	Balance at beginning of financial year	575,543.00	
	Increase in provision due to revised estimate of works	16,690.75	
	Balance at end of financial year	592,233.75	

This is based on an estimate to undertake remediation works at the closed Ingham landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 5 years and Council is continuing to investigate options for remediation works.

	Note	2010	2009
		\$	\$
Taylors Beach Landfill Refuse Restoration			
Balance at beginning of financial year		186,580.00	
Increase in provision due to revised estimate of works		5,410.82	
Balance at end of financial year		191,990.82	
This is based on an estimate to undertake remediation works at the closed Taylors Beach landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 5 years.			
Forrest Beach Landfill Refuse Restoration			
Balance at beginning of financial year		119,105.00	
Increase in provision due to revised estimate of works		3,454.05	
Balance at end of financial year		122,559.05	
This is based on an estimate to undertake remediation works at th closed Forrest Beach landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 5 years.			
Lucinda Landfill Refuse Restoration			
Balance at beginning of financial year		88,849.00	
Increase in provision due to revised estimate of works		2,576.62	
Balance at end of financial year	_	91,425.62	
This is based on an estimate to undertake remediation works at the closed Lucinda landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 5 years.			
Warrens Hill Landfill Refuse Restoration			
Balance at beginning of financial year		602,357.98	
Increase in provision due to unwinding of discount		38,852.44	
Increase (decrease) in provision due to change in discount rate		38,840.55	
Decrease in Provision adjusted to Asset Revaluation Reserve	_	(346,746.29)	
Balance at end of financial year	-	333,304.67	
This is the present value of the estimated cost of restoring the Warrens Hill refuse disposal site to a useable state at the end of its useful life. The projected cost is \$1,641,638 and this cost is expected to be incurred in 2037 after closing the site that year.			
Long service leave			
Balance at beginning of financial year		1,618,942.43	
Long service leave entitlement arising		300,320.60	
Long Service entitlement extinguished		(11,933.14)	
Long Service entitlement paid	_	(119,674.89)	
Balance at end of financial year	-	1,787,655.00	
Other Liabilities			
Current			
Unearned revenue		57,627.39	35,657.37
	-	57,627.39	35,657.37
	-	-1,5-41.02	22,007,107

17.

		Note	2010	2009
			\$	\$
18.	Asset Revaluation Surplus			
	Movements in the asset revaluation surplus were as follows:			
	Balance at beginning of period		60,055,847.75	55,878,592.54
	Buildings		14,162.59	(810.85
	Road and bridge network		3,325,523.58	4,178,066.06
	Water & Sewerage		1,268,073.31	
	Land	1,5	(53,387.11)	
	Balance at the reporting date	-	64,610,220.12	60,055,847.75
	Asset revaluation surplus analysis			
	The closing balance of the asset revaluation surplus comprises the			
	following asset categories:			
	Land and improvements		3,379,884.83	3,433,271.94
	Buildings		1,445,868.56	1,431,705.9
	Road, drainage and bridge network		50,979,406.00	47,653,882.42
	Water		6,480,085.44	6,010,607.5
	Sewerage		2,324,975.29	1,526,379.9
		-	64,610,220.12	60,055,847.75
19.	Retained Surplus			
	Movements in the retained surplus were as follows:		100 007 (20 27	100 666 565 15
	Retained surplus at the beginning of financial year		129,297,638.37	122,666,565.17
	Result from ordinary activities		7,102,289.23	9,684,715.4
	Transfers (to) from capital reserves for future capital project funding, or from reserve funds that have been expended:			
	Building reserve		795,236.88	
	Constrained works reserve		(2,148,348.30)	(2,592,480.34
	Transfers (to) recurrent reserves for future project funding,		(2,140,340.30)	(2,392,400.34
	or from reserve funds that have been expended:			
	Sewerage reserve		1,460,831.96	(161,751.00)
	Water reserve		3,124,104.72	(363,551.00
	Environmental matters reserve		49,819.00	(505,551.00)
	Constrained works reserve		139,885.89	(113,472.34)
	Depreciation adjustment due to correction of error		-	177,612.43
	Retained surplus at the end of the financial year	-	139,821,457.75	129,297,638.37
0.	Other Reserves			
	(a) Reserves held for future capital expenditure:			705 226 00
	(i) Building reserve		E 224 175 (1	795,236.88
	(ii) Constrained works reserve		5,324,175.61	3,175,827.31
	(b) Reserves held for future recurrent expenditure:			1 460 921 0
	(i) Sewerage reserve		-	1,460,831.96
	(ii) Water reserve		-	3,124,104.72
	(iii) Environmental matters reserve		100 501 27	49,819.00
	(iv) Constrained works reserve	-	180,581.37	320,467.26
		_	5,504,756.98	8,926,287.13

	Note	2010	2009
		\$	\$
Reserves held for future capital expenditure:			
(i) Building reserve		707.326.00	505.22 6.00
Balance at beginning of period Transfer from retained surplus funds for future expenditure		795,236.88	795,236.88
Transfer to retained surplus funds expended in the period. Balance at the reporting date	-	(795,236.88)	795,236.88
	_		,
(ii) Constrained works reserve			
Balance at beginning of period		3,175,827.31	583,346.97
Transfer to retained surplus funds expended in the period.		(2,731,233.06)	(23,749.40)
Transfers from the retained surplus grants, subsidies and contributions, constrained for capital purposes, received in period.		4,879,581.36	2616229.74
Balance at the reporting date		5,324,175.61	3,175,827.31
Reserves held for future recurrent expenditure:			
(i) Sewerage reserve			
Balance at beginning of period		1,460,831.96	1,299,080.96
Transfer to retained surplus funds for future expenditure			
Transfer from retained surplus funds for future expenditure		(1,460,831.96)	161,751.00
Balance at the reporting date	-	· ·	1,460,831.96
(ii) Water reserve		2 124 104 72	2 560 552 50
Balance at beginning of period Transfer to retained surplus funds for future expenditure		3,124,104.72	2,760,553.72
Transfer from retained surplus funds for future expenditure		(3,124,104.72)	363,551.00
Balance at the reporting date		-	3,124,104.72
(iii) Environmental matters reserve		40.040.00	10.010.00
Balance at beginning of period Transfer of funds to the statement of appropriations		49,819.00	49,819.00
Transfer from the statement of appropriations for future expenditure		(49,819.00)	
Balance at the reporting date	_	(15,015,105)	49,819.00
(iv) Constrained works reserve			
Balance at beginning of period		320,467.26	206,994.92
Transfer of funds to the statement of appropriations		(225, 357.05)	(83,616.61)
Transfer from statement of appropriations for future expenditure	_	85,471.16	197,088.95
Balance at the reporting date	-	180,581.37	320,467.26
Commitments for Expenditure (a) Contractual Commitments Contractual commitments at balance date but not recognised in the financial	al		
statements are payable as follows:		20.4 E0.2 20	CO. 5 CO
Contract for refuse disposal over 8 years expires 30 June 2013		624,785.22	625,698.51
		624,785.22	625,698.51

21.

Note	e 2010	2009
	\$	\$
(b) Capital Commitments		
Commitment for the construction of the following assets contracted for at		
the reporting date but not recognised as liabilities, payable:	10.714.00	
Tender 10/11 Warrens Hill Pavement Performance Investigation	10,714.00 56,846.08	
Tender 10/04 Kelly Theatre Renovations		
Tender 10/03 IT Servers, Server Virtualisation etc	88,865.64	-
Tender 09/79 Showground lighting Renewal	34,772.04	-
Tender 09/52 Technology Learning Centre	3,466,626.52	
Tender 09/22 Consultancy for Ingham CBD Street Scaping		33,749.09
Tender 09/04 Road Stabilising various roads	4.1	492,573.57
Tyto Wetlands - Civil, Electrical and Landscaping - Stage 1	4	2,801,869.00
	3,657,824.28	3,328,191.66

22. Contingent Liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Workcare

The Hinchinbrook Shire Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstance arise.

The Council's maximum exposure is:	117,400.34	108,991.61

Local Government Mutual

(c) The Hinchinbrook Shire Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or being unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect of any year that a deficit arises.

As at June 2009 the financial statements reported an accumulated surplus of \$9,768,415 and it is not anticipated any liability will arise.

Note	2010	2009
	¢	¢

23. Superannuation

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

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

The scheme has two elements referred to as the Defined Benefits Fund (DBF) and the Accumulation Benefits Fund (ABF). The ABF is a defined contribution scheme as defined in AASB 119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the Local Government Act 1993.

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

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

The audited general purpose financial report of the scheme as at 30 June 2009 (the most recent available) which was not subject to any audit qualification, indicates that the assets of the scheme are sufficient to meet the vested benefits.

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

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

Council has been advised by the trustee of the scheme, following advice from the scheme's actuary, that additional contributions may be imposed in the future at a level necessary to protect the entitlements of DBF members. Under amendments to the Local Government Act 1993 passed in June 2009, the trustee of the scheme has the power to levy additional contributions on councils which have employees in the DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members' benefits.

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

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

1,454,346.19	1,345,434.49
1,737,370.17	1,373,737,77

Note	2010	2009
	¢	¢.

24 Joint Venture

25.

(a) Herbert Resource Information Centre

The Council has a one sixth share (2009 - one sixth share) joint venture interest in Herbert Resource Information Centre, the principal activity is a GIS facility providing improved access to a range of information to organisations and individuals to assist better resource planning and management in the Herbert River Catchment.

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

Share of joint venture revenue, expenses:	1/6th Share	1/6th Share
Ordinary revenues	83,641.68	75,002.40
Ordinary expenses	83,599.51	49,613.57
Share of net result	42.17	25,388.83
Share of joint venture assets and liabilities:		
Assets		
Cash	48,765.50	57,031.94
Debtors	2,136.58	1,671.40
Property Plant and Equipment	35,746.76	40,637.51
Liabilities		
Leave Liabilities	12,037.31	13,300.61
Creditors	6,120.12	17,591.00
Net assets	68,491.41	68,449.24
(b) Hinchinbrook Community Wetlands		
Ordinary revenues	12,500.00	12,500.00
Ordinary expenses	28,031.38	30,176.91
Net result	(15,531.38)	(17,676.91)
Constrained Works Reserve	1,875.99	4,907.37
Sewerage Infrastructure Assets 50% only	557,283.91	568,776.32
Trust Funds		
Monies collected or held on behalf of another entity yet to be paid out to or on behalf of that entity	196,241.54	253,020.95
on the order	196,241.54	253,020.95

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

Note

2010

ow	
7,102,289.23	9,684,715.45
5,626,488.99	5,709,354.43
(618,789.72)	(9,750.40)
307,893.86	
5,315,593.13	5,699,604.03
5,122,258.78	411,935.75
5,122,258.78	411,935.75
3,404,320.43	(5,119,266.24)
(30,106.98)	27,261.20
(840,506.50)	2,579,378.43
(72,208.50)	85,948.76
21,970.02	(24,978.00)
2,483,468.47	(2,451,655.85)
20,023,609.61	13,344,599.38
	5,626,488.99 (618,789.72) 307,893.86 5,315,593.13 5,122,258.78 5,122,258.78 3,404,320.43 (30,106.98) (840,506.50) (72,208.50) 21,970.02 2,483,468.47

27. Correction of error

In the process of valuing the Council's assets at 30 June 2010, it was discovered that certain roads had been omitted from previous financial reports and Asset register road data were overstated for certain roads. This error has been corrected by adjusting the opening balances at 1 July 2008 and the comparative amounts for 2008-09. The adjustments are as follows:

	As at 30 June 2009	As at 1 July 2008
Gross value of roads added	1,879,225.09	1,879,225.09
Accumulated depreciation	(173,729.66)	(155,562.09)
Gross value of roads disposed	(9,804,625.42)	(9,804,625.42)
Accumulated depreciation	2,822,779.43	2,626,999.43
Accumulated impairment	115,884.74	115,884.74
Net value of Property Plant & Equipment	(5,160,465.82)	(5,338,078.25)
Changes in Community Equity		
Retained Surplus - Depreciation Expense	177,612.43	
Retained Surplus - Net Value of Property Plant & Equipment	(5,338,078.25)	(5,338,078.25)
Total Changes in Community Equity	(5,160,465.82)	(5,338,078.25)

The depreciation charge for the period ended 30 June 2010 was calculated after the error was discovered and therefore did not need correction.

A restated Statement of Financial Position has been included in the financial statements as at 1 July 2008.

2009

28. Financial Instruments

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

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

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

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

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

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

(i) Credit Risk

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

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

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

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

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

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

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

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

Financial Asset	30/06/2010	30/06/2009
Cash and Cash equivalents - QTC	5,700,000	9,600,000
Cash and Cash equivalents - Bank	12,399,949	3,269,063
Cash and Cash equivalents - Other	1,690	1,690
Receivables - Rates	838,455	983,417
Receivables - Other	2,646,652	5,867,903
Total	21,586,746	19,722,072

28. Financial Instruments Continued

Past due or impaired

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

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

	Fully Performing	Past Due	Impairment	Total
Receivables	2,681,146	838,455	(34,494)	3,485,107

(ii) Liquidity Risk

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

Council manages its exposure to liquidity risk by maintaining sufficient undrawn facilities, both short and long term, to cater for unexpected volatility in cash flows. These facilities are disclosed in the Note 15.

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

Financial Liabilities	0-1 Year	1-5 Years	Over 5 years	Total
2010	3,037,434		-	3,037,434
2009	3,923,995	10	-	3,923,995

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

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

	2010	2009
	\$	\$
Bank overdraft facility	150,000	150,000

Interest Rate Risk

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

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

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

Interest Rate Sensitivity Analysis

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

	Net Carrying Amount		Pre	Profit		Equity	
	30/06/2010	30/06/2009	30/06/2010	30/06/2009	30/06/2010	30/06/2009	
Financial Assets	18,101,639	12,870,753	181,016	128,708	181,016	128,708	
Financial Liabilities	-	. 6	1	1.7	+	- A	

29. National Competition Policy

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

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

- (a) Roads business activity means
- (i) the construction or maintenance of State controlled roads for which the local government submits an offer to carry out work in response to a tender invitation other than through a sole supplier arrangement; or
- (ii) submission of a competitive tender for construction or road maintenance on the local government's roads which the local government has put out to tender, or called for by another local government.
- (b) Other business activity means
- (i) trading in goods and services to clients in competition with the private sector; or
- (ii) submission of a competitive tender in the local government's own tendering process in competition with others for the provision of goods and services to itself.

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

These business activities are referred to as type 3 activities.

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

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

Water

Sewerage

Waste Management

Building Certification

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

	Water	Sewerage	Waste Management	Building Certification
	Actual	Actual	Actual	Actual
	\$	\$	\$	\$
Revenue for services provided to the Council	121,006	17,527	68,926	9
Revenue for services provided to external clients	2,566,599	1,740,814	2,336,628	112,800
* Community service obligations	200,576	232,695	67,287	8
	2,888,181	1,991,036	2,472,841	112,800
Less: Expenditure	2,244,041	1,617,873	2,187,365	152,384
Surplus / (deficiency)	644,140	373,163	285,476	(39,584)

Community Service Obligations			
Fire Service	37,494		
Water Access Concessions	161,042		
Extensions	2,040		
Uneconomical sewerage supply – Lucinda		110,085	
Sewerage Access Concessions		121,870	
Uneconomical sewerage extension - Dickson St		740	
Collection of street litter			67.287

HINCHINBROOK SHIRE COUNCIL MANAGEMENT CERTIFICATE For the year ended 30 June 2010

This general purpose financial statements have been prepared pursuant to section 532 of the *Local Government Act 1993*, the *Local Government Finance Standard 2005* (the Standard) and other prescribed requirements.

In accordance with Section 48 of the Standard we certify that -

- (i) the relevant recording and reporting procedures have been complied with in the preparation of the financial statements; and
- (ii) the financial statements, as set out on pages 1 to 36, have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the financial performance and cash flows of Hinchinbrook Shire Council for the financial year 1 July 2009 to 30 June 2010 and of the financial position as at the end of that year.

& Giandomenico

Mayor

Date: 26/10/2010

R W Clark

Chief Executive Officer

Date: 26/10/2010

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Hinchinbrook Shire Council

Matters Relating to the Electronic Presentation of the Audited Financial Report

The auditor's report relates to the financial report of Hinchinbrook Shire Council for the financial year ended 30 June 2010 included on Hinchinbrook Shire Council's website. The Council is responsible for the integrity of the Hinchinbrook Shire Council's website. I have not been engaged to report on the integrity of the Hinchinbrook Shire Council's website. The auditor's report refers only to the statements named below. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hard copy of the audited financial report, available from Hinchinbrook Shire Council, to confirm the information included in the audited financial report presented on this website.

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

Report on the Financial Report

I have audited the accompanying financial report of Hinchinbrook Shire Council, which comprises the statement of financial position as at 30 June 2010, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Financial Report

The Council is responsible for the preparation and fair presentation of the financial report in accordance with the *Local Government Act 1993* and *Local Government Finance Standard 2005* including compliance with Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement in the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the

purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

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

Independence

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

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

Auditor's Opinion

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

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report has been drawn up so as to present a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of the Hinchinbrook Shire Council for the financial year 1 July 2009 to 30 June 2010 and of the financial position as at the end of that year.

RJ Dunstan

as Delegate of the Auditor-General of Queensland

Townsville

Dated: ...5.../.../2010



PURPOSE

The purpose of this revenue policy is to set out the principles used by Council in 2009/2010 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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Version No: 1.0 Initial Date of Adoption: [12th March, 2009] Current Version Adopted: [10th August, 2009] Next Review Date: [February 2009]



- 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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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 during the period of the valuation which becomes effective for rating purposes from 1st July, 2009.

The differential rate categories are:-

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POLICY Revenue Statement

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.	8.77	\$227.44
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.	4.95	\$227.44
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.	9.13	\$307.67
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.	7.86	\$503.06
5	Residential land Unimproved Valuation \$0-\$44500	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved value 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.	1.90	\$793.54

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POLICY Revenue Statement

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 value 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.	1.36	\$849.85
7	Residential land Unimproved Valuation \$80001- \$110000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved value 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.	1.10	\$1088.91
8	Residential land Unimproved Valuation \$110001 - \$185000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved value 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.	0.99	\$1219.05
9	Residential land Unimproved Valuation \$185001- \$255000	Land Use code 01,02, 04, 05, 06, 08, 09 or 72; and Unimproved value 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.	0.86	\$1832.00

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POLICY Revenue Statement

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 value > \$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.	0.81	\$2203.74
11	Island	All rateable properties situated on Pelorus Island or Orpheus Island.	1.61	\$828.84
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.	13.21	\$828.84
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	2.52	\$868.31
14	Commercial Unimproved Valuation \$0-\$5000	Land Use code 03, 07 or 10 to 47 inclusive or 49; and Unimproved value 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.	15.80	\$793.02

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POLICY Revenue Statement

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 value 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 value between \$5001-\$50000 inclusive. Exclude properties within category 20 & 21.	2.46	\$828.84
16	Commercial Unimproved Valuation \$50001- \$355000	Land Use code 03, 07, 10 to 47 inclusive or Land Use code = 49; and Unimproved value 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 value between \$50001-\$355000 inclusive. Exclude properties within category 20 & 21.	1.48	\$1233.22
17	Commercial Unimproved Valuation > \$355000	Land Use code 03, 07, 10 to 47 inclusive; and Unimproved value greater than \$355000; or Properties with Land Zoning for commercial/industrial purposes and with land use code = 01 or 04 only; and with Unimproved value greater than \$355000 Exclude properties within category 20 & 21.	0.95	\$5254.00
18	Commercial - Caravan Parks Only Unimproved Valuation > \$355000	Land Use code = 49; and Unimproved value greater than \$355000; or Exclude properties within category 20 & 21.	0.67	\$4369.49

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POLICY Revenue Statement

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.	0.86	\$793.66
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.	4.94	\$828.84
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.	3.09	\$828.84
22	Rural	Land Use Code between 60-95 inclusive excluding 72 and 88; Or any property that does not fall within any other category; and Excluding properties included in categories 12-21 and 23.	1.62	\$828.84
23	Timber	Land Use Code 88	4.94	\$828.84

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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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.

Assessment No.	Owner & Improvement	% Remission
54866	Q.C.W.A Halifax/Hall	100%
55912	Q.C.W.A Upper Stone/Hall	100%
51545	Q.C.W.A Long Pocket/Hall	100%
54482	H.R. Museum Gallery/Museum	100%
55967	Aust. Volunteer Coastguard/Building	100%
50481	St. Vincent Di Paul - Ingham/Shop	100%
54075	Parents Support Group/House	100%
53964	Parents Support Group/House	100%
51974	Parents Support Group/House	100%
54467	Ingham Potters Society Inc/Clubhouse	50%
54241	H.R.S.P.C.A./Animal Shelters	100%
52401	Forrest Beach S.L.S.C./Clubhouse	100%
56346	Ingham Kindergarten Assoc/Kindergarten	100%
55919	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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Assessment No.	<u>Owner</u>	Address/Improvements
50232	Herbert River Apex	Ingham/Pensioner Units
51075	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:-

Assessment no.	Owner
50232	Herbert River Apex
51075	Lower Herbert/Halifax Lions Club
56802	Forrest Glen Retirement Village

1.3 Rates Instalment Policy with discount

Accomment No.

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

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

Main levy 1st Discount Due Date is 30 days from the date of issue. Main Levy 2nd Discount Due Date is 44 days from date of issue.

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

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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 1st Discount Due Date - 30 days from date of issue.

Main Levy 2nd Discount Due Date - 44 days from date of issue.

Main Levy Due Date 31st December, 2009.

Interest charges apply on Main Levy current rates and charges from 1st January, 2010 where an instalment arrangement has not been entered.

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

Supplementary Levy Due Date – 60 days from date of issue if that date is greater than 31st December 2009 or if date is less than 31st December, 2009 the due date is 31st December, 2009.

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.

<u>Arrangement to Pay Agreement–Main Levy or Supplementary Levy with due date before</u> 31st December, 2009

- (1) All rates and charges in arrears must be paid in full and a signed agreement must be received by Council on or before Main Levy Due Date.
- (2) Payments must be structured and made to reduce the amount of current overdue rates as at 31st March 2010 to 50% or less of current financial year rates;
- (3) Payments must be structured and made to clear all current overdue rates by 30th June 2010.

Arrangement to Pay Agreement - Supplementary Levy due date after Main Levy Due Date

- (1) All rates and charges in arrears must be paid in full and a signed agreement must be received by Council on or before the Supplementary Due Date
- (2) Payments must be structured and made to clear all current rates and charges by 30th June, 2010.

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

1.6 <u>Interest Charges</u>

<u>Due Dates – Main Levy and Supplementary Levies</u>

Main Levy

Main Levy 1st Discount Due Date - 30 days from date of issue.

Main Levy 2nd Discount Due Date - 44 days from date of issue.

Main Levy Due Date 31st December, 2009.

Interest charges apply on Main Levy current rates and charges from 1st January, 2010 where an instalment arrangement has not been entered.

Supplementary Levy

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

Supplementary Levy Due Date – 60 days from date of issue if that date is greater than 31st December 2009 or if date is less than 31st December, 2009 the due date is 31st December, 2009

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 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 10 per centum (10%) compound interest calculated on daily rests; and
- b) Shall apply as from the day after the due date.

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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, Rural Fire Services Levy Seymour and Elphinstone Bridge Charge, who pays the whole of such rates and charges by the 1st Discount Due Date being thirty 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, Rural Fire Services Levy Seymour and Elphinstone Bridge Charge, who pays the whole of such rates and charges after first discount date and on or before second discount date being after thirty (30) days but within forty-four (44) days after notice is given.

<u>Supplementary Levy</u> - 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, Rural Fire Services Levy Seymour and Elphinstone Bridge Charge, 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, Rural Fire Services Levy Seymour and Elphinstone Bridge Charge, 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 2009/10 financial year:

- (i) Rateable land A charge of \$157.60 per annum for the provision of a 240 litre "Mobile Garbage Bin" of a domestic waste collection service per week and a 240 litre "Mobile Garbage Bin" recyclable waste collection service per fortnight;
- (ii) Non-Rateable land 1st service \$329.36 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 - \$157.60 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 \$107.95 per annum.

An additional fortnightly 240 litre recyclable waste collection service will be provided at a charge of \$49.65 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, 2009; 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 \$171.76 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 is priced to generally recover fixed costs of the Water Activity. The consumption charge is per kilolitre and is generally priced to recover the long run marginal costs associated with supplying water. 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 59 cents net per kilolitre (discount for early payment shall not apply) levied on the metered water consumption for all properties in the supply area for water consumption notices issued after 30th September, 2009 with the charge remaining at 55 cents net per kilolitre for the first water consumption notice issued after 30th June, 2009.

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 \$292.10 Gross per annum for which the adopted discount for early payment of rates shall apply, shall be levied as follows:-

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

Each water meter connection according to the following sizes:-

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

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

Each separate residential use = One Base Charge per use

Actual Occupation or Not

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

CONCESSIONS

(a) Recreation/Sporting /Charitable Consumer

Public sportsgrounds, Golf Club and Bowling Clubs, Band Centre, QWCA, 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 assess taking into consideration the meter size that would apply if the residential uses were separately metered.

(d) Fire Fighting Services

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

(e) Cane Farm Definition

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

(e) Separate Parcels of land with no access

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

Special Agreements or Arrangements

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





Council has entered into the following special agreements:-

L1-2 RP745005 Parish of Cordelia 2 Vacant parcels of land No charge for this land while the

Land remains with the current Ownership details. The owners Previously donated land to Council In the vicinity of the memorial

Gardens.

L7 RP804431 Parish of Cordelia 1 parcel of land Council negotiations to acquire a

Grazing land Drainage Easement within this land Resulted in no water charges to this

Land.

Valuation 363/0 Farm 10 parcels of land 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 will apply to each separate reading route and separate notices will issue.

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(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:

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106782, 100365, 100477, 100488, 100501, 100537, 100667, 100781, 100834, 100901, 100930, 100937, 100949, 100991, 101069, 101128, 101140, 101411, 101446, 101693, 101759, 101834, 101850, 101918, 102008, 102079, 102093, 102244, 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, 100351
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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, 104711

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:-

\$82.32 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.

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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.

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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.

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Use to Which Land is Put Whether Occupied or Not Number of Units 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 Horne 168 Dwelling House 7 Flats each 7 Flats each 7 Forestry Administration Centre 14 Hall (ATC Cadets) 10 Hotspital 128 Hotel 60 Hotel Accommodation/Backpackers per room 0.5 Ingham TAFE/Library Complex 55 Licensed Social Club 32 Licensed Sporting Club 32 Licensed Sporting Club 32 Licensed Sporting Club 32 Licensed Sporting Club 32 Motel - small (Rooms < 10) 20 Motel - medium (Rooms 11 - 25) 60 Motel - large (Rooms > 25) 70 Multi-tenancy premises	SCHEDULE 1	
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Revenue Statement

Crystal Creek Rural Fire Brigade – Special Rate

In Councils opinion each parcel of rateable land identified on Crystal Creek Rural Fire Brigade Map (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 2009/2010 budget is \$2,375.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$900.00 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Bambaroo Rural Fire Brigade – Special Rate

In Councils opinion each parcel of rateable land identified on on Bambaroo Rural Fire Brigade Map (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 2009/2010 budget is approximately \$2,250.00 for operational expenses and approximately \$6000 being set aside for the longer term plan to acquire a shed valued at \$25,000 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$2,440.00 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Seymour Rural Fire Brigade – Special Rate

In Councils opinion each parcel of rateable land identified on Seymour Rural Fire Brigade Map (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 Seymour Rural Fire Brigade.

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$3,700 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 \$3825 per annum to be contributed to the Seymour Rural Fire Brigade.

Elphinstone Bridge - Special Rate

Council raises revenue from benefited landowners over 8 financial years to contribute towards additional costs to construct Elphinstone Bridge to a higher standard.

Council has by resolution on 10th August, 2009 adopted an overall plan for the recovery of the Elphinstone Bridge project from the benefited landowners. 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.

The final payment is levied for the 2009/2010 budget by allocating the total value payable between parcels of land according to cane production over the seven (7) year period. Interest is payable in arrears, so a final special rate includes interest for 2008/2009 also.

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In Councils opinion each parcel of rateable entered into a special agreement with Council will specially benefit by the extent of sugar cane tonnage produced on the benefited land and will be levied on that basis.

Rateable Assessment	Sugar Cane	Levy
	Tonnage Produced	Amount
104984	11231.91	\$4372.81
101575	9760.48	\$3799.95
103743	17218.30	\$6703.44
103891	16725.03	\$6511.40
105875	243672.06	\$122087.67
100911	18760.97	\$7304.03
101588	2111.86	\$3110.33
106397	6531.95	\$2543.02
102998	9808.85	\$3818.79
105586	695.34	\$270.71
TOTAL	412313.75	\$160522.15

The agreement states that payments are due on 1st July, 2009. Rate Levies for this Special Rate will issue on 11th August, 2009 following adoption of the 2009-2010 budget.

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 \$75.00 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 replace the Showground Lights \$700,000 and the Kelly Theatre Seats \$130,000 levied over two years. Applications for Sport and Recreation Funding towards the cost of the replacement of the Showground Lights has been unsuccessful.

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.

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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 \$13,596,921 as shown in the Council's budget. Council has considered the principles for making rates and charges especially taking into account the local economy. Council will balance the budget by using Reserve funds which had previously been set aside for specific purposes.





(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 State Emergency Service issues these assets to

Trailers, Generators 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.



Purpose

This overall plan:

- Identifies the rateable land to which the Elphinstone Bridge Special Charge applies;
- Describes the Elphinstone Bridge Project;
- States the cost of implementing this overall plan;
- States the estimated time for implementing the overall plan

1. Rateable Land Identification

As per the Deed of Agreement between Council and the benefited landholders, each parcel of rateable land identified on Elphinstone Bridge Map 1 will specially benefit from the construction of the high level dual use (road and cane railway) bridge over Elphinstone Creek.

2. Elphinstone Bridge

The Council constructed a bridge over Elphinstone Creek to a greater standard than planned to facilitate the cane railway crossing on the bridge. The completion date of the construction of the Elphinstone Bridge and the cane railway line extension was 25th July, 2001.

3. Cost of implementing this overall plan

The cost to construct the bridge to the higher standard was \$249,000. Contribution of the planning and design costs of \$16,000 was received from the Herbert River District Canegrowers on 26th September, 1997. The Qld Canegrowers Organisation – Herbert River District also forwarded a payment of \$3,000 to Council on 26th July, 2001. Hinchinbrook Shire Council contributed \$30,000 towards work undertaken at Delta Creek and the balance remaining to be repaid is \$200,000 as per the deed of agreement signed by landowners and Council. Interest will be calculated at 7% per annum and will be levied on the 1st July of each year. Interest only will be repaid over the first seven years with the total debt being repaid in the eighth financial year. The value to be calculated for each rateable assessment is based on the tonnage of sugar cane produced from the parcel of benefited land.

4. Estimated time for implementing this overall plan

The final levy to recover these funds will be made 2009/2010.

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Purpose

This annual implementation plan:

- Recognises that the Elphinstone Bridge Project will be recovered over 8 financial years and will
 not be completed within one financial year; and
- States the cost of implementing this plan in 2009/2010

1. Overall Plan Connection

Council has by resolution on 10th August, 2009 adopted an overall plan for the recovery of the Elphinstone Bridge project from the benefited landowners. 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 final payment by the landowners for the 2009/2010 budget is \$160522.15 with each rateable land levied based on the apportionment of the tonnage of sugar cane produced on the parcel of land as a percentage of the total tonnage for the entire period of the agreement.



POLICY
Overall Plan
Crystal Creek Rural Fire Brigade

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 Councils opinion each parcel of rateable land identified on Map ref RFB1 will specially benefit to the same extent form 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 secure new appliance to replace the current aging unit.
- 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.
- Erection of a new fire shed to house trucks and equipment;
- 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.

3. Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for 2009/2010 budget is \$2,375.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$900.00 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.

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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 2009/2010.

1. Overall Plan Connection

Council has by resolution on 10th August, 2009 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 2009/2010 budget is \$2,375.00 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$900.00 per annum from Hinchinbrook Shire properties to be contributed to the Crystal Creek Rural Fire Brigade.





This overall plan:

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

1. Rateable Land Identification

In Councils opinion each parcel of rateable land identified on Map ref RFB2 will specially benefit to the same extent from the purchase and maintenance of equipment by the Bambaroo Rural Fire Brigade

2. Bambaroo Fire Brigade Service

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

- To have a brigade meeting before the start to our fire season.
- To discuss fire hazards before the season so the hazard reduction scheme is effective.
- To work together & liaise with Qld transport, main roads, Qld Rail, Police & members of the community.
- To 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 \$2,250.00 for operational costs with funds set aside of approx \$6000.00 towards longer term plan to purchase a shed valued at \$25,000 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum for at least the next year. This charge will raise \$2,440.00 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.

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Next Review Date: June, 2010





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 2009/20010.

1. Overall Plan Connection

Council has by resolution on 10th August, 2009 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 2009/2010 budget is approximately \$2,250.00 for operational expenses and approx \$6000 being set aside for the longer term plan to acquire a shed valued at \$25,000 and has requested Council to levy each parcel of rateable land an amount of \$20.00 per annum. This charge will raise \$2,440.00 per annum to be contributed to the Bambaroo Rural Fire Brigade.



POLICY Overall Plan Seymour Rural Fire Brigade

This overall plan:

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

1. Rateable Land Identification

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

2. Seymour Fire Brigade Service

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

- To discuss hazard reduction and Fire Break Programme. Identify, map and monitor fuel load in the Seymour Rural Fire Brigade area.
- 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 \$3,700 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 \$3825 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.

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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 2009/2010.

1. Overall Plan Connection

Council has by resolution on 10th August, 2009 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 2009/2010 budget is approximately \$3,700 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 \$3825 per annum to be contributed to the Seymour Rural Fire Brigade.



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 15% discount
- Pay by instalment by the due date with 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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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 a Internal Auditor and a 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
- 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.





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

Having regard to the operating environment, Council Meeting structures, existing internal control mechanisms and procedures Council does not believe that it is cost effective or necessary to appoint an internal auditor and an Audit Committee.





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	Dumpass of Dasamis
Reserve Inentification	Purpose of Reserve

SEWERAGE RESERVE To meet the community's future needs for provision of

> sewerage to areas of the Shire not currently served by a sewerage scheme or to meet ongoing maintenance requirements of the existing sewerage scheme

including required upgrades.

WATER RESERVE To meet the community's future needs by provision of

> water undertaking to areas of the Shire not currently served by a water scheme or to meet ongoing maintenance requirements of the existing water

scheme including required upgrades.

BUILDINGS To address future community needs for the extension,

construction, purchase and acquisition of buildings as

required from time to time for community amenities.

ENVIRONMENTAL MATTERS To provide funds for the implementation of the

requirements of the new Environmental Protection Act

and future environmental needs of the Shire.

CONSTRAINED WORKS 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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Next Review Date: June, 2010

Version No: 1.0



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

BORROWINGS PLANNED FOR 2009-2010	-	\$6,000,000
BORROWINGS PLANNED FOR 2010-2011	-	NIL
BORROWINGS PLANNED FOR 2011-2012	-	NIL
BORROWINGS PLANNED FOR 2012-2013	-	NIL
BORROWINGS PLANNED FOR 2013-2014	-	NIL

PURPOSE OF LOAN

Shire Revitalisation project -	- Tyto Precinct
State Government funding	\$4,000,000
Council Borrowing	\$4,250,000
Total	\$8,250,000

Construct Ingham Technology	Learning Centre
Federal Government funding	\$4,000,000
Council Borrowing	\$1,550,000
Total	\$5,550,000

Streetscape Enhancements Ingham CBD

Surge apo = manosmomo mg		
Federal Government funding	\$	237,000
State Government funding	\$	600,000
Council Borrowing	\$	200,000
Council Revenue	\$	163,000
Total	\$ 1	1,200,000

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All projects form part of the overall Shire Revitalisation strategy aimed at promoting growth and employment opportunities within the Shire.

PLANNED LOAN REPAYMENTS

Council plans to repay the loan over a 20 year period and has budgeted annual repayments of \$504,725.

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.



1. Policy on Financial Delegation

- 1.1 Council delegates to the Chief Executive Officer (CEO) the authority to incur financial expenditure on behalf of Council under the following provisions:-
 - (a) (i) where expenditure has been provided for in Council's budget; or
 - (ii) before adoption of the budget for the year, but the spending must be provided for in the appropriate budget for the year (section 522 of the LGA refers)
 - (b) in the opinion of the CEO such expenditure is required because of genuine emergency of hardship (Section 483 of the LGA refers)
- 1.2 Other officers may only incur expenditure on behalf of Council if:
 - the officer has been granted a financial delegation by the CEO and such (a) delegation is recorded in the Policy Register of Delegations - Purchasing; and
 - (b) expenditure is provided for in Council's budget.
- The accountable officer (CEO) must approve financial delegations in writing by 1.3 recording them in the Policy Register of Delegations - Purchasing.
- 1.4 Any officer incurring expenditure may only do so in accordance with any constraints imposed by Council or the CEO in respect to a financial delegation.

2. Policy on Procurement Delegation

- 2.1 Section 483 of the Local Government Act 1993 refers.
- 2.2 The CEO is authorised to enter into contracts on behalf of Council within the financial delegation.
- 2.3 Other officers can only enter into contracts on behalf of Council (including placing purchase orders) in accordance with a delegation granted by the CEO and recorded in the Policy Register of Delegations - Purchasing.
- 2.4 Subject to 3.8.2, no officer (CEO accepted) may have a procurement delegation for an amount of more than \$150,000.

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2.5 Purchase orders shall only be placed by officers with the appropriate procurement delegation AFTER an officer with the appropriate delegation has authorised the expense.

3. Policy on Purchase of Goods and Services

- 3.1 In entering into contracts for the carrying out of work, or the supply of goods and services, officers will have regard to the following principles:-
 - (a) open and effective competition;
 - (b) value for money;
 - (c) enhancement of the capabilities of local business;
 - (d) environmental protection;
 - (e) ethical behaviour and fair dealing.

Certain goods purchased in accordance with this policy are subject to legislative checks and Council procedural requirements. The items with necessary Council purchasing procedure consideration are shown in appendix A.

- 3.2 Purchases up to \$20.00
 - 3.2.1 Purchases up to \$20.00 may be made out of petty cash where appropriate.
 - 3.2.2 Exceptions may be made whereby petty cash is used for payments above \$20.00 and in these cases the payment must be authorised by an officer with the appropriate delegation for the authorised expense.
- 3.3 Purchases up to \$800.00

Purchases up to \$800 may be made using a purchasing card, a written purchase order or an authorisation for payment.

- 3.4 Purchases more than \$800 and up to \$2000.00
 - 3.4.1 Purchases must be made by placing a written purchase order unless a purchasing card or authorisation for payment is used.
 - 3.4.2 Purchases must be undertaken by:
 - (a) accessing a Standing Offer Arrangement (SOA); or
 - (b) accessing a Preferred Supplier Arrangement (PSA); or
 - (c) obtaining at least two verbal prices.

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- 3.5 Purchases of goods and services of more than \$2000.00 but less than \$15,000.00.
 - 3.5.1 Purchases must be made by placing a written purchase order unless a purchasing card or authorisation for payment has been used.
 - 3.5.2 Purchases must be undertaken by:
 - (a) accessing a Standing Offer Arrangements (SOA); or
 - (b) accessing a Preferred Supplier Arrangement (PSA); or
 - (c) obtaining at least two written quotes, excepting where:
 - (i) sole supplier situations exist, or
 - (ii) only one supplier is able to offer quality of goods or services, which provide value for money.
- 3.6 Purchases of goods and services of more than \$15,000.00 but less than \$150,000.00.
 - 3.6.1 In accordance with Section 485 of the Local Government Act, officers must invite written formal quotations before making a contract for goods and services involving a cost between \$15,000.00 and \$150,000.00.
 - 3.6.2 Exceptions to paragraph 3.6.1 must have prior approval of CEO.
 - 3.6.3 The invitation must:
 - (a) be given to at least three (3) persons that Council considers can meet its requirements at competitive prices.
 - (b) Allow appropriate time (generally 5 days) from the day of invitation for submission of quotations.
 - 3.6.4 Records of quotations are to be kept in a register or file.

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- 3.7 Purchases of goods and services of \$150,000.00 or more
 - 3.7.1 In accordance with Section 484 of the Local Government Act, purchases more than \$150,000.00 requires the calling of public tenders to suppliers. The invitation must:
 - (a) be an advertisement in a newspaper circulating generally in Council's area; and
 - (b) Allow at least twenty-one (21) days from the day of the advertisement for the submission of tenders.

Purchases of goods and services greater than \$150,000.00 must be approved by Council.

- 3.8 Delegated authority and payment for purchases
 - 3.8.1 Except where otherwise determined by Council, where the estimated cost of purchasing goods and services is likely to be less than \$150,000.00 and where authority has been delegated as per paragraph 1.2 (a) of this document, Council Officers have delegated authority to:
 - (a) Call and accept quotations
 - (b) Raise any necessary purchase orders, and
 - (c) Authorise payment of accounts, up to an amount less than \$150,000.00.
 - 3.8.2 Where the estimated cost of purchasing goods and services is likely to be \$150,000.00 or more, and where authority has been delegated as per paragraph 1.2(a) of this document, Council officers have delegated authority to:
 - (a) Call tenders
 - (b) Prepare recommendations to Council for acceptance of tenders,
 - (c) Authorise payments of accounts, of \$150,000.00 or more, where Council has decided the tender.
- 4. Policy on Standing Offer Arrangement/Preferred Supplier Arrangement or Panel or Suitable Providers.

Where applicable Council may arrange for commonly used goods or services to be subject to purchase against a:

- (a) Standing Offer Arrangement; or
- (b) Preferred Supplier Arrangement; or
- (c) State Government Standing Offer arrangement.

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Council must ensure there is provision for the evaluation of the arrangements including removal of a person from an arrangement because of the supplier's poor performance.

Council may establish and use a standing offer arrangement or a preferred supplier arrangement if-

- (a) the supply of goods or services is needed in large volumes or frequently; and
- (b) it is able to obtain better value for money by aggregating demand for the goods or services needed and
- (c) the goods or services needed can be stated in terms that would be well understood in the industry concerned.
- 4.1 Standing Offer Arrangement (SOA)
 - 4.1.1 Goods and services purchased against SOA must comply with the Local Government Finance Standard 2005 Part 3 Division 1.
 - 4.1.2 Council is not required to call for competitive offers when assessing a SOA.
- 4.2 Preferred Supplier Arrangement (PSA)
 - 4.2.1 Goods and services purchased against PSA must comply with the Local Government Finance Standards 2005 Part 3 Division 1.
 - 4.2.2 PSA may be established as required for the purchase of goods and services as needs are identified by Council.
 - 4.2.3 The selection of a supplier will be made on the basis of the five principles mentioned in Section 3 of this policy.
 - 4.2.4 When formalising and establishing a PSA, provision for the evaluation of a supplier will be clearly provided.

The criteria for the removal of a supplier from a PSA due to poor performance will also be made and included within the terms of the arrangement.

4.3 Panel of Suitable Providers

Where applicable Council may arrange for professional and other services to be provided from persons listed on a Panel of Suitable Providers. (Section 487 LGA) The Panel shall be compiled from suitable persons qualified to provide the required service.

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Next Position Date: June 2010



4.4 Registers of Pre-qualified Suppliers (PQS)

Council may establish and use a register of pre-qualified suppliers if:-

- (a) it would be costly to prepare and evaluate invitations each time the goods and services were needed; or
- (b) the capability or financial capacity of the supplier is critical; or
- (c) there are significant security considerations; or
- (d) compliance with defined standards is a pre-condition of offer to contract; or
- (e) the ability of local business to supply the goods or services needed by Council needs to be found out or encouraged.

5. Policy on Exceptions to Seek Tenders/Quotations

This policy covers the exception to seek tenders for the supply of goods and services.

- 5.1 Under Section 486 of the Local Government Act, Council may enter into a contract without complying with Local Government Act 1993 Section 484 (when tenders are required) or Section 485 (when quotations are required) in the following circumstances:-
 - (a) accessing a standing offer arrangement or a preferred supplier arrangement;
 - (b) accessing a register of pre-qualified suppliers;
 - (c) accessing offers received by other governments quotations or tenders through recognised and approved procedures; or

Council resolves:

- (i) that it is satisfied that there is only one supplier reasonably available to it; or
- (ii) that a genuine emergency exists; or
- (iii) to obtain second hand goods; or
- (iv) to purchase goods at an auction.
- (d) the contract is made under an exemption to open competition in Section 486 of the Local Government Act 1993; or
- (e) the contract is made with, or under an arrangement with or made by:-
 - (i) the State, a Government Entity, the Brisbane City Council or another Local Government, or
 - (ii) another Australia Government, an entity of another Australian Government or a local government of another State or Territory.
- (f) the contract is made with a person on the panel of suitable providers; or

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(g) Council resolves that it is satisfied that the services to be supplied are of such a specialised or confidential nature that it would be impracticable or disadvantageous to the local government to invite tenders or quotations.

6. Policy on splitting of orders

Council officers are prohibited from splitting orders for the purposes of acquiring goods and services above their delegated financial and procurement levels, or to avoid the necessity to obtain quotes or call for tenders.

7 Repeat Orders

Council officers must identify and assess the total likely requirements of Council over a period of twelve months. Where repeat orders are required from a single supplier are estimated to be \$15,000 or more consideration must be given to establishing an appropriate purchasing arrangement as per section 4 of this policy.

8 Policy on Council Preference System

Council's policy is to encourage local suppliers to bid for Council purchasing contracts. This policy is to enhance the opportunity for suppliers of goods and services within the Hinchinbrook Shire to be considered for Council purchasing contracts on the basis of merit and value for money. Preference will be given to locally sourced goods and services where price, performance, quality, suitability and other evaluation criteria are comparable.

Council in consultation with the officers will determine the local preference prior to calling public quotations or tenders and will include details of the basis for local preference in the documents at the time of calling the quotations or tenders.

9 Policy on Ethical Behaviour

- 9.1 Officers undertaking a purchasing responsibility must act ethically, in accordance with Council's Code of Conduct and must be seen by all parties involved in a purchasing transaction (internally within Council and externally in the market place) to be acting ethically.
- 9.2 Officers with procurement responsibilities are to behave with impartiality, fairness, independence, openness, integrity and professionalism in their discussions and negotiations with suppliers and their representatives.
- 9.3 Council officers with procurement responsibilities are to advance the interests of Council in all transactions with suppliers' representatives and act in accordance with the policies and procedures contained herein.
- 9.4 Council officers are to attain and maintain a high level of credibility with suppliers and their representatives.

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- 9.5 Where an officer involved in purchasing negotiations or evaluation of offers identifies a conflict of interest the CEO is to be advised in writing as to the conflict and the officer concerned must withdraw from the transaction.
- 9.6 Conflicts of interest include the procurement of goods and service from:
 - (a) elected members or companies in which elected members have an interest;
 - (b) relatives or companies in which relatives of the purchasing officer has an interest; and/or
 - (c) friends or companies in which friends of the purchasing officer have an interest.
- 9.7 A statement to the effect that where a tenderer for a contract with Council has a business or other association with a Councillor or Council officer, such that a Councillor or officer has or is likely to have a material interest in the contract being awarded to the tenderer, a declaration to that effect shall be included in the tender documentation.

10 Policy on Release of Information

- 10.1 Purchasing officers must not release information, including names of tenderers to other tenderers, prior to the opening of a tender or quotation, except where release of this information would be in the interest of Council.
- 10.2 Communication should be minimised with suppliers prior to the award of tender except during the course of normal daily work.
- 10.3 Information pertaining to price, technical or performance specifications must not be discussed until after the closing date and time of the tender or quotation.
- 10.4 All tenders will be publicly opened unless otherwise determined by Council.

Appendix A

Item Purchased Special Requirement

Telephone Equipment Must be purchased through Council Store or IT Manager.

Computer Hardware & Software Must be purchased through the IT Manager.

Plant Must be purchased through the Plant Manager.

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Definitions

Standing Offer Arrangement – for a local government means an arrangement to which the local government is a party with a supplier of goods or services at a fixed price for a stated period.

Preferred Supplier Arrangement – for a local government means an arrangement by the local government with a supplier for the supply of goods or services under agreed pricing conditions for a stated period.

Pre-qualified Supplier – for a local government means a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.



HINCHINBROOK SHIRE COUNCIL REQUEST FOR EXEMPTION TO THE PURCHASING POLICY

The Hinchinbrook Shire Council Policy for Contracts for Goods and Services states that 3 written quotes must be obtained from more than one supplier for the carrying out of work or the supply of goods and services costing more than \$15,000 and less than \$150,000. Section 3.6.2 of the Purchasing Policy requires CEO approval to seek an exemption to the Purchasing Policy requirements.

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I	ements of the Puchasing I	request approval to purchase without Policy for good/services listed below:-
Quotes received:-	Supplier	Value
The reason for requ	uesting this approval is:-	
_		
Position		
Date/	/	
Approval is granted a	is requested above.	
	/. Clark, ECUTIVE OFFICER.	

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HINCHINBROOK SHIRE COUNCIL

FORWARD TO ACCOUNTS PAYABLE

AUTHORISATION FOR PAYMENT

DIRECTINV

PAYEE:		
ADDRESS:	* <u>Use</u> ' <u>Ite</u>	m Code' only with Works #
ACCOUNT/JOB NO.	FAIMENT DETAILS	TEM AMOUNT ODE
CALCULATIONS	& EXTENSIONS CHECKED BY:	\$
that the	the abovementioned goods/services have been received in good order/parter duly authorised for payment.	erformed to my satisfaction and
SIGNATURE:	DATE: / / AUTE	IORITY:

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Purpose

To provide for the control of expenditure on advertisements placed by Council in various media. To meet legislative requirements, ensure appropriate authorisation of advertisements and to ensure value for money in placing advertising.

Background

This policy is mandatory due to provisions within the Local Government Finance Standard 2005. Advertising should be used where the purposes of the Council or the benefit of the community is advanced. It should not be used to promote the particular achievements or plans of particular councillors or groups of councillors. In particular advertising should not be used to influence the voters in an election.

The Local Government Finance Standard 2005 defines *advertising* as "promoting to the public an idea, goods or services by using a medium commonly used for promoting ideas, goods or services and for which a fee is paid. *Examples of mediums commonly used for promoting ideas, goods or services – magazine, newspaper, radio, television"*

This policy applies to any paid advertisement or notice in any media to promote goods or services (including facilities) provided by the Council.

This policy does not apply to:-

- Advertising for employees
- Advertising for acquisition or disposal of property plant & equipment used, or to be used by Council in its business
- Advertising for tenders or expressions of interest under Council's purchasing policy or under the Local Government Act 1993 Chapter 6 part 3.
- Reports published in media where no payment is made for the report.

All press released issued by the Council for which no payment is made must be approved by the Chief Executive Officer prior to release.



Policy

The Council may incur expenditure for advertising only if it:-

- provides information or education to the public and is in the public interest
- advises the public of new or continuing service or facility provided by Council
- advises the public about changes to an existing service or facility provided by Council
- increases the use of a service or facility provided by the Council on a commercial basis with a view to profit
- changes the behaviour of people in the Council area for the benefit of all or some of the community or to achieve the objectives of the Council
- advises the public of the time, place and content of scheduled meetings of the Council
- advises the public of the decisions made by the Council at its meetings
- requests comment on proposed policies or activities of Council
- advertises matters required to be advertised by legislation.

The Council must not:-

- During the period of three months preceding an election of the local government other than a by-election; or during the period after the date of a by-election is advertised until the day of the election:
 - 1. Place advertisements relating to future plans unless, and only to the extent that those plans have been formally adopted by the Council;
 - 2. Advertise the activities of the Council otherwise than in the manner and form it is customary for the Council to advertise its activities;
 - 3. Place advertisements which seek to influence support for particular candidates, groups of candidates or potential candidates in the election; or
- Bear the cost of advertisements featuring one or more councillors or containing quotations to individual councillors. (This does not preclude councillors appearing in unpaid publicity or other publicity where the cost in not borne by the Council.

All expenditure on advertising must be approved by the Chief Executive Officer or the appropriate Department Manager.

The approving officer must ensure that:

- Expenditure is in accordance with the policy
- Cost of the advertisement is appropriate for the number of people it is intended to inform and provides a commensurate benefit to the Council or to the public
- Cost is available in the relevant budget and meets the usual requirements for expenditure approvals.

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A summary of advertising expenditure must be included in the Annual Report.

Department Manager means:-

Manager of Engineering Services

Manager of Environmental & Health Services

Manager of Water & Sewerage Operations

Manager of Financial Services

Manager of Corporate and Economic Development.



Purpose

To provide for the control of expenditure on entertainment and hospitality by Council. To meet legislative requirements and ensure appropriate authorisation of entertainment & hospitality expenditure.

Background

This policy is mandatory due to provisions within the Local Government Finance Standard 2005. *entertainment or hospitality service*, for a local government, includes the following:-

- (a) a service provided by the local government for entertaining members of the public for promoting an initiative or project of the local government;
- (b) the provision of food or beverages by the local government
 - i. to a person visiting the local government in an official capacity; or
 - ii. for a conference or meeting held by the local government for its councillors, employees or other persons; or
 - iii. for a seminar, course, workshop or another forum provided by local;
- (c) attendance by a councillor or employee of the local government at a function
 - i. as part of the councillor's or employee's official duties
 - ii for which an amount is charged to the local government for attending the function.

This definition is not intended to be an exclusive definition but is to ensure certain items are included.

Entertainment and hospitality expenditure must be incurred in the public interest. The Councillor or Council officer authorising the expenditure must demonstrate that the expenditure will benefit the public generally or facilitate Council business.+

The amount spent must be reasonable having regard to benefit to Council or the public. The expenditure must be provided for in a budget and must be authorised by an officer with delegated authority. Expenditure incurred by Council which is not reasonable and appropriate (private expenses) must be repaid to Council within 14 days of being paid. Entertainment and hospitality expenditure may only be charged to a corporate credit card if prior authorisation has been obtained.

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Policy

The Council may meet the cost of food and non alcoholic drinks provided to employees in the following circumstances:-

- a light meal may be provided for employees who are required to work during a meal time and an alternative meal break is not available. This includes committee and working group meetings and conferences, seminars and training sessions where the cost is met by the Council;
- if the employee is required to attend a meeting or other function attended by nonemployees and food and drink is provided for all attendees;
- if the employee is working at premises remote from the normal place of work so that normal arrangements for a particular meal are not available;
- alcoholic drinks may not be provided for employees except where the employee attends a function at which alcoholic drinks are provided for non employees under this policy.

Councillors may claim hospitality costs on the same basis as employees.

Training Courses, meetings and other functions

Courses, meetings or functions arranged by Council may include refreshments. Refreshments must be reasonable in relation to the purpose and nature of the event and expected attendees.

Alcohol may be provided at a function if it has been approved by the Chief Executive Officer. Alcohol must not be provided during meetings or training course provided by the Council. If an employee attends a course, meeting or function not provided by Council at Council cost, the Council may pay for meals (including alcoholic drinks) if they are included in the overall cost for the event or are provided at meals which are an integral part of the event.

Reasonable and appropriate

The following are examples of expenditure which is considered reasonable and appropriate:-

Civic Functions Such as citizenship ceremonies that provide community recognition or a welcome by the Council. The decision as to reasonable and appropriate costs will take into consideration the number of attendees, the timing of the function, the venue and the location within the Shire.

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Employee reward and recognition presentations Recognition of Council officers to reward outstanding achievement in the provision of services to the public. This may include official reward and recognition events, length or service presentations and officer farewells. Such expenditure is to be approved by the Chief Executive Officer or Department Manager.

Anzac Day wreaths Recognition of service of war veterans to the community.

Condolence wreaths or floral presentations For the death of or serious injury to a councillor or Council officer or their immediate family. This is in recognition of service and a mark of respect to his/her family.

Visits by overseas delegates These visits occur for cultural or economic development reasons and have the potential to increase investment in the Council area.

Annual Christmas celebration In order to recognise and appreciate Council officers for their dedication and commitment to the provision of Council services to the public.

Where a Department Manager chooses to incorporate the regular department meeting with an opportunity to celebrate Christmas, the time to attend the meeting will be considered normal working hours up to the hours expected for a normal meeting. However, the cost of food and beverages is not to be met by Council.

Meeting within ordinary hours Entertainment and hospitality for meetings held within ordinary working hours should be kept to a minimum. Where Councillors or Council officers are required to work through a meal break or outside normal hours due to the impracticality of holding the meeting at any other time, the relevant meal allowance is to be used as a guide. Such entertainment and hospitality should not be substituted for business meetings that would ordinarily be conducted in the workplace. Examples may include Ordinary meeting of Council, Council committee meetings and management team meetings.

Where there are regular meetings that are similar in nature each time, there will be no need to justify the reasonable and appropriateness of expenditure for each meeting. It will be sufficient if the first meeting passes the public defensibility test.

Associate persons expenditure Only in exceptional circumstances approved by the Chief Executive Officer or Department Manager, and where attendance of an Associate is of demonstrated benefit to the Council, are the entertainment and hospitality costs for such a person to be met by the Council. In these instances, the Associate will be considered an official representative of the Council and will be expected to comply with Council's code of conduct.

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Other Hospitality Expenses Other types of expenditure considered reasonable as official hospitality includes the provision of tea, coffee, sugar, milk and morning and afternoon tea for official visitors and appropriate staff.

Not Reasonable and appropriate

Examples of expenditure which is generally considered not to be reasonable and appropriate and are therefore to be treated as private expenditure are:

- tips or gratuities
- Dinners/functions at a private residence of a councillor or Council officer
- Drinks only costs including hot and cold beverages
- Morning/afternoon tea outside Council premises, where only Councillors or Council officers are attending
- Floral presentations excluding example stated above
- Mini Bar Expenses
- Staff working on Council premises where food and beverages are on sale are not entitled to charge food and beverages to Council in the normal course of their duties

Use of Corporate Credit Cards

Where a credit card is provided to an employee or a councillor, that card may only be used to pay for entertainment and hospitality expenditure where the expenditure has been approved under this policy and the expenditure has been authorised and is within the budget allocation.

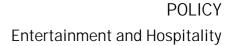
Controls

A person cannot authorise their own expenditure. Expenditure must be authorised by the officers superior. Expenditure by the CEO must be authorised by a Department Manager. Expenditure by a Councillor must be authorised by the CEO or Department Manager.

An explanation of the purpose of the expenditure demonstrating that the expenditure complies with this policy and is in the public interest must be included with each authorisation.

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Details of Entertainment expenditure must be included in the Annual Report.

Department Manager means:-

Manager of Engineering Services

Manager of Environmental & Health Services

Manager of Water & Sewerage Operations

Manager of Financial Services

Manager of Corporate and Economic Development.



Hinchinbrook Shire Council is committed to ensuring the effective implementation of 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 such initiatives.

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 2009/2010:

- Water Supply
- Sewerage
- Waste Management
- Building Certification

Council is committed to applying the Code of Competitive Conduct to the above business activities in 2009/2010¹. This means that the pricing practices for each business activity will comply with the principles of full cost pricing such that total revenue, inclusive of community service obligations (CSOs) and net of any advantages and disadvantages of public ownership, should cover the following cost elements:

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

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

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SECTION 2: COMPETITIVE NEUTRALITY COMPLAINTS PROCESS

Where the Code of Competitive Conduct is applied to a business activity, the *Local Government Act 1993* 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 2009/2010.

<u>SECTION 3: RESPONSIBILITY FOR DAY-TO-DAY OPERATION OF BUSINESS ACTIVITIES</u>

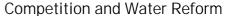
Financial reports are provided monthly to the council for each business activity and the Managers responsible for the business activity provide comments when appropriate with regard to the business performance.

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.

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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.



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 in the 2009/2010 year.

Statement of Activities to Which Competition Reforms Apply

2009/2010	Water Supply (\$)	Sewerage (\$)	Waste Management (\$)	Building Certification (\$)
Revenues for services provided to the Council	121,006	17,527	68,926	-
Revenues for services provided to external clients	2,566,599	1,740,814	2,336,628	112,800
Community service obligations	200,576	232,695	67,287	-
Total revenue	2,888,181	1,991,036	2,472,841	112,800
Less: Total expenditure	2,244,041	1,617,873	2,187,365	152,384
Surplus/(deficit)	644,140	373,163	285,476	(39,584)
List of Community Service Obligations				
Fire Service	37,494			
Water Access Concessions	161,042			
Uneconomical Service Supply/Extensions	2,040	110,825		
Sewerage Access Concessions		121,870		
Collection of Street Litter			68,458	

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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SECTION 5: MANAGEMENT REPORTING AND PERFORMANCE MEASUREMENT

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

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





Summary of Financial & Non-Financial Key Performance Indicators (KPIs) for Council Business Activities, 2009/10 Forecast

Business Activity		<u>Financial KPIs</u>				Non-Financial KPIs		
Activity	EBIT	NPAT	Overheads/ Expenditure	Return on Capital (pre-tax)	Return on Turnover			
Water Supply	644,140	485,099	Achieved = 13% Industry = 19%	Achieved = 6.65% Target = 9.18%	Achieved = 17%	Residential charge at 300kL = \$425 (industry = \$525) Water quality tests meet standards 100% achieved (target = >95%)		
Sewerage	373,163	261,214	Achieved = 10% Industry = 23%	Achieved = 6.11% Target = 9.18%	Achieved = 13%	Residential charge = \$490 (industry = \$463) Odour complaints / 1,000 connections 2.155 achieved (target = <10) Blockage complaints / 1,000 connections 1.078 achieved (target = <5)		
Waste Management	285,476	215,323	Achieved = 14% Industry = 13%	Achieved = 17.30% Target = 9.18%	Achieved = 9%	Available airspace at Warrens Hill Refuse Tip-achieved 708,097m3 ta	rget 70	0,000m2
Building	(39,584)	(39,584)			Achieved = 0%	Number of certifications undertaken in Shire = 214 target 225		
Certification					Target = 10%	New Dwellings	36	35
						Class 10a (Sheds etc)	80	75
						Alterations & Additions	61	55
						Shop Fit Out	-	10
						Commercial	8	15
						Removal / Demolition	11	15
						Change of Classifications	4	-
						Swimming Pools	14	20

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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 a government specifically requires a public enterprise 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 Finance Standard 2005*, 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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POLICY Competition and Water Reform

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

CSO Description	Costing Method	Value 2009/2010	Council Policy Objective	KPI Description	KPI 2009/2010	KPI 2008/2009
Water Supply						
Fire service	Avoidable cost for provision of maintenance to fire hydrants plus the revenue foregone from providing water for fire fighting and testing free-of-charge.	\$37,494	Provision of a safe community	Cost per resident benefiting from these services	\$4.06	\$4.06
Water Access Concessions	Revenue foregone from direct price concessions (in the form of reduced access charges) for a number of users in accordance with the revenue policy for the water business, including Recreation/ Sporting/ Charitable Consumer, Schools, and Domestic Properties with larger connections.	\$161,042	Assistance to community groups	Cost per capita	\$17.45	\$16.22
Uneconomical service supply	Avoidable cost of providing a service to an area where supply is uneconomical in nature and exists, at least in part, to meet community service objectives. The extension actioned in 2003 to the Beatts Rd and Forrest Drive area is recognized as an uneconomical service supply.	\$2,040	Small community assistance	Cost per capita	\$0.22	\$0.22
Sewerage						
Uneconomical service supply	Avoidable cost of providing a service to an area where supply is uneconomical in nature and exists, at least in part, to meet community service objectives. AEC <i>economics</i> has identified the Lucinda sewerage scheme as uneconomical in nature. Due to the cost of sewerage and the	\$110,085	Small community assistance	Cost per resident in Lucinda	\$1,100.85	\$1,191.13
	small customer base of these two schemes, it is not viable to charge the full cost of providing the service. The extension actioned in 2003 to	\$740	Small community assistance	Cost per resident in Ingham	\$0.15	\$0.15
	Dickson St, Ingham is recognised as an uneconomical service supply.					
Sewerage Access Concessions	Revenue foregone from providing discounted sewerage charges, which cannot be accurately quantified until a new method of charging is adopted.	\$121,870	Assistance to community groups	Cost per capita	\$19.62	\$18.17
Waste Management Collection of Street Litter	Avoidable cost from collection of street litter by waste management business activity.	\$67,287	Community service	Cost per capita	\$5.45	\$7.38

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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 Administration Building
- Corporate Services Human Resource Management
- Corporate Services Information Technology
- Corporate Services Other Financial Services
- Corporate Services Accounts Payable
- Corporate Services Payroll
- Corporate Services Rates/Accounts Receivable
- Economic Development GIS Projects
- Health Services
- Transport Communications
- Transport Depot Administration
- Transport Ingham Depot
- Transport Halifax Depot
- Transport Workshop
- Technical Services Design
- Technical Services Engineering
- Technical Services Quality Assurance
- Technical Services Survey
- Wet Weather

Selected overhead activities are recovered via direct charges, with the remaining overhead costs distributed to end users via the AEC Group 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.

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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 labour cost adjustment:

• Additional superannuation paid to local government employees

SECTION 11: RETURN OF CAPITAL POLICY

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

SECTION 12: RETURN ON CAPITAL POLICY

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

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

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



Competition and Water Reform

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 Return on Capital Components for Council's Business Activities

Target Rate of Return	Optimisation	Contributed Asset
	Adjustments	Proportion
9.18% (pre-tax WACC)	Nil	0%
9.18% (pre-tax WACC)	Nil	48%
9.18% (pre-tax WACC)	Nil	52%
9.18% (pre-tax WACC)	Nil	0%
10% (return on opex)	Nil	n.a.
	9.18% (pre-tax WACC) 9.18% (pre-tax WACC) 9.18% (pre-tax WACC) 9.18% (pre-tax WACC)	9.18% (pre-tax WACC) Nil 9.18% (pre-tax WACC) Nil 9.18% (pre-tax WACC) Nil 9.18% (pre-tax WACC) Nil 9.18% (pre-tax WACC) Nil

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. In recent years, Council has increased the proportion of revenue collected through the volumetric charge to more closely reflect the long-run marginal cost of water supply.

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In 2009/2010, it is estimated that the proportion of revenue collected through the fixed access charge will be 64%, with the remaining 36% collected through consumption charges.

SECTION 14: EVALUATION OF WATER AND SEWERAGE CROSS SUBSIDIES

A cross subsidy in the provision of water supply and sewerage potentially exists when a class of consumer pays less than the marginal cost of providing the service, while another consumer class pays more than the marginal cost of providing the service. Pursuant to Section 783 of the *Local Government Act 1993*, Council publishes the results of the cross subsidies evaluation in the annual report. The results of the most recent assessment are provided in the table below.

Water Supply	Domestic	Commercial	Industrial	Other
LRMC (c/KL)	65.93	65.93	65.93	65.93
Revenue Received (c/KL)	134.35	148.46	73.20	169.13
Price Differential (c/KL)	68.42	82.53	7.27	103.21
Cross-Subsidy Received (yes/no)	NO	NO	NO	NO

Sewerage	Domestic	Commercial	Industrial	Other
LRMC (c/KL)	34.02	34.02	34.02	34.02
Revenue Received (c/KL)	103.08	123.53	216.35	168.59
Price Differential (c/KL)	69.05	89.51	182.32	134.57
Cross-Subsidy Received (yes/no)	NO	NO	NO	NO



COUNCIL RESOLUTION Complaints Process

The Council resolves, pursuant to Section 793 of the *Local Government Act 1993*, 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, pursuant to Section 794 of the *Local Government Act 1993*, that the complaint process include 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 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.

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COUNCIL RESOLUTION Complaints Process

- 3.0 All complaints shall be made in writing on the prescribed form, addressed to the Chief Executive Officer, together with the prescribed fee (\$100) and contain the following information in support of the complaint:
 - (a) The name, address and telephone number of the applicant;
 - (b) Details of the alleged failure of any business activity to comply with the relevant competitive neutrality principles;
 - (c) How the applicant was adversely affected by the alleged non-compliance;
 - (d) Whether the applicant is, or could be, in competition with any business activity; and
 - (e) A statement that the applicant has made a genuine attempt to resolve his/her concerns with any business activity using the preliminary procedure above.
- 4.0 On receipt of a complaint, the Chief Executive Officer shall acknowledge receipt thereof within two (2) workings 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 advise the complainant and the 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 pursuant to Section 799.(3) of the *Local Government Act 1993*;
 - (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 pursuant to Section 800 of the *Local Government Act 1993*;

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COUNCIL RESOLUTION Complaints Process

- (g) Handling of referee records (e.g. data from finished investigations, taking into account the provisions of Section 804 of the *Local Government Act 1993*);
- (h) Where the referee has issued a report on the complaint, pursuant to Section 806 of the *Local Government Act 1993*, to record the receipt of the report and any recommendations contained in the report;
- (i) Where the Council has made a decision on a report by the referee, to record the resolution incorporating the decision, the date of the resolution and any directions to implement the decision that are given to any business activity pursuant to Section 809 of the *Local Government Act 1993*; and
- (j) Where the Council has advised relevant persons of its decision, to record the notification issued by the Council pursuant to Section 809.(4) of the *Local Government Act 1993*.
- 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.





To provide guidelines by which local residents and groups might be assisted financially to participate in approved competition at the national level and the quantum of such support.

Background

The Council receives requests for assistance/support from time to time from individuals and groups participating in competition at local, state and national level. This support is generally of a financial nature to offset costs of travel and accommodation of competitors visiting southern and overseas venues.

The Council recognises the cost burden that competition brings and the supportive role that local government can play in assisting achievers in their various fields in sport, culture and academic endeavour at the national level. It also recognises the value to the community which encourages people to excel not only for personal achievement, but also as role models for the youth of the Shire, and the demonstration of community spirit that involvement at national level competition exhibits.

Policy

That Council will extend financial support to local individuals selected by recognised sporting, academic and cultural bodies who represent Queensland at national competition level in their respective fields of endeavour.

That the quantum of such support shall apply on the following basis:-

\$250 for individuals; \$700 for teams of 3 or more people.

That only one entitlement per individual or team meeting these criteria who apply to the Council prior to the event for which assistance is sought shall be considered in any one calendar year.



To provide guidelines on which to assess applications for funding requests from local committee/s and clubs / groups for events which occur from time to time in the Shire and to establish a formula for the level of support towards such events.

Background

The Council recognises the benefits to the community of locally conducted events which attract many out of town visitors (participants and spectators) which in turn contributes to the general economy of the area and is a direct benefit to local businesses. The Council has in the past supported events which demonstrate these principles and has given favourable consideration of cash or in-kind support in such circumstances.

Policy

That Council recognises the value added potential of supporting local events which occur from time to time in the Shire, the economic returns to local businesses which such events generate as well as assisting the staging of these events and Shire promotion.

That Council is prepared to provide funding sponsorships of \$250 (excl GST) per event (or such other amount as Council may from time to time determine) to the relevant organisation for the purposes of staging the event or provision of trophies. That only one entitlement per organisation meeting this criteria shall be considered in any one calendar year.

Council will require the applicant to carry out the following in recognition of its annual / ongoing support of events:-

- Display Council's A3 size "Sponsored by Hinchinbrook Shire Council" at event;
- Provide Council with a Letter of Thanks and advice of the outcome of event.
- Display district promotional material at event (where possible);
- Mention Council's support in media / news articles (where possible):
- Display Council logo on programmes / newsletter (where possible);
- Mention Council sponsorship at the event and if applicable, mention Council sponsorship in "Thank you to sponsors" advertisement;



To ensure grants and gifts to community organisations are provided in an equitable and accountable manner to produce the benefits towards which they are aimed.

Background

This policy is mandatory due to provisions within the Local Government Finance Standard 2005. Grants should be provided in an equitable manner. Grants should be provided to achieve an identified benefit to the community generally. The Council should ensure that the benefits are obtained. The process for awarding grants should be open and accountable.

Policy

This policy covers:-

- Direct cash grants to community organisations
- Assets given to community organisations
- Concessions (eg. Rates remissions) for community organisations.

In making grants, donating assets or providing concessions to community organisations the Council will use the following process:-

Include in the budget an amount for the purpose of making grants to community organisations. Requests for grants, donated assets or concessions will be presented at a Council meeting for Council consideration and a resolution will be recorded with details of the decision and the reason for the decision considering the community benefits. Where the application is for Rate Remission there is no requirement for an application to be made in subsequent years. The Revenue Statement which is adopted with the budget each year will provide details of all Rate Remissions granted to community organisations.

The payment will be processed by an officer with delegated authority in the Purchasing Delegations Policy.

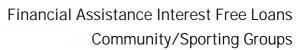
This policy supports existing Council policies:-

Support for Achievement Support for Sporting Events Revenue Financial Assistance Policy (Interest Free Loans) Revenue Statement

Details of Community Grants, Donated assets and Concessions must be included in the Annual Report.

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To provide funding by an interest free loan to sporting and community organisations to upgrade their facilities. Funds will generally be available for permanent improvements or renovations thereto, or for purchase of appropriate large items of specialised plant greater than \$2,500.

Policy

Eligibility Criteria

- 1. Applicant must provide evidence of the organisation's strategic plan in relation to the project, budget planning incorporating financial statements, and consultation with members (and proof of endorsement) regarding the proposed improvements and the loan responsibility.
- 2. Projects are for permanent improvements, items considered to be fixed to a structure or appropriate large items of specialised plant at a value greater than \$2500. The project purpose must enhance the activity of sporting/community organisations within the Hinchinbrook Shire. Structural renovations or improvements of a fixed nature will be funded. Maintenance or minor repairs will not be funded.
- 3. Applicants must submit an application for funding to other relevant funding programs for the project in the first instance. In relation to this application, the Council may commit to provide a certain level of funding providing the project proceeds. The rationale for this is to maximise funding received from other funding bodies.
- 4. This funding may be used with other funding programs.
- 5. Council prefers to be a lender of last resort.
- 6. Applicants must be an incorporated and not for profit organisation.
- 7. In respect of projects for permanent improvements or items considered to be fixed to a structure, applicants must demonstrate that they have authority to continue to operate at that location beyond the term of the repayment of the interest free loan. Documentation must also be provided demonstrating support from the owner of the land on which the improvements will be undertaken. Approval of the interest free loan does not have any relevance to the building application approval process which must be followed. Funds will not be released until building approval is granted.
- 8. In respect of projects for purchase of plant, the applicant must supply appropriate documentation to the Council to verify the ownership and mechanical soundness of the item of plant.
- 9. Quotes or supporting evidence of the costs of the project must be submitted with the application.
- 10. Applicant must be able to repay the loan within a maximum period of five (5) years with three (3) years or less being Council's preferred term.

Maximum Value for Interest Free Loan

A maximum value of \$10,000 shall apply to interest free loans granted and only where special circumstances apply shall consideration be given to interest free loans above \$10,000.

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Conditions applying for purchase of plant

The conditions outlined below apply in respect of an interest free loan provided for the purchase of plant for the period of time during which monies are outstanding to the Council.

- The applicant shall keep, repair and maintain the said plant in good repair and condition. (i)
- (ii) That if any monies that are due and payable to the Council are in default, the applicant shall forthwith deliver the item of plant to the Council for any action that it deems fit, including the sale thereof. Where the item of plant is not delivered to Council, Council has the right to collect the item of plant. If the sale proceeds are greater than the monies due and payable to the Council, together with the costs associated with the sale (including any costs to collect the item of plant), the amount of surplus will be returned to the applicant.
- (iii) The applicant indemnifies and agrees to keep indemnified the Council against any claim arising out of or in any connection with this transaction from the date of provision of the interest free loan, or any activity associated with the use of the item of plant (all referred to as "the indemnified acts or omissions") to the extent that the claim arises as a result of any negligent act or omission of the parties, however, any negligent act or omission of one of the parties does not negate the indemnity to the other parties. The applicant releases and discharges the Council from any claim relating to the indemnified acts or omissions.
- (iv) The applicant shall during the term of this agreement until such time as all monies due and payable to the Council have been received by the Council, insure and keep insured in some public insurance office, the item of plant against loss or damage by fire, storm, tempest and theft to its full insurable value and will cause all monies received by virtue of such insurance to be forthwith laid out in re-instating the said item of plant so destroyed or damaged as aforesaid. A copy of the certificate of currency must be supplied to the Council throughout the period of the loan.
- (v) The applicant must have in place a public risk policy of insurance in the amount of \$10,000,000 (\$10 million) in respect of any liability at law, for any loss of or damage to any property or for the injury (including death) to any person arising out of anything done or omitted in respect of the use of the item of plant and against any claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof. A copy of the certificate of currency must be supplied to the Council throughout the period of the loan.
- (vi) The Council shall have the right from time to time personally or by their duly authorised agent or agents to enter upon land occupied by the applicant and all reasonable times to view and examine the condition of the item of plant and may give to the applicant not less than 48 hours notice in writing, specifying any repairs necessary to be done and requiring the applicant forthwith to execute the same and if the applicant shall not proceed diligently with the execution of such repairs, the Council may after the expiration of the period of notice enter upon the said land and execute such repairs and the costs thereof shall be a debt due from the applicant to the Council and be forthwith recoverable by action.

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Financial Assistance Interest Free Loans
Community/Sporting Groups

Budget Allocation

The amount of financial assistance to be circulating at any one time to applicants for interest free loans will be limited to the adopted budget allocation. While the Council reserves the right to determine the budget allocation each year and considering special circumstances, the initial budget allocation at commencement of the policy is \$50,000.

Application & Approval Process

- 1. Applications can be submitted at any time.
- 2. Applications must be submitted using the Council application form.
- 3. Eligibility criteria must be addressed in the application.
- 4. A copy of the latest audited financial statements for the organisation must be attached.
- 5. Where the application relates to part of a larger project with other funding applications, Council is to determine the allocation of interest free loan to the applicant so that same may be included in the other applications for funding if applicable. Such allocations shall be committed "in principle" by the Council subject to the project proceeding.
- 6. Approved interest free loans will be paid to the organisation by electronic funds transfer to the bank account details provided on the application form.
- 7. The interest free loan must be used for the purpose for which it was given and must be spent within six (6) months from date of payment of the interest free loan, unless otherwise agreed in writing.
- 8. A statement of expenditure signed by two executive members of the association must be received with copies of invoices and supporting documentation of the expenditure provided within two (2) months of completion date. A progress report may be required at the discretion of the Council.

Authority to Approve Applications

Generally a report of applications received will be prepared for Council consideration to decide which applications are approved. Where timeframes of Council meetings do not allow a decision to be given to the applicant within required timeframes, Council delegates authority to the Finance Manager to make an interim decision on applications which may be ratified at a future Council meeting.

Version No: 1.0 Initial Date of Adoption: 10th August, 2009 Current Version Adopted: 10th August, 2009





1.	ORGANISATIONAL DETAILS
	Name of Organisation:
	ABN:
	Please P one: GST Registered
	Bank Account details: BSB/ Account
	Postal Address:
	Street Address:
	Email Address:
	Contact Person: (For enquiries regarding the application)
	Contact Phone No. (Business hours):
	Position in Organisation:
	Contact Email:
	Accountable Officer:
	Contact Phone No. (Business hours):
	Position in Organisation:
	2. PRIMARY PURPOSE GRANT
	Please attach additional page, if above space is insufficient.

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Authorised By: Finance Manager
Document Maintained By: Financial Services

Version No: 1.0 Initial Date of Adoption: 10th August, 2009 Current Version Adopted: 10th August, 2009 Next Review Date: June, 2010



3. BUDGET ITEMS

Please list items for which grant is sought and the cost of each item in priority order. A copy of the selected quotation for each item listed should be <u>attached</u>, and a breakdown of costs for projects must be outlined.

Budget Item	Quotation or Estimate	\$ Total Cost	\$ Total Cost less GST
Total Project Cost			
Less organisation's contribution to project			
Less other funding			
Total Funds Sought (maximum \$10,000 unless special circumstances)			

Where other funding has been included provide details:-

The state of the s						
Funding Program	Approved (Yes/No if No include expected date of advice)	Value of Funding application	Additional Comments			

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Where the project includes funding from different sources and the funding has not yet been approved, will the project proceed if any of the other funding programs is not successful? YES/NO

If Yes, how will this shortfall be funded?

Is this a request for in principal approval to include in an external funding application? Yes/No

5. REPAYMENT OF INTEREST FREE LOAN

REPAYMENT PERIOD	TOTAL ANNUAL VALUE REPAID
Year 1	\$
Year 2	\$
Year 3	\$
Year 4	\$
Year 5	\$
TOTAL (must equal total interest free loan amount sought)	\$

Council's preferred repayment timeframe is 3 years or less, but the maximum repayment period is 5 years. Loan repayments must be made Weekly, Fortnightly or Monthly.

SELECT REPAYMENT FREQUENCY :-	Weekly
	Fortnightly
	Monthly

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4. OTHER SUPPORTING DOCUMENTATION

- Copy of last audited financial statements are required to be attached
- Copy of the Association's Strategic Plan, Budget planning and consultation with members of the proposed project and loan responsibility.
- Details of applications made for other sources of funding and the outcome of the applications.
 Eg. unsuccessful funding applications.
- Signed letter of support from the owner of the land which should detail the real property description.
- Documentation proving not for profit status of the organisation.
- Building approvals not required prior to approval of the application but must be provided prior to release of the interest free loan.



5. CERTIFICATION

Declaration of acceptance of Hinchinbrook Shire Council's Interest Free Loan for Community/Sporting Groups terms and conditions:-

If the interest free loan application is approved, your organisation agrees to the following terms and conditions:

- 1. The interest free loan will be used for the purpose for which it was given and will be spent in accordance with the loan approval within six (6) months, unless otherwise agreed in writing;
- 2. A simple project completion report including copies of invoices and supporting documentation for goods and/or services purchased will be provided to the Hinchinbrook Shire Council within two (2) months of completion of the project;
- 3. The Council reserves the right to require a Progress Report on the project to be submitted, which shall include copies of invoices and supporting documentation, at any time prior to project completion, and which shall be provided by the organisation;
- 4. Unspent funds of \$100 or more will be returned to the Hinchinbrook Shire Council within eight (8) months of the loan being awarded, unless otherwise agreed in writing. Cheques should be made payable to Hinchinbrook Shire Council;
- 5. If there is to be any delay in spending the loan, a written request will be made seeking approval for the extension of time. This will be done within six (6) months of receiving formal notification of loan approval.
- 6. The project, or any component of the project forming part of the application, will not be started before formal notification of loan approval by the Hinchinbrook Shire Council. If, for any reason, the project is to be started before notification, the organisation will contact the Hinchinbrook Shire Council before the project starts;
- 7. It is the responsibility of the organisation to ensure adequate insurance cover for the project;
- 8. The organisation will acknowledge the contribution of Hinchinbrook Shire Council;
- 9. Any special conditions that are attached to the loan will be met;
- Where the project relates to purchase of plant or equipment, the conditions detailed in the policy have been read, understood and agreed;
- 11. All relevant records of the project will be kept for a period of seven (7) years, and will be made available for audit at any time.

- 12. If an ABN has not been provided, I declare that the organisation:
 - Is not eligible for an ABN because it does not meet the definition of the 'enterprise' for tax purposes; or
 - Has 'exempt income' status; or
 - Has had its application for ABN rejected by the Australian Taxation Office

I have read and agree to the terms and conditions set above. I certify that all the information provided is current and correct, and I give permission to Hinchinbrook Shire Council to contact any person or organisation in the processing of this application.

Signed for and on behalf of the organisation or sponsor. Only the Chairperson or President, and the Secretary/Treasurer of the organisation which is to receive the loan should sign.

Full name of Accountable Officer
Position in Organisation
Signature
Date
Full name of Secretary/Treasurer
Position in Organisation
Signature
Date

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Seating for concerts

2009/2010 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

	Unit	GST	2009/2010
Provision of Local Law 1 (25.2)			
Where a fee is an annual fee and payment period is less than nine quarterly basis as follows:	(9) months then a pro-rata fee	e only is p	ayable calculated on a
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			
COMMUNITY SERVICES			
ART & CULTURAL EXHIBITIONS			
Sale of Items from Exhibitions-Council Commission	Per Item	Υ	20%
KELLY THEATRE			
A bond will be charged and will be refunded if the Kelly Theatre	is left in a		
reasonable condition after hiring. Any costs associated with requirem			
will be deducted from the bond.			
Bond		Nil	\$300.00
Other food and charges are navehle to the Lesses	Per day	Υ	\$180.00
Other fees and charges are payable to the Lessee			
LIBRARY			
Joining Fee - Ingham and Halifax Libraries			No charge
Fines - late returns	Per book per day	Nil	\$0.05
Local history index printout	Per A4 page	Υ	\$0.22
Family history search	Per request	Υ	\$11.00
A4 Black & White photocopy	Per page	Υ	\$0.22
A3 Black & White photocopy	Per page	Υ	\$0.44
A4 Colour photocopy	Per page	Υ	\$2.00
A3 Colour photocopy	Per page	Y	\$2.50
Library Book/Video Replacement Sale Of Bags	Per item Per bag	Y Y	Value of item + 10% \$2.00
Internet Printout - A4 black and white	Per page	Ϋ́	\$2.00
Internet Printout - A4 colour	Per page	Ϋ́	\$1.65
Wordprocessing Printouts - A4 black and white	Per page	Y	\$0.22
Wordprocessing Printouts - A4 colour	Per page	Υ	\$1.65
Inter-Library Loans (only if charged by lending Library)		Υ	Loan charge + 10%
SHIRE HALL			
A bond will be charged and will be refunded if the Shire Hall is left in condition after hiring. Any costs associated with requirements not			
deducted from the bond.			
Bond			
Private Events, e.g. Weddings		Nil	\$425.00
Public Events e.g. paid entry public events		Nil	\$525.00
Auditorium Fide (Catendar Nichte	E 11 h - 11	\/	\$ 500.00
Friday/Saturday Nights Wookdays/Nights	Full hall Full hall	Y Y	\$590.00 \$510.00
Weekdays/Nights Preparation Day/Night before	i uli Hali	ī	\$310.00
Friday/Saturday Nights	Full hall	Υ	\$360.00
Weekdays/Nights	Full hall	Ϋ́	\$255.00
Bar	Full hire	Υ	\$56.00
Kitchen (including cold room)	Full hire	Ϋ́	\$105.00
Crockery, cutlery & dishwasher	Full hire	Ϋ́	\$140.00
Stage	Full hire	Υ	\$51.00
Coating for concerts	Dor 100 chaire	V	¢1E E0

Per 100 chairs

\$45.50



Unit GST 2009/2010

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

COMMUNITY SERVICES

SHOWGROUNDS-INGHAM

Cleaning is the responsibility of the person using the grounds, however, a cleaning charge will be made if the grounds require cleaning by the Council.

A bond will be charged and will be refunded if the Showgrounds are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.

Bond Pavilion Nil \$280.00 Showgrounds including oval for Minor Events Nil \$280.00 Showgrounds for Major Events e.g. Car Show, AIF & Circus Nil \$1,485.00 Seasonal use of showgrounds including use of dressing sheds - Sporting Clubs Nil \$500.00 **Ground/Amenties Hire** Ground Hire Full day Υ \$140.00 **Ground Hire** Per hour Υ \$14.00 Ground Hire - Circus Per day Υ \$330.00 Ground Hire - primary schools sports \$87.00 Refreshment Booth - Canteen Υ Day or night Main Oval Lights Per hour \$8.50 Club Room (four rooms available) Per each for 1st Υ day \$15.50 Club Room (four rooms available) Per each per Υ \$9.50 extra day Horse or Cattle stalls (with an associated event only) Minimum period \$51.00 1 week Auction Sale \$3.35 Yard charge per head Camping with an associated event day Eastern Side \$56.00 Per day (Poultry Club not to be charged) Camping with an associated event day Western Side \$56.00 Per day Canine Pavilion (Bar) Western Side Per day \$113.00 **Pavilion** Minimum charge Υ \$20.50 **Juniors** Per hour Υ \$20.50 Seniors Per hour Υ \$36.00 Day Hire (including spotlights) Per day \$255.00 Decided on individual basis Groups for weekend/special events Cover area near Pavilion - Limited availability Minimum charge Υ \$7.70 Hire Per hour Υ \$7.70 Hire Per day \$85.00



Unit GST 2009/2010

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1st January to 31st March - one half of the annual fee

1st April to 30th June - one quarter of the annual fee

COMMUNITY SERVICES

SHOWGROUNDS- HALIFAX

Cleaning is the responsibility of the person using the grounds/hall, however, a cleaning charge will be made if the grounds/hall require 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	\$280.00
Hall		Nil	\$280.00
Grounds Grounds-Intertown football	Daily	Υ	\$140.00
Hall Hire Hire - Limited hours of use available	Per day/ evening	Υ	\$170.00
Minor use	Max of 6 hours	Y	\$87.00
Minor use - Small (<20 persons) Regular Group Meeting	Less than 2 hours	Y	\$10.00



			Unit	GST	2009/2010
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Provision of Local Law 1 (25.2)

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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

ECONOMIC DEVELOPMENT			
SUBDIVISION (RECONFIGURATION) OF LAND State Govt Split Valuation Issue Fee - payable at time of lodging survey plan for Cosealing (This fee is subject to change by State Government)	ouncil Per lot	Υ	\$24.20
Application for access easement Application for amalgamation of land or lots (Building Units & Group Development)	Titles	Nil Nil	\$208.00 \$105.00
Application for reconfiguration of lot (Re-arrangement of boundaries)		Nil	\$518.50
Application fee for Preliminary or Development Approval Application fee for reconfiguring a lot with no road opening	D 4 11 11	Nil	\$520.00
Application fee for reconfiguring a lot with road opening	Per Application Per lot	Nil	\$520.00 \$155.00
Application for Approval of Engineering Plans	. 5. 16.	costs estimat	agreed estimated [Calculated from ed costs including s provided by the
Maintenance Bond for Operational Works		works estimat	the value of civil [Calculated from ed costs excluding s provided by the per.
Application for water/sewerage contribution details affecting land Application fee for reconsent to plan of survey where previous consent has lapsed		Y Nil	\$42.00 \$47.00
Headworks Contribution			
Sewerage Headworks contribution	Per additional lot	Nil	\$1,555.00
Water Headworks contribution	Per additional lot	Nil	\$1,555.00
Publice Open Space & Recreation Infrastructure Service Contribution	Per additional lot	Nil	\$1,555.00
APPLICATION FOR DEVELOPMENT (INTEGRATED PLANNING ACT) Material Change of Use Code Assessment Application for Preliminary or Development Approval			
Development <\$100K		Nil	\$830.00
Development >\$100K and up to \$500K		Nil	\$1,040.00
Code assessment involving development work >\$500K MCU - Code assessment where use is commencing in an existing development		Nil Nil	\$2,075.00 \$260.00
MCU - Rural Siting Relaxation		Nil	\$105.00



\$105.00

Nil

	Unit	GST	2009/2010
Provision of Local Law 1 (25.2)			
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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			
ECONOMIC DEVELOPMENT			
Code Assessment Application not involving an MCU			
Self assessable use or work requiring code assessment		Nil	\$415.00
Impact Assessment (Advertising required)			****
Development < \$100K		Nil Nil	\$1040 + Advert \$2075 + Advert
Development >\$100K and up to \$500K Development >\$500K <\$1M		Nil	\$3110 + Advert
Major Development >\$1M value		Nil	\$5176 + Advert
Major Development >\$1M on land that is inconsistent with zoning (by negotia	tion with		Minimum \$7775 + Advert
applicant but minimum charge)			
OPERATIONAL WORK REQUIRING ASSESSMENT AGAINST THE PLANNING S (PART E FORM)	SCHEME		
Excavation and Filling			
Application Fee	Per application	Nil	\$200.00
BUILDING WORK NOT ASSOCIATED WITH AN MCU AND REQUIRING ASSESSM	ENT		
Assessment Triggers			
*Cultural Heritage (Table 10 of IPA Scheme)	First trigger	Nil	\$207.00
*Conservation and Biodiversity Area (Table 12 of IPA Scheme)	Each additional trigger	Nil	\$103.00
*Extractive Industry Resource Area (Table 12 of IPA Scheme)	trigger		
*High Hazard Floodway (Table 12 of IPA Scheme)			
*Mount Cordelia Resource Area (Table 12 of IPA Scheme)			
*Hire Hazard Floodway (Table 12 of IPA Scheme)			
*Acid Sulphate Soils (Table 12 of IPA 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 A3 Colour	Nil Nil	\$145.00
Certified (hard) copy of town planning scheme, policies & maps Non certified CD copy of town planning scheme, policies & maps	AS COIOUI	Nil	\$182.00 \$30.00
Scheme maps	Per copy - A4	Nil	\$6.50
Scheme maps	Per copy - A3	Nil	\$6.60
TOWN PLANNING NOTICES - FEES FOR COUNCIL TO PREPARE, LODGE AND SI	ERVE		
Notice in newspaper		Υ	@cost
Notice to adjoining owner/s & copy of land notice		Υ	\$115.00
Additional land notice	Per laminated copy	Υ	\$57.00
TOWN PLAN - SHIRE (INTEGRATED PLANNING ACT)			
Town Planning Certificate		A · · ·	4.7.00
Limited Certificate Fee Standard Certificate Fee		Nil Nil	\$47.00 \$88.00
Full Town Plan Certificate Fee		Nil	\$120.00
Tail Town Flat Oct filloute Foo		NIII	\$120.00 \$105.00

Change to existing IPA approval (MCU or Reconfiguration)



Unit GST 2009/2010

Provision of Local Law 1 (25.2)

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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

HEALTH, WASTE & ENVIRONMENT			
ANIMALS			
Dog Registration Fees All entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	As advertised for period during May and June	Nil	\$54.00
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	Once off only	Nil	No charge
Where owner acquire a dog or move to the shire (with no proof of current do registration) the fee is pro-rated.	og		
All entire dogs over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$72.00
All entire dogs over 3 months of age (excluding concession)	2nd quarter - October to December	Nil	\$54.00
All entire dogs over 3 months of age (excluding concession)	inclusive 3rd quarter - January to March	Nil	\$36.00
All entire dogs over 3 months of age (excluding concession)	inclusive 4th quarter - April to June inclusive	Nil	\$18.00
All desexed dogs over 3 months of age (excluding concession)	1st quarter - July to September inclusive	Nil	\$28.00
All desexed dogs over 3 months of age (excluding concession)	2nd quarter - October to December inclusive	Nil	\$21.00
All desexed dogs over 3 months of age (excluding concession)	3rd quarter - January to March inclusive	Nil	\$14.00
All desexed dogs over 3 months of age (excluding concession)	4th quarter - April to June inclusive	Nil	\$7.00
Produce proof of current dog registration from any other Local Government with Australia (Does NOT apply to Restricted Dogs or dogs that have been declared as being a Dangerous Dog)			No Charge
Any dog that is required to be registered and has been declared as being a dangero dog	us	Nil	\$150.00



Unit GST 2009/2010

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1st January to 31st March - one half of the annual fee

HEALTH , WASTE & ENVIRONMENT			
Transfer of current registration from one dog to another when original dog becomes	Each	Nil	\$10.00
deceased and the owner acquires another dog within the current financial year			
Restricted Dog Permit (Does not include dog registration fees when dog is kept in a		Nil	\$118.00
scheduled township area) Guide Dog/Hearing Dog	Exempt from		Exempt from charge
Guide Dog/Treating Dog	charge		Exempt from enarge
Replacement of registration tag	Each	Nil	\$5.50
Animal Impounding			
Prescribed infringement notice will be issued for wandering at large/fail to mainta proper enclosure - 2 Penalty Units @ \$100 per unit = \$200.	in	Nil	As prescribed
When fine not paid (SPER Lodgement)			As prescribed
Reminder letters for unpaid infringement notices		Nil	\$17.00
Release fee for impounded dog		Nil	\$35.00
Sustenance fee for dogs for each night spent impounded (Monday-Friday)	per night	Nil	\$12.00
Sustenance fee for dogs for each night spent impounded (Saturday, Sunday & Publ Holidays)	ic per night	Nil	\$24.00
Release fee for other impounded animals (eg Cattle) including all costs associated with	th	Nil	At cost
impoundment			
Miscellaneous Pick up and disposal of deceased animals	per annum	Υ	\$300.00
Pick up and disposal of deceased animals Pick up and disposal of deceased animals	per service	Y	\$25.00
Licence to keep animal/s in a township (other than dogs)	1st quarter - July	Nil	\$72.00
	to September		Ţ. <u>-</u>
	inclusive		
Licence to keep animal/s in a township (other than dogs)	2nd quarter -	Nil	\$54.00
	October to		
	December		
	inclusive		+0 / 00
Licence to keep animal/s in a township (other than dogs)	3rd quarter -	Nil	\$36.00
	January to March		
Licence to keep animal/s in a township (other than dogs)	inclusive 4th quarter - April	Nil	\$18.00
Licence to keep animal/3 in a township (other than dogs)	to June inclusive	INII	Ψ10.00
	to Julie melasive		
Hire of Electronic Barking Collar	per day	Υ	\$3.00
Hire of Electronic Barking Collar - Conditional refundable bond		Nil	\$100.00
Hire of Cat or Dog Trap	per week or part	Υ	\$10.00
Hiro of Cat or Dog Tran. Conditional refundable hand	thereof	NIII	¢20.00
Hire of Cat or Dog Trap - Conditional refundable bond		Nil	\$30.00



Single inground for ashes

slab if not completed within two year time frame.

2009/2010 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

Υ

Nil

\$325.00

\$435.00

	Unit	GST	2009/2010
Provision of Local Law 1 (25.2)			
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quarterly basis as follows:			
1st September to 31st December - three quarters of the annual fe	e		
1st January to 31st March - one half of the annual fee			
1st April to 30th June - one quarter of the annual fee			
HEALTH, WASTE & ENVIRONMENT			
Wild Dog/Pig Baiting			
Doggone - 12 bait trays	per tray or part	Υ	\$22.80
701.00	thereof		
Doggone - 72 bait farm pack	per farm pack	Υ	\$134.64
Doggone - 100 bait tub	per tub	У	\$137.28
Doggone - 100 free feed	per tub	V	\$118.80
Doggone - 300 bait tub	per tub	Y	\$444.00
Doggone - Free feed - tub of 300	per tub	Y	\$444.00
Pigout - 64 free feed tub	per tub	Y Y	\$176.48 \$212.59
Pigout - 64 bait tub	per tub	Y	\$212.59
Unreserved inground burials in religious denomination areas inclu- NEW INGHAM CEMETERY RSL Division Unreserved & Reserved Plot Single inground for ashes	aing Catholic, Anglican, Uniting & Lu	rneran Y Y	\$665.00 \$325.00
Lawn Division			
Unreserved & Reserved Plot		Υ	\$665.00
Child under 5 years including stillborn		Υ	\$485.00
Single inground for ashes		Υ	\$325.00
Beam Division			
Unreserved & Reserved Plot		Υ	\$665.00
Child under 5 years including stillborn		Ϋ́	\$485.00
Single inground for ashes		Υ	\$325.00
Vaults Catholic, Anglican, Lutheran & Uniting, Non-Denominational Unreserved & Reserved Plot Child under 5 years including stillborn Single inground for ashes		Y Y	\$665.00 \$485.00
Single inground for ashes		Υ	\$325.00
Inground Burials Catholic, Anglican, Lutheran & Uniting, Non-Denominational			
Unreserved & Reserved Plot		Υ	\$665.00
Child under 5 years including stillborn		Υ	\$485.00
Charle in success for colors		\/	¢ ን ጋ ፫ . O O

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



Unit	GST	2009/2010	
Unit	GST	2009/2010	

Provision of Local Law 1 (25.2)

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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

HEALTH, WASTE & ENVIRONMENT		
Inground Burials-Weekend & Public Holidays		_
Catholic, Anglican, Lutheran & Uniting, Non-Denominational		
Unreserved & Reserved Plot	Υ	\$1,330.00
Child under 5 years including stillborn	Υ	\$970.00
Single inground for ashes	Υ	\$650.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over	Nil	\$435.00
the entire grave plot. Alternatively, the bond will be used by Council to construct the		
slab if not completed within two year time frame.		
Discounted Plots		
Single plot in older Division used for interment in a vault only	Υ	\$240.00
Columbarium Wall (Council)		
Single Niche	Υ	\$135.00
Double Niche	Υ	\$270.00
Columbarium Wall (RSL)		
Single Niche	Υ	\$27.50
Reservations		# //F 00
Land for grave 2.4m x 1.2m	Y	\$665.00
Land for grave 2.4m x 2.4m	Y Y	\$1,330.00 \$1,995.00
Land for grave 2.4m x 3.6m	Ϋ́	\$1,995.00
Columbarium Wall (Council) - Double Niche	Y	\$270.00
Second Interment (Reopening of Plots)		
Inground burials	V	¢//F 00
Adult Child under E veers including stillborn	Y Y	\$665.00 \$490.00
Child under 5 years including stillborn Single grave for ashes	Ϋ́	\$490.00 \$120.00
A bond is to be paid upon burial which will be refunded if a cement slab is laid over	Nil	\$435.00
the entire grave plot. Alternatively, the bond will be used by Council to construct the	IVII	¥433.00
slab if not completed within two year time frame.		
Reopening of vault		
Interment of ashes only	Υ	\$120.00
Exhumations		
Exhumation Inground		
Exhumation (if conducted by Council Staff)	Y	At cost
Exhumation (if conducted by others under Council supervision)	Υ	\$310.00
Exhumation Vault	.,	A.L
Exhumation (if conducted by Council Staff) Exhumation (if conducted by others under Council supervision)	Y	At cost
Exhumation (if conducted by others under Council supervision)	Υ	\$310.00



Unit	GST	2009/2010

Provision of Local Law 1 (25.2)

Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:

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1st January to 31st March - one half of the annual fee

HEALTH , WASTE & ENVIRONMENT		
HALIFAX CEMETERY Lawn Division Unreserved & Reserved Plot	Y	\$665.00
Child under 5 years including stillborn Single inground for ashes	Y Y	\$490.00 \$325.00
Beam Division (IF/WHEN CONSTRUCTED) Unreserved & Reserved Plot	Υ	\$665.00
Child under 5 years including stillborn Single inground for ashes	Y Y	\$490.00 \$325.00
Vaults Catholic, Anglican, Lutheran & Uniting, Non-Denominational		
Unreserved & Reserved Plot	Υ	\$665.00
Child under 5 years including stillborn Single inground for ashes	Y Y	\$490.00 \$325.00
Inground Burials		
Catholic, Anglican, Lutheran & Uniting, Non-Denominational	\ <u>/</u>	# //F 00
Unreserved & Reserved Plot Child under 5 years including stillborn	Y Y	\$665.00 \$490.00
Single inground for ashes	Ϋ́	\$325.00
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	\$435.00
Inground Burials-Weekend & Public Holidays Catholic, Anglican, Lutheran & Uniting, Non-Denominational Unreserved inground burials in religious denomination areas including Catholic, Anglican, Uniting		¢1 220 00
Unreserved & Reserved Plot Child under 5 years including stillborn	Y Y	\$1,330.00 \$970.00
Single inground for ashes	Υ	\$650.00
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	\$435.00
Columbarium Wall (Council)	V	¢12F.00
Single Niche Double Niche	Y Y	\$135.00 \$270.00
Discounted Plots Single plot in older Division used for interment in a vault only	Υ	\$240.00
Reservations	V	* //F 00
Land for grave 2.4m x 1.2m Land for grave 2.4m x 2.4m	Y Y	\$665.00 \$1,330.00
Land for grave 2.4m x 3.6m	Y	\$1,995.00



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HEALTH, WASTE & ENVIRONMENT			
Second Interment (Reopening of Plots)			
Inground burials			
Adult		Υ	\$665.00
Child under 5 years including stillborn		Υ	\$490.00
Single grave for ashes		Υ	\$120.00
Reopening of vault			
Interment of ashes only		Υ	\$120.00
Exhumations			
Exhumation Inground			
Exhumation (if conducted by Council Staff)		Υ	At cost
Exhumation (if conducted by others under Council supervision)		Υ	\$310.00
Exhumation Vault			
Exhumation (if conducted by Council Staff)		Υ	At cost
Exhumation (if conducted by others under Council supervision)		Υ	\$310.00
NEW INGHAM CEMETERY & HALIFAX CEMETERY			
Monuments			
For permission to erect headstone, tomb, tablet, monument or railing		Υ	\$77.50
Search Fees and Register Charges			
Complete copy of cemetery register in alphabetical order		Υ	At cost
Hire of Shelter			
Monday to Friday ONLY	One per funeral	Υ	\$64.00
Monday to Friday ONLY	Both per funeral	Υ	\$100.00
Weekends and Public Holidays	One per funeral	Υ	\$128.00
Weekends and Public Holidays	Both per funeral	Υ	\$200.00
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHA		•	\$200.00
REGISTRATION			
ERA Licencing			
Review of Draft EMP (where required)		Nil	\$100.00
Registration Certificate Transfer	Per occurrence	Nil	\$100.00
Poultry Farming more than 1000 to 200000 birds	Yearly	Nil	\$100.00
Poultry Farming more 200000 birds	Yearly	Nil	\$900.00
Asphalt Manufacturing less than 1000 tonne of asphalt in a year	Yearly	Nil	\$100.00
Manufacturing 1000 tonne or more of asphalt in a year	Yearly	Nil	\$3,200.00
Storing between 10m ³ to 500m ³ of Class C1 or C2 under AS1940 or dangerous goods	reariy	Nil	\$100.00
class 3 Plastic Product Manufacturing in a year a total of 50 tonne or more of plastic product	Yearly	Nil	\$2,800.00
other than for ERA 12 (2) 2	rourly	1 1111	Ψ2,000.00
Plastic Product Manufacturing in a year a total of 5 tonne or more of foam, composite	Yearly	Nil	\$5,400.00
plastics or rigid fibre-reinforced plastics	•		



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HEALTH, WASTE & ENVIRONMENT			
Abrasive Blasting	Yearly	Nil	\$800.00
Boilermaking or Engineering for producing in a year between 200 tonne to 10000	O Yearly	Nil	\$100.00
tonne of metal product			*
Boilermaking or Engineering for producing in a year more than 10000 tonne of meta	al Yearly	Nil	\$4,600.00
product			
Metal Forming	Yearly	Nil	\$100.00
Metal Recovery - recovering more 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	f Yearly	Nil	\$1,900.00
metal in a year without using a fragmentiser			
Metal Recovery - recovering more than 100 tonne of metal in a day or 10000 tonne of	f Yearly	Nil	\$5,100.00
metal in a year using a fragmentiser			
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	Yearly	Nil	
between 1 tonne to 100 tonne of surface coating materials			\$100.00
Surface Coating - Coating, painting or powder coating, using in a year between 1 tonne	e Yearly	Nil	
to 100 tonne of surface coating materials			\$100.00
Concrete Batching	Yearly	Nil	\$1,500.00
Wooden & Laminated Product Manufacturing - fabricating in a year more than 100	Yearly	Nil	
tonne of wooden products			\$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	r Yearly	Nil	
or cardboard			\$100.00
Flammable & Combustible Liquid Storage Licencing			
- up to 10000 litres	Yearly	Nil	\$120.00
- 10000 litres to 50000 litres	Yearly	Nil	\$150.00
- Above 50000 litres	Yearly	Nil	\$185.00
Food Business Licencing			
Food business licence - low risk	Yearly	Nil	\$130.00
Food business licence - medium risk	Yearly	Nil	\$195.00
Food business licence - high risk	Yearly	Nil	\$280.00
Food business licence - temporary single event	Per event	Nil	\$35.00
Food business licence - temporary multi event	Yearly	Nil	\$75.00
Licencing - Miscellaneous			
Skin penetration	Yearly	Nil	\$185.00
Temporary Home including one inspection	Per occurrence	Nil	\$105.00
Licensing - Administration			
New application processing	Per occurrence	Nil	\$170.00
Transfer or amendment of licence	Per occurrence	Nil	\$70.00



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HEALTH, WASTE & ENVIRONMENT			
MISCELLANEOUS			
Miscellaneous-Flammable & Combustible Liquid Storage			****
Plan assessment - Flammable Liquids Storage		Υ	\$170.00
Miscellaneous- Food Businesses			
Health Search (Physical inspection and file search for a licensed premis	se when it is	Υ	\$170.00
requested by a prospective buyer. Includes a report on the premises condi-	tion.)		
Plan assessment - Food Premises		Υ	\$170.00
Fines for Non Compliance			
Infringement Notice		Nil	As prescribed by
			legislation
When fine not paid (SPER Lodgement)		Nil	@cost
Reminder letters for unpaid infringement notices		Nil	\$17.00
Footpath use for Commercial Purposes (outdoor dining)	Wa sala	N I 'I	#105.00
Renewable Licence	Yearly	Nil	\$105.00
Miscellaneous environmental health services	Per hour	Υ	\$95.00
REGULATED PARKING			
Infringement Notice		Nil	As prescribed in LL12
When fine not paid (Registration Search)		Nil	@cost
When fine not paid (SPER Lodgement)		Nil	@cost
Reminder letters for unpaid infringement notices	Dandau	Nil	\$17.00
Use of parking bay for building work etc	Per day	Nil	\$6.00
WASTE DISPOSAL FEE			No chargo
Recyclables Commercial/Industrial Waste (general)	Per tonne	Υ	No charge \$55.00
Commercial Waste	Min charge	Ϋ́	\$5.50
Commercial - Construction and Demolition Waste (unsorted)	Per tonne	Ϋ́	\$55.00
Commercial - Clean concrete	Per tonne	Y	\$11.00
Commercial - Greenwaste	Per tonne	Υ	\$38.50
Domestic waste (general)	Per ute	Υ	\$5.50
Domestic - construction and demolition waste (mixed)	Per ute	Υ	\$5.50
Domestic - clean concrete	Per ute	Υ	\$5.50
Domestic - Greenwaste			No charge
Sale of Mulch	Per cubic metre	Υ	\$11.00
Special Disposal - eg asbestos (commercial and domestic)			
- Handling fee	Each occurrence	Y	\$82.50
- Disposal fee	Per tonne	Υ	\$55.00
Cleanfill Commercial - car bodies	Per car hody		\$33.00
Domestic - car bodies	Per car body Per car body		No charge
Domestic car boards	i ei cai buuy		ivo charge



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HEALTH, WASTE & ENVIRONMENT			
Metal			No charge
Waste oil			No charge
Gas cylinders (empty)			No charge
Batteries			No charge
Waste disposal fees for Tyres from Commercial/Industrial and Do	omestic Sources		
Motorbike	Per tyre	Υ	\$3.30
Passenger Car	Per tyre	Υ	\$6.60
Light Truck	Per tyre	Υ	\$8.80
Truck	Per tyre	Υ	\$19.80
Super Single	Per tyre	Υ	\$49.50
Tractor			
- up to 1000mm	Per tyre	Υ	\$79.20
- 1000mm to 2000mm	Per tyre	Υ	\$137.50
Earthmoving			
- up to 1000mm	Per tyre	Υ	\$110.00
- 1000mm to 1500mm	Per tyre	Υ	\$242.00
- 1500mm to 2000mm	Per tyre	Υ	\$478.50
- Greater than 2000mm	Per tyre	Υ	POA
Other tyres	Per tyre	Υ	POA
Various Scrap Rubber	Per tyre	Υ	POA
WASTE MANAGEMENT FEE			
Approval to perform waste management works		Nil	\$33.00



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INTERNAL SUPPORT SERVICES			
FINANCIAL REPORTS			
Annual Report/Financial Statements		Nil	\$25.00
FREEDOM OF INFORMATION			
*Application Fee		Nil	\$38.00
Сору	Per A4 page	Nil	\$0.20
Processing Charge	Per 15 mins -	Nil	\$5.80
	where applicable		
Accessing Charge	Per 15 mins -	Nil	\$5.80
	where applicable		
*FOI fees may be amended from time to time to comply with legislative cha	nges as they occur - refer to	FOI Regulation 2	006
GIS MAPPING PRODUCTS			
A4 - Black and White	Per page	Υ	\$7.70
A4 - Colour	Per page	Υ	\$8.70
A4 - Full colour including aerial image	Per page	Υ	\$8.70
A3 - Black and White	Per page	Υ	\$8.20
A3 - Colour	Per page	Υ	\$9.20
A3 - Full colour including aerial image	Per page	Υ	\$9.20
A1 - Colour - minimum fee may be extra depending on time involved Available products recommended in colour: Flood, Cemetery, Town Plan Zo	Per page ne Mans	Υ	\$58.90
100 Year Flood Certificate		V	¢24 E0
100 Year Flood Certificate		Υ	\$26.50
LAMINATING	_		40.05
A4	Per page	Y	\$0.95
A3	Per page	Υ	\$1.65
LOCAL LAWS AND POLICIES	Dan 2000	NIII	#0.2 F
Proposed and adopted local laws and local law policies	Per page	Nil	\$0.25
PHOTOCOPYING - GENERAL			
A4	Per single sided	Υ	\$0.25
	sheet		
A3	Per single sided	Υ	\$0.45
	sheet		
A4 - Colour	Per single sided	Υ	\$2.00
	sheet	.,	±0 = -
A3 - Colour	Per single sided	Υ	\$2.50
DOLIGIES AND INFORMATION COUNCY	sheet		
POLICIES AND INFORMATION - COUNCIL	D	NUL	40.05
Copy of Policy/Information	Per page	Nil	\$0.25



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INTERNAL SUPPORT SERVICES			
PROPERTY DATA INFORMATION SERVICE			
Very High User - Average of 12 or more enquires per week	Per year	Nil	\$425.00
High User - Average of 8 to 11 enquires per week	Per year	Nil	\$282.00
Medium User - Average of 6 or 7 enquires per week	Per year	Nil	\$154.00
Low User - Average of 1 to 5 enquires per week	Per year	Nil	\$53.00
RATE BOOK INSPECTION			
Full Search	Per property	Nil	\$70.00
Limited Search	Per property	Nil	\$32.00
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



\$2.25

\$1,280.00

	Unit	GST	2009/2010
Provision of Local Law 1 (25.2)			_
Where a fee is an annual fee and payment period is less than nine (9) month quarterly basis as follows:	s then a pro-rata fe	e only is p	payable calculated on a
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			
TECHNICAL SERVICES			
BUILDING BOND			
Bond - Building (Refundable on completion to Building Certifier's requiremen Request for refund must be submitted in writing to Council's Chief Executive Officer.)	ts. Per application	Nil	\$6,656.00
Bond - Route (HSC Works Manager & Design Technical Assistant must be notified least 24 hours prior to the structure being removed/relocated. Cost of any damage Council's infrastructure resulting from removal/relocation will be deducted from to Route Bond. The remainder of bond will be refunded when the structure has be made safe or left the Shire. Request for refund must be submitted in writing Council's Chief Executive Officer.)	to he en	Nil	\$2,048.00
Please note:- Building Application fees, Plumbing Application fees and Relocation	- Route Inspection Fe	e are	
BUILDING RELATED APPLICATIONS			
Relocation - Route Inspection (Not refundable)	Up to & including 10kms	Υ	\$204.80
Relocation - Route Inspection (Not refundable)	Over 10kms	Υ	\$256.00
Building Record Search		NII	¢ 41.00
- Domestic - Commercial		Nil Nil	\$41.00 \$61.50
Priority Building Record Search (Report provided same day)		INII	ψ01.30
- Domestic		Nil	\$61.50
- Commercial		Nil	\$102.50
Building Record Search incurs an additional fee if inspections are required to provi	de	Υ	
information due to insufficient records.			
Copy of monthly building statistics	Per annum	Y	\$107.50
BSA Contract Sales	Per contract	Y	\$10.50
Urban Siting Relaxation		Nil	\$128.00
Building Lodgement Fees		NIII	\$82.00
 Class 1 Enclosing existing floor areas, such as patios and garages; Construction of awnin 	nae	Nil Nil	\$31.00
and patios [new areas, not enclosed, up to max area of 60m2]	iys	INII	\$31.00
- Class 10 - up to 12m2		Nil	\$31.00
- Class 10 - up to 12112 - Class 10 - 12m2 and over		Nil	\$61.00
- Swimming Pools		Nil	\$31.00
- Class other		Nil	\$128.00
- Shop fitouts		Nil	\$77.00
Building Certification Fees			
New Houses – consisting of one (1) storey, block, concrete slab, pre-constructed /	First 100 sqm	Nil	\$1,024.00
transportable	sqm after that		\$2.25
	Minimum cost First 100 sqm		\$1,024.00 \$1,280.00
New Houses – consisting of two (2) storey (any material), timber	sam after that		\$1,200.00

sqm after that Minimum cost

New Houses – consisting of two (2) storey (any material), timber



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1st April to 30th June - one quarter of the annual fee TECHNICAL SERVICES		
	First 100 sqm	\$1,024.00
Relocated Houses – low set	sqm after that	\$2.25
	Minimum cost	\$1,024.00
	First 100 sqm	\$1,280.00
Relocated Houses – two (2) storey	sqm after that	\$2.25
•	Minimum cost	\$1,280.00
	First Unit	@ House Fee
Duplex / Dual Occupancy (Class 1a only)	Second unit	@ 70% of first unit cost
	Minimum cost	\$1,740.00
Units – Refer to Commercial Price	51	***
House Additions, and Enclosing Underneath as Habitable Area (includes fully	enclosed First 100 sqm	\$1,024.00
garages attached to the existing house)	sqm after that	\$2.25
	Minimum cost	\$1,024.00
House Additions - Minor - Structural		\$600.00
Enclosing Under – Non-Habitable		460.80
Decks, Verandahs, Patios (Class 1a – attached to dwelling – not enclosed) (E	inciosed —	407.40
refer to house additions)		486.40 461.00
Demolitions and / or Removal – Free Standing House Re-roofing - Residential up to 300m ²		461.00
Re-roofing – Residential over 300m ² or Commercial		563.20
Raising and Restumping		512.00
Construction or Removal of Partitions – Residential (Non structural alteration:	c)	358.40
Residential Shade Structures (Pergola, Pool Shade Structure – Non solid roof	•	358.00
Gazebos (Solid roof))	486.00
Gazebos (Solid Foot)	First 100 sqm	921.00
Masonary Block Sheds	sqm after that	2.25
Masonary Blook Shous	Minimum cost	921.00
Pre-fabricated Metal Garden Sheds, Lawn Lockers (up to 10m ²)		358.00
The factor motal earast energy carm 250 note (ap to 1011)	First 100 sqm	461.00
Garages, Sheds, Carports (Class 10a – stand alone structures	sqm after that	2.25
	Minimum cost	461.00
Swimming Pools & Spas – Above Ground		409.60
Swimming Pools & Spas – In Ground		665.60
Fences of Open Construction Over 2m		358.00
Retaining Walls (Masonary block / concrete)		522.24
Signs – Engineered		537.60
Signs – Not Engineered		384.00
Commercial Building Works – Class 2 to 9	Minimum cost \$900	POA
	First 100 sqm	\$512.00
Commercial Shade Structures (Smokers Area)	sqm after that	\$2.25
	Minimum cost	\$512.00



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TECHNICAL SERVICES		
Construction or Removal or Partitions - Commercial (including Shop Fit Out) (Non		\$461.00
structural alterations)		\$75.00
Amended plans (Minor) Amended plans (Major)		\$75.00 POA
Temporary Occupancy - to reside in a caravan (Council approval required)-maximum 2 Per year	Nil	\$154.00
years		****
Application to reside in Class 10a - valid 3 months only - pending written permission from HSC granted	Nil	\$123.00
Final inspection of HSC building permit	Υ	\$204.80
PLUMBING AND DRAINAGE - DOMESTIC		
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	Nil	\$450.00
inspections allows no > 5 inspections per Permit) Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	Υ	\$80.00
DWELLING - Existing - Alterations and Additions - Regulated Work - Drainage Plan		
Required		
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	Nil	\$350.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	Υ	\$80.00
DWELLING - Existing - Lesser Regulated Works - No Drainage Plan Required		
Approval of Application for Compliance Assessment and one (1) inspection only.	Nil	\$145.00
(Includes plumbing & drainage works such as installation of solar water heaters)		
DWELLING Ediating Lacon Postulated Works Comming off Course Companies		
DWELLING - Existing - Lesser Regulated Works - Capping off Sewer Connections		
Approval of Application for Compliance Assessment and one (1) inspection only.	Nil	\$145.00
(Capping off sewer connections for demolition/removal of dwellings & change to		
existing fixtures without change to drainage connections) - No Drainage Plan Required		
Class 10a - New Sanitary Installation Approval of Application for Compliance Assessment, Plans and Inspections - no more	Nil	\$450.00
than 3 fixtures		
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	Υ	\$80.00



Copy of As-constructed Drainage Plan

2009/2010 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

Nil

\$10.00

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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			
TECHNICAL SERVICES			
PLUMBING AND DRAINAGE - DOMESTIC NON - SEWERED AREA INSTALLATIONS Applications for Compliance Assessment			
DWELLING - New - Regulated Work - Drainage Plan Required			
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	-	Nil	\$450.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Υ	\$80.00
DWELLING - Existing - Alterations and Additions - Regulated Work - Drainage Plan	1		
Required Approval of Application for Compliance Assessment, Plans and Inspections (Fee for	-	Nil	\$350.00
inspections allows no > 5 inspections per Permit)		INII	\$300.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Υ	\$80.00
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	\$145.00
Class 10a - New Sanitary Installation			
Approval of Application for Compliance Assessment, Plans and Inspections - no more	,	Nil	\$450.00
than 3 fixtures			
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan		Υ	\$80.00
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	
Biotal Edit / a F Eld that a molados application for and i inspection per device	TOT GOVIDO		\$85.00
per additional device on the same applications - includes approval and ${\bf 1}$ inspection	Per additional device	e	
only Backflow Annual Licence & Inspection / property	Annual	Nil	\$55.00 \$40.00
Late/overdue fee for overdue test report	Ailliuai	Nil	\$55.00
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	\$45.00



\$80.00

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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			
TECHNICAL SERVICES			
INSPECTIONS Re-inspection of any plumbing and/or drainage defects or when plumbing and drainage works not in sufficient state of readiness when call for by plumbers.	d/or Per inspection	Nil	\$85.00
After hours inspection	Per inspection	Nil	\$150.00
[HSTP] Household Sewerage Treatment Plant Applications Approval of Application for Compliance Assessment and Inspections	Per HSTP	Nil	\$85.00
Annual Licence & Inspection Fee	Annual	Nil	\$55.00
Physical inspections required in relation to requests for approval of building of sewers	over Per inspection	Nil	\$95.00
PLUMBING AND DRAINAGE - COMMERCIAL SEWERED AREA INSTALLATIONS Applications for Compliance Assessment			
COMMERCIAL - <u>New</u> - Regulated Work - Drainage Plan Required New - Regulated Work - Drainage Plan Required			
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture Minimum	Nil Nil	\$85.00 \$255.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	an	Υ	\$80.00
COMMERCIAL - Existing - Alterations and Additions - Regulated Work - Drainage F Required	Plan		
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture Minimum	Nil Nil	\$85.00 \$255.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	an	Υ	\$80.00
COMMERCIAL - Existing - Lesser Regulated Works - No Drainage Plan Required Approval of Application for Compliance Assessment and one (1) inspection of (Includes plumbing & drainage works such as installation of solar water heaters)	only.	Nil	\$145.00
PLUMBING AND DRAINAGE - COMMERCIAL NON - SEWERED AREA INSTALLATIONS Applications for Compliance Assessment			
COMMERCIAL - New - Regulated Work - Drainage Plan Required New - Regulated Work - Drainage Plan Required	Dor flythere	N I ! I	* 05.0
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture Minimum	Nil Nil	\$85.0 \$255.0
Propagation of Prainage Plan, Council's Plumbing Inspector to propage Prainage Plan		V	Ψ200.00 Φ200.00

Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan



sewers

2009/2010 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

Nil

\$95.00

	Unit	GST	2009/2010
Provision of Local Law 1 (25.2)			
Where a fee is an annual fee and payment period is less than nine (9) months to	then a pro-rata fee	only is p	ayable 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			
TECHNICAL SERVICES			
COMMERCIAL - Existing - Alterations and Additions - Regulated Work - Drainage Plan			
Required			
Approval of Application for Compliance Assessment, Plans and Inspections	Per fixture	Nil	\$85.00
Preparation of Drainage Plan - Council's Plumbing Inspector to prepare Drainage Plan	Minimum	Nil Y	\$255.00 \$80.00
COMMERCIAL - 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	\$145.00
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 additional device on the same applications - includes approval and 1 inspection of Backflow Annual Licence & Inspection / property Late/overdue fee for overdue test report	Per device Per additional device Annual	Nil : Nil Nil	\$85.00 \$55.00 \$40.00 \$55.00
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 After inspections of plumbing/drainage work have been carried out		Nil	50% No refund
PLANS Application Submit Amended Plans		Nil	\$45.00
Copy of As-constructed Drainage Plan		Nil	\$10.00
INSPECTIONS Re-inspection of any plumbing and/or drainage defects or when plumbing and/or drainage works not in sufficient state of readiness when call for by plumbers.	Per inspection	Nil	\$85.00
After hours inspection	Per inspection	Nil	\$150.00
[HSTP] Household Sewerage Treatment Plant Applications Approval of Application for Compliance Assessment and Inspections Annual Licence & Inspection Fee	Per HSTP Annual	Nil Nil	\$85.00 \$55.00
Annual Election & Inspection Fee	/ ii ii iddi	1 411	Ψ33.00

Physical inspections required in relation to requests for approval of building over Per inspection



Unit GST 2009/2010

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

23t April to Sour Suite Toric quarter of the armual is			
TECHNICAL SERVICES			
PLAIN PAPER PLAN COPIES			
A1	Per copy	Υ	\$14.70
A2	Per copy	Υ	\$14.65
A3	Per copy	Υ	\$14.55
A4	Per copy	Υ	\$14.50
AO	Per copy	Υ	\$15.00
Scanning costs	Min Charge	Υ	\$16.00
-	Per Sheet	Υ	\$4.16
	Plus CD	Υ	\$1.00



GST

Unit

2009/2010

Provision of Local Law 1 (25.2)			
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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			
TRANSPORT			
AERODROME			
Irregular Usage	Per landing	Υ	\$42.50
Irregular Usage	Per day	Υ	\$63.75
Irregular Usage	Per annum	Υ	\$531.20
Regular Usage (Commercial Light Aircraft)	Per annum	Υ	\$743.75
FOOTPATH CONSTRUCTION - COMMERCIAL PREMISES			
Council contribution is calculated on 50/50 basis up to maximum amount of \$7	2- Per square metre	Υ	\$74.50
50/m2 for footpath improvement works. Following satisfactory completion of works			**
on sighting relevant receipts & receiving tax invoice, Council will forward			
contribution.			
A state of the sta			
A minimum charge of \$20 will apply Hire of Equipment			
- Barricade Webbing	Per day / per roll	Υ	\$22.05
- Barricade Webbirg	· .	ĭ	
- Barricade Boards	Per day / each	Υ	\$22.05
- Barrier lamps	Per day	Υ	\$4.65
- Bollards	Per day / each	Y	\$4.65
- Curly Bell Stands	Per day	Y	\$30.25
- Delineators	Per day	Y	\$3.60
- Multi-user Road Signs	Per week	Y	\$43.55
- Road Signs	Per week Per Mobile Toilet	Y	\$16.15 \$27.00
 Mobile Toilet Hire Fee (Please note that the Service Fee listed below is to be added to the total charge for 		Υ	\$27.00
Mobile Toilet Hire Fee - eg 3 days Mobile Toilet Hire = 3 x \$25 + \$72 = \$147)	hire/day		
- Mobile Toilet Service Fee	Per Mobile Toilet	Υ	\$73.75
- Woodle Tollet Sci vice Fee	hire	1	Ψ73.73
- Additional Mobile Toilet Service Fee	Per service	Υ	\$73.75
- Mobile Toilet - Bond (refundable) to be paid upfront		Nil	\$100.00
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGE	ED FOR THE HIRE OF N	MOBILE TOILET	
CALE OF MATERIAL			
SALE OF MATERIAL Sale of secondhand Grader Blades	Each used	Υ	\$30.75
Residential Invert Construction	Per metre	Y	\$286.75
Commercial Invert Construction	Per metre	Ϋ́	\$312.35
Rural Numbering for Numbers Already Allocated	Faab	V	417 5
White on Black Rural Numbering Sticker Supply of Bural Addressing Medule, Post & Numbers	Each	Y	\$1.75 \$45.50
Supply of Rural Addressing Module, Post & Numbers Supply of Rural Addressing Module, Post Numbers & Installation	Each Each	Y	\$45.50 \$77.50
Supply of Rural Addressing Module, Post, Numbers & Installation Supply of Rural Addressing Module & Numbers	Each Each	Y Y	\$27.50
Supply of Naral Addressing Module & Manibers	Eduli	I	Φ∠1.3U



Unit GST 2009/2010

Provision of Local Law 1 (25.2)

Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:

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1st January to 31st March - one half of the annual fee

TRANSPORT			
LICENCES AND REGISTRATIONS			
Grids & Public Gates	Annual Licence Fee	Nil	\$100.00
Irrigation Pipe under/on Road	Annual Licence Fee	Υ	\$100.00
Application for Approval for Tracked Cane Harvesting Equipment to Cross or Tra Council's Roads	verse	Nil	\$100.00
Renewal fee Tracked Cane Harvesting Equipment to Cross or Traverse Council's R	oads	Nil	\$30.00
YANK'S JETTY	Dealers described	NUL	#0.50
Usage Charge - Commercial Vessels Only	Per head per visit	Nil	\$2.50
WATER SUPPLY			
Provision of New Service (Connection)			
- 20NB diameter		Nil	\$500.00
- Larger (Deposit of estimated cost required with application)		Nil	@ cost
Separate connections are to be installed for multiple residences			* 05.00
Repair Broken Service (Damage outside yard)		Nil	\$85.00 + meter
Relocate Water Meter		Nil	@ cost
Interim Reading of Water Meter Testing Water Meter Fee Paguest by support (fee refundable if meter faults)		Nil	\$25.00
Testing Water Meter Fee - Request by owner (fee refundable if meter faulty) Metered hydrant Stems - Bond (refundable) to be paid upfront		Nil Nil	\$50.00 \$250.00
Measured supply through Metered Hydrant	Per k/l	IVII	\$1.00
WATER SAMPLES			
Taking each sample and having tested			
- Chemical Test	Each	Y	\$132.00
- Bacterial Test	Each	Υ	\$71.50
WATER LOCATION			
Search Fee	D 15'	Υ	\$44.00
Location	Per 15 minutes	Υ	\$14.30
TRADE WASTE		NIII	¢100.00
Application for licence or renewal of licence Waste delivered to Ingham Plant	Per kl	Nil Nil	\$180.00 \$7.00
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