

Hinchinbrook Shire Council

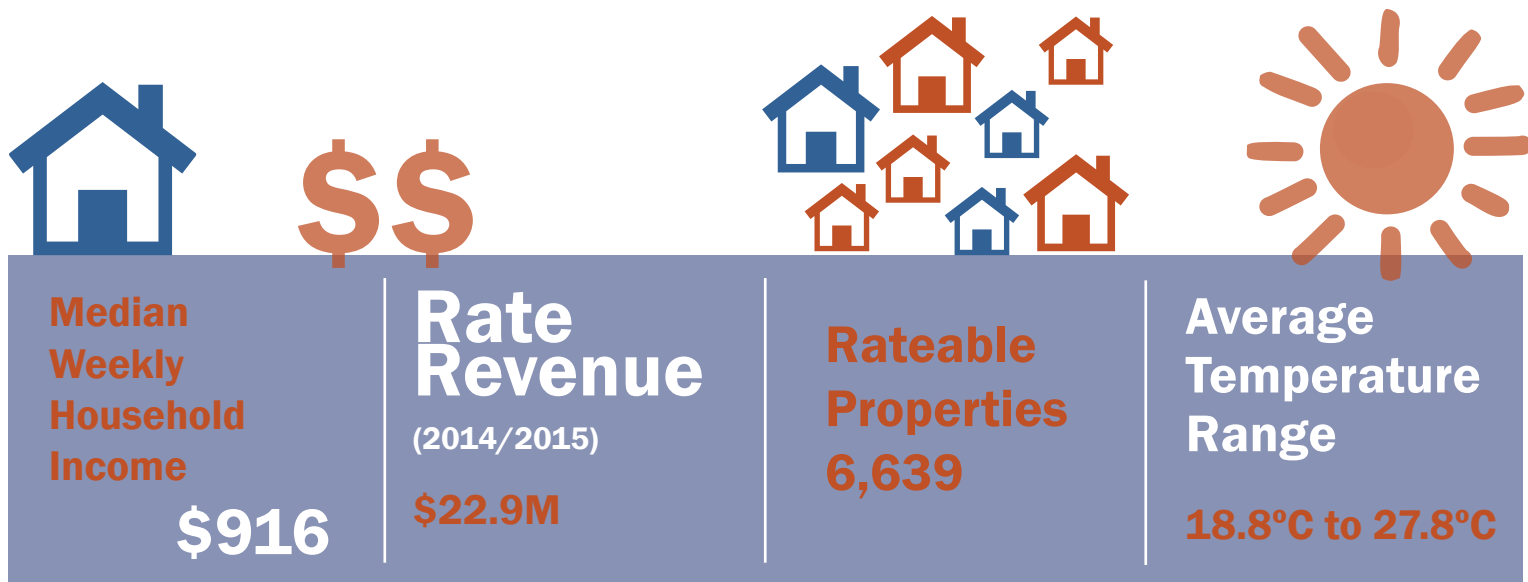
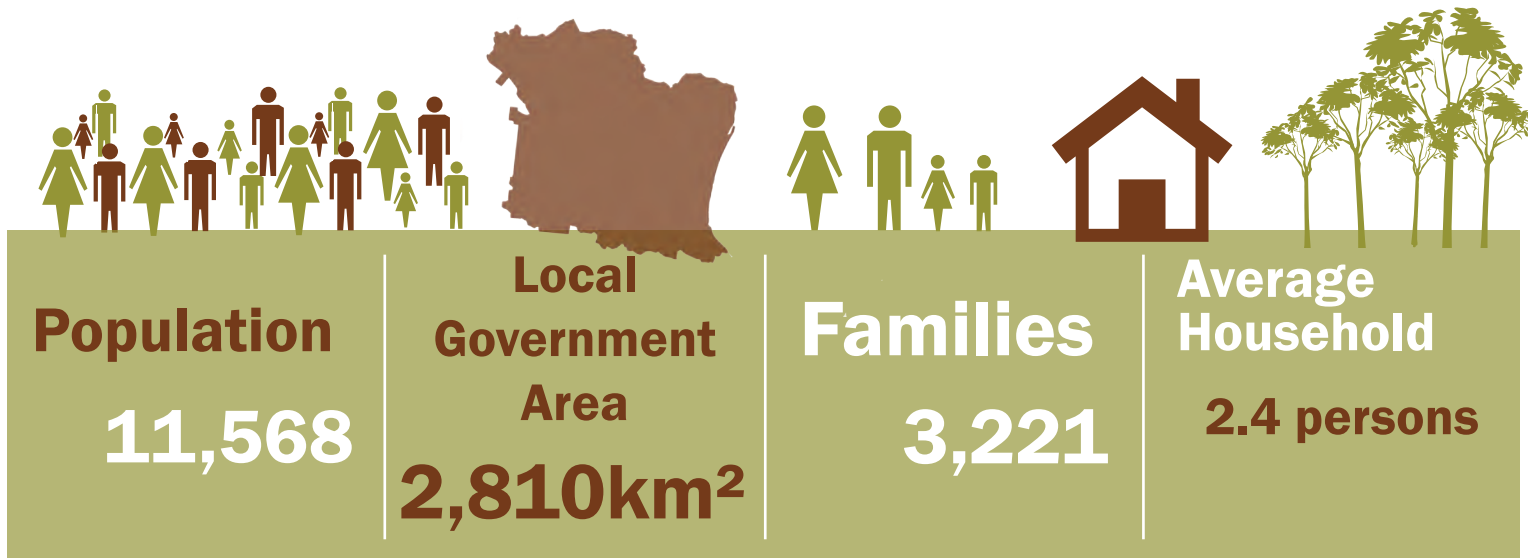
Annual Report

2014/2015



HINCHINBROOK
SHIRE COUNCIL

SHIRE INFORMATION



Data source: Australian Bureau of Statistics

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Annual Financial Statements

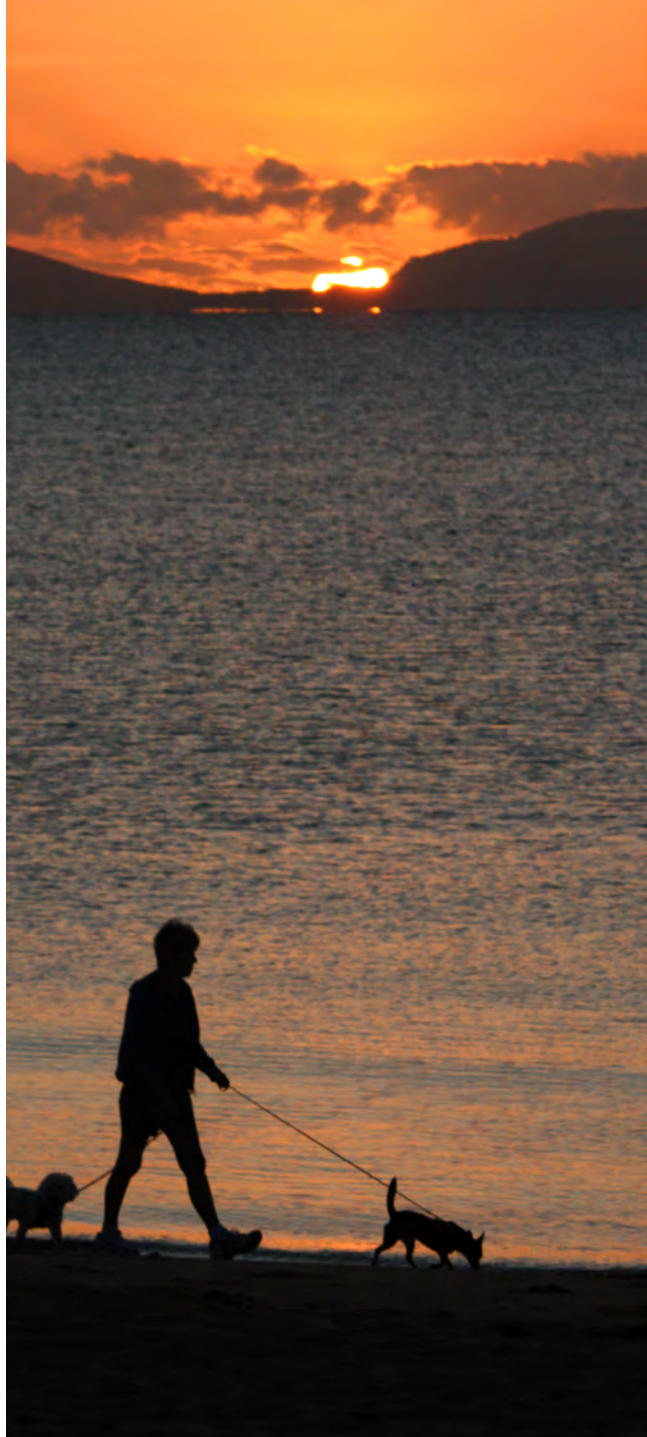
Policies

Fees and Charges

Council Banker: Commonwealth Bank of Australia

Auditor: Derek Campbell as Delegate of the Auditor-General, Queensland

Copies of this Annual Report can be obtained by telephoning Council on 4776 4600. A fee of \$30 applies for printed copies or see Council's website www.hinchinbrook.qld.gov.au to download a pdf version.



Mission

Our Council mission is to shape a positive future for the Hinchinbrook community by understanding community needs and wants, building on our inherent strengths, recognising and maximising opportunities and facing our challenges head on. To do this Council will wisely prioritise the use of our resources and deliver meaningful services. We will celebrate small town living and continue to be inspired by our natural environment. We will value our heritage and embrace the future as a can do, inclusive and resilient community.

Our Council will be an active participant in shaping a prosperous future for Hinchinbrook. Council will work together with our community groups, organisations, individuals and other levels of government to deliver a flourishing community that is an exemplar of modern Northern Australian tropical living.

Vision

Hinchinbrook Shire – Small Town Northern Australia – Tropical Living at its Best

Our vision for Hinchinbrook Shire is to position our community as offering the best whole of life, birth to active aged living, small town, Northern Australian, tropical lifestyle experience. We want Hinchinbrook to be known for offering a wonderful lifestyle, in one convenient, culturally diverse, prosperous and incredibly beautiful location.





Mayor's Message

It is a pleasure to present my Annual Report for the 2014 / 2015 Council operations in the Hinchinbrook Shire.

The good news for this report is that the Shire was spared from a flooding event during this period. Being a dry year meant that Council could complete all the outstanding NDRRA work.

Highlights for Council works completed within the 2014/2015 financial year are as follows:

- Gorton Street road reconstruction and widening adjacent to Leos Park, Trebonne
- Gardiner Street, Ingham widening and replacement of kerb and channel adjacent to Southern Cross Centre
- Cartwright Street, Ingham footpath construction
- Replacement of kerb and channel on sections of Macrossan Street, Halifax
- Kerb and channel replacement and rehabilitation projects
- Footpath rehabilitation projects
- Drainage rehabilitation projects.

Works completed under the Transport Infrastructure Development Scheme within the 2014/2015 financial year are as follows:

- Upgrades to Mt Fox Road
- Wallaman Falls Road seal extension
- Hawkins Creek Road.

A major infrastructure project that was commenced this year is the Forrest Beach Water Security Project, due for completion in October 2015, at a total cost of \$2,600,000. This Project includes the construction of an interconnecting water main between Ingham and Forrest Beach, including Bosworths Road to the Warrens Hill Transfer Station. This Project will provide residents with a safe, reliable and affordable water supply. The total cost of the project is \$2,600,000 with the State Government contributing \$1,300,000.

This year saw the launch of Council's 2014-2019 Corporate Plan and Economic Development Strategy Hinchinbrook 2020, which were formulated with the assistance of the community through their participation in a series of Community Roundtables.

As part of disaster management resilience, large electronic information screens have been installed at Lucinda, Halifax, Taylors Beach, Forrest Beach, Trebonne, Rotary Park and in the front window of the Council building at Lannercost Street, Ingham. During a disaster event, the Local Disaster Coordination Centre will display up to date information on these screens. In non-disaster times, the screens are being utilised to promote local, not for profit events.

The Australian Government is improving mobile phone coverage in regional and remote Australia through the Mobile Black Spot Program. In Round 1 of the program, our Shire was fortunate to secure mobile base stations at Abergowrie and Long Pocket, to be operational within three years.

Community shed meetings have continued to be held throughout the Shire, attended by Councillors, the CEO and Executive Managers. As a result of these meetings, issues of concern raised at meetings have reduced, which equates that Council has adequately addressed matters to the satisfaction of residents. Councillors have also been active within their respective Progress Associations, actioning matters raised at those meetings.

The Shire Library, Gallery and Information Centre are now open seven days of the week for the convenience of members of the public. This is greatly thanks to our many volunteers at the TYTO complex who give freely their time to help offer the services available at TYTO. Again, my personal thanks to all of our Volunteers.

To the Councillors, Chief Executive Officer, Executive Managers and all of Council staff, my thanks for the work you are doing for the betterment of the Shire.

Cr Rodger Bow
Mayor

Elected Representatives



Councillor Rodger Bow
Mayor

0417 646 565
mayor@hinchinbrook.qld.gov.au

Service to Council: 2012 to present

"In 2014/2015 Council has been able to complete all the NDRRA associated work due to the absence of a flooding event after many years. The dry weather has also allowed Council to concentrate on the Capital Works Programs and as such some major works have been completed. The release of the Economic Development Strategy – Hinchinbrook 2020 also places the Shire in a good position going forward."



Councillor Patrick Lynch
Deputy Mayor
Corporate Services Portfolio

Hinchinbrook Recovery Committee Chairperson

0427 737 675
plynch@hinchinbrook.qld.gov.au

Service to Council: 1997 to 2000 and 2008 to present

"The Mayor and Councillors have carefully deliberated over the budget and have addressed the community needs with a balance between the Town, Beaches, Rural, Agriculture, Industrial, Retail, Retirees, Youth. I believe that we have acted responsibly while balancing community need."



Councillor David Carr
Engineering Services - Works Portfolio
Infrastructure Recovery Sub-Group Chairperson

0417 789 320
dcarr@hinchinbrook.qld.gov.au

Service to Council: 2012 to present

"The 2014/2015 year has seen the completion of the NDRRA program, which took up considerable time within the Engineering Department. This has allowed Council to now focus on its own annual works program. I have continued to advocate for our rural road network which is instrumental to our sugar industry. Another highlight for me has been the collaboration which has formed between the Herbert River Improvement Trust and the Lower Herbert Water Management Authority, two boards which I represent Council on. These two organisations have teamed up to bring practical and efficient drainage outcomes to several parts of our district over the last 12 months."



Councillor Lawrence Molachino
Economic Development Portfolio
Economic Recovery Sub-Group Chairperson

0408 182 142

lmolachino@hinchinbrook.qld.gov.au

Service to Council: 2004 to present

"It has been an honour and a privilege to serve you, the residents of this great Shire, as one of your Councillors for the past 12 years. The challenges have been varied and enormous, but I have relished every moment. Thank you for your trust and confidence."



Councillor Marc Tack
Corporate Services Portfolio
Hinchinbrook Recovery Committee
Deputy Chairperson

0437 015 884

mtack@hinchinbrook.qld.gov.au

Service to Council: 2012 to present

"The past year has been challenging and rewarding. The highlight for me was the launch of the Hinchinbrook 2020 Economic Development Strategy."



Councillor Sherry Kaurila
Environmental Health Services Portfolio
Human Social Recovery Sub-Group Chairperson

0429 722 924

skaurila@hinchinbrook.qld.gov.au

Service to Council: 2000 to present

"2014/2015 has been one of the busiest and most productive years yet in my time in Council. In a year of changes, it is good to see Councillors working hard together bringing their experience and enthusiasm to their separate roles. The Hinchinbrook Shire Economic Development Strategy contains workable, achievable goals, well within the Shire's reach. TYTO Precinct continues to gather momentum towards its true potential, as an iconic attraction in its own right. The Mayor and all Councillors worked hard on improving community consultation, delivering a long-term vision for Ingham CBD that residents will be proud of. As a Councillor, I am more than ever aware of the need for attracting businesses and tourism to our Shire."



Councillor Wally Skinner
Engineering Services - Technical Services Portfolio
Environment Recovery Sub-Group Chairperson

0408 724 324

wskinner@hinchinbrook.qld.gov.au

Service to Council: 2012 to present

"Population decline and a lack of growth continued to present challenges for Council in terms of delivering services and balancing budgets. Wrapping up the natural disaster backlog however has allowed us to refocus on the more traditional 'roads, rates and rubbish', spruce up some infrastructure, and implement our long awaited Economic Development Strategy."

2014/2015 Council Community Events

July 2014

Opening of Council reception area refurbishment
National Tree Planting Day @ TYTO Wetlands
Exhibition - Pam Finlay: Glory – The Full Manifestation

August 2014

36th Hinchinbrook Art Awards
Northern Lights - Camerata of St John's - Queensland's Chamber Orchestra



September 2014

Local Area Warden Radio Project completed and commissioned
Exhibition – Reality and Beyond

October 2014

SES – Building to Borello Street sealed road upgrade opening
Exhibition – Defending the Pacific
Ukulele for You – Learn to Play
Exhibition – Ingham Kindy: Long Long Ago

November 2014

Christmas in Hinchinbrook – Mayors Light Up the Tree event
Go live at the recording studio – Make Music
Exhibition – Endorphin
Food Art

December 2014

Summer Reading Club

January 2015

Opening of Emergency Communication Information Loop – LCD Screens
Australia Day Celebrations

February 2015

Exhibition – Defending the Pacific
2015 Sport and Healthy Lifestyle Expo

March 2015

Opening of refurbished Ingham Showgrounds Main Oval
Exhibition – Ah Xian: Metaphysica
Photography workshop

April 2015

Forrest Beach Water Security Project Sod Turning Ceremony and commencement
Hinchinbrook Aquatic Centre upgrade opening
Exhibition – National Trust Heritage Festival The Note of War
Exhibition – A Camera on Gallipoli

May 2015

Exhibition – ZEPHYR Ingham Arts Society
Digital Storytelling Club with ABC Open
Tasman Turtles Picnic Day



June 2015

Book Launch – 'As It Was', written by B. Horsley
TYTO Inflight – The Matchbox Show
Computer Workshops

The above table is only a small summary of the events held throughout the year. TYTO holds a variety of events with over 300 events held in 2014/2015 including regulars such as Movie Magic, Handmade in Hinchinbrook Marketplace, Sunday Session, craft activities and much more.

CEO's Message

I am pleased to present my report for the 2014/2015 financial year. I have been in the CEO role for the later part of this financial year and acknowledge the good outcomes achieved by the previous CEO Leanne Mash. Infrastructure continues to have a major focus and Council delivered a significant \$8.1 million of capital expenditure. In addition \$8.64 million of Natural Disaster Relief and Recovery Arrangements was expended.

The draft Ingham CBD Redevelopment Master Plan was adopted in principle and proceeded to final consultation. This master plan has the key objective of increasing business activity within the town and across the Shire and will create an attractive, accessible and vibrant CBD that is uniquely and distinctively Ingham. The Brand vision 'The Hinchinbrook Way' was adopted as part of the Economic Development Strategy Hinchinbrook 2020 in May 2015. This significant document is all about generating a new wave of interest in the Hinchinbrook Shire. Significant progress was made towards developing a new Town Planning Scheme and the majority of codes are in final drafting. In addition, the revised flood study is being completed to inform the new Town Planning Scheme.

Again in 2014/2015 Council continued to participate with local service providers and regional neighbours in raising awareness of flood and cyclone preparedness. Only through constant vigilance in this space will we go some way to avoiding human tragedy and minimising property loss in future events.

Councillors have continued to pursue an active program of engagement including site specific shed meetings across the communities. Councillors have also been proactive in seeking input from our various Progress Associations, the Hinchinbrook Chamber of Commerce, Industry and Tourism and Canegrowers Herbert River. Social media continues to be developed with a target reached of 700 likes for 2014/2015.

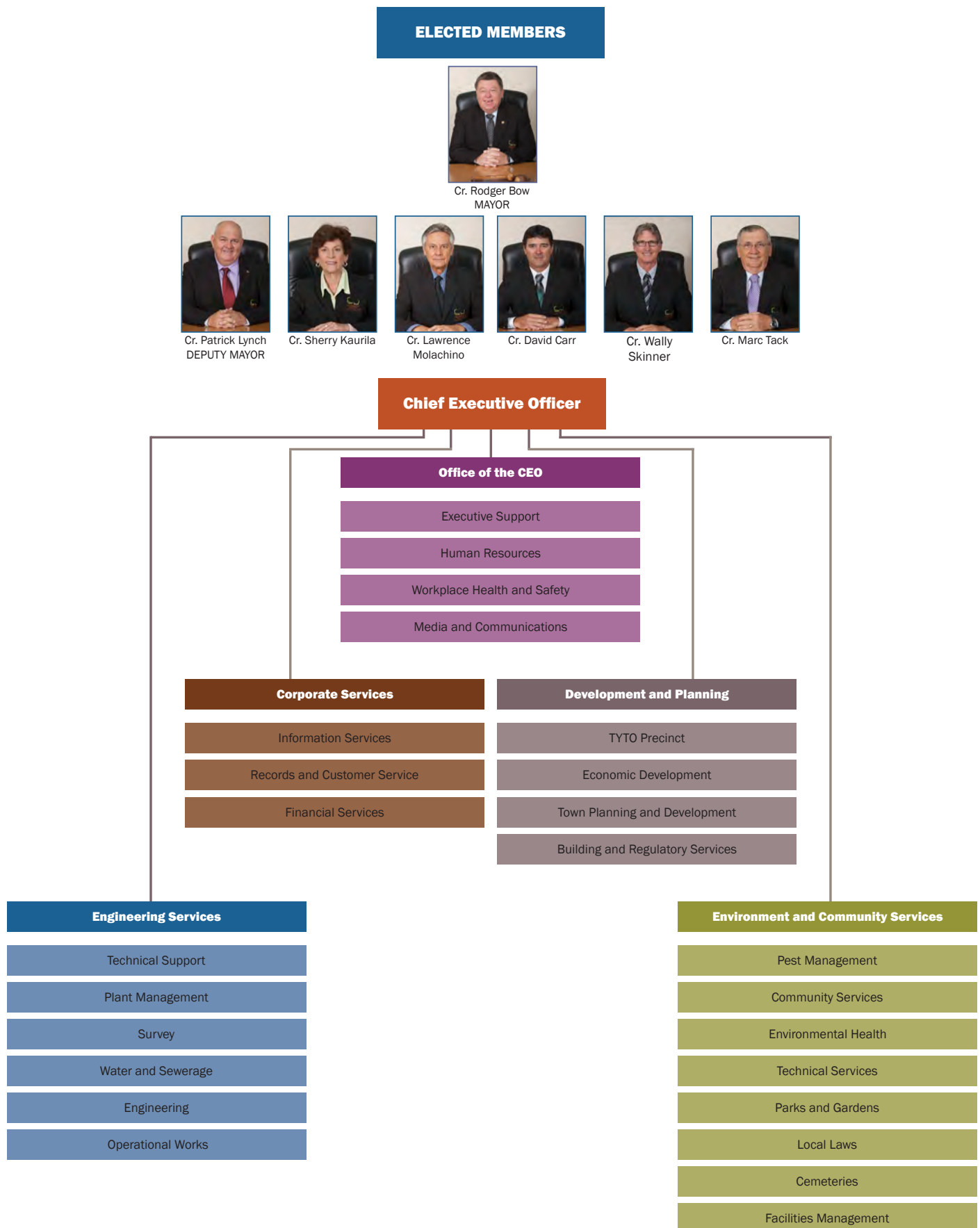
Local government is the closest form of Government to the community and together Councillors, staff and our volunteers through their dedication and commitment continue to provide many services and outcomes for the Hinchinbrook community. Our aim is to make the Hinchinbrook region a better place to live.

Dan McKinlay
Chief Executive Officer

Executive Management Team

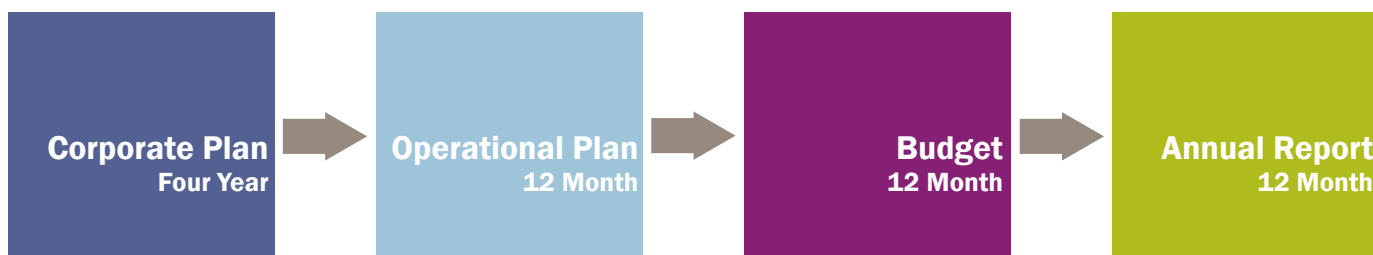
	Corporate Services	Development and Planning	Engineering Services	Environment and Community Services	Office of the CEO
Responsibilities	Financial Management Information Technology and Communication Services Customer Support Records Management Payroll Governance	Economic Development Town Planning Building and Regulatory Services TYTO Precinct	Roads Drainage Water and Sewerage Services Technical Support Assets and Geospatial Information Services Plant Management Survey	Environmental Health Business Licensing Mosquito Control Animal Management Local Laws Cemeteries Waste Management Public Amenities Natural Resource Management Parks and Gardens Community Services Facilities Management Disaster Management	Human Resources Workplace Health and Safety Executive Support Media and Communications
Highlights	Successfully maintaining the financial resources of Council Overseeing Council's operations to be within Budget for 2014/2015 Successful completion of the year's statutory accounts, including an unqualified audit report Lead role in the successful implementation of new payroll system Continued successful financial management of the Natural Disaster Relief and Recovery Arrangements (NDRRA) Program Continued successful delivery of the internal audit program	Participation with the North Queensland Economic Development Practitioners Network Commencement of a new town plan Implementation of an events program at TYTO Continuation of Trial RV parking site at TYTO Employment of a Senior Economic Development and Tourism Officer. Employment of a Conference and Events Co-ordinator.	Undertaking major seal extension works on identified roads within the Shire NDRRA – Completion of road restoration works following damage related to flooding Maintaining a good quality water supply with no drinking water quality issues Securing 50% funding from the state government and commencing the Forrest Beach Water Pipeline Project	Review of management and maintenance plans for Ingham Showgrounds allowing a better utilization of the Oval by various user groups and at the same time reducing yearly maintenance costs to sustainable levels Review of waste management practices and adoption of new services for next financial year. Introduction of the new virtual vouchers for waste management services Construction of new toilets in Rotary Park and commencement of works for the new toilets in Townsville Road Review of waste management practices and adoption of new services for next financial year Review of hut ownership and tenure and offering three year permits to owners	Hinchinbrook Shire Council and Hinchinbrook Disaster Information Facebook pages Strengthening of recruitment practices Community shed meetings Reduced proposed general rate for 2015/2016 Family domestic violence policy adopted
Challenges	Management of ever-changing IT environment Managing cash flows that have significant external influences (ie NDRRA activity) Ongoing management of budgetary pressures	Resource constraints	Completing the full Implementation of Strategic Asset Management Software Attracting suitably skilled staff to fill positions Managing and completing annual maintenance and capital works programs with the additional burden of NDRRA Managing community expectations regarding the unsealed road network and maintenance budget	Improving service levels of parks and reserves maintenance in the context of diminishing resources Development of options for Flying Fox colony management for one of the very few sites in Australia home to four protected species Implementation of new software systems in the areas of finance, waste management and GIS	Media relations Funding constraints, ability of community to pay Devolution of responsibilities Workplace Health and Safety

Organisational Structure



Reporting System

The Annual Report ... what is it all about?



Council's 2014/2015 Annual Report demonstrates our desire to improve our commitment to accountability and transparency. The report provides an overview of our activities, actions and outcomes from the period of 1 July 2014 through to 30 June 2015.

This year we will again use the traffic light indicator system to give a visual representation to our performance in key areas. These areas link back to our 12 month Operational Plan and four year Corporate Plan. The Community Financial Report for this year commences on page 45.

As a resident, ratepayer, investor, business or community member you have an interest in understanding what Council is achieving. This report aims to give you that information in a user friendly format while fulfilling our legislative responsibilities to govern and deliver in an open and transparent manner.

Some of the information in this report is what Council is required to present, some is ancillary information that may be of interest and some is clearly provided for the feel good factor, to celebrate what we are and who we are as an organisation and as a community.

At a glance the following can be understood when referring to the traffic light system, being green is good, amber is ok and red is a situation requiring review.



More specifically a green spot indicates we are well on track to delivering our desired outcome, somewhere between 70% and 100% completion for this 12 month period.



An orange spot means progress has been made, somewhere between 30% and 70% of work has been done and there is more to come.



While a red spot means issues have arisen, less than 30% of the work or project has been completed and we need to pay attention to this matter moving forward and get things back on track, assuming it is still a priority for Council.

Overall we are aiming for more greens than ambers and very few red.

The following pages details key performance indicators (KPI) that are taken from the 12 month Operational Plan.

Corporate and Operational Plan Outcomes



Strategic Direction One

Fiscally Responsive and Responsible Management of Public Infrastructure and Assets

Hinchinbrook Shire Council builds, owns and funds the maintenance of infrastructure that it sees as a benefit to the community. In some areas Council is the only entity that will perform the function of providing public infrastructure. Council provides public infrastructure on the basis that it is an asset to the community, that the community values the provision of this infrastructure and that the infrastructure provides a contribution to the community that is tangible, vital and essential.

Council is committed to supplying infrastructure in an efficient and coordinated manner that provides consistent delivery of services and is seen as value for money by the users of such infrastructure. Further, Council considers infrastructure provision with regard to the impacts on the natural environment, the value add of the amenity to existing infrastructure, and health and safety of the community.

Council will ensure a coordinated and integrated approach to infrastructure planning, implementation, maintenance and renewal. Public infrastructure and assets provided by Council can include:

- Road and drainage network
- Water and sewerage network
- Waste management and transfer station facilities
- Hinchinbrook Aquatic Centre
- TYTO Precinct
- Parks, gardens and reserves with pathways, structures, playgrounds, fitness equipment and picnic facilities
- Marine recreational infrastructure - boat ramps, jetties and fishing platforms
- Buildings, like the Shire Hall, smaller community halls and the Kelly Theatre

Corporate Plan

Progress

Strategic Outcomes



1.1 Plan and execute timely preventative maintenance regimes that extend the useful life of roads, water and sewerage network infrastructure in a cost effective manner



1.2 Plan and execute timely preventative maintenance regimes for building assets that extend the useful life in a cost effective manner



1.3 Ensure that proposed extensions to road, water or sewerage networks have a demonstrated social and economic imperative



1.4 Be open to innovative and alternate solutions for the provision of ongoing public infrastructure needs



1.5 Ensure that public infrastructure contributes to lifestyle aspirations of current residents, underpins population attraction and acts as an enabler for economic growth in tourism in particular

Challenges Faced During 2014/2015

- Council is constantly balancing public expectations regarding service levels and the available resources and budgets set aside to manage this infrastructure. This is compounded by a decreasing population and lack of growth which impacts Council's ability to increase revenue without rates increases. Effectively meaning Council is required to do more with less.
- Challenges with disaster recovery process and the time it takes to fully repair and construct infrastructure.
- Continuing expectation regarding unsealed roads which are typically standard of low volume other than during cane harvesting season.
- Ascertaining condition of bridges around the Shire.

Key Projects

Asset Management Activities

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued refinement of long term asset management plans	1.1.1	Integration of asset management activities into the Council Integrated Systems project by June 2015	Engineering Services	Corporate Services

What we achieved in 2014/2015...

Using internal resources Engineering delivered on time the implementation of the Technology One Asset Management system. Included in this work which spanned almost 10 months and completed in April 2015, included a comprehensive audit of the Infrastructure Assets Register.

Sewerage and Water Assets

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued refinement of long term asset management plans	1.1.2	Commence development of sewerage and water asset maintenance manuals, including asset inspection regimes and intervention levels based on agreed levels of service	Engineering Services	Corporate Services

What we achieved in 2014/2015...

Review of current practices has commenced and is ongoing. Updated asset management plan included intervention levels based on customer service standards which have now been documented and approved by Council. The Asset Management Plan will continue over into 2015/2016.

Roads Hierarchy

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of a roads hierarchy and associated service levels	1.1.3	Adoption by Council of a roads hierarchy and service level guidelines by June 2015	Engineering Services	Corporate Services

What we achieved in 2014/2015...

At the Ordinary Council Meeting on 24 February 2015 a road hierarchy and service level guideline was adopted. This sets up a structure of importance for each road across the shire and assigns inspection and maintenance levels and frequency. This provides a framework to work within to assist Council officers in ensuring the roads assets are maintained in a financially sustainable way.

Preventative Maintenance Regimes

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Planned preventative maintenance regimes are comprehensive in nature and costed for inclusion in ten year forward budgets	1.1.4	Sewerage and water ten year preventative maintenance regimes are documented and included in ten year budget 2015/2025	Engineering Services	Corporate Services

What we achieved in 2014/2015...

The sewerage and water ten year preventative maintenance regime has been carried over to 2015/2016 due to resource issues with implementation of the new asset management system.

Public Amenities

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of preventive maintenance plans for all building assets, including exit strategies for assets deemed surplus to needs	1.2.1	Implementation of public amenities review outcomes by June 2015	Environment and Community Services	Corporate Services

What we achieved in 2014/2015...

Following the review of public amenities and the Hinchinbrook Community Round Table Series public consultation outcomes, Council developed a project for the replacement of two high use toilet blocks. The project cost of the project is \$231,627 with Council committing 60% of the project cost and 40% subsidised under the Local Government Grants and Subsidies Program – Infrastructure (LGGSP). The toilet block in Rotary Park was replaced with a new modern and functional structure by 30 June 2015, whilst replacement of the Townsville Road facility was slightly delayed due to delivery issues.

Preventative Maintenance Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of preventive maintenance plans for all building assets, including exit strategies for assets deemed surplus to needs	1.2.1	Implementation of public amenities review outcomes by June 2015	Environment and Community Services	Corporate Services

What we achieved in 2014/2015...

Review of build maintenance budget to incorporate 10 year plan for sound preventative maintenance was completed in 2014/2015.



Reticulated Water to Forrest Beach

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Extension of the reticulated water supply to Forrest Beach	1.3.1	Year one activities for reticulated water supply to Forrest Beach completed by 30 June 2015	Engineering Services	Corporate Services

What we achieved in 2014/2015...

Council successfully secured matching funding for the Forrest Beach Water Pipeline and commenced construction in April 2015 with an estimated completion of November 2015.

Cane Expansion Areas

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Investigation of access to identified cane expansion areas in collaboration with industry stakeholders	1.3.2	Business case and funding models explored on a case by case basis	Development and Planning	Engineering Services

What we achieved in 2014/2015...

Wilmar advised that they do not have any current plans to expand their rail network to the Milton and Allendale Road area. The State Government advised that they can not cancel their lease over state land for forestry plantations in the Broadwater area.

Ingham and Beaches Sewerage Upgrade Project

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Prior to the end of useful life of current assets review innovative and alternate solutions	1.4.1	Make appropriate funding submissions for the Ingham and Beaches sewerage upgrade project	Engineering Services	Environment and Community Services

What we achieved in 2014/2015...

Mayor sought funding from the Federal Government as part of a deputation with the NQROC late 2014 and as at 30 June 2015 no funding had been secured.

Taylors Beach Boat Ramp

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Maintain access to and improve recreational boating and fishing facilities	1.5.1	Access management activities at Taylors Beach Boat Ramp completed by June 2015	Engineering Services	Development and Planning

What we achieved in 2014/2015...

Commenced process for securing necessary approvals and permits required to carry out the dredging of Victoria Creek. Approvals and permits were not secured at 30 June 2015 and are not expected to be secured until December 2015.



Dungeness Fishing Platform

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Maintain access to and improve recreational boating and fishing facilities	1.5.2	Repair of the Dungeness Fishing Platform by June 2015	Engineering Services	Development and Planning

What we achieved in 2014/2015...

Works were significantly completed by June 2015, with public access set to be restored in August 2015. Refurbishment of the fishing platform included the removal of bridge superstructure, cleaning piles of barnacles and detailed condition reports. Required repairs were undertaken on the existing piles and high strength fibre wrap installed. New and reclaimed girders were installed to the repaired piles providing a new platform for the new deck surface. New handrails were fitted and painted.

Dungeness Parking

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Maintain access to and improve recreational boating and fishing facilities	1.5.3	Extension to the Dungeness parking area completed by June 2015	Engineering Services	Development and Planning

What we achieved in 2014/2015...

Commenced process for securing necessary approvals and permits required to carry out the preliminary clearing works. First stage of constructing the car park hard stand set to be completed in the 2015/2016 financial year.

Parks and Reserves Hierarchy

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of a parks and reserves hierarchy and associated service levels	1.5.4	Complete development of a parks and reserves hierarchy by June 2015	Environment and Community Services	Corporate Services

What we achieved in 2014/2015...

Data collection and analysis was completed and the initial draft management plan and intervention levels for parks and reserves were completed. Finalisation of this process however was delayed due to competing priorities and resource shortages



Rotary Park Toilet Block and Lannercost Street Toilet Block Refurbishment

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Refurbishment of CBD public toilets	1.5.5	New toilet block established in Rotary Park by June 2015	Environment and Community Services	Engineering Services
	1.5.6	New unisex toilet facility established in Lannercost Street by June 2015		

What we achieved in 2014/2015...

The Public Amenities Project includes Rotary Park, Herbert Street and Shire Hall Lane upgrades. The total project cost is \$231,627 with Council committing 60% of the project cost and 40% subsidised under the Local Government Grants and Subsidies Program – Infrastructure (LGGSP).

The project includes two new public amenities block which were installed centrally within the towns CBD and cater for the local community and tourists. The community has access to amenities without walking long distances and allow close proximity for tourists to access the CBD.

The LGGSP grant has enabled Council to provide priority improved toilet facilities to the local community and the influx of tourists who visit the shire.

The age and state of the existing public amenities at Rotary Park had become increasingly difficult for staff to safely clean and maintain to a satisfactory standard, which puts public health and safety as well as workplace health and safety in question.

The new amenities blocks are positioned in the centre of the CBD and will cater for the tourists and local residents alike. They offer a close, safe, clean facility within walking distance from the CBD. Council had received complaints about the poor condition of the Rotary Park facilities which despite prudent cleaning and daily routine maintenance by Council staff, are unable to be brought back to a standard expected by Council and the community.

Ingham as a community are proud of their clean town and the new amenities blocks benefit the community as a whole as well as the tourists. Rotary Park and Shire Hall Lane amenities are considered a welcome addition to the recently upgraded park and bus shelter areas where families and workers as well as tourists stop to enjoy a picnic, their morning tea, evening meal or comfort stop.

The new facilities are a visually pleasing amenity integrated in the recently redesigned city scape. The new design allows simpler maintenance and cleaning tasks therefore allowing superior hygiene standards.

Location of Lannercost street proposed toilet block was relocated to Shire Hall Lane/Townsville Road due to availability of underground services making the Shire Hall Lane site more financially viable and cost effective.

The project commenced on 20 April 2015 with the Rotary Park amenities block open to the public on 29 June 2015 and the Shire Hall Lane/Townsville Road amenities not completed as of 30 June 2015.

Strategic Direction Two

Responsive and Responsible Management of Land

Hinchinbrook Shire Council seeks to achieve a sustainable, well managed and enviable natural and built environment. That is a Shire that provides a balance between the development of built infrastructure, demonstrating sound land use principles, while valuing the conservation of our diverse natural resources for the enjoyment of all. This will be achieved by delivering an enabling Town Planning Scheme, by the development of natural resource management plans, and increasing community awareness of associated issues.

Corporate Plan

Progress

Strategic Outcomes



2.1 Delivery of a robust and meaningful Town Planning Scheme



2.2 Provision of reliable flood data and intelligence



2.3 Riverine and riparian environment and management



2.4 Natural resource management

Challenges Faced During 2014/2015

- Diminishing funding opportunities for pest management activities as well as lack of continuity in funding to allow for ongoing pest control.
- Ensuring that the new planning scheme being developed reflects the need to ensure that future development and infrastructure capitalises on the uniqueness and strengths of the Shire.

Key Projects

Strategic Framework – Town Planning Scheme

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Consultation for and development of a new Town Planning Scheme that acts as an enabler for lifestyle aspirations, supports population growth and the realisation of opportunities	2.1.1	Draft strategic framework completed by December 2014	Development and Planning	Engineering Services

What we achieved in 2014/2015...

The draft strategic framework was completed in December 2014.

Codes – Town Planning Scheme

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Consultation for and development of a new Town Planning Scheme that acts as an enabler for lifestyle aspirations, supports population growth and the realisation of opportunities	2.1.2	Commencement of drafting of planning scheme codes by June 2015	Development and Planning	Engineering Services

What we achieved in 2014/2015...

Phase 2 of the new shire planning scheme was commenced in May 2015.

Regularisation of Levies

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Regularisation of levies	2.1.3	Criteria developed to regulate levy construction by June 2015	Development and Planning	Engineering Services

What we achieved in 2014/2015...

No action has been undertaken in 2014/2015.

Revised Flood Study

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Revision of the existing flood study	2.2.1	Revised flood study developed by June 2015 to inform the development of the Town Planning Scheme	Development and Planning	Engineering Services

What we achieved in 2014/2015...

The revised flood study was completed.

Funding of the Herbert River Improvement Trust

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Funding of the Herbert River Improvement Trust	2.3.1	Funds allocated and payment made by October 2014	Office of the CEO	Corporate Services

What we achieved in 2014/2015...

Council contribution for 2014/2015 was paid to the Herbert River Improvement Trust.

Pest and Weed Management – Vector Control and Public Education

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Pest and weed management activities	2.4.1	Continuous monitoring and improvement of vector control practices and public education delivered by June 2015	Environment and Community Services	Engineering Services

What we achieved in 2014/2015...

Council has a modern and proactive vector control program which effectively minimises reported cases of mosquito-borne diseases. Public education programs leading up to the tropical wet season help to raise awareness throughout the community about the risks and symptoms of mosquito-borne diseases and personal methods of prevention.

Hinchinbrook Pest Management Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Pest and weed management activities	2.4.2	Implement the Hinchinbrook Pest Management Plan in co-operation with primary producers and other key stakeholders by June 2015	Environment and Community Services	Engineering Services

What we achieved in 2014/2015...

The Implementation of the Hinchinbrook Shire Pest Management Plan (PMP) and its associated key actions were undertaken during 2014/2015. These actions included continuation of key weed eradication projects such as Pond Apple, Thunbergia, Acacia, Singapore daisy, Mikania vine and Hygrophila. Council's Natural Resource Management staff also continued weed management activities along Townsville Road and in the Palm and Cattle Creek systems. Other actions also included the early detection of other alert species not known to be present in this Shire such as Siam weed and the pest fish species Tilapia. The annual review of the PMP also took place on 22 April 2015 with representation from eight stakeholder groups in attendance.

Hinchinbrook Community Feral Pig Management

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Pest and weed management activities	2.4.3	Continue the Hinchinbrook Community Feral Pig Management Program – implement all activities by June 2015	Environment and Community Services	Engineering Services

What we achieved in 2014/2015...

The program is continuing to manage feral pigs across the Shire with 799 pigs controlled using trapping, baiting or aerial shooting techniques during this period. The reported loss of cane by farmers continues to fall as a direct result of the success of the program. This figure is down from \$1,200,000 in 2009 to around \$230,000 for 2014. Council was successful in gaining an additional \$100,000 over two years for the Nest to Ocean funding, to include activities along our coastal strip to protect turtles from feral pigs and other predators. This funding has helped secure the continuation of the community feral pig program that was running short of ongoing funding from a number of stakeholders.

Revegetation Projects

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Involvement in catchment management activities	2.4.4	Develop, assist with and carry out revegetation projects including promotion of National Tree Day by June 2015	Environment and Community Services	External agencies

What we achieved in 2014/2015...

A number of revegetation activities were conducted during this period, including tree plantings at the Annabranth, Sandy's Waterhole, Palm Creek, Insulator Creek and Gowrie Creek sites. This resulted in around 2000 native trees being planted. Council also coordinated a National Tree Planting Day that was held on 27 July with 16 people taking part and planting over 300 trees in the TYTO reserve. Council also donated a number of trees to local schools and volunteer organisations as part of this event and also to Gilroy for their cultural week activities.

Reef Guardian Action Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Involvement in catchment management activities	2.4.4	Develop, assist with and carry out revegetation projects including promotion of National Tree Day by June 2015	Environment and Community Services	External agencies

What we achieved in 2014/2015...

Hinchinbrook Shire Council demonstrated a firm commitment to the protection of the Great Barrier Reef in its 2014/2015 Reef Guardian Action Plan. The plan incorporated land management, water quality monitoring and water management, waste management, community education and capacity building and climate change.

Many of the projects contributing to the protection of the reef are ongoing projects carried out every year. These include weed control, feral animal control, water quality monitoring, promotion of public awareness campaigns including Recycling Week, Great Northern Cleanup, and National Tree Day.

Strategic Direction Three

Responsive and Responsible Local Representation of Public Infrastructure and Assets

Councillors will provide strong local leadership, underpinned by responsible governance processes, demonstrating respect for the democratic process. Councillors will communicate openly, be accountable for decisions made and be willing to engage with the community.

Council will advocate to State and Federal Governments and agencies to deliver outcomes that address the needs of our community.

Council will create an organisation that is empowered to act and develops an internal capacity to respond and to change. Council will seek to be aware of external factors that impact on Local Government as a whole and on Hinchinbrook specifically.

Corporate Plan

Progress Strategic Outcomes



3.1 Councillor two way engagement with our community



3.2 Communication with the community



3.3 Influencing other levels of Government



3.4 Policy and Procedure



3.5 Organisational Capacity

Challenges Faced During 2014/2015

- Building organisation capacity during a period where there is a lack of ratepayer growth, pressure on cost of doing business and increasing demand for services.
- Hinchinbrook community is economically falling behind relative to the rest of Queensland.

Key Projects

Community Shed Meetings

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Community Shed Meetings	3.1.1	Hold annual community shed meetings	Office of the CEO	All

What we achieved in 2014/2015...

Community shed meetings were held at the following locations during 2014/2015, Trebonne, Lower Herbert, Allingham, Ingham, Mount Fox, Bambaroo and Abergowrie.

Councillor Representation

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide Councillor representation at recognised community group meetings	3.1.2	Facilitate an annual review of Councillor nominations for representational roles	Office of the CEO	All

What we achieved in 2014/2015...

Councillor nominations were received and representation continues throughout the community group meetings.

Annual Communication Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Communications Plan developed and executed	3.2.1	Annual communication plan developed and presented to Council by September 2014	Office of the CEO	All
Communications Plan developed and executed	3.2.2	Activity and outcome report presented twice a year to Councillors	Office of the CEO	All

What we achieved in 2014/2015...

Review of 2013/2014 Communications Plan and overview of the 2014/2015 Communications Plan completed and presented to Council.

Facebook Pages

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Further development of online content	3.2.3	Facebook pages for Council, TYTO and Hinchinbrook Disaster Management further developed	Office of the CEO	All

What we achieved in 2014/2015...

The three Council pages have increased in likes in 2014/2015 with the Hinchinbrook Shire Council page reaching the targeted goal of 700 likes before 30 June. Officers continue to develop these pages with new campaigns from each Department.

Ratepayers Newsletter

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued publication of a ratepayers newsletter	3.2.4	Three ratepayer newsletters published by June 2015	Office of the CEO	All

What we achieved in 2014/2015...

Three community newsletters were distributed in September 2014, November 2014 and March 2015 to residents in the 4850 postcode and ratepayers outside the 4850 postcode.

Rates Relief Policy

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for the provision of youth social services delivered locally	3.3.1	Support for local not for profit providers by way of the rates relief policy	Office of the CEO	Corporate Services

What we achieved in 2014/2015...

Rates Relief Policy was adopted on 30 June 2015 as part of the 2015/2016 budget adoption. During 2014/2015 the Rate Relief Policy was executed and provided to local not for profit providers.

Grant Funding

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for the provision of youth social services delivered locally	3.3.1	Support for local not for profit providers by way of the rates relief policy	Office of the CEO	Corporate Services

What we achieved in 2014/2015...

Grant funding service reviewed over 2014/2015 financial year and deemed viable to the wider community. During the 2014/2015 financial year, the Community Grants Officer assisted Hinchinbrook non for profit organisations to secure approximately \$199,873 in funding. The total cost of the Community Grants Officer program was \$20,253.

Council resolved to fund the Hinchinbrook Community Support Centre's Grants Officer position for the 2015/2016 financial year and that Council's contribution be capped at \$20,000.

Advocacy Role - Youth Social Services

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for the provision of youth social services delivered locally	3.3.3	On an as identified basis an advocacy role with other levels of government and service providers of youth social services	Office of the CEO	Environment and Community Services

What we achieved in 2014/2015...

Advocacy role applied as appropriate.

Advocacy Role - At Risk Community Members

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Support for community health service providers to address the needs of at risk community members	3.3.4	On an as identified basis an advocacy role with other levels of government and service providers of programs to address the needs of at risk community members	Office of the CEO	Environment and Community Services

What we achieved in 2014/2015...

Advocacy role applied as required.

Regional Agenda

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for the delivery of the State's regionalisation agenda specifically as it relates to population growth and regional investment	3.3.5	Participate in State Government forums to influence the regional agenda	Office of the CEO	Development and Planning

What we achieved in 2014/2015...

Council has participated as required including providing a list of priority projects to the Department. Participation in NQROC, FNQROC and REDROC.

LGAQ Conference

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Membership of LGAQ and participation in relevant discussions and agendas	3.3.6	State and Regional LGAQ conferences and meetings attendance	Office of the CEO	Nil

What we achieved in 2014/2015...

State and regional LGAQ conferences and meetings attended by appropriate officers and Councillors.

Procurement Policy

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Local buy first preference policy development	3.4.1	Development and adoption of a procurement policy that features a local preference mechanism, adoption by June 2015	Corporate Services	All

What we achieved in 2014/2015...

Procurement Policy that support and promote the use of local suppliers was approved in November 2014.

Organisational Structure

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Review of the organisational structure and resourcing in response to our strategic direction	3.5.1	Ongoing and in response to changed circumstances	Office of the CEO	All

What we achieved in 2014/2015...

Organisational structure continued to be reviewed in particular a review of positions as they become vacant to assess the future requirements.

Employee Induction Program

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of our human resources	3.5.2	Continuation of the new employee induction program	Office of the CEO	All

What we achieved in 2014/2015...

Employee induction program continued to be applied and content reviewed.

Human Resources – Staff Attendance Ordinary Meeting

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of our human resources	3.5.3	Ensure all staff have an opportunity to attend an ordinary meeting of Council within their first 12 months of employment	Office of the CEO	All

What we achieved in 2014/2015...

This program is in place but not applied consistently throughout 2014/2015.

Code of Conduct

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of our human resources	3.5.4	Annual delivery of the Code of Conduct training to all employees	Office of the CEO	All

What we achieved in 2014/2015...

Code of Conduct training provided to new staff.

Staff Training

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of our human resources	3.5.5	Workplace specific training identified and delivered on an as needs basis	Office of the CEO	All

What we achieved in 2014/2015...

A number of workplace specific training occurred during 2014/2015.

Strategic Direction Four

Council's Role in Creating an Envable Lifestyle and Contribution to the Whole of Life Liveability of our Shire

Notwithstanding the delivery of roads, water and sewerage networks, Council makes many other contributions to our community to endeavor to create a highly desirable environment, where lifestyle, liveability and prosperity are key outcomes. Our community values our relaxed lifestyle and seeks to preserve this in tandem with creating a healthy, vibrant and inclusive place to live.

Arts and culture are an integral part of life for our communities. Council recognises the importance arts and culture plays in our region and is committed to developing and expanding arts and cultural activities that have the capacity to enrich the lives of our residents. Council actively supports arts and cultural groups through its ongoing support for the Regional Arts Development Fund, together with its community donations program.

Community partnerships are about Council working with residents, community groups and other government agencies to improve the social well-being of the community, making our community a more desirable place to live. It is about partnerships, building capacity, listening to and learning from the community and building the future together.

Council acknowledges the issues of our ageing population and will work to identify strategies to support the needs of older people. We want to recognise the skills and experience of older people to ensure they feel valued and supported in our community. Council sees direct employment opportunities and support service provision for older people as a way to diversify our employment base and assist in the attraction of new residents to Hinchinbrook.

Corporate Plan

Progress

Strategic Outcomes



4.1 Arts and Cultural Investment



4.2 Provision of Recreation Opportunities



4.3 Community Partnership Support



4.4 Living well over 60 with a highly desirable lifestyle



4.5 Regulatory Functions that underpin liveability



4.6 Educational Opportunities that support population attraction

Challenges Faced During 2014/2015

- Being able to target projects that would attract a range of individuals, couples, families and businesses to the region, contributing to the creation of a new economy and better jobs.

Key Projects

TYTO Events and Conference Officer

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Maximise the use of the TYTO Precinct for the delivery of arts and cultural programs	4.1.1	Employ TYTO events and conference officer by December 2014	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

The position was filled in November 2014.



TYTO Signature Event

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Maximise the use of the TYTO Precinct for the delivery of arts and cultural programs	4.1.2	Establishment of a signature event for TYTO by June 2015	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

TYTO established the signature event Tasman Turtles Picnic Day, hosted throughout the TYTO Precinct on 23 May 2015.

The event had four core objectives including:

1. To increase visitation to TYTO.
2. To encourage visitation from Townsville and surrounding region.
3. To promote TYTO and its four pillars Art / Culture / Nature / Knowledge.
4. To add an annual signature event to the Hinchinbrook Calendar.

All were successfully achieved with a first annual attendance of approximately 958 patrons throughout the five hour event.

The event target audience was the family demographic, those with children primarily 5-13yrs from Hinchinbrook and surrounds with emphasis on the Townsville region for day trippers.

The concept revolved around creating a character, outside of birdlife, to add to TYTO's appeal for the aforementioned demographic. Tasman Turtle lives at TYTO and is a grand adventurer. He loves to explore and discover the world. He's arty, smarty, sporty and always smiley. He is alive with curiosity for art, culture, nature and knowledge. He's always having fun with his family and friends and he wants you to join in and come on an adventure too.

Once this was formulated Tasman's character was formed around the tag of Discover Fun. The adventure Tasman went on was a picnic day full of activities, workshops and performances that reinforced his adventurous spirit and applied to further enforcing the TYTO four pillars of art, culture, nature and knowledge, hence the programming on the day.

Regional Arts Development Fund

Proposed Actions Over 2014-2019	2014/2015 Action Measure	Lead	Associated
Continued funding of the Regional Arts Development Fund program	4.1.3	Focus the Regional Arts Development Fund program on public art installations for the beautification of Ingham	Development and Planning Environment and Community Services

What we achieved in 2014/2015...

Council continued to successfully co-fund community arts and cultural projects partnering with Arts Queensland via the Regional Arts Development Fund. The following summarises the projects granted funding through the RADF Committee:

Funding provided for these projects awarded in 2014/2015.

Applicant	Project Name	Project Summary	RADF Amount Funded
Robyn Barrie	The "Big" Picture	Bringing an artist to the community with ability and experience in the creation of large scale artworks to run an arts development workshop and demonstrate steps involved in creating large scale artworks.	\$1,530
Elements Studio	Limited to your imagination – Develop+mental Workshops	Grant will be used towards cost of engaging professional artists to run arts development workshops for local community groups.	\$4,520
Jessica Blake	Children of Lourdes Music CD	Grant will be used towards costs of producing a professionally recorded music CD featuring approximately 250 Hinchinbrook Shire children currently attending Our Lady of Lourdes Primary School.	\$5,109
Karen Venables	Westpac Wall Public Art Project	The grant will be used toward the cost of paying an artist to design and create a painted image which will adorn the Westpac Bank side wall celebrating the cane cutter and sugar cane industry, complimenting the Mercer Lane Mosaic Mural.	\$4,500
John Heard	Public Art Work Sculpture	The grant will be used toward the costs of construction of a sculpture out of marine grade stainless steel of a frog leaping out of the water in line with the Aboriginal Dreamtime story Tiddalik.	\$3,300
Hinchinbrook Shire Council	Photography Equipment	Purchase of additional equipment to assist with photography media to increase use of TYTO Recording Studio, making it a dual purpose space for creative arts, for photography enthusiasts and open the use to the public to assist in upskilling in photography. This would assist too with the extension of current workshops approved via RADF which are teaching artists how to photograph their works to sell online.	\$3,015.60
Hinchinbrook Shire Council	Seniors Art Workshops	Two Painting Workshops for Senior demographic run in celebration of 2015 Seniors Week. The workshops aim to create participation and introduce this client group into new forms of the Visual Arts. All participants will take home one small completed artwork per workshop.	\$2,779.40
Total			\$24,754.00

The following summarises two of the successful projects that have been completed to date.

Stage II Mercer's Lane Community Public Art Mosaic Project

All artists employed by this project agreed that they were inspired to be a part of such a large scale project and they gained valuable experience in managing a large scale community public art project. Artists also stated that they gained first hand experience on the benefits to the community through community attendance, feedback and recounts of peoples experiences. There were more than 600 community members involved in the project.

Council Strategic Initiative – Seniors Art Workshops

This workshop delivered new art techniques to the community, extended the reach of art workshops to communities outside of the major township and involved 18 senior participants. Running two separate workshops in the same room was originally thought to be a challenge by facilitators but they found it ran very well with the two groups interacting, making suggestions, comparisons and critiquing each others work. The venue was the QCWA Hall which involved their members. Participants requested future workshops and emerging artists spoke of having the confidence to exhibit their works.

External Funding for Fresh Water Recreational Facility Feasibility Study

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Exploration of a fresh water recreational facility	4.2.1	Apply for external funding to assist in feasibility study	Engineering Services	Environment and Community Services
Exploration of a fresh water recreational facility	4.2.2	Conclude the feasibility study by June 2015	Engineering Services	Environment and Community Services

What we achieved in 2014/2015...

Partial funding was successfully secured from the Department of Local Government. Council engaged SMEC to undertake the study with the expected completion of the final document in July 2015.

Kelly Theatre Lease

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued community partnerships for the delivery of services at the Kelly Theatre and Hinchinbrook Aquatic Centre	4.2.3	Review of arrangements and equipment provision for live theatre with the lessees of the Kelly Theatre by June 2015	Environment and Community Services	Development and Planning

What we achieved in 2014/2015...

Live theatre gear in Kelly Theatre has reached end of life and was replaced under fair wear and tear clause of trustee lease. Internal lighting was also assessed and upgraded in the common areas and the floor lighting within the second theatre.



Hinchinbrook Aquatic Centre Lease

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued community partnerships for the delivery of services at the Kelly Theatre and Hinchinbrook Aquatic Centre	4.2.4	Engage with the lessees of the Hinchinbrook Aquatic Centre	Environment and Community Services	Engineering Services

What we achieved in 2014/2015...

Hinchinbrook Aquatic Centre maintenance commenced Monday 13 April 2015 with the removal of the rusted out fence around 50 metre pool. The expansion joints within the 25 metre pool were removed and replaced as per the 8 yearly maintenance program. A minor issue was identified in the 25 metre pool whereby the rebar was too close to concrete surface which required repair – 25 metre pool reopen was delayed by three days. The facility was closed for the week 13 to 21 April as per original plan.

Power saving discussions underway with electrician and pool lessee regarding installation of timers to manage power use during summer months for 25 metre pool heaters – estimate a possible 1/3 of power may potentially be saved.

Appearance of the facility has been greatly improved with a more modernised look being achieved.

School Holidays Program

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
School holidays program featuring children/youth activities	4.2.5	Delivery of a TYTO based school holiday program during the September, January and April school holiday periods	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

TYTO continues school holiday programming as an area of its annual event programming, see area 5.3.2 that outlines all events completed in each of the periods. All events continue to be successful with variations to each holiday session while keeping core popular activities including Movie Magic the outdoor family movie night.

Support for Hinchinbrook Events

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continued support for Hinchinbrook based events that provide both economic returns by way of visitation and opportunities for participation by the community	4.2.6	Budget provision made to support a mix of Hinchinbrook based events	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

Council provided up to \$90,000 to local organisations for events which attract people to visit and stay in the shire.

Donations Policy and Procedure

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Continue to provide funding for community groups to deliver on the wider social welfare agenda	4.3.1	Establish a policy and procedure for donations and present to Council by June 2015	Environment and Community Services	Corporate Services

What we achieved in 2014/2015...

Council adopted a new policy for Community Grants to replace the existing outdated Donations Policy in January 2015.

Council provided \$62,862 to local organisations for events and activities for the 2014/2015 financial year

Forrest Glen Retirement Village

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for adequate local facilities and services to support older residents, particularly those that allow them to live longer in their own homes	4.4.1	Progress the handover of ownership of Forrest Glen Retirement Village to the Hinchinbrook Community Support Centre	Environment and Community Services	Office of the CEO

What we achieved in 2014/2015...

Process to handover ownership of the facility is in progress currently slowed by Native Title process.

Advocacy Role – Older Residents

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Advocate for adequate local facilities and services to support older residents, particularly those that allow them to live longer in their own homes	4.4.2	On an as identified basis an advocacy role with other levels of government and service providers of programs to address the needs of older residents	Office of the CEO	Environment and Community Services

What we achieved in 2014/2015...

Minor involvement in advocacy role.

Self Assess World Health Organisation Checklist of Essential Features of Age Friendly Cities

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Self assess Hinchinbrook against the World Health Organisation Checklist of Essential Features of Age Friendly Cities	4.4.3	To be completed as part of the work done in support of the new planning scheme by June 2015	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

Council contacted the Council of the Aging to assist in this project. No action has been achieved to date.

Plan to Address Shortcomings

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Plan to address shortcomings	4.4.4	Report prepared for Council with budget items for consideration in 2015/2016	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

Budget allocation of \$2,000 made towards the evaluation of the Shires aged care rating.

Response to Animal Complaints

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide meaningful Animal Control Services	4.5.1	Respond to complaints in a timely manner and execute appropriate actions	Environment and Community Services	External Agencies

What we achieved in 2014/2015...

Regulatory Compliance Officers continued to attend to various animal complaints such as roaming cattle/horses, dog or cats, barking dogs or roaming and/or dog attacks. There were 122 roaming dog complaints, 38 barking dog complaints and 46 threatening dog complaints for the last financial year and at least 87% of these were handled within the prescribed two week turnaround period. The remainder of these complaints required further investigation and/or regulatory action to be taken and were therefore resolved outside the normal timeframe.

During 2014/2015, 235 overgrown allotments were investigated which resulted in 189 Compliance Notices issued to landowners with only 12 subsequent infringement notices issued for non-compliance.

Only four parking complaints received, and 28 Infringements were issued during routine parking patrols.

Re-home Unwanted Animals – Welfare Organisation Partnership

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide meaningful Animal Control Services	4.5.2	Continue to partner with animal welfare organisations to attempt to re-home unwanted animals	Environment and Community Services	External Agencies

What we achieved in 2014/2015...

At the end of 2014/2015, financial year Council had impounded 92 animals (primarily dogs) with 90% of these animals successfully rehomed or fostered out to animal welfare groups in Ingham, Townsville, Cairns, State-wide and interstate. Council also works with Australian Working Dogs, Siberian Husky Alaskan Malamute Rescue Organisation of Queensland as well as the Hear No Evil Deaf Dog Rescue Group. All animals are kept in the pound for three working days (if not registered) and five working days (if registered) in accordance with the *Animal Management (Cats and Dogs) Act 2008*.

Response to Business Licensing Complaints

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide meaningful business licensing activities	4.5.3	Respond to complaints in a timely manner and execute appropriate actions	Environment and Community Services	External Agencies

What we achieved in 2014/2015...

Proactive business management by Council results in very few business related complaints. All complaints received are responded to promptly to ensure businesses continue to comply with relevant standards and legislation.

Business Licensing

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide meaningful business licensing activities	4.5.4	Continue to provide opportunities for business owners to meet their compliance responsibilities	Environment and Community Services	External Agencies

What we achieved in 2014/2015...

Throughout 2014/2015 Council issued 79 annual food business licences, one personal appearance service licence and 34 prescribed activities approvals. Business inspections were conducted to ensure compliance with relevant standards and legislation. The inspections revealed a high rate of compliance by most businesses throughout the Shire.

Regulatory and Enforcement Action

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Provide timely building regulatory functions and enforcement action as necessary	4.5.5	Respond to complaints in a timely manner and execute appropriate actions that safe guard the public interest	Development and Planning	Engineering Services

What we achieved in 2014/2015...

A number of show cause notices and enforcement notices were issued. Council took action and carried out urgent building works to two privately owned buildings. The costs of the works were invoiced to the respective owners.



Ingham CBD Revitalisation Project

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Foster partnership opportunities with vocational and tertiary educational service providers	4.6.1	Develop and deliver the CBD Revitalisation Project in conjunction with James Cook University by June 2015	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

A collaboration with James Cook University was undertaken to develop a masterplan.

Strategic Direction Five

Council's Role in Creating and Supporting the Economic Prosperity of our Shire

The identification of opportunities to enhance the economic viability of our community is a key priority for Council. To this end we will implement strategies to achieve a strong and sustainable local economy that supports the growth of new and existing industry and business activities and provide long term employment opportunities for all age groups.

The focus of Council's Disaster Management Program is on minimising the affects of natural disasters on our community, both from an individual harm prevention minimisation perspective and more widely from an economic loss perspective. Council will continue to liaise with emergency service providers and will strive to build resilience and capacity in our communities to survive natural disaster events, to manage the immediate outcomes of such events and to thrive afterwards.

Corporate Plan

Progress

Strategic Outcomes



5.1 Our Ingham CBD is attractive, alive and diverse



5.2 Support for business diversity and employment growth



5.3 Tourism development



5.4 Natural Disaster Management



5.5 Shire wide branding

Challenges Faced During 2014/2015

- Continuing to fund these activities whilst restricting the financial burden on ratepayers.
- The challenge of turning around the regions economic decline relative to the rest of Queensland.



Ingham CBD Revitalisation Project – Master Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
CBD refresh and associated actions	5.1.1	Develop and deliver the CBD Revitalisation Project in conjunction with James Cook University by June 2015	Development and Planning	Engineering Services
CBD refresh and associated actions	5.1.2	Deliver the associated on-ground works by June 2015	Development and Planning	Engineering Services

What we achieved in 2014/2015...

A collaboration with JCU was undertaken to complete the concept design in March 2015. The master plan was developed and the project scope increased.

Rotary Park Toilet Block and Lannercost Street Toilet Block Refurbishment

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Refurbishment of CBD public toilets	5.1.3	Establish new public toilet facilities in Rotary Park by June 2015	Environment and Community Services	Engineering Services
	5.1.4	Establish new unisex public toilet facility in Lannercost Street by June 2015		

What we achieved in 2014/2015...

See page 18.

Procurement Policy – Local Preference Mechanism

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Local buy first preference policy development	5.2.1	Development and adoption of a procurement policy that features a local preference mechanism, adoption by June 2015	Corporate Services	All

What we achieved in 2014/2015...

Procurement Policy that support and promote the use of local suppliers was approved in November 2014.

Economic Development and Tourism Officer

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Employment of a dedicated Economic Development and Tourism Officer	5.2.2	Position filled by December 2014	Development and Planning	Office of the CEO

What we achieved in 2014/2015...

The position was filled in October 2014.

Herbert Resource Information Centre

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Funding of the Herbert Resource Information Centre	5.2.3	Budget allocation made and funds transferred by December 2014	Development and Planning	External Agencies

What we achieved in 2014/2015...

The year saw the wind up of HRIC as at 30 June 2015.

Hinchinbrook Chamber of Commerce, Industry and Tourism

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Funding of the Hinchinbrook Chamber of Commerce, Industry and Tourism	5.2.4	Budget allocation made and funds transferred by December 2014	Development and Planning	External Agency

What we achieved in 2014/2015...

Funds of \$10,000 were paid to the Hinchinbrook Chamber of Commerce, Industry and Tourism.

Employment of a Conference and Events Officer

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Employment of a Conference and Events Officer	5.3.1	Position filled by December 2014	Development and Planning	Office of the CEO

What we achieved in 2014/2015...

The position was filled in November 2014.

Events at TYTO Activity Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Event activity at the TYTO Precinct	5.3.2	Yearly activity plan formulated prior to the commencement of the year	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

The following is a summarised version of events that formed the activity plan classified operationally as the TYTO Event Program, these were presented by TYTO staff and volunteers both throughout the precinct and via our Inflight programming. Each pillar of TYTO including Hinchinbrook Shire Library, Hinchinbrook Shire Library – Halifax Sub Branch, TYTO Regional Art Gallery, TYTO Information and Wetlands Centre, TYTO Recording Studio and TYTO Amphitheatre.

TYTO Inflight - TYTO Inflight is a community program dedicated to delivering inspirational events, workshops and activities to the townships of Hinchinbrook Shire. It aims to ensure artistic, nature based and cultural endeavours flow from the annual TYTO event program to a wider audience.

TYTO Inflight – Partner is the inflight program with a community partner examples including Herbert River Mens Shed, Blue Light Disco Association and Sporting Clubs.

There were a large number of events and activities held throughout 2014/2015 including a school holidays program with craft, sports, movie activities.

The Handmade in Hinchinbrook Marketplace, computer training baby rhyme time, story time, Sunday session and art exhibitions are regular events throughout TYTO.

Over 300 events and activities held throughout 2014/2015 TYTO was a hype of activity.

Events at TYTO Activity Plan Presentation

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Event activity at the TYTO Precinct	5.3.3	Activity and outcomes report presented twice a year to Councillors	Development and Planning	Environment and Community Services

What we achieved in 2014/2015...

TYTO provided a successful event and activity program for 2014/2015. Council funded the Tasman Turtle signature event which was greatly successful.

Support Community Events

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Event funding support program	5.3.4	Budget provision made to support a mix of Hinchinbrook based events	Development and Planning	Corporate Services

What we achieved in 2014/2015...

Funding was provided to a number of festivals and events which attracted visitors from out of town. For full list of grants to community organisations view page 43.

Membership with Townsville Enterprise Limited

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Ongoing membership of Townsville Enterprise Limited	5.3.5	Budget allocation made, service levels agreed and funds transferred by December 2014	Development and Planning	External Agency

What we achieved in 2014/2015...

Bronze level membership maintained during 2014/2015.

Local Disaster Management Plan

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Local Disaster Management coordination, awareness raising, planning, service provision and recovery activities	5.4.1	Local Disaster Management plan in place, reviewed annually and adopted by Council prior to December 2014	Office of the CEO	All

What we achieved in 2014/2015...

Local Disaster Management plan was reviewed in August 2014.

Shire Wide Branding Project

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Develop and finalise shire wide branding project	5.5.1	Briefing document scoped and finalised. Final concepts submitted to Council for consideration prior to June 2015	Development and Planning	External Agencies

What we achieved in 2014/2015...

Council approved the Hinchinbrook Way branding strategy.

Shire Flag

Proposed Actions Over 2014-2019	2014/2015 Action Measure		Lead	Associated
Development of the new shire flag based on the shire wide branding project	5.5.2	Design elements scoped and finalised by June 2015. Budget allocation in 2015/2016 required to progress	Development and Planning	Nil

What we achieved in 2014/2015...

The Shire Flag is incorporated in the Shire Branding Project and to date no progress on the flag design has been completed.

Legislative Information



Elected Representatives

Remuneration Paid to Elected Members

Remuneration Paid To Councillors July 2014/2015					
Councillor	Meetings and Other Representations			Councillor Allowance	Employer Super Contribution
	Council Meetings Special Meetings Deputations	Member Meetings	Conferences Professional Development Training		
Bow	52	49	17	\$95,586.00	\$11,470.32
Carr	52	83	10	\$47,744.00	\$6,276.48
Kaurila	45	34	3	\$45,754.67	\$6,440.96
Lynch	54	47	3	\$55,089.00	\$7,104.00
Molachino	55	66	7	\$47,744.00	\$5,609.24
Skinner	54	91	10	\$47,744.00	\$6,222.72
Tack	51	59	11	\$47,744.00	\$6,142.10

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

Councillor	Accommodation/ Travel	Meals	Conference/ Professional Development Registration	Communication Allowance	Location Allowance	Computer Consumables Allowance	Corporate Uniform Allowance
Mayor Rodger Bow	\$4,552.68	\$620.63	\$3,463.33	Provided	N/A	Provided	\$120.00
David Carr	\$1,050.77	\$87.65	\$3,545.46	\$2,000.00	\$2,240.00	\$200.00	\$120.00
Sherry Kaurila	\$1,211.05	\$190.19	\$2,167.89	\$2,000.00	\$5,600.00	\$200.00	\$120.00
Patrick Lynch	\$227.28	\$0	\$0	\$2,000.00	\$1,792.00	\$200.00	\$120.00
Lawrence Molachino	\$692.60	\$93.53	\$840.61	\$2,000.00	\$1,120.00	\$200.00	\$120.00
Wally Skinner	\$2,877.16	\$269.66	\$3,354.55	\$2,000.00	\$1,792.00	\$200.00	\$120.00
Marc Tack	\$1,730.60	\$241.94	\$5,809.10	\$2,000.00	\$1,120.00	\$200.00	\$120.00

Councillor Conduct

In accordance with section 186 of the *Local Government Regulation 2012*, the following occurred in 2014/2015 relating to Councillor Conduct:

Section	Legislation	Comment
186 (d)	<i>Local Government Regulation 2012</i>	Nil orders or recommendations made.
186 (e)	<i>Local Government Regulation 2012</i>	Nil.
186 (f)	<i>Local Government Regulation 2012</i>	Nil complaints referred.

Administrative Action Complaints

Hinchinbrook Shire Council is committed to upholding excellent standards. Accordingly we have an Administrative Action Complaints Policy and related Procedures that ensures client complaints are managed in a fair, effective and efficient manner. Our Administrative Action Complaints Policy and Procedures are reviewed every year, during which time our performance in addressing these complaints is assessed. The assessment for 2014/2015 identified that the process is performing satisfactorily.

The following report for the 2014/2015 financial year is in accordance with the provisions of the general complaints process as outlined in the *Local Government Act 2009*:

Administrative Action Complaints	
made to Council during 2014/2015	6
resolved under the complaints management process	5
not resolved under the complaints management process	1
included in the 'not resolved' category above which were made in a previous financial year	0

Overseas Travel

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

October 2014	Myanmar – GIS consultancy for Wilmar Sugar
November 2014	Indonesia – presented a paper at the Asia Geospatial Forum in Jakarta; meeting with Wilmar Plantations GIS team
May 2015	Mexico – presented a paper at the Global Forum on Agro Food Expectations in Mexico City
June 2015	Portugal – presented a paper at the World Geospatial Forum in Lisbon

Supporting Our Community

Section 190(1)(g) of the *Local Government Regulation 2012* states that Council must include a summary of all concessions for rates and charges granted.

Rate Concessions		
	2013/2014	2014/2015
Pensioner Remission	\$230,852.09	\$233,446.71
Not for Profit/Charitable Organisation Remission	\$83,328.58	\$75,099.43
Financial Hardship Remission	\$27,630.78	\$58,185.62

Grants to Community Organisations

Section 189 of the *Local Government Regulation 2012* requires Council to report a summary of grants provided to community organisations.

Donations/Sponsorships - Support for Events and Grants to Community Organisations	
Blue Care - Nursing Service - Annual financial assistance 2014/2015	\$4,330
Brothers Sports Club - Sponsorship 75th Brothers Fraternity Conference 2014/2015	\$455
Herbert River Gun Club - Annual Club Shoot 2015	\$200
Herbert River Men's Shed - Financial Assistance 2014/2015	\$2,500
Herbert River Museum Gallery Inc - Sunset Gathering Event 2015	\$200
Hinchinbrook Branch Aust Stockhorse Society - Camp Draft 2015	\$200
Hinchinbrook Chamber of Commerce - Annual financial assistance 2014/2015	\$10,000
Hinchinbrook Community Support Centre - Annual financial assistance 2014/2015	\$37,293
Hinchinbrook Community Support Centre - Out & About in Hinchinbrook Community Transport 2014/2015	\$3,000
Ingham Bowls Club - Invitation 4's	\$200
Ingham Dirt Bike Club - Financial assistance Tropical NQ Motocross Series 2014	\$500
Ingham Junior Golf Club - Come and Try 2015	\$200
Ingham Kindergarten - Kindy Quiz Night 2015	\$200
Ingham Meals on Wheels - Annual financial assistance 2014/2015	\$3,107
Ingham State School - Awards Night 2014	\$40
Ingham Tennis Assoc - Tennis Open 2014	\$500
Macknade Bowls Club - Sponsorship 2014	\$200
Macknade State School P&C - Romanello Shield School Soccer Carnival 2015	\$200
North Qld Sports Foundation - Presentation for Sports Education Tour 2014	\$600
Postele Fishing - Qld Amateur Fishing State Titles 2014	\$1,500
Special Children's Christmas Party - 2014 Special Children's Christmas Party	\$200
Festival Cash Sponsorship	
Herbert River Pastoral Association - Ingham Show July 2015	\$24,000
Rotary Ingham Maraka Festival - 2014 Maraka Festival	\$10,000
Australian Italian Festival Assoc Inc - Sponsorship of 2015 Australian Italian Festival	\$37,000
Ingham Sugar City Rodeo - sponsorship Rodeo 2014	\$500
Herbert River Jockey Club - 2014 Annual Races	\$4,000
Lions Club of Ingham Inc - 2014 Hinchinbrook Annual Family Fishing Classic	\$4,000
Ingham Arts Festival - Sponsorship of Ingham Arts Festival 2014 and 2015	\$3,000
Ingham Arts Festival - 36th Hinchinbrook Art Awards	\$3,800
Ingham Parents Group - International Food Night 2014	\$500
Forrest Beach Lions Club - Stinger Net Opening 2014	\$500
Herbert River Cricket Assoc - Over 40 T20 Challenge 2014	\$1,000
Bent Rods Car Club - Show and Shine Swap Meet 2015	\$1,500
Gilroy Santa Maria - Gruelling Games 2014/2015	\$1,200
Other Organisations	
Far North Qld Regional Organisation of Council - Natural Asset Management	\$16,155
Far North Qld Regional Organisation of Council - Regional Sustainability	\$8,066
Herbert Resource Information Centre - Annual Contribution 2014/2015	\$93,651

Herbert River Museum Gallery Inc - Financial Assistance 2014/2015	\$3,853
Lower Herbert Water Management Authority - 2014/2015	\$38,844
Townsville Enterprise - Partnership with Sports Marketing	\$2,500
Townsville City Council - LGAQ Pathways Sustainable Planning Workshop	\$1,000
Queensland Museum - Agreement for Community Pass Programme 2014/2015	\$5,500
Regional Arts Development Fund (RADF) Grants	
Kit Video Lighting And Stands Garricks Camera	\$1,985
B Horsley - As It Was 1940-1980	\$1,135
Ange Venardos-Tyto Workshops	\$6,690
L Plint - Making Art Naturally	\$3,440
HR Mens Shed - Stage 2 Mercers Lane Comm Public Art Program	\$12,474
Shannon Chadwick - Arts and Culture Policy Plan	\$6,500
Daniel Korneliussen - Initial Set Up and Begining of Painting TYTO Precinct - Library Wall	\$2,140

Mayor's Discretionary Fund

The Mayor spent \$40 out of his discretionary fund (budget was \$4,000). This expenditure was used to buy a gift for the Royal Military College to show appreciation for the large training exercise that they held in Hinchinbrook Shire.

Land and Roads

Hinchinbrook Shire Council controls 418.019km of sealed roads and 275.358km of unsealed roads. 181km of roads (Transport and Main Roads) is not controlled by Council. Furthermore there is approximately 500km of additional gazetted road not maintained by Council some of which is formed and or paved.

Hinchinbrook Shire Council controls 4,361 ha of reserve land that is a reserve under the *Land Act 1994*.

Changes to Council Tenders

In accordance with section 190(e) of the *Local Government Regulation 2012*, Council is required to report the number of invitations to change tenders during the financial year.

Tenderers were invited to change the following tenders to take into account a change in tender specifications during 2014/2015:

HSC 14/60	NDRRA Works Package 01 - HSC 148.14 Area 3 – Abergowrie Locality
HSC 15/03	Supply of Sand for Pipe Bedding and General Use
HSC 15/05	Design and Construct Replacement Bridge – Lannercost Creek Bridge
HSC 15/08	NDRRA Works Package 02 - HSC 144.14 Area 1 (Mt Fox) and HSC 153.14 Area 10 (Stone River)
HSC 15/09	NDRRA Works Package 03 - HSC 154.14 Area 2 (Wallaman Falls) and HSC 150.14 Area 4 (Long Pocket) and HSC 146.14 Area 5 (Hawkins Creek)
HSC 15/10	NDRRA Works Package 04 – HSC 147.14 Area 8 (Hamleigh), HSC 152.14 Area 9 (Bambaroo), HSC 145.14 Area 11 (Blackrock), HSC 151.14 Area 13 (Lower Herbert) and HSC 149.14 Area 17 (Bemerside)

Council Registers

Council is required to include in its Annual Report a list of Registers kept by Council and open to public inspection. Council's response to section 190(f) of the *Local Government Regulation 2012*, is detailed below.

- >> Register of Assets
- >> Register of Asbestos in Buildings
- >> Register of Burials
- >> Register of Complaints
- >> Register of Conflicts of Interest
- >> Register of Contracts
- >> Register of Corporate Risks
- >> Register of Councillor Electoral Gifts
- >> Register of Councillors' Gifts and Hospitality Benefits
- >> Register of Councillors' Interests
- >> Register of Councillors' Membership of Organisations
- >> Register of Delegations by Chief Executive Officer
- >> Register of Delegations by Local Government
- >> Register of Development Applications (Leon to confirm)
- >> Register of Dogs
- >> Register of Fees and Charges
- >> Register of Impounded Animals
- >> Register of Local and Subordinate Local Laws
- >> Register of Material Personal Interests
- >> Register of Mobile Food Vans
- >> Register of Roads

Joint Local Government Activity

The *Local Government Regulation 2012*, requires Council to report details of action taken in relation to, and expenditure on, a service, facility or activity:

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

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

Internal Audit

Pacifica Chartered Accountants ("Pacifica") have provided internal audit services to Council since 2011. During 2013/2014 Council demonstrated its commitment to the internal audit function by approving a two year extension to Pacifica's contract. During the period covered by this extension Pacifica have undertaken to develop a strategic internal audit plan and conduct six internal audit reviews.

During 2014/2015 Pacifica provided a Strategic Internal Audit Plan and completed internal audit reviews on the following areas:

- Project Management practices
- Requests for Council Support
- Plant Management Practices

Audit Committee

Under section 105(2) of the *Local Government Act 2009* a large Local Government is required to establish an Audit Committee. Subdivision 2 of the *Local Government Regulation 2012* provides more legislation regarding the Audit Committee. Hinchinbrook Shire Council is within the definition of a large Local Government.

Audit Committee was established during 2011/2012 with Mr Keith Parsons, Townsville City Council appointed as the independent Chairperson. Mr Parsons continued in this role in 2012/2013, 2013/2014 and 2014/2015. Councillor Kaurila and Mayor Bow were Councillor representatives of the Audit Committee. Council's Chief Executive Officer and Executive Manager Corporate Services are both also active in Audit Committee meetings. Each Audit Committee meeting includes an update from Council's internal auditor. Accordingly, the Audit Committee provides an effective and independent risk management structure that adds value to Council through the collaboration of Council representatives, independent specialists and management.

Commitment to Public Sector Ethics

Public Sector entities must adhere to the *Public Sector Ethics Act 1994* and must implement a Code of Conduct and conduct training at least every 12 months. The Code details the ethics, principles and obligations required of government employees.

New employees continue to receive Code of Conduct training as part of their corporate orientation. A number of new employees attend an Ordinary Meeting of Council as part of the induction process to fully demonstrate aspects spoken to at the Code of Conduct training.

Equal Employment Opportunity Plan

Human Resources reviewed Council's policy and procedures on recruitment and selection during the year in accordance with the principles of equal employment opportunity. Hinchinbrook Shire Council has implemented and monitors a comprehensive recruitment and selection policy and procedure which includes standardised forms for advertising, shortlisting, interviewing, reference checking and appointment recommendation to the Chief Executive Officer.

Competitive Neutrality

No Complaints were received in 2014/2015.

Non-Current Physical Assets

No resolutions were made during 2014/2015.

Community Financial Report



The Community Financial Report is a brief summary of the information contained in Council's 2014/2015 Financial Statements and is intended to provide an overview of Council's financial position and performance for 2014/2015.

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

Simplified Income Statement for the Year Ended 30 June 2015	Natural Disaster Relief and Recovery Arrangements \$000	Other \$000	Total \$000
Operating Revenue	17,008	28,665	45,673
Less Discounts and Remissions		(367)	(367)
Less Operating Cash Expenses	(13,600)	(21,359)	(34,959)
Cash Surplus from Operations*	3,408	6,939	10,347
Less Non Cash Operating Expenses		(536)	(536)
Less Depreciation		(8,644)	(8,644)
Add Capital Grants and Subsidies			3,113
Less Asset Disposals and Other Capital Expenses			(3,247)
Net Result for the Period			1,034

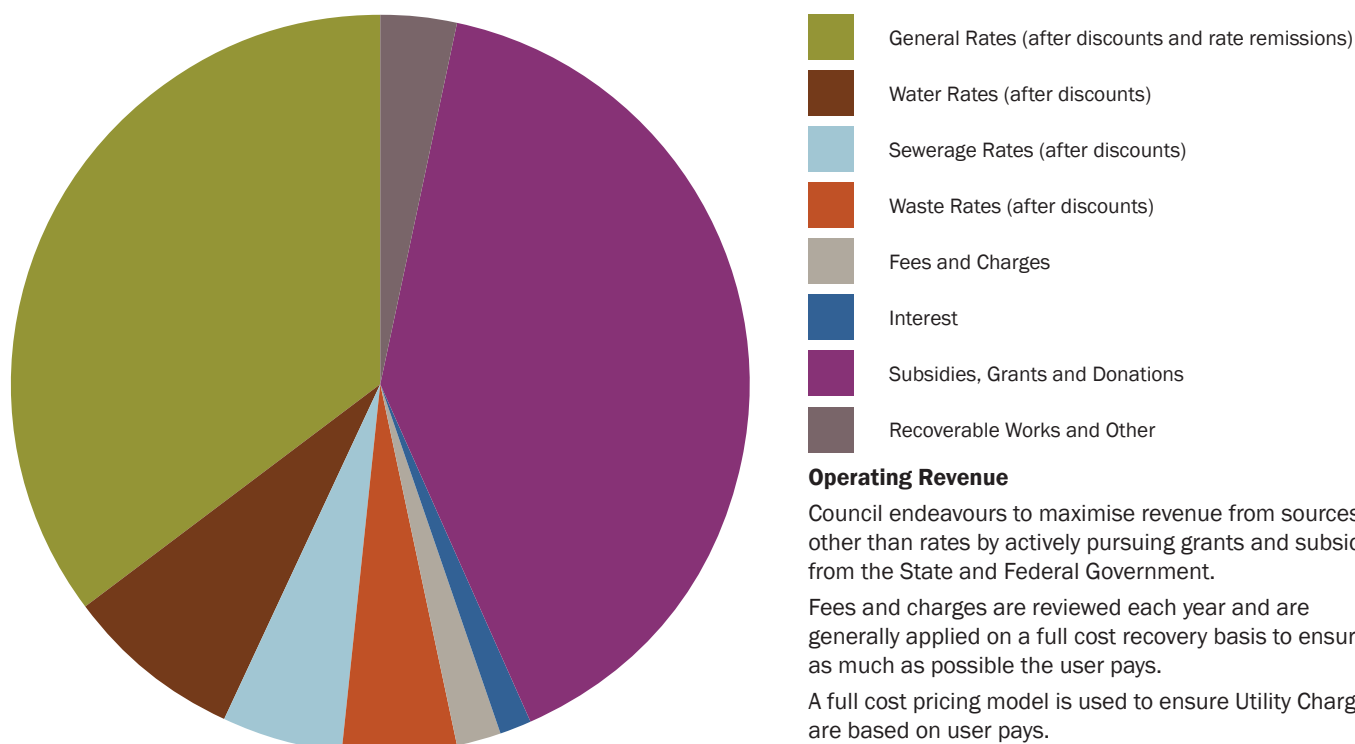
* Cash surplus from operations is cash generated during the year that, combined with capital grants, is available for asset replacement and/or asset acquisition.

Simplified Balance Sheet as at 30 June 2015	\$000
What we have in the bank (a)	16,967
What we own (b)	278,207
Our Total Assets (a) + (b)	295,174
What we owe our suppliers and employees	10,558
Our Total Liabilities	10,558
Net Community Assets (Wealth)	284,616

Rounding differences may apply.

How Council Earned our Operating Revenue

(\$45.3 Million after discounts and remissions given includes \$17.0 Million Natural Disaster Relief and Recovery Arrangements Funding)



Operating Revenue

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

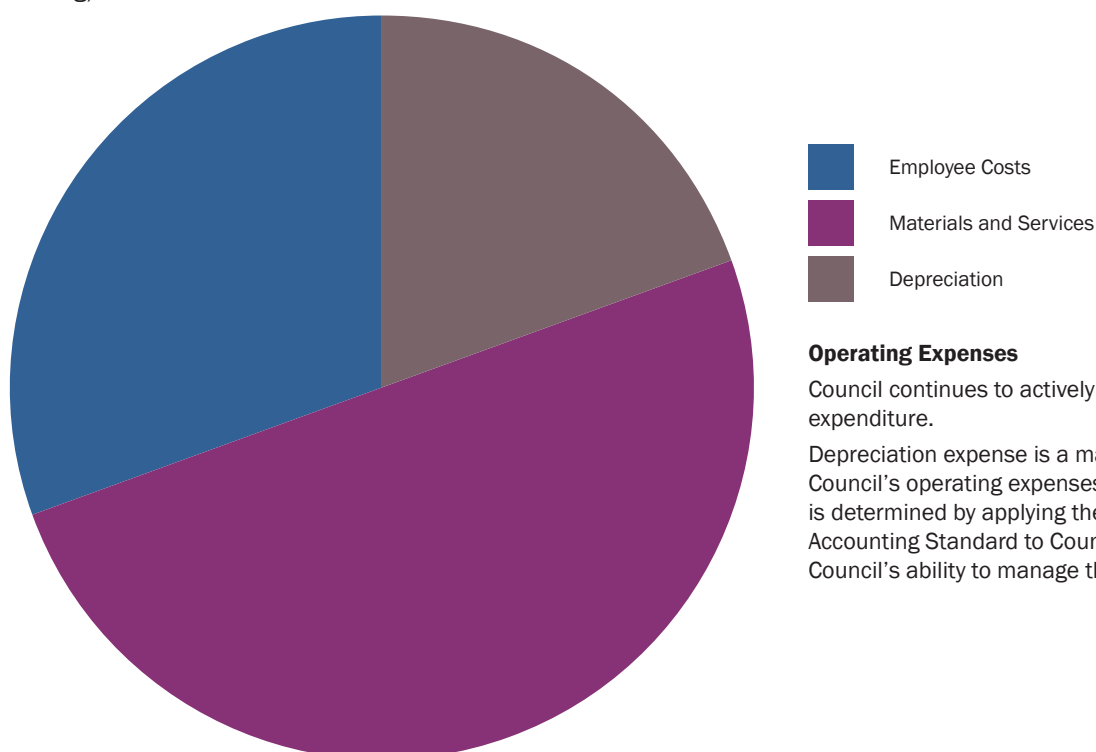
Fees and charges are reviewed each year and are generally applied on a full cost recovery basis to ensure as much as possible the user pays.

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

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

Council Operating Expenses

(\$44.14 Million includes \$13.60 Million expenditure relating to the Natural Disaster Relief and Recovery Arrangements Funding)



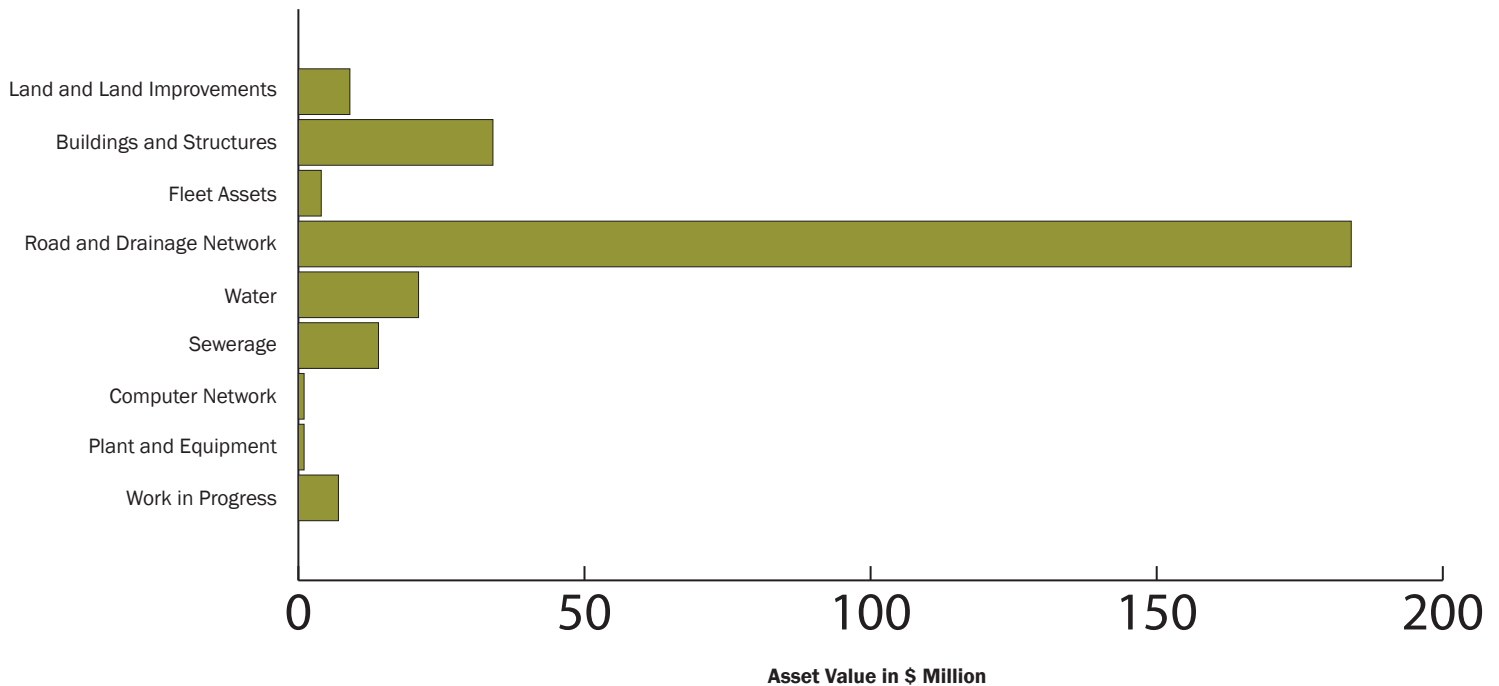
Operating Expenses

Council continues to actively work to reduce operating expenditure.

Depreciation expense is a major component of Council's operating expenses. The depreciation charge is determined by applying the requirements of an Accounting Standard to Council's asset base. As such, Council's ability to manage this figure is limited.

The Community Infrastructure Council Manages

Community Infrastructure as at 30 June 2015
Total \$275 Million

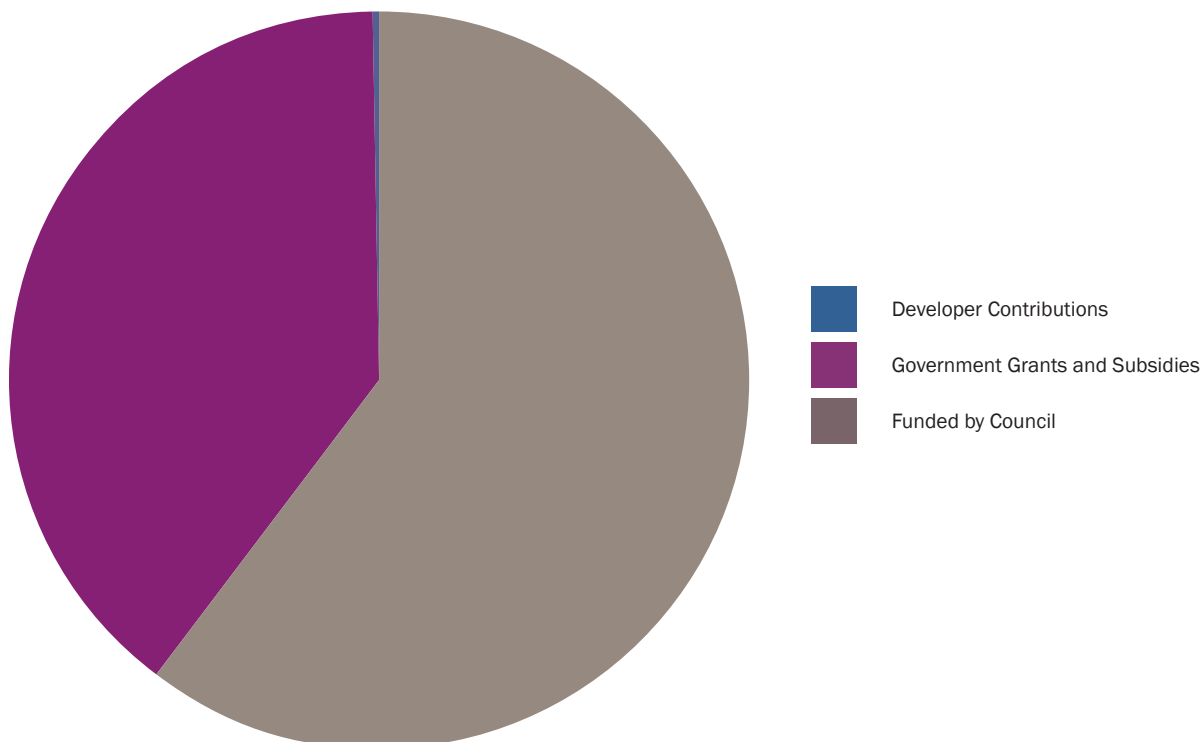


Community Infrastructure

Council owns and manages \$275 Million worth of infrastructure provided benefits to the community. The accounting standards require Council to ensure that infrastructure assets are recorded at fair value. To achieve this Council completed a revaluation of certain classes of assets in 2014/2015. The revaluation resulted in a net increase in asset valuation of \$35 Million.

How Council Funded Investment in Community Infrastructure

(\$13.3 Million total funds invested)



Financial Sustainability Indicators

	Target Ratio as determined by the State	Actual 2014/2015	Original Budget 2014/2015
As at 30 June 2015			
Asset Sustainability Ratio			
Capital expenditure on Replacement Assets/Depreciation			
<i>The extent to which depreciation is matched by current year asset replacements (Budget was impacted by significant degree of NDRRA activity some of which was deemed 'operational activity')</i>	>90%	122%	356%
Interest Coverage Ratio			
Net interest expense on debt service/ Total Operating Revenue			
<i>Indicates the extent to which Council's operating revenues are committed to net interest expense</i>	0%-5%	0%	0%
Net Financial Liabilities Ratio			
Total liabilities - current assets/ Operating Revenue			
<i>Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues</i>	<60%	-22.00%	-41.00%
Operating Surplus Ratio			
Operating Surplus/ Total Operating Revenue			
<i>Measures the operating surplus each year as a percentage of total operating revenue</i>	0%-10%	2.6%	22%
Working Capital Ratio			
Current Assets/ Current Liabilities			
<i>Measures the extent to which Council has liquid assets available to meet short term financial obligations</i>	1:1-4:1	2.9:1	6.4:1

Note - several of these ratios, and their respective budgets, are heavily influenced by the volume and the timing of income and expenditure streams associated with NDRRA activity.

For example the budget for the operating surplus ratio and the working capital ratio were based on a significant amount of NDRRA revenue being received in 2014/2015. Some of this income will not be received until 2015/2016.

Key Statistics - 12 Years at a Glance

	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
Total Number of Rateable Properties	6,317	6,329	6,423	6,363	6,444	6,521	6,533	6,580	6,608	6,634	6,661	6639
Total Rate Revenue (net of discount and remission)	11.698M	11.872M	12.830M	13.621M	14.510M	15.921M	17.952M	19,180M	20.116M	21.171M	22.377M	22.929M
General Rate Revenue (excluding pre-paid rates)	9.607M	9.611M	10.031M	10.856M	11.564M	12.529M	13.706M	14.789M	15.908M	16.559M	17.634M	15.526M
% Change in General Rate	2.35%	0.04%	4.37%	8.22%	6.52%	8.34%	9.40%	7.90%	7.57%	4.09%	5.17%	-11.95*
*Water Base Charge for 20 mm Service	\$210.00	\$220.50	\$230.40	\$237.35	\$251.59	\$270.46	\$292.10	\$335.92	\$346.00	\$356.40	\$374.20	\$334.00
Water Consumption per kl Rate	42 cents	44 cents	46 cents	48 cents	51 cents	55 cents	59 cents	68 cents	78 cents	84 cents	88 cents	92 cents
Sewerage Utility Charge for Dwelling	\$396.90	\$416.85	\$435.75	\$457.59	\$485.03	\$533.54	\$576.24	\$662.69	\$695.80	\$730.80	\$767.20	\$684.60
Garbage Collection Utility Charge	\$82.75	\$91.00	\$113.75 Increase service	\$125.15	\$132.66	\$145.93	\$157.60	\$169.34	\$220.00	\$231.00	\$242.55	\$216.50
Waste and Environment Levy	\$90.20	\$99.20	\$124.00	\$136.40	\$144.58	\$159.04	\$171.76	\$184.56	\$140.00	\$147.00	\$154.35	\$137.75
Rate Arrears Balance	0.436M	0.207M	0.215M	0.204M	\$0.342M	\$0.983M Adjusted to \$0.512M for levies in June not due until July 2009	\$0.838M	\$1.461M	\$0.580M	\$0.771M	\$0.945M	\$1.118M
Fees and Charges Received	0.710M	0.764M	0.849M	1.121M	1.285M	1.233M	1.403M	\$1.345M	\$1.882M	1.093M	1.120M	0.829M#
Operating Revenue	15.760M	16.391M	17.056M	18.779M	21.060M	25.206M	34.458M	51.341M	38.367M	60.660M	51.812M	43.173M
Operating Grants, Subsidies and Contributions	1.975M	1.596M	1.611M	1.760M	2.243M	5.902M	13.058M	26.703M	11.211M	34.111M	26.134M	17.323M
Recoverable Works	0.631M	1.281M	0.807M	1.191M	1.776M	1.285M	1.108M	2.700M	3.645M	3.459M	1.331M	1.117M
Total Assets WDV	132.675M	133.743M	143.957M	172.997M	179.200M	191.085M	194.835M	249.061M	289.232M	242.353M	239.149M	277.922M
Shire Capital	142.726M	144.736M	155.153M	183.315M	189.578M	203.44	209.936M	266.938M	309.219M	254.650M	248.590M	287.470M
Capital Expenditure (Excluding debt repayment but including contributed assets)	5.390M	4.084M	6.691M	6.556M	8.168M	14.122M	15.518M	9.929M	40.857M	17.867M	13.715M	13.330M
Debt Repayment (Principal and Interest)	0.432M	0.432M	0.369M	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Loan Balance	0.724M	0.357M	Nil	Nil	Nil	Nil	Nil (\$6M redraw facility QTC)	Nil	Nil	Nil	Nil	Nil
Remaining Term of Debt	1.99 years	0.18 years	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

* The reduction in various rates and charges in the table above are the result of Council electing for 2014/2015 to give the 15% early payment discount to all ratepayers and therefore automatically reduce invoiced amounts accordingly. Overall net rates and charges have increased from \$22.344 Million to \$22.929 Million in 2014/2015 equal to a \$552,000 increase (2.4%).

Income reduction mainly due to various amounts being recorded within other income categories. Previously these were included under fees and charges.



HINCHINBROOK
SHIRE COUNCIL

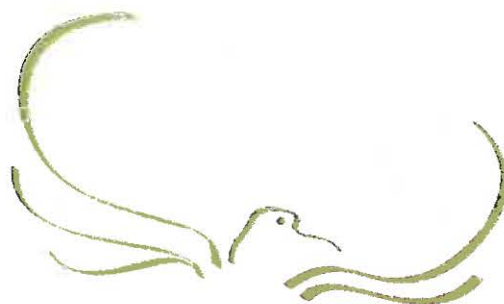
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HINCHINBROOK
SHIRE COUNCIL

FINANCIAL STATEMENTS
2014/2015

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HINCHINBROOK SHIRE COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
For the year ended 30 June 2015

	Note	2015 \$000	2014 \$000
Income			
Revenue			
Recurrent Revenue			
Rates, levies and charges	3	22,929	22,377
Fees and charges		829	1,120
Rental income		148	125
Interest received		588	670
Sales revenue		1,117	1,332
Other income		239	54
Grants, subsidies, contributions and donations	4(a)	19,455	22,011
		<u>45,306</u>	<u>47,689</u>
Capital Revenue			
Grants, subsidies, contributions and donations	4(b)	3,113	5,385
Total Income		<u>48,419</u>	<u>53,074</u>
Expenses			
Recurrent Expenses			
Employee benefits	5	(13,424)	(13,036)
Materials and services	6	(21,535)	(29,339)
Finance costs	7	(536)	(47)
Depreciation and amortisation	8	(8,644)	(9,382)
		<u>(44,138)</u>	<u>(51,803)</u>
Capital Expenses	9	(3,247)	(11,942)
Total Expenses		<u>(47,385)</u>	<u>(63,745)</u>
Net Result		<u>1,034</u>	<u>(10,671)</u>
Other Comprehensive Income			
Items That Will Not be Reclassified to Net Result			
Increase/(decrease) in asset revaluation surplus	15	35,002	4,097
Assets not previously recognised	12	-	515
Total Other Comprehensive Income for the Year		<u>35,002</u>	<u>4,612</u>
Total Comprehensive Income for the Year		<u>36,036</u>	<u>(6,060)</u>

Rounding differences may apply.

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

HINCHINBROOK SHIRE COUNCIL**STATEMENT OF FINANCIAL POSITION****as at 30 June 2015**

	Note	2015 \$000	2014 \$000
Current Assets			
Cash and cash equivalents	10	16,967	16,699
Trade and other receivables	11	2,684	2,680
Inventory		455	405
Total Current Assets		20,106	19,783
Non-current Assets			
Trade and other receivables	11		472
Property, plant and equipment	12	275,067	239,149
Total Non-current Assets		275,067	239,621
Total Assets		295,174	259,404
Current Liabilities			
Trade and other payables	13	6,478	6,418
Provisions	14	364	493
Other - unearned revenue		39	69
Total Current Liabilities		6,881	6,980
Non-current Liabilities			
Trade and other payables	13	204	401
Provisions	14	3,473	3,443
Total Non-current Liabilities		3,677	3,844
Total Liabilities		10,558	10,824
Net Community Assets		284,616	248,580
Community Equity			
Asset revaluation surplus	15	133,911	98,909
Retained surplus		150,705	149,671
Total Community Equity		284,616	248,580

Rounding differences may apply.

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

HINCHINBROOK SHIRE COUNCIL

STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2015

	Retained Surplus	Asset Revaluation Surplus Note 15	Total
	\$000	\$000	\$000
Balance at 1 July 2014	149,671	98,909	248,580
Net result	1,034	-	1,034
Other comprehensive income for the year			
Revaluations of Property, Plant and Equipment		34,944	34,944
Change in value of rehabilitation of land	-	58	58
Total Comprehensive Income for the Year	1,034	35,002	36,036
Balance at 30 June 2015	150,705	133,911	284,616
Balance at 1 July 2013	159,828	94,812	254,640
Net result	(10,671)	-	(10,671)
Other comprehensive income for the year			
Revaluations of Property, Plant and Equipment	-	4,009	4,009
Change in value of rehabilitation of land	-	88	88
Assets not previously recognised	515	-	515
Total Comprehensive Income for the Year	(10,157)	4,097	(6,060)
Balance at 30 June 2014	149,671	98,909	248,580

Rounding differences may apply.

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

HINCHINBROOK SHIRE COUNCIL**STATEMENT OF CASH FLOWS****For the year ended 30 June 2015**

	Note	2015 \$000	2014 \$000
Cash Flows from Operating Activities:			
Receipts from customers		47,827	57,539
Payments to suppliers and employees		(35,339)	(43,480)
Interest received		588	670
Net Cash Inflow (Outflow) From Operating Activities	21	13,076	14,729
Cash Flows From Investing Activities:			
Payments for property, plant and equipment		(13,330)	(13,715)
Proceeds from sale of property, plant and equipment	9	523	241
Net Cash Inflow (Outflow) From Investing Activities		(12,807)	(13,475)
Net Increase (Decrease) in Cash and Cash Equivalent Held		269	1,254
Cash and Cash Equivalents at Beginning of the Financial Year		16,699	15,445
Cash and Cash Equivalents at End of the Financial Year	10	16,967	16,699

Rounding differences may apply.

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

1. Significant Accounting Policies

1(a) Basis of Preparation

These general purpose financial statements are for the period 1 July 2014 to 30 June 2015 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*. Consequently, these financial statements have been prepared in accordance with all applicable Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board.

These financial statements have been prepared under the historical cost convention except for certain classes of property, plant and equipment which are measured at fair value.

Recurrent/Capital Classification

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis:

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes any non-cash contributions (usually infrastructure assets) which may have been received from developers.

The following transactions are classified as either "Capital Income" or "Capital Expenses" depending on whether they result in accounting gains or losses:

- disposal of non-current assets
- discount rate adjustments to restoration provisions
- revaluations of property, plant and equipment.

All other revenue and expenses have been classified as "recurrent".

1(b) Statement of Compliance

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

1(c) Constitution

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

1(d) Date of Authorisation

The financial statements were authorised for issue on the date they were submitted to the 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 and Revised Accounting Standards

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

Hinchinbrook Shire Council has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective. Council applies standards and interpretations in accordance with their respective commencement dates.

Due to its recent release, Council is still reviewing the way that revenue is measured and recognised to identify whether AASB 15 Revenue from Contracts with Customers will have a material impact. To date no impact has been identified.

AASB 15 is effective from 1 January 2017 and will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of interpretations. It contains a comprehensive and robust framework for the recognition, measurement and disclosure of revenue from contracts with customers.

From 1 July 2016 AASB 124 Related Party Disclosures will apply to Council. This means that Council will disclose more information about related parties and transactions with those related parties. Council is currently preparing for this change by identifying related parties. Related parties will include the Mayor, councillors and some Council staff. In addition the close family members of those people and any organisations that they control or are associated with will be classified as related parties.

The amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the 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 and depreciation of property, plant and equipment - Note 1(l) and Note 12

Provisions - Note 1(q), Note 1(p) and Note 14

Contingent liabilities - Note 17.

1(h) Revenue

Revenue is recognised on an accrual basis on issue of invoice or notice. Rate revenue received in advance is recognised on receipt.

(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, otherwise rates are recognised at the commencement of the rating period.

(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. Internal restrictions that have been placed on Council's cash and cash equivalents are now disclosed in Note 10.

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.

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

The fair value of trade receivables approximates to the amortised cost less any impairment. The fair value of payables approximates to the amortised cost. Council does not recognise financial assets or financial liabilities at fair value in the Statement of Financial Position.

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 is empowered under the provisions of the *Local Government Act 2009* 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.

1(l) Property, Plant and Equipment

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets, and buildings with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

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

2015	2014
Land and improvements	Land and improvements
Buildings and Structures	Buildings and Structures
Fleet Assets	Plant and Equipment
Road and Drainage Network	Road and Drainage Network
Water	Water
Sewerage	Sewerage
Computer Network	Computer Network
Plant and Equipment	Other Assets
Work in Progress	Work in Progress

During the year ended 30 June 2015 Council reviewed its asset categories and identified Fleet Assets as a significant category on their own. As a result plant and equipment previously held with Fleet Assets in the Plant and Equipment asset class has been transferred to the Other Asset class which has been renamed as Plant and Equipment. The value of the assets transferred is \$541,882 written down value. Both the Fleet and Plant and Equipment asset classes are reported at historic cost.

(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 and engineering design fees and all other establishment costs.

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

Direct labour and materials and an appropriate proportion of relevant overheads incurred in the acquisition or construction of assets are treated as capital expenditure. Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class. Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life 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.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb to kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset 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 AASB 116 *Property, Plant and Equipment* and AASB 13 *Fair Value Measurement*. Other plant and equipment and work in progress 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. Ongoing monitoring of asset conditions through work programs, maintenance schedules and onsite observations allows any material change in asset conditions to be recognised. In a year of formal revaluation the valuer physically sites a representative sample of the asset class being revalued and makes assessments of the condition of the assets at the date of inspection.

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

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

Details of values and methods of valuations are disclosed in Note 12.

(iv) 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.

(v) Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on property, plant and equipment assets 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. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

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.

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.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of useful lives for each class of asset are shown in Note 12.

(vi) 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(m) 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(n) 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(o) Payables

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

1(p) 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 eligibility 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 13 as a payable.

(ii) Annual Leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months (the current portion) are calculated on current wage and salary levels and includes related employee on-costs. Amounts not expected to be settled within 12 months (the non-current portion) are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. The liability represents an accrued expense and is reported in Note 13 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 Council makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 18.

(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. This liability is reported in Note 14 as a provision.

1(q) Restoration Provision

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

The provision is measured at the expected cost of the work required discounted to current day values using an appropriate rate. The current QTC lending rate is considered an appropriate rate. The calculation of the provision requires assumptions such as the application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for dump sites is reviewed at least annually and updated based on the facts and circumstances available at the time.

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

1(r) Asset Revaluation Surplus

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

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

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

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

1(s) Retained Surplus

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

1(t) Joint Venture

Council joint venture interests are not material to Council's overall financial position and therefore have not been included in the financial statements. Information about the joint operation is set out at Note 19.

1(u) 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 23.

1(v) Comparative Figures and Rounding

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

Any minor differences between calculated balances in the financial statements and the related notes are due to rounding.

The financial statements have been rounded to the nearest \$1,000.

1(w) 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 20.

1(x) Taxation

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

2. Analysis of Results by Function

(a) Income and expenses defined between recurring and capital, and assets at written down value are attributed to the following functions:

Functions	Gross Program Income				Elimination of inter function transactions	Total Income	Gross Program Expenses		Elimination of inter function transactions	Total Expenses	Net result from recurrent operations	Net result	Assets
	Recurrent		Capital				Recurrent	Capital					
	2015 \$000		2015 \$000										
	Grants	Other	Grants	Other	2015 \$000	2015 \$000	2015 \$000	2015 \$000	2015 \$000	2015 \$000	2015 \$000	2015 \$000	2015 \$000
Corporate Services	2,023	16,232	-	-	(12,986)	5,269	(5,217)	-	63	(5,154)	115	115	17,438
Development and Planning Services	46	618	4	-	982	1,650	(3,357)	-	39	(3,317)	(1,671)	(1,667)	5,970
Community Services	7	(299)	-	-	2,430	2,138	(382)	-	10	(373)	1,765	1,765	26,865
Health and Environment Services	286	305	152	-	1,172	1,915	(5,010)	-	542	(4,468)	(2,706)	(2,553)	2,985
Waste Management	-	2,438	-	-	-	2,438	(1,945)	(58)	202	(1,802)	694	636	5,970
Engineering Services	17,077	720	2,956	-	8,402	29,155	(24,466)	(3,189)	(1,183)	(28,837)	551	318	191,171
Building Certification	-	83	-	-	-	83	(122)	-	4	(118)	(35)	(35)	-
Water	2	3,500	2	-	-	3,503	(2,116)	-	199	(1,917)	1,584	1,586	26,865
Sewerage	15	2,253	-	-	-	2,268	(1,524)	-	125	(1,399)	869	869	17,910
Total	19,455	25,850	3,113	-	-	48,419	(44,138)	(3,247)	-	(47,385)	1,167	1,034	295,174

Functions	Gross Program Income				Elimination of inter function transactions	Total income	Gross Program Expenses		Elimination of inter function transactions	Total Expenses	Net result from recurring operations	Net result	Assets
	Recurrent		Capital				Recurrent	Capital					
	2014 \$000		2014 \$000										
	Grants	Other	Grants	Other									
Corporate Services	1,089	16,062	28	-	(12,848)	4,331	(5,925)	-	929	(4,996)	(693)	665	15,803
Development and Planning Services	-	278	-	-	972	1,250	(1,235)	-	(12)	(1,247)	3	3	5,248
Community Services	93	(242)	71	-	2,404	2,325	(2,293)	-	(23)	(2,316)	(61)	9	22,285
Health and Environment Services	35	319	-	-	1,159	1,513	(1,419)	-	(20)	(1,439)	74	74	1,690
Waste Management	-	2,477	-	-	-	2,477	(1,843)	(110)	(199)	(2,151)	435	326	4,257
Engineering Services	20,795	1,035	5,258	-	8,313	35,401	(35,797)	(10,782)	(432)	(48,010)	(6,085)	12,610	171,884
Building Certification	-	79	-	-	-	79	(122)	-	(2)	(124)	(45)	45	-
Water	-	3,424	25	-	-	3,450	(1,880)	(50)	112	(1,819)	1,656	1,631	22,124
Sewerage	-	2,244	4	-	-	2,247	(1,571)	-	(72)	(1,642)	601	605	16,114
Total	22,011	25,678	5,385	-	-	53,074	(52,085)	(11,942)	281	(63,745)	(4,115)	(10,671)	259,404

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2. Analysis of Results by Function

(b) Components of Council Functions

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

Corporate Services

The goal of this program is 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. The program includes activities related to rating, financial control and reporting, information technology services and records management.

Development and Planning Services

The goal of this program is 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. The program includes activities related to economic development and tourism, library services, planning and development, support for festivals and events and art and cultural services.

Community Services

The goal of this program is to promote and market the utilisation of Council and community facilities which contribute to lifestyle choices and the fulfilment of community, social and cultural needs. The program includes activities related to community support, facility hire and cemeteries.

Health and Environment Services

The goal of this program is to enhance and maintain public health standards in the community and adopt sustainable environmental management practices. The program includes activities related to natural resource and environmental management, public amenities, public open space maintenance and management and public health.

Waste Management

The goal of this program is to develop, maintain and promote an environmentally sustainable waste management system. The program includes activities that relate to recycling and waste management.

Engineering Services

The goal of this program is 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. The program includes activities related to asset management, civil construction and maintenance and marine infrastructure management.

Building Certification Service

The goal of this program is to provide a Building Certification Service.

Water

The goal of this program is to ensure sustainable management of the Shire's water resources to provide safe and reliable water services. The program includes activities related to asset management, and to water connections, reticulation, storage and treatment.

Sewerage

The goal of this program is to provide and ensure safe and reliable environmentally sustainable sewerage systems. The program includes activities related to asset management, sewerage treatment.

	2015 \$000	2014 \$000
3. Revenue Analysis		
Rates, Levies and Charges		
General rates	15,526	17,634
Rural Fire Brigade Special Charge	16	16
Waste management levy - Separate rate	922	1,033
Water base charge	2,023	2,267
Water consumption charge	1,364	1,252
Sewerage	2,250	2,522
Cleansing charge	1,194	1,329
	23,296	26,053
Less: Discounts		(3,334)
Less: Concessions	(367)	(342)
Net Rates and Utility Charges	22,929	22,377
4. Grants, Subsidies, Contributions and Donations		
(a) Recurrent		
Contributions	215	112
Sundry grants and subsidies	209	198
NDRRA subsidy	17,008	20,636
General purpose grants	2,023	1,065
	19,455	22,011
(b) Capital		
Contributions	6	34
NDRRA subsidy	2,162	4,614
Other State Government Subsidy	633	98
Roads to Recovery Subsidy	50	316
TIDS Subsidy	261	323
	3,113	5,385
(c) Conditions Over Contributions		
Contributions and grants which were recognised as income during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date:		
Grants and contributions for expenditure on infrastructure	15	59
Grants and contributions for operating purposes	43	74
	58	134
Contributions and grants which were recognised as income during a previous reporting period and were expended during the current reporting period in accordance with the Council's obligations.		
Grants and contributions expended on infrastructure	59	275
Grants and contributions for operating purposes	74	-
	134	275
Net Increase (Decrease) in Restricted Asset (Cash) at Period End	(76)	(141)

	2015 \$000	2014 \$000
5. Employee Benefits		
Total wages and salaries	9,519	9,104
Councillors' remuneration	372	362
Annual, sick and long service leave entitlements	1,918	1,758
Superannuation	1,909	1,684
	13,718	12,908
Other employee related expenses	606	959
	14,324	13,867
Less: Capitalised employee costs	(900)	(831)
	13,424	13,036

	2015	2014
Total Council Employees as at 30 June		
Elected members	7	7
Administration, depot and outdoors staff	174	173
Total full time equivalent employees	181	180

	2015 \$000	2014 \$000
6. Materials and Services		
Audit fees	97	99
Communications and IT	612	496
Consultancies and professional services	1,137	1,424
Contractors and hire expenses	13,613	18,037
Donations and contributions	345	319
Electricity	1,106	978
Herbert River Improvement Trust Precept	231	220
Insurance	483	455
Legal expenses	60	48
Memberships/Licenses/Subscriptions	175	203
Minor equipment and consumables	157	1,418
Other materials and services	454	696
Raw materials	2,865	4,245
Testing	135	642
Valuation fees	66	58
	21,535	29,339

Expenditure of \$13.6million (\$22.7million 2014) related to natural disaster events, is included in employee costs and materials and services costs. Natural disaster recovery work remaining to be completed in the 2015/2016 financial year relates to tropical cyclone Ita of \$0.7million. All expenditure in relation to severe tropical cyclone Oswald was finalised in 2014/2015.

7. Finance Costs		
Bank charges	40	35
Bad debt expense	(1)	(1)
Refuse restoration unwinding of discount	25	13
Termination of prepaid lease	472	-
	536	47

	2015 \$000	2014 \$000
8. Depreciation and Amortisation		
Depreciation and amortisation was charged in respect of:		
Land and land improvements	185	158
Buildings and structures	812	1,283
Fleet assets	543	448
Road and drainage network	5,452	6,143
Water	769	552
Sewerage	459	467
Computer network	283	306
Plant and equipment	141	27
	8,644	9,382

9. Capital Expenses		
Gain (loss) on the disposal of non-current assets:		
Proceeds from the sale of property, plant and equipment	523	241
Less: Book value of property, plant and equipment sold	(3,712)	(1,150)
	(3,189)	(909)
Discount rate adjustment to refuse restoration provision	(58)	(110)
Write off of costs held in Work in Progress	-	(10,923)
	(3,247)	(11,942)

A significant volume of restoration and repair work was conducted prior to 30 June 2013 in response to cyclone flood damage. The expenditure related to this work was initially recorded in work in progress. Approximately \$10.9million of this work in progress was identified as relating to 'repair type' work and, accordingly, this expenditure was written off at 30 June 2014. No adjustment of this type was made at 30 June 2015.

10. Cash and Cash Equivalents		
Cash at bank and on hand	164	263
Deposits at call	1,803	2,635
QTC - Cash Fund	15,000	13,800
Balance Per Cash Flow Statement	16,967	16,699

Councils cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:

Unspent government grants and subsidies - Operating purposes	43	74
Unspent government grants and subsidies - Capital purposes	15	59

Internally imposed expenditure restrictions for future asset replacement at the reporting date:

Total Unspent Restricted Funds	13,075	15,699
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	2015 \$000	2014 \$000
11. Trade and Other Receivables		
Current		
Rates and utility charges	1,118	945
Government grants and subsidies	194	460
GST	684	45
Other debtors	502	962
Less: Impairment	(49)	(50)
Prepayments (Library prepaid lease fee)	-	14
Prepayments	236	305
	2,684	2,680
Non-current		
Prepayments (Library prepaid lease fee)	-	472

Interest is charged on outstanding rates at a rate of 11% per annum.
No interest is charged on other debtors. There is no concentration
of credit risk for rates and utility charges, fees and other debtors
receivable.

12(a) Property, Plant and Equipment

	Land and Land Improvements	Building and Structures	Fleet Assets	Road and Drainage Network	Water	Sewerage	Computer Network	Plant and Equipment	Work in Progress	Total
	2015 Fair Value \$000	2015 Fair Value \$000	2015 Cost \$000	2015 Fair Value \$000	2015 Fair Value \$000	2015 Fair Value \$000	2015 Cost \$000	2015 Cost \$000	2015 Cost \$000	2015 \$000
Basis of measurement										
Asset Values										
Opening gross value as at 1 July 2014	9,923	47,029	6,926	267,428	33,606	23,677	2,661	678	11,615	403,543
Transfer between asset classes			(986)					986		
Additions									13,330	13,330
Completed Asset transferred from Work in Progress	478	358	1,410	12,889	865	759	128	544	(17,432)	
Disposals	(253)	(5)	(597)	(4,766)	(227)	(48)	(20)	(9)		(5,925)
Revaluation adjustment to other comprehensive income (asset revaluation surplus)	1,414			(26,263)	2,715	2,198				(19,936)
Closing Gross Value as at 30 June 2015	11,561	47,382	6,754	249,289	36,959	26,586	2,769	2,198	7,514	391,011
Accumulated Depreciation										
Opening balance as at 1 July 2014	(1,805)	(12,648)	(3,266)	(117,912)	(15,284)	(11,609)	(1,492)	(378)		(164,394)
Transfer between asset classes			444					(444)		
Depreciation provided in period	(185)	(812)	(543)	(5,452)	(769)	(459)	(283)	(141)		(8,644)
Depreciation on disposals			414	1,585	151	40	20	3		2,213
Revaluation adjustment to asset revaluation surplus	(675)			56,580	(32)	(993)				54,880
Accumulated Depreciation as at 30 June 2015	(2,665)	(13,459)	(2,952)	(65,199)	(15,934)	(13,020)	(1,755)	(960)	-	(115,944)
Total written down value as at 30 June 2015	8,896	33,923	3,803	184,090	21,024	13,566	1,015	1,238	7,514	275,067
Range of estimated useful life in years	Land: Not depreciated. Improvements: 15 - 50	10 - 100	4 - 15	12 - 100	5 - 75	5 - 70	3 - 17	5 - 100		
Additions by Asset Class Comprise:										
Renewals	95	458	866	6,893	387	834	993	2		10,527
Other Additions	387	13	-	617	1,564	-	32	190		2,803
Total Additions	482	471	866	7,510	1,951	834	1,024	192		13,330

12(b)	Land and Land Improvements	Building and Structures	Fleet Assets	Road and Drainage Network	Water	Sewerage	Computer Network	Plant Equipment	Work in Progress	Total
	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014
Basis of measurement	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Cost	Cost	Cost	
Asset Values	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Opening gross value as at 1 July 2013	9,735	42,274	7,409	265,557	29,848	23,277	2,661	678	25,217	406,655
Assets not previously recognised	122			393						515
Write off of costs held in Work in Progress									(10,923)	(10,923)
Additions									13,715	13,715
Completed asset transferred from Work in Progress	66	29	383	11,413	4,103	400			(16,395)	
Disposals			(866)	(5,887)	(345)					(7,097)
Revaluation adjustment to other comprehensive income (asset revaluation surplus)		4,726		(4,049)						677
Closing Gross Value as at 30 June 2014	9,923	47,029	6,926	267,428	33,606	23,677	2,661	678	11,615	403,543
Accumulated Depreciation										
Opening balance as at 1 July 2013	(1,647)	(14,696)	(3,445)	(116,808)	(15,026)	(11,142)	(1,186)	(351)		(164,302)
Depreciation provided in period	(158)	(1,283)	(448)	(6,143)	(552)	(467)	(306)	(27)		(9,382)
Depreciation on disposals			627	5,039	293					5,959
Revaluation adjustment to asset revaluation surplus		3,331								3,331
Accumulated Depreciation as at 30 June 2014	(1,805)	(12,648)	(3,266)	(117,912)	(15,284)	(11,609)	(1,492)	(378)	-	(164,394)
Total Written Down Value as at 30 June 2014	8,118	34,381	3,660	149,516	18,322	12,068	1,169	300	11,615	239,149
Range of estimated useful life in years	Land: Not depreciated. Improvements: 15 - 50	10 - 100	4 - 15	12 - 100	5 - 75	5 - 70	3 - 17	5 - 100		

12c Fair Value Measurements

(i) Recognised Fair Value Measurements

Council measures and recognises the following assets at fair value on a recurring basis:

Property, plant and equipment

- Land and land improvements
- Buildings and structures
- Road and drainage network
- Water infrastructure
- Sewerage infrastructure

Council does not measure any liabilities at fair value on a recurring basis.

The carrying amounts of trade receivables and trade payables are assumed to approximate their fair values due to their short-term nature (Level 2).

In accordance with AASB 13 fair value measurements are categorised on the following basis:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (level 1)
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (level 2)
- Fair value based on unobservable inputs for the asset and liability (level 3)

The following table lists Council's assets with fair value measurements of level 3 in accordance with AASB 13.

Council does not have any assets or liabilities measured at fair value which meet the criteria for categorisation as level 1 or level 2.

The fair values of the assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council infrastructure, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

The table presents the Council's assets measured and recognised at fair value at 30 June 2015.

At 30 June 2015	Note	Level 1 (Directly observable inputs based on quoted prices for identical assets)	Level 2 (Significant other observable inputs)	Level 3 (Significant unobservable inputs)
		\$000	\$000	\$000
Recurring fair value measurements				
Land and land improvements	12	-	3,603	5,293
Buildings & structures	12	-	-	33,923
Road and drainage network	12	-	-	184,090
Water Infrastructure	12	-	-	21,024
Sewerage Infrastructure	12	-	-	13,566
		-	3,603	257,896

At 30 June 2014	Note	Level 1 (Directly observable inputs based on quoted prices for identical assets)	Level 2 (Significant other observable inputs)	Level 3 (Significant unobservable inputs)
		\$000	\$000	\$000
Recurring fair value measurements				
Land and land improvements	12	-	-	8,118
Buildings & structures	12	-	-	34,381
Road and drainage network	12	-	-	149,516
Water Infrastructure	12	-	-	18,322
Sewerage Infrastructure	12	-	-	12,068
		-	-	222,404

There were no transfers between levels 1 and 2 during the year, nor between levels 2 and 3.

Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

(ii) Valuation Techniques Used to Derive Fair Values for Level 2 and Level 3 Valuations

Specific valuation techniques used to value Council assets comprise:

Land and Land Improvements (Level 2 and 3)

Land and land improvements fair values were determined by independent valuer, APV Valuers and Asset Management effective 30 June 2015. Land held in freehold title has been assessed on the basis of the estimated amount which the interest in each property being valued might reasonably be expected to realise on the date of valuation in an exchange between market participants given highest and best use or highest and best alternative use. This was determined by comparison to recent sales of land with similar characteristics. This was then adjusted to reflect condition and comparability. As this was based on observable evidence they have been classified as level 2. Land improvements were valued using the cost (depreciated) methodology. The valuer determined a value based on the interrelationship between a range of factors. These include asset condition, legal and commercial obsolescence and the determination of key depreciation related assumptions and the pattern of consumption of the future economic benefit. This valuation methodology included a range of observable inputs, such as the design, construction and condition of the asset and unobservable inputs, such as professional judgments to derive estimates of the pattern of consumption of the asset and the relationship to the assessed level of remaining service potential of the depreciable amount. As unobservable inputs formed part of land improvements the appropriate valuation level is level 3.

Fair Value Sensitivity to Unobservable Inputs

Asset	Unobservable Inputs	Sensitivity to Unobservable Inputs (%)		Amount of Potential Impact	
		Lower	Upper	\$000	\$000
Land Improvements	Relationship between asset consumption rating scale and the level of consumed service potential.	(2.50)%	2.50%	(132)	132

Buildings and Structures (Level 3)

The fair values of buildings were determined by independent valuer, APV Valuers and Asset Management effective 30 June 2014. Where there is a market for Council building assets, fair value has been derived using a combination of sales direct comparison approach and capitalisation of income approach. Fair value has been derived from sales prices of comparable properties after adjusting for differences in key attributes such as property size. The most significant inputs into this valuation approach are rental yields and price per square metre. The level of evidence used to support the critical assumptions of some commercial buildings was considered to be highly variable due to high levels of variability in the market for rental yields and future demand. As such the level of valuation input for these properties was considered level 3.

Specialised buildings were valued using the cost approach using professionally qualified Registered Valuers. The approach estimated the replacement cost for each building by componentising the buildings into significant parts with different useful lives and taking into account a range of factors. These include the average cost of construction and consumption score for each component. As these are supported by observable market evidence they have been classified as level 2 inputs. The unobservable inputs (such as useful life, pattern of consumption and asset condition and its relationship to the assessed level of remaining service potential of the depreciable amount) required extensive professional judgement and impacted significantly on the final determination of fair value. As such these assets were classified as having been valued using level 3 valuation inputs.

The quantitative disclosures of the remaining service potential relating to each corresponding condition score for each of the patterns of consumption utilised in this valuation were as follows:

Infrastructure Assets (Level 3)

Consumption Score	Description	% Remaining Service Potential of Depreciable Amount				
		Straight-Line	Low	Mod	High	Extreme
0	New or very good condition - very high level of remaining service potential.	100%	100%	100%	100%	100%
1	Not new but in very good condition with no indicators of any future obsolescence and providing a high level of remaining service potential.	85%	92%	94%	98%	100%
2	Aged and in good condition, providing an adequate level of remaining service potential. No signs of immediate or short term obsolescence.	50%	65%	75%	85%	99%
3	Providing an adequate level of remaining service potential but there are some concerns over the asset's ability to continue to provide an adequate level of service in the short to medium term. May be signs of obsolescence in short to mid-term.	25%	40%	54%	70%	90%
4	Indicators showing the need to renew, upgrade or scrap in near future. Should be reflected by including in the Capital Works Plan to renew or replace in short-term. Very low level of remaining service potential.	10%	20%	34%	45%	70%
5	At intervention point. No longer providing an acceptable level of service. If remedial action is not taken immediately the asset will need to be closed or decommissioned.	0%	0%	0%	0%	0%
6	Theoretical end of life.	Fully written off				

Fair Value Sensitivity to Unobservable Inputs

Asset	Unobservable Inputs	Sensitivity to Unobservable Market Inputs (%)		Amount of Potential Impact	
		Lower	Upper	Lower	Upper
Buildings (Cost approach)				\$000	\$000
Specialised Buildings	Relationship between asset consumption rating scale and the level of consumed service potential.	(2.50)%	2.50%	(739)	739
Buildings Market/Income approach)	Long term rental yields in potentially volatile market.	(5.00)%	5.00%	(10)	10
Other structures	Relationship between asset consumption rating scale and the level of consumed service potential.	(2.50)%	2.50%	(116)	116

All Council infrastructure assets were fair valued using written down current replacement cost. This valuation comprises the asset's current replacement cost (CRC) less accumulated depreciation calculated on the basis of such cost to reflect the already consumed service potential of the asset.

CRC was measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, had excess capacity, or were redundant an adjustment was made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the council's planning horizon.

The unit rates (labour and materials) and quantities applied to determine the CRC of an asset or asset component were based on a "Greenfield" assumption meaning that the CRC was determined as the full cost of replacement with a new asset including components that may not need to be replaced, such as earthworks. The CRC was determined using methods relevant to the asset class as described under individual asset categories below.

1(a) Road and Drainage Network - Calculation of Written Down Current Replacement Cost

Roads

Current replacement cost

Council engaged independent consulting engineers IMG Consultants Pty Ltd to physically review and report on the dimensions and condition of all council roads effective 01 July 2014. Council has restated the road asset register at 01 July 2014 where required to reflect the results of the IMG Consultants Pty Ltd report. Road segments are componentised into formation, pavement, footpaths, kerb and channel and seal (where applicable). Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment. Council also assumes a segment is designed and constructed to the same standard using quantities according to recently completed similar projects. Council categorises its road infrastructure into urban and rural roads and further sub-categorises these into sealed and unsealed roads. All roads are broken into segments based on manageable lengths and attribute similarities.

Following the IMG consultants Pty Ltd condition and dimensions review effective at 01 July 2014 Current Replacement Cost (CRC) was calculated by reference to the revised asset linear and area specifications, applying unit rates derived from Council's own costs of construction where sufficient representative samples have been available and adjusted by the Australian Bureau of Statistics Road and Bridge Construction Index in intervening years where the effect is material.

Council's unit rate methodology was reviewed and found to meet fair value requirements by an independent valuer Shepherd Services Pty Ltd at 30 June 2013.

Accumulated Depreciation

In determining the level of accumulated depreciation, remaining useful lives were calculated based on condition assessments. The condition profiles were provided by independent consultants Infrastructure Management Group Pty Ltd after onsite inspections of the Hinchinbrook Shire Council road network.

IMG consultants Pty Ltd used the following Pavement Condition indicators and Index calculations to calculate the average condition of the pavement and surface components of each road segment.

Pavement Condition Index Calculation - PCI

Pavement Defects Score x Weighting + Crocodile Cracking Score x Weighting + Roughness Score x Weighting + Rutting Score x Weighting / Sum of Weightings

Surface Condition Index Calculation - SCI

Surface Texture Score x Weighting + Linear Cracking Score x Weighting / Sum of Weightings

Condition Defect	Weightings
Pavement Indicators	
Pavement Defects	6
Crocodile Cracking	5
Roughness	4
Rutting	6
Surface Indicators	
Surface Texture	6
Linear Cracking (Includes both Longitudinal and Transverse Cracking)	1

Using the condition assessment provided by IMG Pty Ltd Council engineering staff derived the following matrix to provide estimated remaining useful lives for all road components.

Council Road Assets Useful Life Matrix

Calculated Condition Indicator	Extrapolated Remaining Useful Life Percent of Expected Total Useful Life	Seal Useful Life	Sealed Pavement Useful Life	Unsealed Pavement Useful Life	Concrete Useful Life	Kerb and Channel Useful life	Footpath Useful Life
		15 Years	40 Years	12 Years	100 Years	70 Years	50 Years
1	95%	14	38	11	95	67	48
1.5	85%	13	34	10	85	60	43
2	75%	11	30	9	75	53	38
2.5	62%	9	25	7	62	43	31
3	50%	8	20	6	50	35	25
3.5	38%	6	15	5	38	27	19
4	25%	4	10	3	25	18	13
4.5	15%	2	6	2	15	11	8
5	5%	1	2	1	5	4	3

The independent review of Council's road network dimensions and conditions by IMG Consultants Pty Ltd resulted in some significant changes in values as indicated in Note 12(a). Engineering staff attribute the majority of this adjustment to recognising the final result of all repair type rehabilitation work completed following Cyclones Yasi, Oswald and Ita.

An analysis of the quantitative change to the road and drainage network is set out in the table below.

Input Factor	Approximate Quantitative Impact Change	Explanation
	\$000	
Independent dimension assessment of road network	(26,263)	The independent review of Council's road network updated various dimensions.
Independent condition assessment of road network identified improved road conditions	56,580	The majority of this adjustment is due to recognising the final result of all repair type rehabilitation work completed following Cyclones Yasi, Oswald and Ita.
Total Impact	30,317	
% change to opening WDV	20%	

Bridges

Current Replacement Cost

An internal review of Council's bridge assets is undertaken by Council's qualified engineering staff annually with the calculation and application, in the event of a material change in value, of unit rates obtained from the average unit rate for bridgeworks completed during the year and after consideration of the road and bridge construction index. The unit rate methodology was reviewed and found to meet fair value requirements by an independent valuer Shepherd Services Pty Ltd at 30 June 2013.

Consistent with roads, Council assumes that environmental factors such as soil type, climate and topography are consistent across each bridge and that a bridge is designed and constructed to the same standard and uses a consistent amount of labour and materials. Construction estimates were determined on a similar basis to roads.

Accumulated Depreciation

In determining the level of accumulated depreciation, remaining useful lives were determined based on condition assessments according to the following table:

Condition rating	Assessment
0H/ 0M	Very high level of remaining service potential
1H/ 1M	High level of remaining service potential
2H/ 2M	Adequate level of remaining service potential
3H/ 3M	Adequate level of remaining service potential, but with some issues indicating the need for action in the short to medium term
4H/ 4M	Barely adequate level of remaining service potential requiring action to be taken in the short term
5H/ 5M	Asset is now unacceptable and must be closed or renewed
6H/ 6M	End of life

Estimated useful lives are disclosed in note 12.

Drainage Infrastructure

Current Replacement Cost

An internal review of Council's drainage infrastructure is undertaken by Council's qualified engineering staff annually with the calculation and application, in the event of a material change in value, of unit rates obtained from the average unit rate for drainage works completed during the year and after consideration of the road and bridge construction index. The unit rate methodology was reviewed and found to meet fair value requirements by an independent valuer Shepherd Services Pty Ltd at 30 June 2013.

Consistent with roads, Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment and that a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials. Where drainage assets are located underground and physical inspection is not possible, the age, size and type of construction material, together with current and planned maintenance records are used to determine the fair value at reporting date. Construction estimates were determined on a similar basis to roads.

Accumulated Depreciation

In determining the level of accumulated depreciation, drainage assets were disaggregated into significant components which exhibited different useful lives.

Estimates of expired service potential and remaining useful lives were determined on a straight line basis based on industry standard practices and past experience, supported by maintenance programs.

Estimated useful lives are disclosed in note 12.

1(b) Roads, Drainage and Bridge Network – Sensitivity of Valuation to Unobservable Inputs

As detailed above Council's roads, drainage and bridge network has been valued using written down current replacement cost. This method utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation. The table below summarises the effect that changes in the most significant unobservable inputs would have on the valuation:

Significant Unobservable Input	Range of Inputs	Relationship of Unobservable Inputs to Fair Value
Number of Labour hours	5-100hrs/linear metre or sqm	The higher the labour hours, the higher the fair value
Standard material usage quantities	Varies depending upon the type of material	The higher the usage quantities, the higher the fair value
Condition rating (useful life)	As specified above – 0H/0M (lowest) to 6H/6M (highest)	The higher the condition rating, the lower the fair value
Remaining useful life	5-100 years	The longer the remaining useful life, the higher the fair value.

2(a) Water, Sewerage and Other Infrastructure – Calculation of Written Down Current Replacement Cost

Water and Sewerage

Current Replacement Cost

An internal review of Council's Water and sewerage infrastructure fair values is undertaken by Council's qualified engineering staff annually. Where a material change in cost driver values is assessed the assets are revalued using unit rates obtained from the average unit rate for water and sewerage construction works completed during the year and after consideration of the non-residential building construction index. The assets are disaggregated to component level to ensure a reliable measure of cost and service capacity and deterioration of estimated life. Where water and sewerage infrastructure assets are located underground and physical inspection is not possible, the age, size and type of construction material, together with current and planned maintenance records are used to determine the fair value at reporting date.

Council engineering cost models were derived from the following sources:
• Schedule rates for construction of asset or similar assets
• Building Price Index tables
• Recent contract and tender data
• Rawlinson's Rates for building and construction, and
• Suppliers' quotations

Factors taken into account in determining replacement costs included:
• Soil factors - The types of soil or other surface material (e.g. areas where soil is sandy are difficult to excavate and would require shoring while areas where the soil is generally free of rock would not present any great difficulty for excavation)

Accumulated Depreciation

In determining accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for active assets above ground), the assets were allocated a condition assessment, which was used to estimate remaining useful life as tabled below.

Condition Rating	Condition Description	Description Explanation	Remaining Useful Life %
1	As new/ excellent	Asset "as new"	95% of useful life
2	Good	Asset is reliable, asset operates as intended and its appearance and structural integrity is up to the standard expected of an operating asset.	75% of useful life
3	Fair	Asset is reliable and operates as intended, but its appearance and structural integrity are questionable.	50% of useful life
4	Poor	Asset still operates, but does not meet intended duty or does not appear sound.	25% of useful life
5	Unserviceable	Asset is not functioning/ needs immediate attention.	5% of useful life

Where site inspections were not conducted (i.e. for passive assets and active assets for which no site inspections were undertaken), the remaining useful life was calculated on an age basis after taking into consideration current and planned maintenance records.

For wastewater gravity mains the assumption that the pipes will be relined was adopted. The fair value for sewer gravity mains was determined as follows:

- For all pipes, replacement cost was determined based on replacement by trench excavation, useful life was determined as the pipe useful life plus the reline useful life, and the pipe fair value was based on age.
- Where pipes have been relined, the total pipe useful life was determined as the pipe age when the reline occurred plus the reline life.
- The relining of pipes was valued at reline rates and depreciated over the reline life. The reline fair value was based on age.

2(b) Water and Sewerage Infrastructure - Sensitivity of Valuation to Unobservable Inputs

The method used to value Council's water and sewerage assets utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation. The table below summarises the effect that changes in the most significant unobservable inputs would have on the valuation.

Significant Unobservable Input	Range of Inputs	Relationship of Unobservable Inputs to Fair Value
Number of labour hours	5-100hrs/linear metre or sqm	The higher the labour hours, the higher the fair value
Standard material usage quantities	Varies depending upon the type of material	The higher the usage quantities, the higher the fair value
Condition rating (useful life)	1 - 5 as specified above	The higher the condition rating, the lower the fair value
Remaining useful life	5-100 years	The longer the remaining useful life, the higher the fair value.

(iii) Changes in Fair Value Measurements Using Significant Unobservable Inputs (Level 3)

The changes in level 3 assets with recurring fair value measurements are detailed in note 12 (property, plant and equipment). There have been no transfers between level 1, 2 or 3 measurements during the year.

(iv) Valuation Processes

Further information on the valuation of property, plant and equipment is disclosed at note 1(i)(iii).

	2015 \$000	2014 \$000
13. Trade and Other Payables		
Current		
Creditors and accruals	4,922	5,301
Annual leave	1,450	1,025
Rostered days off	64	61
Time in lieu	43	30
	6,478	6,418
Non-current		
Annual leave	204	401
14. Provisions		
Current		
Long service leave	364	368
Other provisions	-	125
	364	493
Non-Current		
Ingham Landfill Refuse Restoration	694	680
Taylor's Beach Landfill Refuse Restoration	225	220
Forrest Beach Landfill Refuse Restoration	144	141
Lucinda Landfill Refuse Restoration	107	105
Warrens Hill Landfill Refuse Restoration	606	580
Long service leave	1,696	1,718
	3,473	3,443
Ingham Landfill Refuse Restoration		
Balance at beginning of financial year	680	662
Increase in provision due to revised estimate of works	15	17
Balance at End of Financial Year	694	680
This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years and Council is continuing to investigate options for remediation works.		
Taylor's Beach Landfill Refuse Restoration		
Balance at beginning of financial year	220	215
Increase in provision due to revised estimate of works	5	6
Balance at End of Financial Year	225	220
This is based on an estimate to undertake remediation works at this closed landfill site. Council is continuing monitoring and testing of the site. The remediation works are not planned to be commenced within the next 10 years.		

	2015 \$000	2014 \$000
Forrest Beach Landfill Refuse Restoration		
Balance at beginning of financial year	141	137
Increase in provision due to revised estimate of works	3	4
Balance at End of Financial Year	<u>144</u>	<u>141</u>

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

Lucinda Landfill Refuse Restoration		
Balance at beginning of financial year	105	102
Increase in provision due to revised estimate of works	2	3
Balance at End of Financial Year	<u>107</u>	<u>105</u>

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

Warrens Hill Landfill Refuse Restoration		
Balance at beginning of financial year	580	546
Increase in provision due to unwinding of discount	25	13
Increase (decrease) in provision due to change in discount rate	58	110
Increase (decrease) in provision adjusted to Asset Revaluation Surplus	(58)	(88)
Balance at End of Financial Year	<u>606</u>	<u>580</u>

This is the present value of the estimated cost of restoring the refuse disposal site to a useable state at the end of its useful life. The projected cost is \$1.461million 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	2,086	2,050
Long service leave entitlement arising	333	246
Long service entitlement extinguished	(56)	(62)
Long service entitlement paid	(302)	(148)
Balance at End of Financial Year	<u>2,060</u>	<u>2,086</u>

15. Asset Revaluation Surplus

Movements in the asset revaluation surplus were as follows:

Balance at beginning of financial year	98,909	94,812
Net adjustment to capital non-current assets at end of period to reflect a change in fair value:		
Buildings and structures	-	8,058
Road and drainage network	30,317	(4,049)
Water	2,683	-
Sewerage	1,205	-
Land and land improvements	739	-
Change in value of rehabilitation of land	58	88
Balance at End of Financial Year	<u>133,911</u>	<u>98,909</u>

	2015 \$000	2014 \$000
Asset revaluation surplus analysis		
The closing balance of the asset revaluation surplus comprises the following asset categories:		
Land and improvements	4,340	3,543
Buildings	11,395	11,395
Road, drainage and bridge network	103,951	73,635
Water	8,072	5,389
Sewerage	6,153	4,947
	133,911	98,909

16. Commitments for Expenditure

Contractual commitments at balance date but not recognised in the financial statements are payable as follows:

Contract for refuse disposal over 11 years - expires 30 June 2016	695	696
One Council Implementation Project - Time & Materials	740	923
NDRRA Works 12/21 Minor Rehabilitation Works	-	402
NDRRA Works 12/25 Yanks Jetty	-	80
NDRRA Works 12/26 Repairs to Various Roads and Streets	-	196
Pavement		
NDRRA Works 13/02 Von Alpin and Yeldham Street Pavement	-	83
NDRRA Works 13/08 Rehabilitation Multiple Streets and Roads	-	212
NDRRA Works 13/29 Warrens Hill Road	-	281
NDRRA Works 13/38 Bosworths Road Pavement	-	148
Rehabilitation		
NDRRA Works 13/39 Rehabilitation Multiple Streets and Roads	-	51
NDRRA Works 13/44 Pavement Mount Fox Road Michael Creek	-	451
NDRRA Works 13/53 Soil Testing	-	239
NDRRA Works 14/06 Rehabilitation Multiple Streets and Roads	-	1,379
Hawkins Creek Culvert	-	8
NDRRA Works 14/06 - Road Rehabilitation	493	-
NDRRA Works 14/48 - Restoration of Gravel Roads - West	133	-
NDRRA Works 13/53 - Soil Testing Services	3	-
NDRRA Works 15/08 - Area 1 Mt Fox and Area 10 Stone River	93	-
NDRRA Works 15/09 - Area 2 Wallaman Falls, Area 4 Long pocket and Area 5 Hawkins Creek	277	-
NDRRA Works 15/10 - Area 8 Hamleigh, Area 9 Bambaroo, Area 11 Blackrock, Area 13 Lower Herbert & Area 17 Bemerside.	24	-
	2,458	5,149

2015	2014
\$000	\$000

17. 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 to the bank guarantee is:

188	216
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Local Government Mutual

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

As at 30 June 2015 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

18. 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 amount of superannuation contributions paid by the Council to the scheme in this period for the benefit of employees and Councillors was:

1,872	1,658
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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 three elements referred to as:

The City Defined Benefits Fund (CDBF) which covers former members of the City Super Defined Benefits Fund

The Regional Defined Benefits Fund (Regional DBF) which covers defined benefit fund members working for regional local governments; and

The Accumulation Benefits Fund (ABF)

The ABF is a defined contribution scheme as defined in AASB 119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the *Local Government Act 2009*.

Council does not have any employees who are members of the CDBF and, therefore, is not exposed to the obligations, assets or costs associated with that fund.

The Regional DBF is a defined benefit plan as defined in AASB119. The Council is not able to account for the Regional 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.

2015	2014
\$000	\$000

The funding policy adopted in respect of the Regional DBF is directed at ensuring that the benefits accruing to members and beneficiaries are fully funded as they fall due.

To ensure the ongoing solvency of the Regional DBF, the scheme's trustee can vary the rate of contributions from relevant local government employers subject to advice from the scheme's actuary. As at the reporting date, no changes had been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.

Any amount by which either fund is over or under funded would only affect future benefits and contributions to the Regional 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. As at the reporting date, 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 2012. The actuary indicated that "the Regional DBF is currently in a satisfactory but modest financial position and remains vulnerable to adverse short and medium term experience."

Following the previous actuarial assessment in 2009, Councils were 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 Regional DBF members. In the 2012 actuarial report the actuary has recommended no change to the employer contribution levels at this time.

Under the *Local Government Act 2009* the trustee of the scheme has the power to levy additional contributions on councils which have employees in the Regional DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members' benefits.

There are currently 72 entities contributing to the Regional DBF plan and any changes in contribution rates would apply equally to all 72 entities. Hinchinbrook Shire Council made less than 4% of the total contributions to the plan in the 2014/2015 financial year.

The next actuarial investigation will be conducted as at 1 July 2015.

19. Joint Venture

(a) Herbert Resource Information Centre (HRIC)

The Council has a one fifth share (2014 - one fifth share) joint venture interest in HRIC a GIS facility. 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.

HRIC ceased operations at 30 June 2015 and final distribution to venturers is pending. The table below shows Council's estimated final distribution from the venture at 30 June 2015.

Share of joint venture revenue, expenses:	1/5th Share	1/5th Share
Ordinary revenues	126	149
Ordinary expenses	(176)	(181)
Share of Net Result	(50)	(33)

	2015 \$000	2014 \$000
Share of joint venture assets and liabilities:		
Assets		
Cash	47	118
Debtors	-	28
Property, plant and equipment	-	16
Liabilities	-	-
Leave liabilities	-	25
Creditors and accruals	-	36
Net Assets	47	101

(b) Hinchinbrook Community Wetlands

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

Ordinary revenues	15	15
Ordinary expenses	(40)	(78)
Net Result	(25)	(63)

Sewerage Infrastructure Assets 50% only	607	535
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20. **Trust Funds**

Trust funds held for outside parties

Monies collected or held on behalf of another entity yet to be paid out to or on behalf of that entity

	234	206
	234	206

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

21. **Reconciliation of Net Result for the Year to Net Cash Inflow (Outflow) from Operating Activities**

Net result	1,034	(10,671)
Non-cash operating items:		
Depreciation and amortisation	8,644	9,382
Termination of prepaid lease	472	-
Increase (decrease) in provision to Asset Revaluation Surplus	58	(88)
Landfill remediation provisions discount rate adjustment	59	110
Prior year Work In Progress adjustment	-	10,923
	10,266	9,655

Investing and development activities:

Net (Profit) Loss on Disposal of Non-current Assets	3,189	909
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	2015 \$000	2014 \$000
Changes in operating assets and liabilities:		
(Increase) decrease in receivables	(4)	5,135
(Increase) decrease in inventories	(50)	(4)
Increase (decrease) in creditors and accruals	(136)	(1,214)
Increase (decrease) in provisions	(159)	224
Increase (decrease) in other liabilities	(30)	24
	(379)	4,165
Net cash inflow from operating activities	13,076	14,729

22. Financial Instruments

Hinchinbrook Shire Council has exposure to the following risks arising from financial instruments:

- credit risk
- liquidity risk
- market risk

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments on the Council's financial position and financial performance, including the nature and extent of risks and how the Council manages these exposures.

Financial Risk Management

Hinchinbrook Shire Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Council's management approves policies for overall risk management, as well as specifically for managing credit, liquidity and market risk.

The Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. The Council aims to manage volatility to minimise potential adverse effects on the financial performance of the Council.

Hinchinbrook Shire Council does not enter into derivatives.

Credit Risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations.

These obligations arise principally from the Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations.

The carrying amount of financial assets represents the maximum credit exposure.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar state/commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

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

The following table represents the maximum exposure to credit risk based on the carrying amounts of the financial assets at the end of the reporting period:

Financial Asset	30/06/2015 \$000	30/06/2014 \$000
Cash and Cash equivalents - QTC	15,000	13,800
Cash and Cash equivalents - Bank	1,966	2,897
Cash and Cash equivalents - Other	1	2
Receivables - Rates	1,118	945
Receivables - Other	1,330	1,417
Total	19,415	19,060
Other Credit Exposures		
Guarantee	188	216

Cash and Cash Equivalents

The Council may be exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio that invests with a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed.

Other Financial Assets

Other investments are held with the Commonwealth Bank which is rated AA- based on Standard and Poors rating agency ratings and whilst not capital guaranteed the likelihood of credit failure is assessed as remote.

Trade and Other Receivables

In the case of rate receivables, the Council has the power to sell the property to recover defaulted amounts. In effect this power protects the Council against credit risk in the case of defaults.

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

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

30 June 2015	Fully Performing \$000	<30 Days \$000	30-60 Days \$000	>60 Days \$000	Total \$000
Receivables		1,454	16	1,028	2,497
Less Impairment				(49)	(49)
Net Receivables	2,448	1,454	16	979	2,448

30 June 2014	Fully Performing \$000	<30 Days \$000	30-60 Days \$000	>60 Days \$000	Total \$000
Receivables		2,114	30	268	2,412
Less Impairment				(50)	(50)
Net Receivables	2,361	2,114	30	218	2,361

Liquidity Risk

Liquidity risk is the risk that the Council will encounter difficulty in meeting obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

Hinchinbrook Shire Council is exposed to liquidity risk through its normal course of business.

The Council manages its exposure to liquidity risk by maintaining sufficient cash deposits and undrawn facilities to cater for unexpected volatility in cash flows. Unrestricted access was available at balance date to the lines of credit listed below:

	2015 \$000	2014 \$000
Bank overdraft facility	150	150
QTC working capital facility	1,500	1,500

The following table sets out the liquidity risk of financial liabilities held by the Council. It represents the remaining contractual cashflows of financial liabilities at the end of the reporting period:

Financial Liabilities	0-1 Year \$000	1-5 Years \$000	Over 5 years \$000	Total \$000
2015				-
Trade and Other Payables	4,922			4,922
2014				-
Trade and Other Payables	5,491			5,491

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.

Market Risk

Market risk is the risk that changes in market prices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest Rate Risk

Hinchinbrook Shire Council is exposed to interest rate risk through investments with QTC and other financial institutions.

Sensitivity

Sensitivity to interest rate movements is shown for variable financial assets and liabilities on the carrying amount at reporting date. The following interest rate sensitivity analysis depicts what effect a reasonably possible change in interest rates (assumed to be 1%) would have on the profit and equity, based on the carrying values at the end of the reporting period. The calculation assumes that the change in interest rates would be held constant over the period.

	Net Carrying Amount \$000	Profit \$000	Equity \$000
2015			
Financial Assets	16,967	170	170
Financial Liabilities	-		
2014			
Financial Assets	16,699	167	167
Financial Liabilities	-		

Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction less any allowance for impairment.

23. National Competition Policy

23.(a) Activities to Which the Code of Competitive Conduct Applies

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

(a) Roads business activity means

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

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

(b) Business activity means

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

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

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

These business activities are referred to as type 3 activities.

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

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

Water

Sewerage

Waste Management

Building Certification

23.(b) Financial Performance of Activities Subject to Competition Reforms

	Water Actual \$000	Sewerage Actual \$000	Waste Management Actual \$000	Building Certification Actual \$000
Revenue for services provided to the Council	168	29	360	1
Revenue for services provided to external clients	3,503	2,269	2,438	83
* Community service obligations	257	166	100	22
	3,928	2,464	2,898	106
Less: Expenditure	(2,940)	(1,721)	(2,633)	(143)
Surplus/(Deficiency)	389	743	265	(37)

Community Service Obligations

Water Supply - Fire Services and Access Concessions	257	-	-	-
Sewerage access concessions	-	166	-	-
Collection of street litter	-	-	100	-
Building Certification - High level admin support	-	-	-	22

HINCHINBROOK SHIRE COUNCIL

MANAGEMENT CERTIFICATE

For the year ended 30 June 2015

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the Local Government Regulation 2012 (the Regulation) and other prescribed requirements.

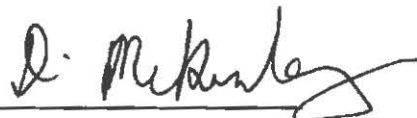
In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the Local Government Act 2009 and Local Government Regulation 2012 for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 2 to 40, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



MR Bow
Mayor

Date: 22/10/15.



DA McKinlay
Chief Executive Officer

Date: 22/10/15

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Hinchinbrook Shire Council

Report on the Financial Report

I have audited the accompanying financial report of Hinchinbrook Shire Council, which comprises the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and certificates given by the Mayor and the Chief Executive Officer.

The Council's Responsibility for the Financial Report

The Council is responsible for the preparation of the financial report that gives a true and fair view in accordance with prescribed accounting requirements identified in the *Local Government Act 2009* and *Local Government Regulation 2012*, including compliance with Australian Accounting Standards. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

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

Independence

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

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

Opinion

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

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion –
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of Hinchinbrook Shire Council for the financial year 1 July 2014 to 30 June 2015 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

Those viewing an electronic presentation of these financial statements should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.



C J WEH FCPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

HINCHINBROOK SHIRE COUNCIL

2014/2015 Current-Year Financial Sustainability Statement

Certificate of Accuracy - for the Current-Year Financial Sustainability Statement

Independent Auditor's Report (Current-Year Financial Sustainability Statement)

HINCHINBROOK SHIRE COUNCIL

CURRENT-YEAR FINANCIAL SUSTAINABILITY STATEMENT

For the year ended 30 June 2015

Measures of Financial Sustainability	How the measure is calculated	Actual	Target
Council's performance at 30 June 2015 against key financial ratios and targets:			
Operating surplus ratio	Net operating result divided by total operating revenue	3%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense	121%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	-21%	Not greater than 60%

*Increased deficit due to expenditure on NDRRA asset restorations and outstanding subsidy revenue

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (sustainability) Guideline 2013. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2015.

HINCHINBROOK SHIRE COUNCIL

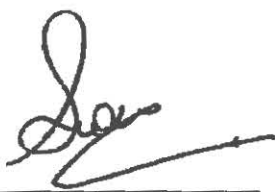
CURRENT-YEAR FINANCIAL SUSTAINABILITY STATEMENT

For the year ended 30 June 2015

Certificate of Accuracy **For the year ended 30 June 2015**

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.



Mayor

MR Bow

Date: 22/10/15.



Chief Executive Officer

DA McKinlay

Date: 22/10/15

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Hinchinbrook Shire Council

Report on the Current-Year Financial Sustainability Statement

I have audited the accompanying current-year financial sustainability statement, which is a special purpose financial report of Hinchinbrook Shire Council for the year ended 30 June 2015 comprising the statement and explanatory notes, and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Current-Year Financial Sustainability Statement

The Council is responsible for the preparation and fair presentation of the current-year financial sustainability statement in accordance with the *Local Government Regulation 2012*. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the statement 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 Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the statement.

My responsibility is to form an opinion as to whether the statement has been accurately calculated based on the Council's general purpose financial report. My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the Council's future sustainability.

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 be removed only by Parliament.

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

Opinion

In accordance with s.212 of the *Local Government Regulation 2012*, in my opinion, in all material respects, the current-year financial sustainability statement of Hinchinbrook Shire Council, for the year ended 30 June 2015 has been accurately calculated.

Emphasis of Matter – Basis of Accounting

Without modifying my opinion, attention is drawn to Note 1 which describes the basis of accounting. The current-year financial sustainability statement has been prepared in accordance with the *Financial Management (Sustainability) Guideline 2013* for the purpose of fulfilling the Council's reporting responsibilities under the *Local Government Regulation 2012*. As a result, the statement may not be suitable for another purpose.

Other Matters - Electronic Presentation of the Audited Statement

Those viewing an electronic presentation of this special purpose financial report should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.



C J WEH FCPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

HINCHINBROOK SHIRE COUNCIL

2014/2015 Long-Term Financial Sustainability Statement

Certificate of Accuracy - for the Long-Term Financial Sustainability Statement

HINCHINBROOK SHIRE COUNCIL

LONG-TERM FINANCIAL SUSTAINABILITY STATEMENT

For the year ended 30 June 2015

Measures of Financial Sustainability	Measure	Target	Actuals at 30 June 2015	30 June 2016	30 June 2017	30 June 2018	30 June 2019	30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024
Council												
Operating surplus ratio	Net operating result divided by total operating revenue	Between 0% and 10%	3%	3%	-7%	-5%	-3%	-2%	0%	2%	3%	5%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense	Greater than 90%	121%	111%	96%	94%	91%	89%	87%	87%	89%	91%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	Not greater than 60%	-21%	-29%	-21%	-15%	-11%	-10%	-11%	-14%	-18%	-31%

Hinchinbrook Shire Council's Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

HINCHINBROOK SHIRE COUNCIL

LONG-TERM FINANCIAL SUSTAINABILITY STATEMENT

For the year ended 30 June 2015

Certificate of Accuracy

For the long-term financial sustainability statement prepared as at 30 June 2015

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.



Mayor

MR Bow

Date: 22/10/15



Chief Executive Officer

DA McKinlay

Date: 22/10/15

1. Policy Statement

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

2. Scope

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

3. Responsibility

Executive Manager Corporate Services is responsible for ensuring that this policy is understood and followed.

4. Definitions

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

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

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

5. Policy

Investment Risk Philosophy

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

Objective

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

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

Policy Number:

Authorised By: Executive Manager Corporate Services

Document Maintained By: Corporate Services

Version No: 3

Initial Date of Adoption: 20 September 2012

Current Version Adopted: 8 July 2014

Next Review Date: July 2015

Prudent Person Standard

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

Range of Investments

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

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

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

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

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

Assessment of Surplus Cash Balance

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

Credit Risk Guidelines

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

Table A.

Table A:

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

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

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

Table A: Credit Risk Guidelines

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

Quotations and Fair Value

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

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

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

Terms to maturity

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

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

Reporting requirements

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

6. Legal Parameters

Statutory Bodies Financial Arrangements (SBFA) Act 1982.

Statutory Bodies Financial Arrangements (SBFA) Regulation 2007.

Local Government Regulation 2012.

7. Associated Documents

Investment Procedure.

Purpose

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

Background

Legislation requires the policy to include;

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

Policy

There are no planned borrowings in 2014-2015 or during the next nine (9) financial years.

Short Term Finance

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

Council also has Treasury approval for a working capital facility to the value of \$5,000,000 with approval of an additional \$10,000,000 to a maximum of \$15,000,000 subject to approval at each \$5,000,000 step. The purpose of this approval is to minimise risk to Council's cash flow with the significant restoration of asset resulting natural disaster events that have occurred since 2012. The approval of this facility expires 31 March 2015.

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

Policy Number:

Authorised By: Executive Manager Corporate Services

Document Maintained By: Corporate Services

Version No: 7.0

Initial Date of Adoption: 10 August 2008

Current Version Adopted: 8 July 2014

Next Review Date: June 2015

1. PURPOSE

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

2. SCOPE

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

3. RESPONSIBILITY

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

4. DEFINITIONS

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

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

5. POLICY

5.1 General Principles

The general principles of revenues set by Council are:

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

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

Form Number:

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Document Maintained By: Corporate Services

Version No: 6.0

Initial Date of Adoption: 10 August, 2009

Current Version Adopted: 8 July 2014

Next Review Date: June 2015

5.2 Principles used for the levying of rates and charges

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

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

When levying the rates and charges, the council will:

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

5.3 Principles used for recovering overdue rates and charges

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

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

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

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

The purpose of these concessions is to:

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

5.5 Setting of cost-recovery fees

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

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

5.6 Funding of new development

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

Council will be guided by the following principles:

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

6. LEGAL PARAMETERS

Local Government Act 2009

Local Government Regulation 2012

7. ASSOCIATED DOCUMENTS

Annual Budget

Rate Rebates & Remissions Policy

Water Leak Relief Policy

Revenue Statement 2014/2015

1. OVERVIEW

This statement outlines and explains the revenue raising measures adopted by the Hinchinbrook Shire Council in preparation of its budget for the 2014/2015 financial year.

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

2. RESPONSIBILITY

Executive Manager Corporate Services

3. GENERAL RATING

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

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

Differential rating provides equity through recognising:

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

In relation to the table below:-

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

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

Policy Number:

Authorised By: Executive Manager Corporate Services

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Version No: 7.0

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Current Version Adopted: 8 July 2014

Next Review Date: June 2015

Column 1 - Category (section 81)	Column 2 - Description (section 81)	Column 3 - Identification (sections 81(4) and 81(5))	Column 4 - Rate in the \$ (section 80)	Column 5 - Minimum General Rate (\$) (section 77)	Column 6 - Limitation (cap) (section 116)
1. Residential A	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation between \$0 and \$40,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	2.434	714.00	No Limit
2. Residential B	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation between \$40,001 and \$100,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	1.119	973.70	No Limit
3. Residential C	Land used, or capable of being used for purpose of a single residential dwelling, which has a rating valuation greater than \$100,000.	Land having the land use codes of 01, 02, 04, 05, 06, 08, 09 or 72.	0.859	1,118.30	No Limit
4. Multi Unit Residential - A	Land used, or capable of being used, for the purpose of multiple residential units (2 or 3 flats).	Land having the land use code of 3.	0.982	1,237.00	No Limit
5. Multi Unit Residential - B	Land used, or capable of being used, for the purpose of multiple residential units (4 or 5 flats).	Land having the land use code of 3.	1.152	1,565.45	No Limit
6. Multi Unit Residential - C	Land used, or capable of being used, for the purpose of multiple residential units (6 or more flats).	Land having the land use code of 3.	1.17	1,800.20	No Limit
7. Community Purposes	Land used for community purposes, including as a sports club or facility, cemetery, library, educational facility, religious institution, showground, racecourse, airfield, park, garden or for Commonwealth, State or local government purposes.	Land having the land use codes of 48, 50-59.	0.818	1,265.60	No Limit
8. Commercial A	Land used for commercial purposes, which has a rating valuation of less than \$1,250,000 other than land included in category 10.	Land having the land use codes of 01, 04, 07, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 41, 42, 43, 44, 45, 46, 47, 49, 91, 92, 96, 97 or 99.	1.244	1,241.50	No Limit
9. Commercial B	Land used for commercial purposes, which has a rating valuation greater than or equal to \$1,250,000 other than land included in category 10.	Land having the land use codes of 01, 04, 07, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 41, 42, 43, 44, 45, 46, 47, 49, 91, 92, 96, 97 or 99.	0.782	12,410.20	No Limit

Column 1 - Category (section 81)	Column 2 - Description (section 81)	Column 3 - Identification (sections 81(4) and 81(5))	Column 4 - Rate in the \$ (section 80)	Column 5 - Minimum General Rate (\$) (section 77)	Column 6 - Limitation (cap) (section 116)
10. Drive-In Shopping Centre	Land used for the purposes of a shopping centre with a gross floor area greater than 3,500 sq. metres.	Land having the land use code of 16.	1.696	26,775.00	No Limit
11. Industrial	Land used for industrial purposes other than land included in category 12, 14 and 15.	Land having the land use codes of 01, 04, 28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40.	1.207	1,289.65	No Limit
12. Quarries	Land used for the purpose of extractive industries or quarrying licensed for more than 5,000 tonnes of material other than land included in category 11.	Land having the land use code of 40.	3.213	6,247.50	No Limit
13. Island Land	Land located on Pelorus Island or Orpheus Island.		1.794	1,265.60	No Limit
14. Harbour Industries	Land used for the purpose of harbour industries including a bulk sugar terminal with a land area greater than 5 hectares.	Land having the land use code of 39.	4.391	49,087.50	No Limit
15. Sugar Mills	Land used for the purposes of sugar milling operations.	Land having the land use code of 35.	14.272	98,175.00	No Limit
16. Sugar Cane and Forestry A	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is less than \$1,400.	Land having the land use code of 75 or 88.	2.713	1,265.60	10%
17. Sugar Cane and Forestry B	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is between \$1,400 and \$2,130.	Land having the land use code of 75 or 88.	3.365	1,265.60	10%
18. Sugar Cane and Forestry C	Land used for the purposes of growing sugar cane, or for forestry or logging, where the valuation per hectare of the land is greater than \$2,130.	Land having the land use code of 75 or 88.	3.776	1,265.60	10%
19. Other Rural Land	Land used for rural purposes, other than land included in category 16, 17, or 18.	Land having the land use codes of 60, 61, 64, 65, 66, 67, 68, 69, 70, 71, 73, 74, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 89, 90, 93, 94, 95.	1.131	1,325.35	No Limit
20. Other Land	Land not included in any of the above categories		1.131	1,325.35	No Limit

For avoidance of doubt:-

- (a) Council delegated to the Chief Executive Officer the power (contained in section 81 (4) and (5) of the *Local Government Regulation 2012*) of identifying the rating category to which each parcel of rateable land belongs. In carrying out this task, the Chief Executive Officer may have regard to the guidance provided by the Column 3 of the table above.
- (b) The reference to “land use codes” in Column 3 of the table above is a reference to the land use codes produced from time to time, by the Department of Natural Resources and Mines.

4 LIMITATION ON INCREASES IN RATES & CHARGES

As identified in Column 6 of the table above, Council has decided to apply capping to all Cane/Forestry lands which ensures that lands categorised as Category 16, Category 17 and Category 18 as at 1 July 2014 will not exceed the amount of general rates levied for the property for the previous year plus a percentage increase resolved by Council. This is subject to a minimum rate for each category and the provisions set out below.

Provisions for capping of general rates

- a) Capping will apply to any land categorised as Cane/Forestry Category 16, Category 17 and Category 18. The concession is not available retrospectively and will only apply from the beginning of a financial year.
- b) Capping will cease to apply on or before 1 July 2015, where ownership of any land to which capping previously applied, is transferred on or after 1 July 2014. Land which is sold during 2014/15 is not eligible for capping in 2015/16. The new owner would be eligible from 1 July 2016.
- c) The purchaser of any uncapped land during 2014/15 will not be eligible for capping until 1 July 2016.

5 SEPARATE CHARGES

Waste Management Levy

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

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

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

The terms of the resolution are as follows:

That in accordance with section 103 of the Local Government Regulation 2012, a separate charge, to be known as a Waste Management Levy, of \$137.75 gross per annum be levied equally on all rateable land.

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

6 SPECIAL CHARGES

Crystal Creek Rural Fire Brigade – Special Charge

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

The Brigade has advised Council that the total cost of implementing the Plan for 2014/2015 budget is \$3,343.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,580 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Bambaroo Rural Fire Brigade – Special Charge

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

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is approximately \$2,200 for operational expenses and a longer term plan to acquire a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$3,720 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Seymour Rural Fire Brigade – Special Charge

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

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is approximately \$2,852 for operational costs and with the plan that unused funds be set aside for a replacement vehicle. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$4,770 per annum to be contributed to the Seymour Rural Fire Brigade.

Stone River Rural Fire Brigade – Special Charge

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

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is approximately \$3,255 for operational costs and a longer term plan to build a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$5,190 per annum to be contributed to the Stone River Rural Fire Brigade.

7 UTILITY CHARGES

Water Charge

Hinchinbrook Shire Council aims to:-

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

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

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

Consumption Readings and Charge

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

Consumption Charges for Water Consumed in the 2014/2015 Financial Year:

A Consumption Charge of 92 cents per kilolitre levied on the metered water consumption for all properties in the supply area for water consumption notices issued October/November 2014 (half year reading) and May/June 2015 (year end reading).

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

Base Charge

A Base Charge Component of \$334.00 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 in the Supply Area	One Base Charge for each separate parcel of land

Each water meter connection according to the following sizes:-

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

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

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

Base Charge for land being used for specific purposes

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

(a) Recreation/Sporting /Charitable Consumer

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

(b) Schools

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

(c) *Domestic Properties*

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

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

(d) *Fire Fighting Services*

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

(e) *Cane Farms*

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

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

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

Special Agreements or Arrangements

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

Council has entered into the following special agreements:-

L1-2 RP745005 Parish of Cordelia

2 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

- Property No. 107354
- Council negotiations to acquire a Lease over the Mona Road Boatramp resulted in a 50mm water connection being installed with no base charge being charged. Charges would have been based on 20mm due to larger service required for distance to supply.(consumption is charged).

Accounts

(a) Meter Reading and Billing Frequency

Each Yearly Rate Notice shall include the Base Charge Component.

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

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

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

(b) *Minimum Account Billing*

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

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

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

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

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

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

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

Separate Meter Installations

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

Sewerage Charge

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

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

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

The amount of the charge referred to in the preceding paragraph shall be \$97.80 per unit, per annum if the particular premises are provided with sewerage or the Council is agreeable to accept sewage from such premises.

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

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

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

Special Agreements

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

Council has entered into the following special agreements:-

L1-2 RP745005 Parish of Cordelia

2 vacant parcels of land

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

L10 I22459 Parish of Trebonne

1 vacant parcel of land

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

Land Uses & applicable number of units

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

Charging methodology applicable to specific land uses

Cane Farms

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

Separate Parcels of land with no access

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

Cleansing Utility Charge

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

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

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

In the defined waste collection area, the following domestic waste collection charges shall apply for the 2014/15 financial year:

- (i) Rateable land – A charge of \$216.50 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 – \$354.25 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 - \$216.50 per annum for the provision of a 240 litre “Mobile Garbage Bin” domestic waste collection service per week and a 240 litre “Mobile Garbage Bin” recyclable waste collection service per fortnight;

- (iii) Additional Services
An additional weekly 240 litre domestic waste collection service only will be provided at a charge of \$168.66 per annum.
An additional fortnightly 240 litre recyclable waste collection service will be provided at a charge of \$47.84 per annum.

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

- A regular cleansing service was being provided to that land at 1 July, 2014; or
- A regular cleansing service is ordered by the Council or the Authorised Officer to be provided to that land; or
- The Council is requested to provide a regular cleansing service to that land by the owner or occupier; or
- There is a building on such land being rateable land, which in the opinion of the Council or Authorised Officer is adapted for use or occupation.

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

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

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

8 COST-RECOVERY AND OTHER FEES AND CHARGES

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

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

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

9 ISSUE OF NOTICES

Notices for the 2014/2015 financial year will be issued biannually.

10 TIME WITHIN WHICH RATES MUST BE PAID

Rates and charges must be paid by the Due Date, with the Due Date being 30 September 2014 and 31 March 2015.

11 PERIODIC PAYMENTS

In arrears

Council will allow landowners who are unable to pay their rates by the due date to enter into an arrangement to make periodic payments in arrears following the levy of the rates and charges. Such arrangements are to be approved by the Chief Executive Officer by way of delegated powers from the Council, with no recovery action being taken while the arrangement is being maintained.

In advance

Council further states that there is no reason landowners cannot make periodic payments in advance of the levy of the rates and charges.

12 INTEREST ON OVERDUE RATES AND CHARGES

It is Council's policy to ensure that the interest of ratepayers are protected by discouraging the avoidance of responsibility for payment of rates and charges when due. To this end, Council will impose interest on rates and charges from the day they become overdue.

The rate of interest to be charged on overdue rates and charges shall be 11% compound interest charged at daily rests. The interest rate will be the maximum rate prescribed in the *Local Government Regulation 2012*.

13 RATING CONCESSIONS/REMISSIONS

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

14 RECOVERY OF OVERDUE RATES AND CHARGES

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

1. Policy Statement

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

2. Scope

This policy applies to all ratepayers with overdue rates and charges levied by Council

3. Responsibility

Executive Manager Corporate Services, Financial Accountant and Revenue Supervisor are responsible for ensuring that this policy is understood and followed.

4. Definitions

The definitions for the terms rates and charges and overdue rates and charges used in this policy can be found in the *Local Government Regulation 2012*.

5. Policy

Council requires payment of rates and charges within the specified period (i.e. by the due date of payment) and will pursue the collection of overdue rates and charges diligently but with due concern for any financial hardship faced by ratepayers. 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 at their discretion.

1. PURPOSE

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

2. SCOPE

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

3. RESPONSIBILITIES

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

4. POLICY

A. Pensioner Concession

Scope

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

Conditions of Eligibility

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

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

Calculation of Concession

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

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

Application process

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

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

B. Not for Profit / Charitable Organisations Concessions

Scope

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

Conditions of Eligibility

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

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

(e) not be an organisation which:-

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

Calculation of concession

General Rate

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

Cleansing Utility Charge

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

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

Waste Management Levy

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

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

Application process

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

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

C. Application for Rate Relief

Council will give consideration to a ratepayers request for concession in accordance with section 120 (1) *Local Government Regulation 2012* on the basis of complying with the following criteria:

- (a) The payment of the rates or charges will cause hardship to the land owners; or
- (b) The concession will encourage the economic development of all or part of the local government area; or
- (c) The concession will encourage land that is of cultural, environmental, historic heritage or scientific significance to the local government area to be preserved, restored or maintained; or
- (d) The land is used exclusively for the purpose of a single dwelling house or farming and could be used for another purpose, including, for example, a commercial or industrial purpose; or
- (e) The land is subject to a GHD tenure, mining tenement or petroleum tenure; or
- (f) The land is part of a parcel of land (a parcel) that has been subdivided and –
 - a. The person who subdivide the parcel is the owner of the land; and
 - b. The land is not developed land.

1. Policy Statement

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

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Crystal Creek Fire Brigade Service

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

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

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

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Cost of implementing this overall plan

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is \$3,343.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,580 per annum to be contributed to the Crystal Creek Rural Fire Brigade.

Estimated time for implementing this overall plan

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

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Crystal Creek Rural Fire Annual Plan
2014-2015 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Crystal Creek Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2014/2015.

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Overall Plan Connection

Council has by resolution on 8 July 2014 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Crystal Creek Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is \$3,343.00 and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$2,580 per annum from Hinchinbrook Shire properties to be contributed to the Crystal Creek Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Crystal Creek Rural Fire Overall Plan
2014-2015 Revenue Statement

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1. Policy Statement

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

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Bambaroo Fire Brigade Service

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

- ❖ To have a brigade meeting before the start to our fire season.
- ❖ To keep in touch with fellow brigade members throughout the year.
- ❖ To discuss fire hazards before the season so the hazard reduction scheme is effective.
- ❖ To build a new Brigade shed on land at 11 Bambaroo Rd, Bambaroo Bambaroo to house the fire truck and equipment. This will be used as the base communication.

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 \$2,200 for operational costs and a longer term plan to acquire a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$3,720 per annum to be contributed to the Bambaroo Rural Fire Brigade.

Estimated time for implementing this overall plan

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

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Bambaroo Rural Fire Annual Plan
2014-2015 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Bambaroo Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2014/2015.

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Overall Plan Connection

Council has by resolution on 8 July 2014 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Bambaroo Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

6. *Cost of implementing this annual plan*

The Brigade has advised Council that the cost of implementing the Plan for the next year is likely to cost \$2,200 for operational costs with a longer term plan to acquire a shed. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$3,720 per annum to be contributed to the Bambaroo Rural Fire Brigade.

7. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

8. Associated Documents

Bambaroo Rural Fire Overall Plan
2014-2015 Revenue Statement

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1. Policy Statement

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

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Seymour Fire Brigade Service

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

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

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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 \$2,852 for operational costs, unused funds will be set aside towards future building and maintenance repairs. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$4,770 per annum to be contributed to the Seymour Rural Fire Brigade.

Estimated time for implementing this overall plan

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

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Seymour Rural Fire Annual Plan
2014-2015 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Seymour Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2014/2015.

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Overall Plan Connection

Council has by resolution on 8 July 2014 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Seymour Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is approximately \$2,852 for operational expenses and has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$4,770 per annum to be contributed to the Seymour Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Seymour Rural Fire Overall Plan
2014-2015 Revenue Statement

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1. Policy Statement

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

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Stone River Fire Brigade Service

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

- ❖ Operational Expenditure
- ❖ Vehicle Maintenance
- ❖ Equipment Purchases
- ❖ Build 2 Bay Shed

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 \$3,255 for operational costs. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum for at least the next year. This charge will raise \$5,190 per annum to be contributed to the Stone River Rural Fire Brigade.

Estimated time for implementing this overall plan

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

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Stone River Rural Fire Annual Plan
2014-2015 Revenue Statement

1. Policy Statement

The annual implementation plan recognises that the Stone River Rural Fire Brigade Services are an ongoing service that will not be implemented in one financial year; and states the cost of implementing this plan in 2014/2015.

2. Scope

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

3. Responsibility

Executive Manager Corporate Services

4. Definitions

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

5. Policy

Overall Plan Connection

Council has by resolution on 8 July 2014 adopted an overall plan for the implementation of Rural Fire Brigade Services by the Stone River Rural Fire Brigade. Implementation of the overall plan is an ongoing process and in accordance with the provisions of Section 94 Part 6 of the Local Government Regulation 2012 Council must adopt an annual implementation plan where the proposed service will not be implemented in one year.

Cost of implementing this annual plan

The Brigade has advised Council that the cost of implementing the Plan for 2014/2015 budget is approximately \$3,255 for operational expenses. The Brigade has requested Council to levy each parcel of rateable land an amount of \$30 per annum. This charge will raise \$5,190 per annum to be contributed to the Stone River Rural Fire Brigade.

6. Legal Parameters

Local Government Regulation 2012
Management of Rural Fire Brigades in Queensland

7. Associated Documents

Stone River Rural Fire Overall Plan
2014-2015 Revenue Statement

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

Section 1: Policy for Identifying Business Activities

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

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

The following business activities are identified as business activities in 2014/15:

- Water Supply
- Sewerage
- Waste Management
- Building Certification

Council is committed to applying the Code of Competitive Conduct to the above business activities in 2014/15¹. This means that the pricing practices for each business activity will comply with the principles of full cost pricing such that total revenue, inclusive of community service obligations (CSOs) and net of any advantages and disadvantages of public ownership, should cover the following cost elements:

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

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

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Section 2: Competitive Neutrality Complaints Process

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

A competitive neutrality complaints process exists for all of Council's nominated business activities. No complaints were received in 2013/14.

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

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

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

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

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

Section 4: Statement of Activities to Which Competition Reforms Apply

Provided in the table below are the results of the full cost pricing analysis for Council's business activities for the 2014/15 year.

Statement of Activities to Which Competition Reforms Apply

2014/15 Budget	Water Supply (\$000)	Sewerage (\$000)	Waste Management (\$000)	Building Certification (\$000)
Revenues for services provided to the Council	181	24	329	0
Revenues for services provided to external clients	3,515	2,336	2,575	83
Community service obligations	262	168	95	23
Total revenue	3,958	2,528	2,998	106
Less: Total expenditure	2,858	1,802	2,658	136
Surplus/(deficit)	1,100	726	341	(30)
<u>List of Community Service Obligations</u>				
Water Fire Services & Access Concessions	262			
Sewerage Access Concessions		168		
Waste - Collection of Street Litter			95	
Building Certification – Generic customer service costs unable to be recovered				23

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

Section 5: Management Reporting and Performance Measurement

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

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

Summary of Financial & Non-Financial Key Performance Indicators (KPIs) for Council Business Activities, 2014/15 Forecast

Business Activity	Financial KPIs				Non-Financial KPIs		
	EBIT	NPAT	Return on Capital (pre-tax)	Return on Turnover			
Water Supply	\$1,100k	\$770k	Forecast = 11.58% Target = 8.55%	-	Residential charge at 300kL = \$610 (industry = \$944) Water quality tests meet standards (target = >98%)		
Sewerage	\$726k	\$508k	Forecast = 15.7% Target = 8.55%	-	Residential charge = \$685 (industry = \$978) Odour complaints / 1,000 connections (target = <10) Blockage complaints / 1,000 connections (target = <5) Available airspace at Warrens Hill Refuse Tip - target 594,000m3		
Waste Management	\$341k	\$238k	Forecast = 13.64% Target = 8.87%	-	Number of certifications undertaken in Shire = 124		
Building Certification	(\$30k)	NA	Forecast = -28.3% Target = 10%		New Dwellings		19
					Class 10a (Sheds etc)		45
					Alterations & Additions		44
					Shop Fit Out		1
					Commercial Alterations & New		2
					Removal / Demolition		4
					Swimming Pools		6

Section 6: Dividend Policy

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

Section 7: Community Service Obligation Policy

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

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

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

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

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

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

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

CSO Description	Forecast (rounded) 2014/15
Water Supply	
Fire service & Water Access Concessions	\$262,000
Sewerage	
Sewerage Access Concessions	\$168,000
Waste Management	
Collection of Street Litter	\$95,000
Building Certification	
Generic Customer Service Costs unable to be recovered	\$23,000

Section 8: Policy for Determining Internal Service Charges

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

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

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

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

Section 9: Tax Equivalent Policy

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

Section 10: Other Competitive Neutrality Adjustment Policy

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

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

Section 11: Return of Capital Policy

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

Section 12: Return on Capital Policy

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

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

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

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

Summary of 2014/15 Return on Capital Components for Council's Business Activities

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

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

Section 13: Two-Part Water Tariffs

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

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

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

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

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

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

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



**HINCHINBROOK
SHIRE COUNCIL**

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
ART & CULTURAL EXHIBITIONS					
Sale of Items from Exhibitions-Council Commission			Per Item	Y	20%
LIBRARY					
Joining Fee - Ingham and Halifax Libraries					No charge
Local history index printout			Per A4 page	Y	0.35
Local history / Family history search			Per request	Y	\$20.00
Local history / Family history search			each hour thereafter	Y	\$10.00
A4 Black & White photocopy/internet printouts			Per page	Y	\$0.35
A3 Black & White photocopy/internet printouts			Per page	Y	\$0.60
A4 Colour photocopy /internet printouts			Per page	Y	\$2.40
A3 Colour photocopy/internet printouts			Per page	Y	\$2.85
Library Book/DVD/CD Replacement			Per item	Y	value of item + 10%
Sale of DVD - Our Town, Our History, Our Future			Per DVD		\$10.00
Laminating A4			Per Page	Y	\$0.85
Laminating A3			Per Page	Y	\$1.55
Inter-Library Loans (only if charged by lending Library)				Y	Loan charge + 10%
Sale of The Herbert River Story Book - Retail			Per book	Y	\$39.95
Sale of The Herbert River Story Book - Wholesale ONLY			Per book	Y	\$25.95
LEASE, TRUSTEE LEASE AND TRUSTEE PERMIT APPLICATION FEES					
Lease, Trustee Lease and Trustee Permit Application Fees for Community Groups, Associations and Individuals over Council owned and Council controlled State Land (reserves).			Per lease	N	\$244.40
SHIRE HALL					
A bond will be charged and will be refunded if the Shire Hall is left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Private Events, e.g. Weddings				Nil	\$490.00
Public Events e.g. paid entry public events				Nil	\$600.00
Auditorium					
Friday/Saturday Nights			Full hall	Y	\$694.00
Weekdays/Nights			Full hall	Y	\$607.00
Preparation Day/Night before					
Friday/Saturday Nights			Full hall	Y	\$428.00
Weekdays/Nights			Full hall	Y	\$306.00
Bar			Full hire	Y	\$65.00
Crockery, cutlery & dishwasher			Full hire	Y	\$163.00
Stage			Full hire	Y	\$60.00
Seating for concerts			Per 100 chairs	Y	\$58.00



2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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HINCHINBROOK SHIRE COUNCIL

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
COMMUNITY SERVICES					
SHOWGROUNDS- HALIFAX					
Cleaning is the responsibility of the person using the grounds/hall, however, a cleaning charge will be made if the grounds/hall requires cleaning by the Council.					
A bond will be charged and will be refunded if the Showgrounds/Hall are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Showgrounds				Nil	\$320.00
Hall				Nil	\$320.00
Grounds					
Grounds-Intertown football			Daily	Y	\$165.30
Hall Hire					
Hire - Limited hours of use available			Per day/ evening	Y	\$196.00
Minor use			Max of 6 hours	Y	\$108.50
Minor use - Small (<20 persons) Regular Group Meeting			Less than 2 hours	Y	\$11.80
TYTO CONFERENCE CENTRE					
A bond will be charged and will be refunded if the Meeting Room/Hall are left in a reasonable condition after hiring. Any costs associated with requirements not met will be deducted from the bond.					
Bond					
Meeting Room - 1, 2 or 3			1 Room only	Nil	\$201.50
Hall or Multiple Rooms				Nil	\$403.00
Auditorium					
Meeting Room 1			1/2 Day (3 hrs)	Y	\$84.70
Meeting Room 1			Full Day	Y	\$164.30
Meeting Room 2			1/2 Day (3 hrs)	Y	\$84.70
Meeting Room 2			Full Day	Y	\$163.00
Meeting Room 3			1/2 Day (3 hrs)	Y	\$124.00
Meeting Room 3			Full Day	Y	\$240.70
Hall			1/2 Day (3 hrs)	Y	\$165.30
Hall			Full Day	Y	\$320.00
Hall, Meeting Rooms 1, 2, 3 & Open Area			1/2 Day (3 hrs)	Y	\$408.00
Hall, Meeting Rooms 1, 2, 3 & Open Area			Full Day	Y	\$805.70
Preparation Day/Night before-Hall, meeting rooms 1,2,3 & Open area			8am - 4pm	Y	\$395.50
Open Area			1/2 Day (3 hrs)	Y	\$23.75
Open Area			Full Day	Y	\$47.50
Computer Training Room			9am - 5pm		
Option One - Includes 5 training computers, Wi-Fi internet, Tables and Chairs, Data projector, Screen, Use of tea making facilities, Air-Con, Hirers set up computers for training (No Council IT Services provided)			1/2 Day (4 hrs)	Y	\$122.00
			Full Day	Y	\$263.40
Option Two - Includes tables and chairs, Data projector, Screen, Use of tea making facilities, Air-Con.			1/2 Day (4 hrs)	Y	\$63.50
			Full Day	Y	\$121.40



HINCHINBROOK
SHIRE COUNCIL

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

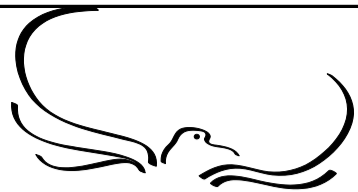
COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
Provision of Local Law 1 (25.2)					
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1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
MATERIAL CHANGE OF USE					
Code Assessment Application for Preliminary or Development Approval					
Development <\$100K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$1,020.00
Development >\$100K and up to \$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$1,280.00
Code assessment involving development work >\$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$2,555.00
MCU - Code assessment where use is commencing in an existing development	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$320.00
Impact Assessment (Advertising required)					
Development <\$100K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$1,270.00
Development >\$100K and up to \$500K	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$2,550.00
Development >\$500K <\$1M	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$3,810.00
Major Development >\$1M value	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$6,365.00
Major Development >\$1M on land that is inconsistent with zoning (by negotiation with applicant but minimum charge)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$9,575.00
TOWN PLANNING NOTICES - FEES FOR COUNCIL TO PREPARE, LODGE AND SERVE					
Notice in newspaper		Sustainable Planning Act, 2009 s.260		Y	\$265.00
Notice to adjoining owner/s & copy of land notice		Sustainable Planning Act, 2009 s.260		Y	\$140.00
Additional land notice		Sustainable Planning Act, 2009 s.260	Per laminated copy	Y	\$65.00
OPERATIONAL WORK REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME					
Application Fee	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per application	Nil	\$250.00
Scrutiny Fee for Approval of Engineering Plans				Nil	2% of agreed estimated costs [Calculated from estimated costs including GST] as provided by the Developer



HINCHINBROOK SHIRE COUNCIL

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
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1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
BUILDING WORK NOT ASSOCIATED WITH AN MCU AND REQUIRING ASSESSMENT AGAINST THE PLANNING SCHEME (BWAP)					
Assessment Triggers					
Building works not associated with an MCU and requiring assessment against the planning scheme zone or use codes (BWAP)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$160.00
Building works not associated with an MCU and requiring assessment against planning scheme overlay(s)		Sustainable Planning Act, 2009 s.260	First trigger		\$245.00
*Cultural Heritage (Table 10 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260	Each additional trigger	Nil	\$130.00
*Conservation and Biodiversity Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260			
*Extractive Industry Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260			
*High Hazard Floodway (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260			
*Mount Cordelia Resource Area (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260			
*Acid Sulphate Soils (Table 12 of Hinchinbrook Shire Planning Scheme)	97(2)(a)	Sustainable Planning Act, 2009 s.260			
(*A fee applies if one or more of the above are achieved)					
CHANGE TO EXISTING DEVELOPMENT APPROVAL					
Extend development approval currency period	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$150.00
Request to change or cancel conditions	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$430.00
Request to change development approval	97(2)(a)	Sustainable Planning Act, 2009 s.260			\$510.00
Request to change development approval - development >\$1m	97(2)(a)	Sustainable Planning Act, 2009 s.260			as determined by the CEO
Unusual request requiring additional resources	97(2)(a)	Sustainable Planning Act, 2009 s.260			as determined by the CEO
Concurrence Agency Assessment		Sustainable Planning Act, 2009 s.260		Nil	\$635.00
Compliance Assessment		Sustainable Planning Act, 2009 s.260		Nil	\$635.00
Compliance Inspection					
Re-inspection fee		Sustainable Planning Act, 2009 s.260		Nil	\$115.00



2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

**HINCHINBROOK
SHIRE COUNCIL**

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
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1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
RECONFIGURING A LOT					
State Govt Split Valuation Issue Fee - payable at time of lodging survey plan for Council sealing (This fee is subject to change by State Government)			Per lot	Y	\$31.00
Application for access easement	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$255.00
Application for amalgamation of land or lots (Building Units & Group Titles Development)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$135.00
Application for reconfiguration of lot (Re-arrangement of boundaries)	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$645.00
Application fee for reconfiguring a lot with no road opening	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$645.00
Application fee for reconfiguring a lot with road opening	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per Application	Nil	\$645.00
	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per lot		\$195.00
Scrutiny Fee for Approval of Engineering Plans				Nil	2% of agreed estimated costs [Calculated from estimated costs including GST] as provided by the Developer
Maintenance Bond for Operational Works				Nil	5% of the value of civil works [Calculated from estimated costs excluding GST] as provided by the Developer.
Application fee for reconsent to plan of survey where previous consent has lapsed	97(2)(a)	Sustainable Planning Act, 2009 s.260		Nil	\$55.00
Headworks Contribution					
Sewerage Headworks contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013
Water Headworks contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013
Public Open Space & Recreation Infrastructure Service Contribution	97(2)(a)		Per additional lot	Nil	See Infrastructure Charges Resolution 2013



HINCHINBROOK
SHIRE COUNCIL

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
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1st April to 30th June - one quarter of the annual fee					
DEVELOPMENT & PLANNING SERVICES					
SALE OF COPIES OF TOWN PLANNING SCHEME					
Certified (hard) copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	A4 Colour	Nil	\$175.00
Certified (hard) copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724	A3 Colour	Nil	\$220.00
Non certified CD copy of town planning scheme, policies & maps	97(2)(c)	Sustainable Planning Act, 2009 s.724		Nil	\$32.00
TOWN PLAN - SHIRE (SUSTAINABLE PLANNING ACT)					
Town Planning Certificate					
Limited Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$58.00
Standard Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$285.00
Full Town Plan Certificate Fee	97(2)(a)	Sustainable Planning Act, 2009 s.737		Nil	\$460.00
Tourism					
TYTO INTEPRETIVE CENTRE					
Brochure Display			Per Year	Y	\$55.00
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT IN SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$64.00
Renewal of registration for desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$18.00
Any dog under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00
Where owner acquire a dog or move to the shire (with no proof of current dog registration) the fee is pro-rated.					
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$94.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$70.50
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$47.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$23.50



**HINCHINBROOK
SHIRE COUNCIL**

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

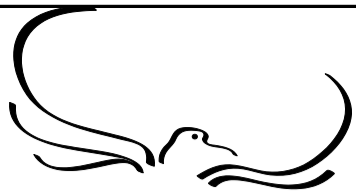
COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
Provision of Local Law 1 (25.2)					
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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ANIMALS					
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$35.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$26.25
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$17.50
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$8.75
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS					
Renewal of registration for entire dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$41.00
Renewal of registration for desexed dogs over 3 months of age - DISCOUNTED PERIOD FOR FORTHCOMING FINANCIAL YEAR	97(2)(a)	Local Law 2	Up to and including 31st July	Nil	\$11.50
Any dog under the age of 3 months at the time of registration - written proof may be required			Once off only	Nil	\$0.00
Where owner acquire a dog or move to the shire (with no proof of current dog registration) the fee is pro-rated.					
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$58.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$43.50
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$29.00
All entire dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$14.50
NEW OR RENEWAL OF DOG REGISTRATION FEES - ANIMALS KEPT OUTSIDE SCHEDULED TOWNSHIP AREAS					
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	1st quarter - July to September inclusive	Nil	\$24.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$18.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$12.00
All desexed dogs over 3 months of age (excluding concession)	97(2)(a)	Local Law 2	4th quarter - April to June inclusive	Nil	\$6.00
Initial registration of animal which currently is registered with any other Local Government within Australia (Does NOT apply to a Regulated Dog). Production of proof of previous registration is required.					\$0.00
Renewal of registration for any dog that has been declared as being a Regulated Dog - Dangerous type	97(2)(a)	Local Law 2		Nil	\$210.00
Renewal of registration for any entire dog that has been declared as being a Regulated Dog - Menacing type	97(2)(a)	Local Law 2		Nil	\$210.00
Renewal of registration for any desexed dog that has been declared as being a Regulated Dog - Menacing type	97(2)(a)	Local Law 2		Nil	\$180.00



**HINCHINBROOK
SHIRE COUNCIL**

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
Renewal of registration for any dog that has been declared as being a Regulated Dog - Restricted type	97(2)(a)	Local Law 2			\$145.00
Transfer of current registration from one animal to another when original animal becomes deceased and the owner acquires another same type of animal within the current financial year			Each	Nil	\$12.50
Guide Dog/Hearing Dog	97(2)(a)	Local Law 2			Exempt from charge
Any obedience trained dog that has written certification from an accredited and recognised animal trainer	97(2)(a)	Local Law 2			50% of normal fee
Any dog where an Obedient certificate has been issued by an Approved Trainer recognised by Council.	97(2)(a)	Local Law 2			50% of normal fee
Replacement of registration tag	97(2)(a)	Local Law 2	Each	Nil	\$9.50
Animal Impounding					
Prescribed infringement notice may be issued for alledged breach	97(2)(d)	Local Law 7		Nil	As prescribed
When fine not paid (SPER Lodgement)					As prescribed
Reminder letters for unpaid infringement notices				Nil	\$21.70
Release fee for impounded dog	97(2)(d)	Local Law 7		Nil	\$52.00
Sustenance fee for dogs for each night spent impounded (Monday-Friday)	97(2)(d)	Local Law 7	per night	Nil	\$17.50
Sustenance fee for dogs for each night spent impounded (Saturday, Sunday & Public Holidays)	97(2)(d)	Local Law 7	per night	Nil	\$35.00
Release fee for other impounded animals (eg Cattle) including all costs associated with impoundment	97(2)(d)	Local Law 7		Nil	At Cost
Miscellaneous					
Pick up and disposal of deceased animals			per annum	Y	\$372.00
Pick up and disposal of deceased animals			per service	Y	\$36.15
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	1st quarter - July to September inclusive	Nil	\$94.00
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	2nd quarter - October to December inclusive	Nil	\$70.50
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	3rd quarter - January to March inclusive	Nil	\$47.00
Licence/Permits to keep animal/s as may be required by Animal Management (Cats & Dogs) Act 2008 or Local Law relating to the keeping or controlling animals	97(2)(d)	Local Law 2	4th quarter - April to June inclusive	Nil	\$23.50
Hire of Electronic Barking Collar per day			per day	Y	\$3.60
Hire of Electronic Barking Collar - Conditional refundable bond				Nil	\$135.00
Hire of Cat or Dog Trap per day			per week or part thereof	Y	\$12.00
Hire of Cat or Dog Trap - Conditional refundable bond				Nil	\$62.00
Wild Dog/Pig Baiting					
Doggone - 12 bait trays			per tray or part thereof	Y	\$25.75
Doggone - 72 bait farm pack			per farm pack	Y	\$149.35
Doggone - 100 bait tub			per tub		\$158.50
Doggone - 250 bait tub			per tub	Y	\$375.10
Pigout - 64 free feed tub			per tub	Y	\$200.85
Pigout - 64 bait tub			per tub	Y	\$236.90
Miscellaneous Pest Management Services			per hour	Y	\$87.75



**HINCHINBROOK
SHIRE COUNCIL**

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	GST	2014/2015
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
*Reserved plots - Once reserved only additional cost in the future will be the actual cost for a burial in an unreserved plot less the reservation fee paid.					
Unreserved inground burials in religious denomination areas including Catholic, Anglican, Uniting & Lutheran Divisions prohibited, except where a concrete slab over the plot is constructed no later than two years after interment.					
NEW INGHAM CEMETERY					
RSL Division					
Unreserved & Reserved Plot				Y	\$1,240.00
Single inground for ashes including interment fee				Y	\$682.00
Lawn Division					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Beam Division					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Inground Burials					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
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	\$750.00
Inground Burials-Weekend & Public Holidays					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$2,480.00
Child under 5 years including stillborn				Y	\$1,810.00
Single inground for ashes including interment fee				Y	\$1,365.00
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	\$750.00

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Discounted Plots					
Single plot in older Division used for interment in a vault only				Y	\$310.00
Columbarium Wall (Council)					
Single Niche				Y	\$248.00
Double Niche				Y	\$496.00
Columbarium Wall (RSL)					
Single Niche				Y	\$30.00
Reservations					
Land for grave - single plot				Y	\$1,240.00
Land for grave - 2 plots side by side				Y	\$2,480.00
Land for grave - 3 plots side by side				Y	\$3,720.00
Columbarium Wall (Council) - Single Niche				Y	\$248.00
Columbarium Wall (Council) - Double Niche				Y	\$496.00
Second Interment (Reopening of Plots)					
Inground burials					
Adult				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$228.00
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	\$750.00
Reopening of vault					
Interment of ashes only				Y	\$192.00
Exhumations					
Exhumation Inground					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$430.00
Exhumation Vault					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$430.00
HALIFAX CEMETERY					
Lawn Division					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Beam Division (IF/WHEN CONSTRUCTED)					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Vaults					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Inground Burials					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved & Reserved Plot				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00



**HINCHINBROOK
SHIRE COUNCIL**

2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
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	\$750.00
Inground Burials-Weekend & Public Holidays					
Catholic, Anglican, Lutheran & Uniting, Non-Denominational					
Unreserved inground burials in religious denomination areas including Catholic, Anglican, Uniting & Lutheran Divisions prohibited, except where a concrete slab over the plot is constructed no later than two years after interment.					
Unreserved & Reserved Plot				Y	\$2,480.00
Child under 5 years including stillborn				Y	\$1,810.00
Single inground for ashes including interment fee				Y	\$1,365.00
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	\$750.00
CEMETERIES					
Columbarium Wall (Council)					
Single Niche				Y	\$248.00
Double Niche				Y	\$496.00
Discounted Plots					
Single plot in older Division used for interment in a vault only				Y	\$310.00
Reservations					
Land for grave - single plot				Y	\$1,240.00
Land for grave - 2 plots side by side				Y	\$2,480.00
Land for grave - 3 plots side by side				Y	\$3,720.00
Second Interment (Reopening of Plots)					
Inground burials					
Adult				Y	\$1,240.00
Child under 5 years including stillborn				Y	\$905.00
Single inground for ashes including interment fee				Y	\$682.00
Reopening of vault					
Interment of ashes only				Y	\$192.00
Exhumations					
Exhumation Inground					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$430.00
Exhumation Vault					
Exhumation (if conducted by Council Staff)				Y	At cost
Exhumation (if conducted by others under Council supervision)				Y	\$430.00
NEW INGHAM CEMETERY & HALIFAX CEMETERY					
Inground Interment Fee					
Inground interments unless specified				Y	\$248.00
Inground interments when conducted at weekends or public holidays unless specified				Y	\$496.00
Monuments					
For permission to erect headstone, tomb, tablet, monument or railing				Y	\$93.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
CEMETERIES					
Search Fees and Register Charges					
Complete copy of cemetery register in alphabetical order				Y	At cost
Hire of Shelter					
Monday to Friday ONLY			One per funeral	Y	\$80.00
Monday to Friday ONLY			Both per funeral	Y	\$120.00
Weekends and Public Holidays			One per funeral	Y	\$160.00
Weekends and Public Holidays			Both per funeral	Y	\$240.00
ERA Licencing					
NOT FOR PROFIT COMMUNITY AND CHARITABLE ORGANISATIONS ARE NOT CHARGED FOR LICENCING & REGISTRATION					
Food Business Licencing					
Food business licence - low risk		s.85 Food Act 2006	Yearly	Nil	\$218.00
Food business licence - medium risk		s.85 Food Act 2006	Yearly	Nil	\$280.00
Food business licence - high risk		s.85 Food Act 2006	Yearly	Nil	\$383.00
Food business licence - temporary single event		s.85 Food Act 2006	Per event	Nil	\$46.50
Food business licence - temporary multi event		s.85 Food Act 2006	Yearly	Nil	\$98.00
Food business licence - provisional			3 months	Nil	\$95.75
Footpath use for Commercial Purposes (outdoor dining)					
Renewable Licence	97(2)(a)		Yearly	Nil	\$180.00
Roadside Vending incl. footpath dining					
Annual Permit		s.85 Food Act 2006	Yearly	Nil	\$180.00
Weekly Permit (minimum charge)		2006	Weekly	Nil	\$25.00
Miscellaneous- Food Businesses					
Health Search (Physical inspection and file search for a licensed premise when it is requested by a prospective buyer. Includes a report on the premises condition.)	97(2)(a)			Y	\$290.00
Plan assessment				Y	\$238.00
Re-inspection fee (non-compliance/improvement)	97(2)	S31 Food Act 2006	Per occurrence	Y	\$125.00
Inspection fee - justified complaint	97(2)	S31 Food Act 2006	Per occurrence	Y	\$124.00
Licence restoration fee	97(2)(a)	s.73 Food Act 2006	Per occurrence	Nil	\$83.00
Licencing - Miscellaneous					
Skin penetration	97(2)(a)	Public Health (Infection Control for PAS) Act 2003	Yearly	Nil	\$258.00
Temporary Home including one inspection	97(2)(a)		Per occurrence	Nil	\$218.00
Licensing - Administration					
New application processing	97(2)(a)		Per occurrence	Nil	\$300.00
Amendment of food licence	97(2)(a)		Per occurrence	Nil	\$114.00
Replacement Licence or Registration Certificate	97(2)(a)		Per occurrence	Nil	\$31.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
ERA Licencing					
MISCELLANEOUS					
Fines for Non Compliance					
Infringement Notice	97(2)(d)			Nil	As prescribed by legislation
When fine not paid (SPER Lodgement)				Nil	As prescribed by legislation
Reminder letters for unpaid infringement notices				Nil	\$21.70
Miscellaneous Environmental Health Service Fee			Per hour	Y	\$130.00
Bond - hire of wheelie bins for community events			per occurrence		\$220.00
Sale of No Moz pellets			per packet		\$10.00
APPLICATION FOR APPROVALS UNDER LOCAL LAW					
Application for Approvals issued under a Local Law not otherwise specified	97(2)(d)			Nil	\$217.00
OVERGROWN ALLOTMENT					
Infringement Notice	97(2)(d)	Local Law 13			As prescribed by legislation
When fine not paid (SPER Lodgement)					As prescribed by legislation
Reminder letters for unpaid infringement notices					\$21.70
REGULATED PARKING					
Infringement Notice	97(2)(d)	Local Law 12		Nil	As prescribed by legislation
When fine not paid (Registration Search)				Nil	At cost
When fine not paid (SPER Lodgement)				Nil	At cost
Reminder letters for unpaid infringement notices				Nil	\$21.70
Use of parking bay for building work etc	97(2)(a)	Local Law 12	Per day	Nil	\$7.50
WASTE MANAGEMENT FEE					
Approval to perform waste management works	97(2)(c)			Nil	\$52.00
Sale of Bananas for Feral Pig Bait			Per 200 ltr drum	Nil	\$16.00
WASTE DISPOSAL FEES					
Waste transported in vehicles over 1 ton payload will be weighed and charged at the corresponding commercial fee regardless of its source					
Batteries	97(2)(a)		Each	Y	\$0.00
Butchers Waste	97(2)(a)		Per tonne	Y	\$75.00
Butchers Waste - 1/4 in Advance	97(2)(a)		Per quarter	Y	\$180.00
Butchers Waste - EPA Fee only	97(2)(a)		Per tonne	Y	\$0.00
Car Bodies - Commercial	97(2)(a)		Per car body	Y	\$10.00
Car Bodies - Domestic	97(2)(a)		Per car body	Y	\$0.00
Commercial - Clean Concrete	97(2)(a)		Per tonne	Y	\$20.00
Commercial - Clean Fill	97(2)(a)		Per tonne	Y	\$0.00
Commercial - Steel	97(2)(a)		Per tonne	Y	\$0.00
Commercial & Industrial > 1 tonne	97(2)(a)		Per tonne	Y	\$75.00
Commercial & Industrial < 1 tonne	97(2)(a)		Each	Y	\$9.00
Commercial Slurry	97(2)(a)		Per tonne	Y	\$20.00
Construction or Demolition	97(2)(a)		Per tonne	y	\$75.00
Contaminated Soil	97(2)(a)		Per tonne	Y	\$75.00
Dedge Spoil - Flood Mitigation	97(2)(a)		Per tonne	Y	\$75.00
Domestic Clean Concrete	97(2)(a)		Per tonne	Y	\$20.00
Free Dump Day - Domestic	97(2)(a)		Per tonne	Y	\$0.00
Gas Bottles	97(2)(a)		Each	Y	\$0.00



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
WASTE DISPOSAL FEES					
Grease Trap Waste	97(2)(a)		Per tonne	Y	\$75.00
Green Waste - Contractor	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$50.00
Green Waste - Self Haul < 1 tonne	97(2)(a)	S369 Environmental Protection Act	Each	Y	\$6.00
Green Waste - Self Haul > 1 tonne	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$50.00
Municipal Solid Waste - Contractor	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$75.00
Municipal Solid Waste - Self Haul > 1 tonne	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$75.00
Municipal Solid Waste - Self Haul < 1 tonne	97(2)(a)	S369 Environmental Protection Act	Each	Y	\$9.00
Oil Waste	97(2)(a)		Per ltr	Y	\$0.00
Recyclable Materials	97(2)(a)		Per tonne	Y	\$0.00
Regulated Waste - eg Asbestos	97(2)(a)		Per tonne	Y	\$75.00
Regulated Waste - Handling Fee	97(2)(a)		Per occurrence	Y	\$100.00
Sale of Mulch - For domestic use *	97(2)(a)	S369 Environmental Protection Act	Each	Y	\$0.00
Sale of Mulch - Loading Fee for domestic use *	97(2)(a)	S369 Environmental Protection Act	Each	Y	\$14.00
Sale of Mulch - Commercial	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$38.00
<i>* Free Mulch is limited to domestic quantities, being up to 1 ton (ie ute/trailer load). Larger quantities will be considered commercial and charged at the rate of \$38 per tonne regardless whether loaded or not.</i>					
Tyres - Earthmoving 1000mm to 1500mm	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$280.00
Tyres - Earthmoving 1500mm to 2000mm	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$550.00
Tyres - Earthmoving Up to 1000	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$130.00
Tyres - Light Truck	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$10.50
Tyres - Motor Cycle	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$4.00
Tyres - Passenger Car	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$7.50



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1st April to 30th June - one quarter of the annual fee					
HEALTH & ENVIRONMENT SERVICES					
WASTE DISPOSAL FEES					
Tyres - Super Single	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$60.00
Tyres - Tractor 1000mm to 2000mm	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$162.00
Tyres - Tractor Up to 1000mm	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$92.00
Tyres - Truck	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	\$24.00
Tyres - Greater than 2000mm	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	POA
Tyres - Other	97(2)(a)	S369 Environmental Protection Act	Per tyre	Y	POA
Various Scrap Rubber	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	POA
Waste - Clean Up Australia - Levy Exempt	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$0.00
Waste from Charities - Levy Exempt	97(2)(a)	S369 Environmental Protection Act	Per tonne	Y	\$0.00
Halifax Transfer Station					
Limited Commercial Waste (general and putrescibles)			Per 240L MGB	Y	\$5.50
			Per ute/trailer	Y	\$39.50
CORPORATE SERVICES					
FINANCIAL REPORTS					
Annual Report/Financial Statements	97(2)(c)	S. 104 (3) Local Government Act 2009		Nil	\$30.00
CORPORATE PLAN					
Hinchinbrook Shire Council Corporate Plan 2010 - 2014	97(2)(c)	S. 104 (3) Local Government Act 2009		Nil	\$15.00
RIGHT TO INFORMATION (RTI)					
*Application Fee	97(2)(c)	S.8 Freedom of Information		Nil	\$41.90
A4 Black & White photocopy			Per page	Nil	\$0.20
Processing Charge			Per 15 mins - where applicable	Nil	\$6.45
Accessing Charge				Nil	Actual cost incurred by Council - where applicable
*RTI fees may be amended from time to time to comply with legislative changes as they occur - refer to RTI Regulation 2009					



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1st April to 30th June - one quarter of the annual fee					
CORPORATE SERVICES					
GIS MAPPING PRODUCTS					
A4 - Black and White			Per page	Y	\$25.00
A4 - Colour			Per page	Y	\$41.00
A3 - Black and White			Per page	Y	\$25.00
A3 - Colour			Per page	Y	\$70.00
A2 - Black and White			Per page	Y	\$44.00
A2 - Colour			Per page	Y	\$87.00
A1 - Black and White			Per page	Y	\$50.00
A1 - Colour			Per page	Y	\$146.00
A0 - Black and White			Per page	Y	\$139.00
A0 - Colour Orthophoto including design			Per page	Y	\$266.00
Special Projects - Including Banners etc			Per page	Y	\$545.00
PRINTING OF PLANS FOR COMMERCIAL CLIENTS - ELECTRONIC FILE SUPPLIED AS DWG, DXF, JPEG, TIFF or PDG					
A3 - Including Colour Vectors			Per page	Y	\$29.00
A2 - Including Colour Vectors			Per page	Y	\$45.00
A1 - Including Colour Vectors			Per page	Y	\$50.00
A0 - Including Colour Vectors			Per page	Y	\$139.00
Available products recommended in colour: Flood, Cemetery, Town Plan Zone Maps					
Copy of extract from Hinchinbrook Shire Council's Road and Street Register	97(2)(c)	S. 14 (3) Local Government Regulation 2012		Y	\$75.00
100 Year ARI Flood Certificate/Storm Surge Certificate				Y	\$36.00
LOCAL LAWS AND POLICIES					
Proposed and adopted local laws and local law policies	97(2)(c)	S. 14 (3) Local Government Regulation 2012	Per page	Nil	\$0.35
PHOTOCOPYING - GENERAL					
A4 Black & White Photocopy			Per single sided sheet	Y	\$0.35
A3 Black & White Photocopy			Per single sided sheet	Y	\$0.60
A4 Colour Photocopy			Per single sided sheet	Y	\$2.40
A3 Colour Photocopy			Per single sided sheet	Y	\$2.85
POLICIES AND INFORMATION - COUNCIL					
Copy of Policy/Information	97(2)(c)	Various sections Local Government Act	Per page	Nil	\$0.35
PROPERTY DATA INFORMATION SERVICE					
Verbal Property/Rate information			Per year	Nil	\$315.00
RATE BOOK INSPECTION					
Full Search - 5 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$88.00
Urgent Full Rate Search - 2 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$131.00
Limited Search - 5 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$52.00
Urgent Limited Search - 2 day turn around	97(2)(c)	S.155 (1) Local Government Regulation 2012	Per property	Nil	\$78.00



2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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**HINCHINBROOK
SHIRE COUNCIL**

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1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
BUILDING RECORD SEARCH					
- Domestic	97(2)(c)	Public Records Act 2002		Nil	\$52.00
- Commercial	97(2)(c)	Public Records Act 2002		Nil	\$76.00
Priority Building Record Search (Report provided same day)					
- Domestic	97(2)(c)	Public Records Act 2002		Nil	\$76.00
- Commercial	97(2)(c)	Public Records Act 2002		Nil	\$128.00
Building Record Search incurs an additional fee if inspections are required to provide information due to insufficient records.				Y	POA
COPY OF MONTHLY BUILDING STATISTICS			Per annum	Y	\$132.00
QBCC CONTRACT SALES			Per contract	Y	\$13.00
RESIDENTIAL SITING RELAXATION				Nil	\$156.00
BUILDING LODGEMENT FEES					
- Class 1 (and all other classes)				Nil	\$99.00
BUILDING CERTIFICATION FEES					
New Houses – consisting of one (1) storey, block, concrete slab, pre-constructed / transportable			First 100 sqm	Y	\$1,216.00
			sqm after that	Y	\$3.00
New Houses – consisting of two (2) storey (any material), timber			First 100 sqm	Y	\$1,520.00
			sqm after that	Y	\$3.00
Relocated Houses – low set			First 100 sqm	Y	\$1,216.00
			sqm after that	Y	\$3.00
Relocated Houses – two (2) storey			First 100 sqm	Y	\$1,520.00
			sqm after that	Y	\$3.00
Duplex / Dual Occupancy (Class 1a only)			First Unit	Y	@ House Fee
			Second unit	Y	@ 70% of first unit cost
			Minimum cost	Y	\$2,016.00
Units – Refer to Commercial Price					
House Additions, and Enclosing Underneath as Habitable Area (includes fully enclosed garages attached to the existing house)			First 100 sqm	Y	\$1,216.00
			sqm after that	Y	\$3.00
House Additions - Minor - Structural				Y	\$713.00
Enclosing Under – Non-Habitable				Y	\$548.00
Decks, Verandahs, Patios (Class 1a – attached to dwelling – not enclosed) (Enclosed – refer to house additions)				Y	\$579.00
Demolitions and / or Removal – Free Standing House or Shed				Y	\$548.00
Re-roofing - Residential up to 300m ²				Y	\$548.00
Re-roofing – Residential over 300m ² or Commercial				Y	\$669.00
Raising and Restumping				Y	\$610.00
Construction or Removal of Partitions – Residential (Non structural alterations)				Y	\$426.00
Residential Shade Structures (Pergola, Pool Shade Structure – Non solid roof)				Y	\$426.00
Gazebos (Solid roof)				Y	\$579.00
Masonry Block Sheds			First 100 sqm	Y	\$1,095.00
			sqm after that	Y	\$3.00
Pre-fabricated Metal Garden Sheds, Lawn Lockers (up to 10m ²)				Y	\$426.00
Garages, Sheds, Carports (Class 10a – stand alone structures)			First 100 sqm	Y	\$549.00
			sqm after that	Y	\$3.00
DISCONTINUED PERMITS					
Dwellings and Dwellling Extensions				Y	\$564.00
Sheds, Carports, Simple Awnings etc				Y	\$394.00
Swimming Pools				Y	\$403.00
Verandah, Decking Extensions etc				Y	\$350.00
Commercial Building Works – Class 2 to 9				Y	POA



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Provision of Local Law 1 (25.2)					
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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
SWIMMING POOLS					
Swimming Pools & Spas – Above Ground				Y	\$487.00
Swimming Pools & Spas – In Ground				Y	\$791.00
Swimming Pool Compliance Inspections / Pool Safety Certificate Fee [Includes two (2) inspections only]			2 inspections only		\$399.00
Fences of Open Construction Over 2m				Y	\$426.00
Retaining Walls (Masonry block / concrete)				Y	\$621.00
Signs – Engineered				Y	\$639.00
Signs – Not Engineered				Y	\$457.00
Commercial Building Works – Class 2 to 9			Minimum cost \$900	Y	POA
			First 100 sqm	Y	\$608.00
Commercial Shade Structures (Smokers Area)			sqm after that	Y	\$3.00
Construction or Removal or Partitions – Commercial (including Shop Fit Out) (Non structural alterations)				Y	\$549.00
Amended plans (Minor)				Y	\$89.00
Amended plans (Major)				Y	POA
Temporary Occupancy - to reside in a caravan (Council approval required)- maximum 2 years			Per year	Nil	\$183.00
Application to reside in Class 10a - valid 3 months only - pending written permission from HSC granted				Nil	\$144.00
Final inspection of HSC building permit				Y	\$244.00
Change of Classification - Class 10a to 1a				Y	\$754.00
Change of Classification - all other classes			POA Minimum cost	Y	\$510.00
PLUMBING AND DRAINAGE - DOMESTIC SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
DWELLING - <u>New</u> - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$653.30
DWELLING - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$529.00
DWELLING - <u>Existing</u> - Lesser Regulated Works - No Drainage Plan Required					
DWELLING - <u>Existing</u> - Lesser Regulated Works - Capping off Sewer Connections					
Approval of Application for Compliance Assessment and one (1) inspection only (Capping off sewer connections for demolition/removal of dwellings & change to existing fixtures without change to drainage connections) - No Drainage Plan Required	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$177.50
CLASS 10a - NEW SANITARY INSTALLATION					
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$653.30



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Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
1st October to 31st December - three quarters of the annual fee					
1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLUMBING AND DRAINAGE - DOMESTIC NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
DWELLING - New - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$653.30
DWELLING - Existing - Alterations and Additions - Regulated Work - Drainage Plan Required					
Approval of Application for Compliance Assessment, Plans and Inspections (Fee for inspections allows no > 5 inspections per Permit)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$529.00
PLUMBING AND DRAINAGE - DOMESTIC					
NON - SEWERED AREA INSTALLATIONS					
DWELLING - Existing - Lesser Regulated Works - No Drainage Plan Required					
Add New - Replacement of Septic trenches (redrain) 1 inspection and plan					\$238.50
CLASS 10a - NEW SANITARY INSTALLATION					
Approval of Application for Compliance Assessment, Plans and Inspections - no more than 3 fixtures	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$653.30
PLUMBING AND DRAINAGE - DOMESTIC SEWERED OR NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
BACKFLOW PREVENTION DEVICES					
DOMESTIC ALTERATIONS AND ADDITIONS					
BACKFLOW APPLICATION - includes application fee and one (1) inspection per device	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Per device	Nil	\$102.10
Per additional device on the same applications - includes approval and one (1) inspection only	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Per additional device	Nil	\$70.00
BACKFLOW ANNUAL LICENCE & INSPECTION / PROPERTY	97(2)(a)	S. 572 Water Act 2000, S53 Standard Water Supply Law	Annual	Nil	\$48.20
Late/overdue fee for overdue test report				Nil	\$70.00
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					
Submit Amended Plans				Nil	\$51.85
Copy of As-constructed Drainage Plan				Nil	\$20.75



2014/2015 COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES

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	Paragraph or S97(1) of the Local Government Act 2009 under which fee is fixed	Provision of Local Government Act			
COMMERCIAL CHARGES, REGULATORY FEES & OTHER CHARGES			Unit	GST	2014/2015
Provision of Local Law 1 (25.2)					
Where a fee is an annual fee and payment period is less than nine (9) months then a pro-rata fee only is payable calculated on a quarterly basis as follows:					
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1st January to 31st March - one half of the annual fee					
1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
NEW - REGULATED WORK - Drainage Plan Required					
			Per fixture	Nil	\$102.10
	97(2)(a)	Plumbing & Drainage Act 2002	Minimum	Nil	\$305.90
Approval of Application for Compliance Assessment, Plans and Inspections					
COMMERCIAL - <u>Existing</u> - Alterations and Additions - Regulated Work - Drainage Plan Required					
			Per fixture	Nil	\$102.10
	97(2)(a)	Plumbing & Drainage Act 2002	Minimum	Nil	\$305.90
Approval of Application for Compliance Assessment, Plans and Inspections					
COMMERCIAL - <u>Existing</u> - Lesser Regulated Works - No Drainage Plan Required					
Approval of Application for Compliance Assessment and one (1) inspection only (Includes plumbing & drainage works such as installation of solar water heaters)	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$174.20
PLUMBING AND DRAINAGE - COMMERCIAL SEWERED OR NON-SEWERED AREA INSTALLATIONS APPLICATIONS FOR COMPLIANCE ASSESSMENT					
BACKFLOW PREVENTION DEVICES					
COMMERCIAL ALTERATIONS AND ADDITIONS					
BACKFLOW APPLICATION - includes application fee and one (1) inspection per device			Per device	Nil	\$102.00
Per additional device on the same applications - includes approval and one (1) inspection only			Per additional device		\$70.00
BACKFLOW ANNUAL LICENCE & INSPECTION / PROPERTY	97(2)(a)		Annual	Nil	\$48.75
Late/overdue fee for overdue test report				Nil	\$70.00
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					
	97(2)(a)	Plumbing & Drainage Act 2002		Nil	\$51.85
				Nil	\$20.75
Copy of As-constructed Drainage Plan					
INSPECTIONS					
Re-inspection of any plumbing and/or drainage defects or when plumbing and/or drainage works not in sufficient state of readiness when call for by plumbers.	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$102.10
After hours inspection	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$180.40
[HSTP] HOUSEHOLD SEWERAGE TREATMENT PLANT APPLICATIONS					
Approval of Application for Compliance Assessment and Inspections	97(2)(a)	Plumbing & Drainage Act 2002	Per HSTP	Nil	\$102.10
Annual Licence & Inspection Fee	97(2)(a)	Plumbing & Drainage Act 2002	Annual	Nil	\$67.40



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INFRASTRUCTURE MANAGEMENT					
BUILDING OVER SEWERS - Physical Inspections required in relation to requests for approval of building over sewers					
	97(2)(a)	Sustainable Planning Act, 2009 s.260	Per inspection	Nil	\$101.65
WATER SUPPLY					
Provision of New Service (Connection)					
- 20NB diameter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$650.00
- Larger (Deposit of estimated cost required with application)	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	At Cost
Separate connections are to be installed for multiple residences					
Relocate Water Meter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	At cost
Interim Reading of Water Meter	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$32.15
Testing Water Meter Fee - Request by owner (fee refundable if meter faulty)	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$64.30
Metered hydrant Stems - Bond (refundable) to be paid upfront				Nil	\$290.00
Measured supply through Metered Hydrant	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law	Min Charge	Nil	\$60.00
Measured supply through Metered Hydrant >45KL	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law	Per k/l	Nil	\$1.25
WATER SAMPLES					
Taking each sample and having tested					
- Standard Water Analysis			Each	Y	\$155.00
- Bacterial Test			Each	Y	\$85.00
WATER LOCATION					
Search Fee				Y	\$51.85
Location			Per 15 minutes	Y	\$17.10
TRADE WASTE					
Application for licence to discharge Trade waste	97(2)(a)	S572 Water Act 2000, S21 Standard Water Supply Law		Nil	\$210.00
Annual renewal of Permit to discharge Trade waste				Nil	\$95.00
Waste delivered to Ingham Plant			Per kl	Nil	\$12.00

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1st April to 30th June - one quarter of the annual fee					
INFRASTRUCTURE MANAGEMENT					
PLAIN PAPER PLAN COPIES					
A1			Min charge	Y	\$16.00
			per sheet	Y	\$5.20
A2			Min charge	Y	\$16.00
			per sheet		\$5.00
A3			Min charge	Y	\$16.00
			per sheet		\$4.50
A4			Min charge	Y	\$16.00
			per sheet		\$4.20
A0			Min charge	Y	\$16.00
			per sheet	Y	\$5.50
Colour copying based on quotation for each copy.					
Scanning costs			Min Charge	Y	\$16.00
			Per Sheet	Y	\$4.30
			Plus CD	Y	\$1.05
AERODROME					
Landing Fees - Commercial per Business			Per annum	Y	\$885.00
Landing Fees - Recreational per entity			Per annum	Y	\$632.00
Landing Fees - Private per entity			Per annum	Y	\$632.00
Landing Fees Private/Recreational - Irregular per Aircraft			Per landing	Y	Nil
Landing Fees Commercial - Irregular Usage per Aircraft			Per landing	Y	\$11.00
Landing Fees Commercial - Irregular Usage per Aircraft			Per day	Y	\$22.00
FOOTPATH CONSTRUCTION - COMMERCIAL PREMISES					
Council contribution is calculated on 50/50 basis up to maximum amount of \$87.10/m2 for footpath improvement works. Following satisfactory completion of works & on sighting relevant receipts & receiving tax invoice, Council will forward its contribution.			Per square metre	Y	\$87.10
ROAD WORK PERMIT					
Application for Road Work Permit			Per Permit	Y	\$45.30
HIRE OF EQUIPMENT					
A minimum charge of \$20 will apply					
- Barricade Webbing			Per day / per roll	Y	\$25.80
- Barricade Boards			Per day / each	Y	\$25.80
- Barrier lamps			Per day	Y	\$5.45
- Bollards			Per day / each	Y	\$5.45
- Delineators			Per day	Y	\$4.30
- Multi-user Road Signs			Per week	Y	\$51.00
- Road Signs			Per week	Y	\$18.90
HIRE OF MOBILE TOILETS					
- Mobile Toilet Hire Fee (Please note that the Service Fee listed below is to be added to the total charge for Mobile Toilet Hire Fee - eg 1 day Mobile Toilet Hire = \$31.50 + \$86.25 = \$117.75)			Per Mobile Toilet hire/day	Y	\$31.50
- Mobile Toilet Service Fee			Per Mobile Toilet hire	Y	\$86.25
- Additional Mobile Toilet Service Fee			Per service	Y	\$86.25
- Mobile Toilet - Bond (refundable) to be paid upfront				Nil	\$118.10
Please Note: Not for Profit Community and Charitable Organisations are not charged for the Hire of Mobile Toilet/s					



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INFRASTRUCTURE MANAGEMENT					
RURAL NUMBERING FOR NUMBERS ALREADY ALLOCATED					
White on Black Rural Numbering Sticker			Each	Y	\$2.50
1 digit module			Each	Y	\$14.00
2 digit module			Each	Y	\$15.50
3 digit module			Each	Y	\$17.00
4 digit module			Each	Y	\$18.50
5 digit module			Each	Y	\$20.00
1 x star picket post			Each	Y	\$6.00
Installation costs			Each	Y	\$31.60
LICENCES AND REGISTRATIONS					
Grids & Public Gates	97(2)(a)	Local Law 3	Annual	Nil	\$158.60
Irrigation Pipe under/on Road			Annual	Y	\$158.60
TRACKED CANE HARVESTING EQUIPMENT TO CROSS OR TRAVERSE COUNCIL'S ROADS					
Application for Approval for Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads				Nil	\$114.00
Renewal for Approval for Tracked Cane Harvesting Equipment to Cross or Traverse Council's Roads			Renewal	Nil	\$37.70
YANK'S JETTY					
Usage Charge - Commercial Vessels Only			Per head per visit	Nil	\$3.00