



Etheridge
Shire Council

2022-23

ANNUAL BUDGET

2022-2023 Budget

Councillors *Etheridge Shire Council*



L-R Cr Barns, Cr Hughes (Mayor), Cr Royes (Deputy Mayor), Cr Gallagher & Cr Haase

Executive Management *Etheridge Shire Council*



Ken Timms
Chief Executive Officer

Andrew McKenzie
Director Corporate Services

David Fletcher
Director of Engineering Services



Executive Summary

Welcome to Etheridge Shire Council's 2022-2023 Annual Budget. The Budget Document for the 2022-2023 financial year has been prepared in accordance with the Local Government Act & Regulation, Budget priorities from the Councillor's, Executive Management Team and the Corporate Plan Objectives (2021 – 2025).

Etheridge Shire Council has taken this responsibility seriously and has been working to ensure that while this is a legislative requirement it is also good governance and management practice to ensure that the Council remains financially viable and planning becomes part of the way that we regularly do business.

To ensure the system of local government is accountable, effective, efficient and sustainable, Parliament requires—

- (a) anyone who is performing a responsibility under this Act to do so in accordance with the local government principles; and
- (b) any action that is taken under this Act to be taken in a way that—
 - (i) is consistent with the local government principles; and
 - (ii) provides results that are consistent with the local government principles, in as far as the results are within the control of the person who is taking the action.

The local government principles are—

- a) transparent and effective processes, and decision-making in the public interest;
- b) sustainable development and management of assets and infrastructure, and delivery of effective services;
- c) democratic representation, social inclusion and meaningful community engagement;
- d) good governance of, and by, local government; and
- e) ethical and legal behaviour of councillors and local government employees.

Corporate and Operational Plan Objectives

The Corporate Plan is the key strategic business plan for the Council. It provides a focused framework for Council to plan and undertake its business and service delivery over the period of the plan, having regard to various issues, which may have been identified during the planning process, including community engagement.

The Annual Operational Plan and Budget then provide the detail of what will be done each year towards achieving these outcomes and strategies and how they will be resourced

The 2022-2023 Operational Plan is a strategic planning document which supports the 2021-2025 Corporate Plan in delivering the vision for the Etheridge Shire.

The Operational Plan identifies projects, initiatives and services that Council will deliver during this financial year toward achieving the long term objectives of the 2021-2025 Corporate Plan. It also provides direction to Council in setting the annual budget.

The Budget for the 2022-2023 financial year is derived from the key strategies defined in our 5 Year Corporate Plan, and our Annual Operational Plan.



our Mission

...To lead the community in line with our guiding principles to achieve a shared vision.



our Vision

...Etheridge Shire is a place of innovation, diversity and opportunity for all. We have a vibrant and cohesive community which is provided with quality services that maintain a high quality of life, inclusive and progressive leadership ensures a sustainable community economy and environment.

our Guiding Principles

- Safe** - We focus on creating a safe workplace to ensure the wellbeing of our staff and the community;
- Teamwork** - We work together as one Council towards shared goals and for the greater good of the community;
- Respect** - We will be inclusive, treat people with courtesy and fairness, and ensure each individual is valued and heard;
- Integrity** - We will behave in a way that is honest, open, and transparent. We will take responsibility for our actions and strive for excellence;
- Value** - We aim to deliver services efficiently, effectively and in an environmentally and financially sustainable manner; and
- Engagement** - We engage with our staff and community to inform our decision making, and create awareness of our activities.

Budget Contents

In accordance with the *Local Government Regulation 2012, S.169* the following documents are to be included in the budget presented to Council

- a) Financial Position;
- b) Cashflow;
- c) Income and expenditure;
- d) Changes in equity;

The statement of income and expenditure must state each of the following:-

- a) Rates and utility charges excluding discounts and rebates;
- b) Contributions from developers;
- c) Fees and charges;
- d) Interest;
- e) Grants and subsidies;
- f) Depreciation;
- g) Finance costs;
- h) Net result;
- i) The estimated costs of:-



- I. The local government's significant business activities carried on using full cost pricing basis; and
- II. The activities of the local government's commercial business units; and
- III. The local government's significant business activities.

The budget must include each of the following (the relevant measures of financial sustainability) for the financial year for which it is prepared and the next 9 financial years -

- a) asset sustainability ratio;
- b) net financial liabilities ratio;
- c) operating surplus ratio

The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.

For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.

The budget must be consistent with the following documents of the local government—

- (a) its 5-year corporate plan;
- (b) its annual operational plan.

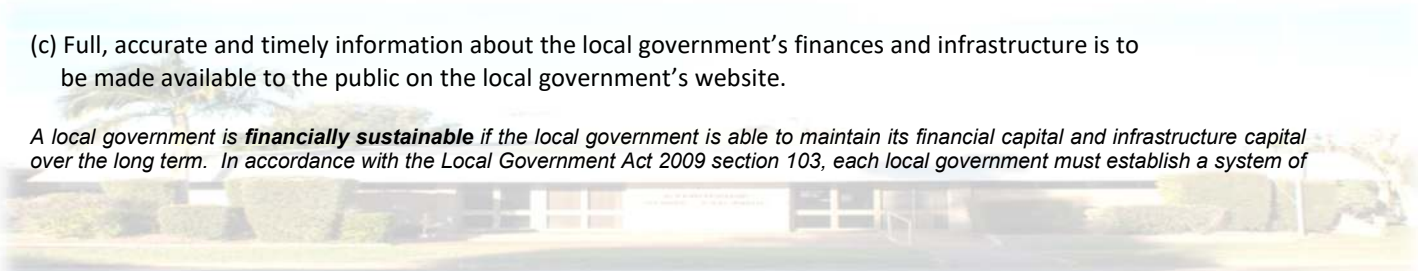


Financial Sustainability and Accountability

In accordance with the *Local Government Act 2009* section 102, to ensure it is financially sustainable, a local government must implement systems to meet the following sustainability criteria;

- (a) Manage financial risk prudently;
- (b) Financial policies are to be formulated:
 - I. To ensure a reasonable degree of equity, stability and predictability.
 - II. So that current services, facilities and activities are financed by the current users of the services, facilities and activities.
 - III. Having regard to the effect of the policies on the future users of services, facilities and activities.
- (c) Full, accurate and timely information about the local government's finances and infrastructure is to be made available to the public on the local government's website.

A local government is **financially sustainable** if the local government is able to maintain its financial capital and infrastructure capital over the long term. In accordance with the *Local Government Act 2009* section 103, each local government must establish a system of



financial management that complies with the requirements prescribed under a regulation and must regularly review the performance of its system of financial management.

Financial Management, Planning and Accountability

In accordance with the *Local Government Act 2009* section 104 the system of financial management established by a local government must include the means -

- (1) To ensure it is financially sustainable. A local government must establish a system of financial management that -
 - (a) Ensures regard is had to the sound contracting principles when entering into a contract for -
 - I. the supply of goods or services; or
 - II. the disposal of assets; and
 - (2) Ensures that the local government is able to maintain its financial capital and infrastructure capital over the longer term.
- (3) To establish **sound contracting principles which** are -
 - (a) value for money; and
 - (b) open and effective competition; and
 - (c) the development of competitive local business and industry; and
 - (d) environmental protection; and
 - (e) ethical behaviour and fair dealing.
- (4) Ensure that a **contract for the supply of goods or services** includes a contract about carrying out work.
- (5) Facilitate the system of financial management established by a local government which must include:
 - (a) the following financial planning documents prepared for the local government -
 - a 5-year corporate plan that incorporates community engagement;
 - a long-term asset management plan;
 - a long-term financial forecast;
 - an annual budget including revenue statement;
 - an annual operational plan; and
 - (b) the following financial accountability documents prepared for the local government -
 - general purpose financial statements;
 - asset registers;
 - an annual report;
 - a report on the results of an annual review of the implementation of the annual operational plan; and
 - (c) the following financial policies of the local government -
 - investment policy;
 - debt policy;
 - revenue policy.
- (6) Ensure the financial policies of the local government are regularly reviewed and updated as necessary.
- (7) Review the implementation of the annual operational plan each financial year.

Budget Summary

(Where does the money come from?)

Statement of Comprehensive Income for the year ended 2022-23



Revenue	Budget	Percentage
	2022-23	2022-23
Net rates and utility charges	2,328,570	3.3
Fees and Charges	276,150	0.39
Rental Income	222,000	0.32
Interest Received	156,000	0.22
Sundry Receipts	611,000	0.87
Sales Contracts and Recoverable Works	24,480,000	34.7
Recurrent Grants, Subsidies, and Contributions	34,937,000	49.5
Capital Grants	7,563,500	10.7
Total Revenue	70,574,220	100.00

Council operations are funded through a number of different sources. Rates form a portion of the budget, however council raises money through other means to help fund our community infrastructure and services.

In 2022-23 Council has decided to increase general rates by 5.8% across the board. This has been considered necessary in order to maintain the level of support to communities.

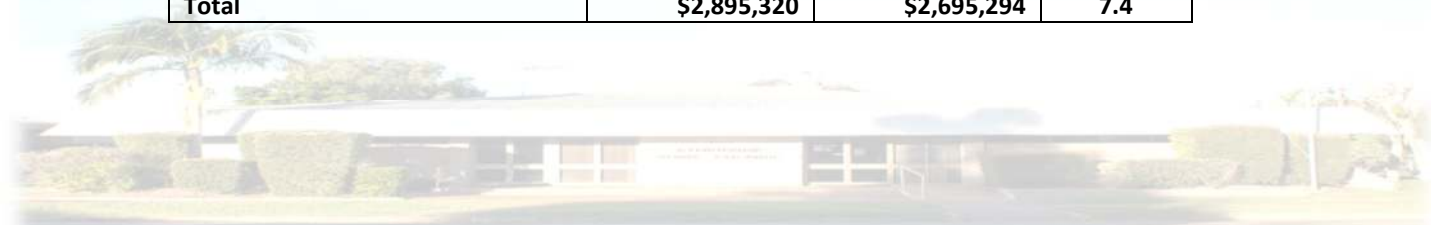
In 2022-23 in line with the State and Federal Governments increasing their expenditure on infrastructure, Council has had an increase of funding to support this additional expenditure. This increase in State and Federal expenditure in some instances also requires Council to provide some matching funds. The infrastructure expenditure mainly will be provided to improve the road network in the Shire, as well as to provide for the development of industrial land in Georgetown.

For the 2022-2023 financial year, rates and utility charges will contribute 3.3per cent (compared to 4.52 per cent in 2021-22) of the total budget revenue; with operating grants contributing 49.5 per cent (Compared to 45.18 per cent in 2021-22) along with Sales & Recoverable Works which will contribute 34.7 per cent (compared to 49.03 per cent in 2021-22). Just under 95% per cent of Council's income for the 2022-2023 financial year is received from grant funding and third party contracts.

Comparison of Rates and Charges 2021/22 to 2022/23

It is a requirement of section 169(6) of the Local Government Regulation 2012 that the budget must include the total value of change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the budget for the previous financial year. Accordingly, the following table presents a comparison of rates and utility charges proposed for 2022/23 compared with those levied in 2021/22. In accordance with section 169(7) of the Regulation, the amounts disclosed in the table below, discount and rebates have been excluded.

Comparison of Gross Rates and Charges 2021/22 to 2022/23			
Rates & Utility Charges	Proposed 2022/23	Actual 2021/22	% change
General Rates	2,295,000	2,132,323	7.6
Cleansing Charge (Georgetown)	130,000	118,232	9.9
Waste Management Levy	33,650	31,757	5.9
Water Utility Charge	436,670	412,982	5.7
Total	\$2,895,320	\$2,695,294	7.4



Operating Expenses 2022-23

Sources of Expenses

(Where does our money go?)

Revenue	Budget	Percentage
	2022-23	2022-23
Employee benefits	6,100,500	9.76
Materials and services	50,504,750	80.77
Finance costs	2,000	-
Depreciation	5,920,000	9.47
Total recurrent expenses	62,527,250	100.00

The Operating Budget relates to what is required for the day to day running of all services, facilities and requirements of the shire. This includes maintenance and operation of facilities such as the pool, community halls, public amenities, libraries, mowing of parks, road maintenance, town streets, waste, environmental health, electricity, communication, information technology (IT), insurances, staff costs and service provision.

For the 2022-2023 financial year, employee benefits will cost 9.76 per cent of the total operating budget, with materials & services amounting to 80.77 per cent. Depreciation of Councils assets totaling 9.47 per cent.

Capital Budget

Council's capital budget for the 2022-2023 financial year totals \$16,977,500 (up from \$13,656,800 in 2021/22), which is mainly the result of the increase in funding for land development, buildings, and infrastructure assets. Council's Capital Works program is funded by grants valued at around \$8,400,000.

Council has also allocated \$3.1 million toward plant replacement program (net of trade) for the 2022-2023 financial year.

Summary of Capital Works 2022-2023

- Georgetown Main Street Redevelopment - \$900,000 (fully funded by grants)
- Town Street reseals – \$340,000
- First Street, Forsayth upgrade - \$500,000
- Continuation of Cobbold gorge Road upgrade - \$3,590,000 (fully funded by grants)
- Forsayth – Einasleigh Road reseal - \$650,000 (fully funded by grants)
- Queensland Creek Upgrade - \$1,000,000 (80% funded under the Bridge Renewal
- Wash down facility - \$750,000 (80% funded by grants)
- Georgetown Aged Independent Living Facility - \$590,000
- Georgetown Industrial Estate - \$1,500,000 (partly funded by grants)
- Forsayth Waste Transfer Station – \$500,000 (fully funded by grants)
- Further Improvements to Charleston Dam Rec Area - \$575,000
- Georgetown Multi-purpose Sports Centre upgrade - \$300,000 (fully funded by grants)
- Water treatment plant and reticulation network - \$300,000



Relevant Measures of Financial Sustainability -

Council is committed to maintaining financial sustainability in the long term which allows us to meet our future obligations and the demands of our community for the foreseeable future.

// operating surplus ratio

This is an indicator of the extent to which revenues cover operational expenses or are available for capital funding purposes. A positive ratio indicates that funds are available for capital expenditure and the suggested target range is between 0% and 10%. Council's long term commitment to funding future capital growth is reflected in these results. The result for 2022-23 shows that Council is expected to fall within this measure in this period. Essentially this is an indicator as to whether or not Council is able to generate sufficient income to meet its expenses, as well as provide for replacement of capital items.

// asset sustainability ratio

This ratio indicates whether council is renewing or replacing its existing assets at the same time that its overall stock of assets is wearing out, expressed as a percentage. The benchmark established for the Local Government sector is to have a ratio greater than 90 per cent. Council is currently below this target range, and Council's long term financial forecast indicates that Council will progressively increase its asset renewal and replacement into the future to meet this sustainability target. It should be noted that this ratio is only looking at replacement of assets and not upgrades or new assets for which Council has a significant amount of grant funding.

// net financial liabilities ratio

This is an indicator of the extent to which the net financial liabilities of council can be serviced by its operating revenues. The benchmark established for the Local Government sector is a maximum of 60 per cent and results higher than this indicate that the flexibility to use debt to fund future projects may be restricted. Council is currently within this target range, and council's long term financial forecast indicates that council will continue to fall within this benchmark. This means that council will have the capacity to increase its debt levels if required to assist in any future growth in the shire / region and to utilise borrowings as a source of funds.

The long-term financial forecasts rely on a clear perspective of the long-term infrastructure funding needs of the local government, including maintenance, operations and infrastructure renewals. Without this, a long-term financial forecast for the shire is indicative at best.

The Local Government Regulation 2012 states that the Annual Budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next nine (9) financial years.

The relevant measures of financial sustainability are the following measures as described in the financial management (sustainability) guideline –

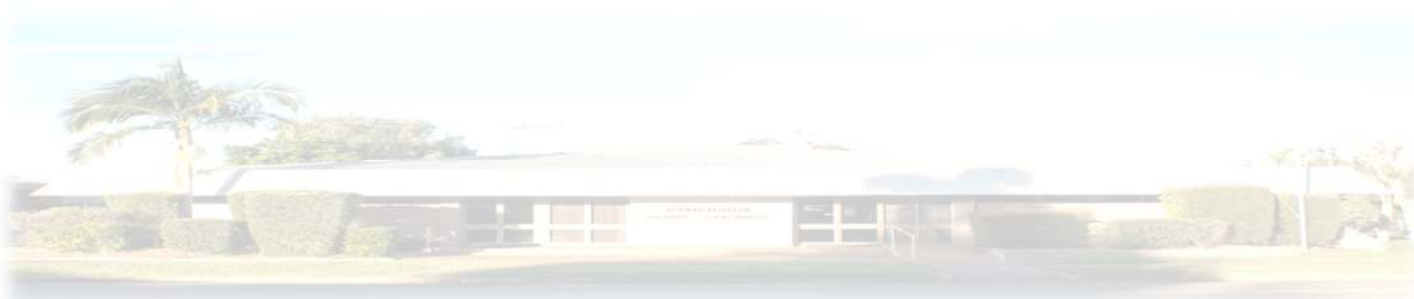
- (a) Asset sustainability ratio;
- (b) Net financial liabilities ratio;
- (c) Operating surplus ratio



Measures of Financial Sustainability	How the Measure is calculated	Target	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Operating Surplus Ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	Between 0% and 10%	0.77%	1.39%	1.39%	1.39%	1.39%	1.39%	1.39%	1.39%	1.39%	1.39%
Asset Sustainability Ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense	Greater than 90%	56.84%	77.95%	88.53%	98.18%	110.95%	121.19%	131%	141.16%	151.31%	159.77%
Net Financial Ratio	Total liabilities less current assets divided by total operating revenue(excluding capital items)	Not greater than 60%	-37.93%	-63.08%	-73.9%	-84.66%	-88.45%	-95.83%	-103.2%	-110%	-116.81%	-126.49%

Note 1 – Basis of preparation

The budget year Financial Sustainability Statement is a requirement under S169 (4) and S 169(5) of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2013. The amounts used to calculate the three (3) reported measures are prepared on an accrual basis and are drawn from the 2022-23 Budget financial statements as per S. 169(1) (a) for the year ended 30 June 2023.



Etheridge Shire Council

Statement of Financial Position
as at 30 June 2022

	Prelim Actual 2021-22	Budget 2022-23	2024 \$ 000's	2025 \$ 000's	2026 \$ 000's	2027 \$ 000's	2028 \$ 000's	2029 \$ 000's	2030 \$ 000's	2031 \$ 000's	2032 \$ 000's
ASSETS											
Current assets											
Cash and cash equivalents	16,217,239	22,191,459	20,221	23,976	27,718	29,035	31,602	34,169	36,536	38,903	42,270
Receivables	1,015,946	1,015,946	1,016	1,016	1,016	1,016	1,016	1,016	1,016	1,016	1,016
Other Assets		0									
Inventories	3,747,278	707,613	708	708	708	708	708	708	708	708	708
Contract Assets	707,613	3,747,278	3,747	3,747	3,747	3,747	3,747	3,747	3,747	3,747	3,747
Total current assets	21,688,076	27,662,296	25,692	29,447	33,188	34,506	37,073	39,640	42,007	44,374	47,741
Non-current assets											
Property, plant and equipment	214,334,821	272,505,849	272,506	272,506	272,506	272,506	272,506	272,506	272,506	272,506	272,506
Less: Accumulated Depreciation		(64,091,027)	(70,011)	(75,931)	(81,851)	(87,771)	(93,691)	(99,611)	(105,531)	(111,451)	(117,371)
Property, plant and equipment - new	25,667,413	33,647,663	46,149	52,410	58,121	65,682	71,743	77,554	83,565	89,576	94,587
Total non-current assets	240,002,235	242,062,485	248,643	248,984	248,775	250,416	250,557	250,448	250,539	250,630	249,721
Total assets	261,690,311	269,724,781	274,336	278,432	281,964	284,922	287,630	290,089	292,547	295,005	297,463
LIABILITIES											
Current liabilities											
Payables	1,425,262	1,419,292	1,419	1,419	1,419	1,419	1,419	1,419	1,419	1,419	1,419
Contract Liabilities	545,810	545,810	546	546	546	546	546	546	546	546	546
Borrowings	8,445	25,652	13	1	(0)	(0)	(0)	(0)	(0)	(0)	(0)
Provisions	883,383	883,382	883	883	883	883	883	883	883	883	883
Total current liabilities	2,862,899	2,874,136	2,862	2,849	2,848	2,848	2,848	2,848	2,848	2,848	2,848
Non-current liabilities											
Borrowings	29,707	0	0	0	0	0	0	0	0	0	0
Provisions	8,861,475	886,175	886	886	886	886	886	886	886	886	886
		0									
Total non-current liabilities	915,882	886,175	886	886	886	886	886	886	886	886	886
Total liabilities	3,778,781	3,760,311	3,748	3,735	3,734	3,734	3,734	3,734	3,734	3,734	3,734
Net community assets	257,911,530	265,964,470	270,588	274,696	278,230	281,188	283,896	286,354	288,812	291,270	293,728
COMMUNITY EQUITY											
Asset revaluation surplus	159,502,846	159,502,846	159,503	159,503	159,503	159,503	159,503	159,503	159,503	159,503	159,503
Retained surplus	98,408,684	106,461,624	111,085	115,193	118,727	121,685	124,393	126,851	129,310	131,768	134,226
Total community equity	257,911,530	265,964,470	270,588	274,696	278,230	281,188	283,896	286,354	288,812	291,270	293,728
Asset Sustainability Ratio		56.84%	77.95%	88.53%	98.18%	110.95%	121.19%	131.00%	141.16%	151.31%	159.77%
Net Financial Ratio		-37.93%	-63.08%	-73.90%	-84.66%	-88.45%	-95.83%	-103.20%	-110.01%	-116.81%	-126.49%

Etheridge Shire Council
Statement of Cash Flows
as at 30 June 2022

	Prelim Actual	Budget	2024	2025	2026	2027	2028	2029	2030	2031	2032
	2021-22	2022-23	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Cash flows from operating activities											
Receipts from customers	34,287,802	27,690,720	27,696	27,683	32,095	27,696	27,696	27,695	27,696	27,696	27,695
Payments to suppliers	(37,963,285)	(56,613,250)	(34,387)	(28,387)	(32,787)	(35,948)	(34,448)	(34,199)	(34,399)	(34,399)	(33,399)
Interest received	71,333	156,000	156	156	156	156	156	156	156	156	156
Rental income	178,520	222,000	222	222	222	222	222	222	222	222	222
Operational grants	596,789	34,937,000	6,717	6,717	6,717	6,717	6,717	6,717	6,717	6,717	6,717
Borrowing costs		0									
	(2,828,841)	6,392,470	404	6,391	6,403	(1,157)	343	591	392	392	1,391
Cash flows from investing activities											
Capital grants	16,116,701	7,563,500	4,140	3,625	3,050	2,475	2,225	1,975	1,975	1,975	1,975
Payments for property plant and equipment	(4,837,741)	(7,974,250)	(6,501)	(6,261)	(5,711)						
Proceeds on disposal of PPE		5,000									
	11,278,960	(405,750)	(2,361)	(2,636)	(2,661)	2,475	2,225	1,975	1,975	1,975	1,975
Cash flows from financing activities											
Repayment of borrowings	(14,429)	(12,500)	(13)								
	(14,429)	(12,500)	(13)	0	0	0	0	0	0	0	0
Net increase / (decrease) in cash held	8,435,690	5,974,220	(1,970)	3,755	3,742	1,318	2,568	2,566	2,367	2,367	3,366
Add: Cash at beginning of year	13,217,528	16,217,239	22,191	20,221	23,976	27,717	29,035	31,602	34,169	36,536	38,904
Closing cash	16,217,239	22,191,459	20,221	23,976	27,717	29,035	31,602	34,169	36,536	38,904	42,270



STATUTORY POLICY	
Revenue Policy	
Policy No.	ESC-003
Department	Corporate Services
Program	Finance / Budget

Approved by Council	Meeting number and date	
	Resolution number	
Approval by CEO	Ken Timms	
Effective date	Review date	
1 st July 2022	30 th June 2023	
Policy Author		
Director Corporate Services		
Current incumbent		
Andrew McKenzie		
Implementation Officer		
Director Corporate Services		
Current incumbent	Contact number	Official file no.
Andrew McKenzie	07 4079 9007	ESC-003

Etheridge Shire Council

Revenue Policy 2022 - 23

1. BACKGROUND AND CONTEXT

Section 193 of the *Local Government Regulation 2012* requires a local government to develop a Revenue Policy. The Policy must state the principles Council intends to apply in the financial year for the: -

- Levying of rates and charges;
- Granting and purpose of concessions for rate and charges;
- Recovering overdue rates and charges;
- Cost recovery methods; and
- The extent to which physical and social infrastructure costs for new developments are to be funded by charges for the development.

The Revenue Policy is a constituent document to Council's Annual Budget.

2. PURPOSE AND OBJECTIVES

The Revenue Policy is intended to be a strategic document. By outlining the principles under which it will raise revenue streams to fund services and asset investment, the Revenue Policy provides guidance to Council when formulating its Annual Budget. As a result, it the Policy will be of interest to those that wish to understand Council's revenue streams.

3. POLICY PROVISIONS

3.1 GENERAL

In general, Council will be guided by the following general principles for revenue raising: -

- Responsibility in achieving the strategic and operational outcomes outlined in Council's Corporate Plan, Operational Plan and Annual Budget;
- Transparency in the methodology of setting rates, charges and fees;
- Cost recovery from users and / or beneficiaries of its services under the concept of "user pays";
- Having in place a simple rating regime that simple to administer;
- Equity, by taking into account the different levels of capacity to pay within the local community having regard to economic and seasonal factors;
- Flexibility in being able to respond to changes in the local economy, seasonal conditions and extraordinary circumstances;
- Accessibility in providing reasonable accessible payment methods to suit ratepayers and customers;
- Maintaining Council's services to an appropriate standard;
- Meeting the needs and expectations of the general community; and
- Exploring all avenues for grant funding to minimise rate payers financial burden.

3.2 RATES AND UTILITY CHARGES

Council will exercise diligence in its Rating and Utility Charging decisions by: -

- Making clear what is Council's and Ratepayers' responsibility to the rating system;
- Making the levying process as simple as possible and inexpensive to administer;
- Making rate categorisation as simple as reasonably possible - recognising different categories of land will require different needs for Council's services;

- Ready identification of land / owners to the respective rate categories and benefited areas for Council's services;
- Equity, by setting the minimum general rate as a contribution toward the cost of governance and service provided to all ratepayers;
- Sufficient revenue is raised to meet the current and future requirements of the community.
- Communication by advising ratepayers about rate notice issue dates and closing dates for discount.
- Clarity by providing meaningful information on rate notices to enable ratepayers to clearly understand their responsibilities.

3.3 Recovery of Rate and Charges

Council requires payment of rates and charges within the period specified in the Rate Notice. It is Council's policy to diligently pursue the collection of outstanding rates and charges, but with due concern for the financial hardship faced by some members of the community.

In pursuing overdue rates and charges, council will apply the principles of: -

- Equity by treating all ratepayers in similar circumstances in the same manner and having regard to their capacity to pay;
- Transparency by making clear the obligations, and available options, of ratepayers and the processes used by Council in assisting them to meet to the financial obligations;
- Empathy, dignity and equity in assisting disadvantaged ratepayers with flexible payment arrangements.

3.4 CONCESSIONS FOR RATES AND UTILITY CHARGES

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

- Equity by having regard to the different levels of capacity to pay within the local community;
- Consistent treatment for all ratepayers in similar circumstances;
- Transparency by making and communicating the application process and requirements necessary to receive a concession;
- Flexibility in allowing Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances.

3.5 COST RECOVERY FEES

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees. Council fully recognises the desirability of fully imposing the "user pays" principle for its cost recovery fees, unless the imposition of the fee is contrary to the express social, economic, environmental or other corporate goals. This is considered to be the most equitable and effective approach to setting cost recovery fees, and recognises that Council's rate base should not subsidise specific users or clients of Council's regulatory products or services.

However, in setting its cost recovery fees Council will be cognisant of the requirements that such a fee must not be more than the cost to Council for providing the services to which the fee applies.

3.6 DEVELOPER CONTRIBUTIONS AND CHARGES FOR INFRASTRUCTURE COSTS

Council requires developers to pay reasonable and relevant contributions toward the cost of infrastructure required to support the development. Specific charges are detailed in the policies and other material supporting Council's Town Planning Scheme.

These Policies are based on normal anticipated town growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community with the Shire, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities are not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

4. REVIEW

This policy will be reviewed each year with the adoption of the Budget.



REVENUE STATEMENT 2022/2023

The purpose of this document is to explain the revenue measures adopted in the budget concerning:

- the making of rates and charges
- the levying of rates
- the recovery of rates and charges
- concessions for rates and charges

The period covered by this statement applies to the financial year 2022-2023.

INTRODUCTION

Section 104 of the *Local Government Act 2009* and section 169(2) of the *Local Government Regulation 2012* requires Council to adopt a Revenue Statement, as part of its annual budget.

The Revenue Statement accompanies the Budget, providing an outline and explanation of the revenue raising measures used to resource Council's operations for the 2022/23 financial year. Revenue raising measures are made with regard to the local government principles outlined in section 4 of the *Local Government Act 2009*, and consistent with Council's Corporate Plan, Operational Plan, Revenue Policy, long term financial forecasts and asset management plans.

PURPOSE

In accordance with the *Local Government Act* and *Regulation*, this Revenue Statement outlines and explains the revenue measures adopted by Council in its 2022/23 Budget.

GENERAL RATES

DIFFERENTIAL GENERAL RATES

In accordance with the *Local Government Regulation 2012*, Chapter 4 Rates and Charges Part 5 Differential Rates, Etheridge Shire Council will make and levy a differential general rate for the financial year ending 30th June 2023, taking into consideration the following aspects:

- Council recognises that different categories of land use will generate different needs and requirements for Council services and facilities. Council also recognises that it will incur a different level of resource expenditure to provide the necessary services and facilities.
- Council has considered the consequences of adopting 'one' general rate and acknowledges that to do so would seriously disturb the equitable distribution of the rate burden.
- Council proposes therefore to continue to levy differential general rates to ensure that the rate burden is distributed in a similar fashion to the pattern in previous years. Council will continue to gather data and to consider this information so as to further refine this process.

- To ensure that owners of land across all differential categories contribute equitably to the cost of common services, Council applies a minimum rate to each differential rating category.

In accordance with Section 81 of the Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 5 Differential General Rates, Council will identify the category in which each parcel of rateable land is to be included and describe each of those categories.

For the purposes of the proceeding table, and this document generally, the term “town plan” means the Town Planning Scheme for the Shire of Etheridge gazetted on 31 January 2020 incorporating all the amendments up to and including 30 June 2022. For avoidance of doubt, and for the purposes of interpreting and applying this statement, the term “town plan” will continue to mean the said town planning scheme.

Pursuant to section 81 of the Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 5 Differential General Rates, the categories into which rateable land is categorised, and a description of those categories, is as follows:

Category 2 • Rural Land – Other

Description: Rural land that does not fall within any other rural category.

Category 3 • Urban Residential (Principal Place of Residence)

Description: All urban residential land, which is the owner’s principal place of residence.

Category 4 • Urban Residential (Not Principal Place of Residence)

Description: Other urban residential land, not included in any other category, which is not the owner’s principal place of residence.

Category 5 • Urban Land - Vacant

Description: Urban land that is vacant.

Category 6 • Rural – Large Scale Mixed Intensive Agriculture

Description: Rural land, that is not within any other rural category that is being utilised or has the potential to be utilised, in whole or in part, by virtue of improvements or activities conducted upon the property for a system of large scale intensive cultivation using large amounts of labour and/or high efficiency machinery for planting, cultivating and harvesting.

Category 7 • Rural – Large Scale Renewable Energy Farms

Description: Rural Land that is not within any other rural category that is being utilised or has the potential to be utilised in whole or in part by virtue of improvements or activities conducted upon the property for the production of electricity from renewable energy sources such as biomass, solar, wind, tidal, wave and water (i.e. hydro-electric).

Category 8 • Urban Commercial Land

Description: Rural Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a commercial purpose.

Category 9 • Urban Industrial Land

Description: Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for an industrial purpose.

Category 10 • Transport Terminals

Description: Land being utilized or having the potential to be utilized by virtue of improvements or activities conducted upon the property by trucking, earthmoving or similar providers.

Category 11 • Rural Tourism

Description: Rural land in whole or in part, being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for tourism purposes.

Category 13 • Extractive >5,000 tonnes

Description: All land used in whole or in part for licensed extractive industry purposes, where the quantity of material capable of being extracted is greater than 5,000 tonnes per annum.

Category 14 • Mining Claim

Description: Land upon which an approved Mining Tenement and or Mining Claim exists.

Category 15 • Mining Claim (< 5 workers, UV <\$70,000)

Description: Land that is a mine, has less than 5 workers and has an Unimproved Value less than \$70,000.

Definition(s) Mine:

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

Integrated mining operation:

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

Category 16 • Mining (> 5 workers, UV <\$70,000)

Description: Land that is a mine has 5 workers or more and has an Unimproved Value less than \$70,000.

Definition(s) Mine:

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

Integrated mining operation:

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

Category 17 • Mining (UV =>\$70,000)

Description: Land that is a mine and has an Unimproved Value of \$70,000 or more.

Definition(s) Mine:

Land that is the subject of a mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure that was used, is used, or intended to be used:-

. as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation): or

. in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

Integrated mining operation:

Land contained in more than one mining lease (issued pursuant to the Mineral Resources Act 1989) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

Category 18 • Work Camps 15-29

Description: All land used or intended to be used in whole or in part for workforce accommodation of 15 to 29 persons.

Category 19 • Work Camps 30-99

Description: All land used or intended to be used in whole or in part for workforce accommodation of 30 to 99 persons.

Category 20 • Work Camps 100-200

Description: All land used or intended to be used in whole or in part for workforce accommodation of 100 to 200 persons.

Category 21 • Work Camps >200

Description: All land used or intended to be used in whole or in part for workforce accommodation of greater than persons.

Category 22 • Commercial – Utility Service Providers <1Ha

Description: Land being utilized or having the potential to be utilized by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area less than one (1) Hectare (Ha)

Category 23 • Commercial – Utility Service Providers 1-5Ha

Description: Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area of one (1) Hectare but less than five (5) Hectares.

Category 24 • Commercial – Utility Service Providers >=5Ha

Description: Land being utilised or having the potential to be utilised by virtue of improvements or activities conducted upon the property for a Utility Service Provider (i.e. Telstra, Optus, Ergon, Energex) with and has an area equal to or greater than five (5) Hectares.

Category 25 • Grazing and Agriculture <2,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area less than 2,000 Hectares.

Category 26 • Grazing and Agriculture 2,000 - <5,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 2,000 Hectares but less than 5,000 Hectares.

Category 27 • Grazing and Agriculture 5,000 - <25,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 5,000 Hectares but less than 25,000 Hectares.

Category 28 • Grazing and Agriculture 25,000 - <50,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 25,000 Hectares but less than 50,000 Hectares.

Category 29 • Grazing and Agriculture 50,000 - <150,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area greater than 50,000 Hectares but less than 150,000 Hectares.

Category 30 • Grazing and Agriculture >= 150,000Ha

Description: Rural land, that is not within any other category, predominantly used for cattle grazing or other conventional agriculture and has an area equal to or greater than 150,000 Hectares.

The following Differential Rates have been made for 2022-2023

DIFFERENTIAL RATING CATEGORIES 2022-2023

Category	Cents in Dollar of Unimproved Valuation 2022-2023
2 Rural Land Other	2.4380
3 Urban Residential (Principal Place of Residence)	3.5708
4 Urban Residential (Not Principal Place of Residence)	3.7443
5 Urban Land – Vacant	4.7687
6 Rural - Large Scale Mixed Intensive Agriculture	0.3668
7 Rural - Large Scale Renewable Energy Farms	22.4004
8 Urban Commercial Land	3.8052
9 Urban Industrial land	4.334
10 Transport Terminals	4.334
11 Rural Tourism	1.3114
13 Extractive >5,000 Tonnes	.3668
14 Mining Claim	13.5040
15 Mining (<5 Workers, UV <\$70,000)	13.5040
16 Mining (>5 Workers, UV <\$70,000)	13.5040
17 Mining (UV =<\$70,000)	13.5040
18 Work Camps 15-29 Persons	22.3983
19 Work Camps 30-99 Persons	22.3983
20 Work Camps 100-200 Persons	22.3983
21 Work Camps >200 Persons	22.3983
22 Commercial - Utility Service Providers <1Ha	113.9568
23 Commercial - Utility Service Providers 1 – 5Ha	94.3956
24 Commercial - Utility Service Providers >= 5Ha	59.7633
25 Rural Land – Grazing and Agriculture <2,000Ha	.4490
26 Rural Land – Grazing and Agriculture 2,000 - <5,000Ha	.2557
27 Rural Land – Grazing and Agriculture 5,000 - <25,000Ha	.2739
28 Rural Land – Grazing and Agriculture 25,000 - <50,000Ha	.3051
29 Rural Land – Grazing and Agriculture 50,000 - <150,000Ha	.3190
30 Rural Land – Grazing and Agriculture >150,000Ha	.3668

MINIMUM GENERAL RATE LEVY 2022-2023

In accordance with Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 4 Minimum General Rates, the following Minimum General Rate Levies for the various categories of land, shall apply for 2022-2023:

Minimum General Rates 2022-23

	Category	Minimum General Rate 2022-23
2	Rural Land Other	\$845
3	Urban Residential (Principal Place of Residence)	\$651
4	Urban Residential (Not Principal Place of Residence)	\$704
5	Urban Land – Vacant	\$704
6	Rural - Large Scale Mixed Intensive Agriculture	\$4,846
7	Rural - Large Scale Renewable Energy Farms	\$10,815
8	Urban Commercial Land	\$803
9	Urban Industrial land	\$803
10	Transport Terminals	\$2,000
11	Rural Tourism	\$970
13	Extractive >5,000 Tonnes	\$10,815
14	Mining Claim	\$194
15	Mining (<5 Workers, UV <\$70,000)	\$665
16	Mining (>5 Workers, UV <\$70,000)	\$12,600
17	Mining (UV =<\$70,000)	\$15,000
18	Work Camps 15-29 Persons	\$8,640
19	Work Camps 30-99 Persons	\$17,764
20	Work Camps 100-200 Persons	\$59,213
21	Work Camps >200 Persons	\$118,425
22	Commercial - Utility Service Providers <1Ha	\$7,644
23	Commercial - Utility Service Providers 1 – <5Ha	\$7,644
24	Commercial - Utility Service Providers >= 5Ha	\$7,644
25	Rural Land – Grazing and Agriculture <2,000Ha	\$970
26	Rural Land – Grazing and Agriculture 2,000 - <5,000Ha	\$970
27	Rural Land – Grazing and Agriculture 5,000 - <25,000Ha	\$970
28	Rural Land – Grazing and Agriculture 25,000 - <50,000Ha	\$2,423
29	Rural Land – Grazing and Agriculture 50,000 - <150,000Ha	\$4,846
30	Rural Land – Grazing and Agriculture >150,000Ha	\$9,692

SPECIAL RATES AND CHARGES

Special Charge – Waste Management Charge (Einasleigh, Mt Surprise & Forsayth)

In accordance with Section 94(1)(b)(i) of the Local Government Act 2009 and section 94 of the Local Government Regulation 2012, Council will make and levy a special charge for the provision of waste management services in the urban areas (as defined within Etheridge Shire Council's Planning Scheme).


The overall plan for the services, facilities and activities in respect of which the special charge is made and levied shall be identified as follows:

- The rateable land to which the special charge applies is land within each of the benefited areas described in the town area maps 'Planning Maps – Einasleigh, Mt Surprise and Forsayth. Where a parcel of rateable land includes two or more lots, the charge will be levied on each lot.



- The service facility or activity for which the special charge is made is for the provision of maintenance and operations of all waste management facilities for the towns of Einasleigh, Mt Surprise and Forsayth. The Special Charge will substantially fund the activity, however Council may determine to subsidise the service in view of the high costs of this service provision and the undue hardship that may result if full cost recovery was sought from the special charge.
- Council considers that land contained within the defined areas receives an equal special benefit from access to the waste management facilities. Council also considers that the benefit is shared equally by all parcels of land regardless of the value of such land.
- The service facility or activity for which the special charge is made is for the provision of waste management facilities as set out in the expenditure item in the budget document for the Shire of Etheridge for 2022-2023.
- The time for implementing the overall plan is one (1) year ending 30 June 2023. However, provision of waste management facilities is an ongoing activity, and further special charges are expected to be made in future years.
- The works and services specified in the overall plan will be carried out or provided during the year ending on 30 June 2023.
- The estimated cost of implementing the overall plan (being the cost of the planned works and replacement of capital items for 2022-2023 is \$ 44,700.

- The special charge is intended to raise all funds necessary to carry out the overall plan.

 The amount of Special Charge (Waste) for Forsayth, Einasleigh & Mt Surprise	
	Special Waste Charge
	2022/2023
Parcel Vacant & or Occupied Dwelling	\$194.38
Parcel- Vacant	\$194.38

UTILITY CHARGES

Council will make and levy a utility charge on any land, whether vacant or occupied, and whether or not it is rateable land; or a structure; to recover costs in relation to the provision of services and or facilities.

The following utility charges will be implemented by Council during 2022-2023:

Cleansing – Georgetown

In accordance with Section 94(1)(b)(ii) of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council will make and levy a cleansing charge on the owner of the land within the area of the Town of Georgetown and on such other lands outside of the Town of Georgetown where a collection service is supplied by Council.

Annual charges for the collection of each 240 litre bin will be based on the frequency of collection of such bin and the number of such bins collected in the normal course of rubbish collection.

Annual charges for the collection of each commercial bin (900 litre) will be based on the frequency of such bin and the number of such bins collected in the normal course of rubbish collection. Commercial operators may avail of the larger bin via an application to Council.

Rubbish collection frequency for bins shall be once per week.

The costs incurred in the operation and maintenance of all of the waste management functions of the Town of Georgetown (including rubbish collection activities) will be substantially funded by these cleansing charges however Council may determine to subsidise the service in view of the high costs of this service provision and the undue hardship that may result if full cost recovery was sought from the service charges.

The urban areas in question are defined in the Town Plan and comprise the township of Georgetown.

Cleansing utility charges for occupied land where Council deems that a service will be supplied are to be levied on the following basis:

- In respect of improvements erected during the year, cleansing charges shall be levied proportionally for the unexpired part of the year from the date the improvement is ready for occupation.

CLEANSING CHARGE

For each house / dwelling unit / improved property

The amount of the charge to be levied is \$554.50 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day.

	Additional Bins will be charged at \$471.93 per annum
Commercial, industrial or community Facility	The amount of the charge to be levied is \$554.50 per annum for a 240 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day. Additional Bins will be charged at \$471.93 per annum
Commercial, industrial or community Facility	The amount of the charge to be levied is \$751.84 per annum for a 900 litre mobile bin to be used for the removal of domestic refuse on a normal weekly collection day. Additional Bins will be charged at \$669.27 per annum

Water Charges – Georgetown & Forsayth

In accordance with Section 94(1)(b)(ii) of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council will make and levy a water charge in the manner described hereafter to be levied on all land within the shire whether vacant or occupied to which Council is prepared to supply water, together with any land already connected to Council's various water supply systems.

The charges are also made in respect of any land or other structure, building or place on land to which water is supplied that is not rateable under Section 93 of the Local Government Act 2009.

All such charges levied shall be used to defray the cost of constructing water supply facilities, including the payment of interest, depreciation and the costs associated with the operation, maintenance and management of the water supply system.

The basis of the water charge is:

A utility charge will be applied for the supply of water services to the townships of Georgetown and Forsayth and any surrounding properties which are connected, or capable of being connected to the town water supply system as defined in the Water Supply Service Areas (attachment A).

Water Charges shall be applied on a user pays basis utilising a Two Part Tariff System comprising a Water Base Access Charge plus a Water Consumption Charge for each kilolitre (1000 litres) of water used. Whilst the aim of the charges will generally be to achieve full cost recovery, Council may decide not to set charges to achieve full cost recovery due to the poor economies of scale associated with small water supply systems and the resultant costs to consumers should full cost recovery be applied.

It is the view of Council that it is equitable for all properties within the water areas to contribute to the fixed costs of the water supply operation by way of the Access Charge, while the Consumption Charge for all water consumed conforms to user pays principles.

The Access Charge for each separately connected parcel of land within the water area (including Council owned or controlled land) shall be based upon the size of the service connection to such land. Such charges will be based on a base charge per unit with a standard 20mm service connection equating to 20 units. The Schedule of units applicable to different size meters shall be, unless exempted or reduced by Council resolution.

Because of the generally reduced level of use of water facilities by Religious, Charitable and Community Organisations, such Organisations shall be levied 50% of the Annual Access Charge applicable. Water Consumption Charges however will not attract any subsidy.

The approved Religious, Charitable and Community Organisations in Georgetown are The Roman Catholic Diocese of Cairns, The Corporation of the Synod of the Carpentaria Diocese, The Queensland Country Women's Association and the William Wallace Lodge No 64 of the Ancient Free and Accepted Masons of Queensland.

The approved Religious, Charitable and Community Organisations in Forsyth are The Roman Catholic Diocese of Cairns, The Corporation of the Synod of the Carpentaria Diocese and The Queensland Country Women's Association.

Properties with more than one service connection shall be required to pay the applicable Access Charge for each such connection.


Where, in the opinion of the Director of Engineering Services, a larger than normally required water meter is fitted in order to allow for adequate pressure at a premises because of the substandard nature of the mains at that location, then the Chief Executive Officer may reduce the base access charges applicable for the connection down to the base access charge applicable to the next lowest category meter. (for example; a 50mm connection could be reduced to a 40mm connection).

An Unconnected Water Base Access Charge shall apply to each unconnected parcel of land within the water area not currently connected to the reticulation system where Council is able to provide a connection. As the ongoing costs of providing the capacity for connection to each unconnected site is not considered to be the same as for a connected site (as there is no meter maintenance involved) the Unconnected Access Charge shall be equivalent to one half the Access Charge for a 20mm Service Connection.

In setting the charges at the time of establishing a Council budget each year the following principles shall be used:-


- Access Charge to be based on the anticipated ongoing costs of providing, maintaining and improving the reservoir and reticulation system.
- Consumption Charge is to be based on anticipated recurrent short term costs incurred in the maintenance and operations of pumping and treatment systems (including water quality testing).

For the Township of Georgetown, Council may determine to charge a lesser charge for the first 700 kilolitres per 6 month billing cycle and fund any resultant shortfall from a mix of General Revenue and Grants in recognition of the poor economies of scale applicable to providing water to townships in the region and the hardship that would result in seeking full cost recovery for these services. Water use of more than 700 kilolitres per 6 months will be charged at a higher rate per kilolitre to ensure that fuller cost recovery is achieved for amounts considered as excessive.



The amount of Water Base Access Charge - Georgetown
(1 unit = \$35.06)


Georgetown	Units	Charge per Annum
Unconnected Lots	10 units	\$ 150.60
All Charitable & Religious Uses	10 units	\$ 150.60
20mm Service Connection	20 units	\$ 701.20
25mm Service Connection	30 units	\$ 1051.80
32mm Service Connection	50 units	\$ 1,753.00
40mm Service Connection	80 units	\$ 2,804.80
50mm Service Connection	125 units	\$ 4,382.50
75mm Service Connection	280 units	\$ 9,816.80
80mm Service Connection	320 units	\$ 11,219.20
100mm Service Connection	500 units	\$ 17,530.00




The amount of Water Consumption Charge- Georgetown

Georgetown	Charge per Annum
Per Kilolitre of Use	56.00 cents up to 700 kilolitres per half year
Per Kilolitre of Use	112.00 cents over 700 kilolitres per half year

For the Township of Forsyth, Council may determine to charge a lesser charge for the first 500 kilolitres per 6 month billing cycle and fund any resultant shortfall from a mix of General Revenue and Grants in recognition of the poor economies of scale applicable to providing water to townships in the region and the hardship that would result in seeking full cost recovery for these services. Water use of more than 500 kilolitres per 6 months will be charged at a higher rate per kilolitre to ensure that fuller cost recovery is achieved for amounts considered as excessive.

 The amount of Water Base Access Charge - Forsyth (1 unit = \$35.06)		
Forsyth	Units	Charge per Annum
Unconnected Lots	10 units	\$ 350.60
All Charitable & Religious Uses	10 units	\$ 350.60
20mm Service Connection	20 units	\$ 701.20
25mm Service Connection	30 units	\$ 1,051.80
32mm Service Connection	50 units	\$ 1,753.00
40mm Service Connection	80 units	\$ 2,804.80
50mm Service Connection	125 units	\$ 4,382.50
75mm Service Connection	280 units	\$ 9,816.80
80mm Service Connection	320 units	\$ 11,219.20
100mm Service Connection	500 units	\$ 17,530.00

 The amount of Water Consumption Charge- Forsyth	
Forsyth	Charge per Annum
Per Kilolitre of Use	90 cents up to 500 kilolitres per half year
Per Kilolitre of Use	196 cents over 500 kilolitres per half year

For the **main**s, Connections shall be limited to those approved under the owner, negotiated as part of the water main pipeline for the Charleston Dam project. Under this agreement, properties have been granted a fixed number of connections to the raw water main, with each connection limited to 20mm connections. Primarily, water off-take is for stock watering purposes in lieu of access to the Delaney River. As the connection has been granted as compensation, properties will not pay an access charge for the connection. Connections will be metered, with properties paying a consumption charge for each kilolitre passing through the meter.

Other rural properties connected to raw water supply networks will continue to pay an access and consumption charge – the access charge will be determined in accordance with the size of the connection (as outlined above).

The consumption charge for the following properties is set at \$0.45 / kilolitre: -

Assessment	Lot on Plan
501-50000	L53 on Plan SP242966
420-01354	L1on Plan MPH2268
522-50000	L5306 on Plan SP287760
541-00000	L196 on Plan OL 149

INTEREST

Council will impose interest on rates and charges that remain unpaid after the appointed date for payment (i.e. the date on which the discount period closes) and includes assessments which are making payments of outstanding rates by installment for the financial year 2022-2023.

Forty-five days following the close of discount, interest will be calculated on daily balances of amounts outstanding and charged at the end of the month on a compounding daily interest. Where the amount of interest charged is less than \$20.00 and the rates have been paid in full in the period between the close of discount and the end of the month, the interest may be written off following approval from the Chief Executive Officer.

Interest on arrears will be calculated in accordance with section 133 of the Local Government Regulation 2012 and will be set at the rate of 8.17% per annum.¹

¹ Section 133 of the Local Government Regulation 2012 (LGR) has been amended to change the way that the maximum interest rate on overdue rates and charges is calculated. The new method is based on the calculation used for the interest charged on unpaid State taxes under the Taxation Administration Act 2001 (TAA) and the Taxation Administration Regulation 2012 (TAR) (i.e. the Reserve Bank of Australia (RBA) 'bank bill yield rate' plus a margin of 8 per cent). For overdue rates and charges, the bank bill yield rate (3-month bank accepted bills monthly average) as at March of each year will be used to calculate the maximum rate of interest to apply for the following financial year.

Local governments will also be required to formally set the actual interest rate to be charged on overdue rates each year (up to the maximum interest rate set by the LGR and CBR). This is to be done by resolution as part of the annual budget process. In deciding the interest rate to be

LEVYING OF RATES AND CHARGES

In accordance with section 104 of the Local Government Regulation 2012, Council will issue a rates notice to the owner of the land on which a rate or charge has been applied. Rates notices shall include the date the notice was issued, the date by which time the rate must be paid and any discounts, rebates or concessions applied.

Council will issue notices on a yearly basis during the periods 01 July to 30 June in the respective financial year.

Council will responsibly ensure that the rates and charges applied are correct and are generally issued within the month of August to better take into account the financial cycle of the local economy.

Methods of Payment

Council will accept the payment of rates by the following methods.



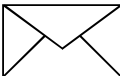
Payments can be made via accepted Credit Card Accounts.



Payment can be made via Eftpos



Available through participating financial institutions
Biller Code: 120519



Payment by mail



IN PERSON:

Payment can be made personally by Cash, Cheque or Money Order at any of the following Locations:
Georgetown Office – St George Street, GEORGETOWN QLD

Acceptance of a cheque and issue of a receipt are conditional on collection of the proceeds and until collection, no credit is given or implied. Property owners will be liable for any dishonor fees and discount will be lost where cheques are dishonored and not rectified prior to the discount date.

Payments in Advance

Payments in advance by way of lump sum or installments may be accepted, however interest will not be payable on any credit balances held.

Payment by Installments

Council will allow payments by installment where it will benefit both the individual and assist with the collection of overdue rates and charges.

applied, local governments should ensure that they have documented evidence that they have given reasonable consideration to the interest rate, and this will include reasons for the interest rate chosen. This will allow ratepayers to understand the basis for the local government's decision. The bank bill yield rate as at March 2019 published by the RBA was 0.53 per cent, so the maximum interest rate for the 2020–21 financial year will be 8.53 per cent.

Installment plans shall be based on ability to pay and if possible full recovery within a specified period.

The acceptance of a request to pay by installment shall not be considered a 'Formal Payment Arrangement' and interest will continue to accrue at the rate determined in the policy statement. Council shall also retain the right to take legal action to recover outstanding rates (arrears) if deemed necessary.

TIME IN WHICH RATES MUST BE PAID:

In accordance with the provisions of Section 118 of the Local Government Regulation 2012, the rates and charges levied by council must be paid within **forty-five (45) clear days** after the notice is issued.

With regard to financial hardship, Council shall actively pursue the collection of outstanding rates and charges.

Council shall use the following as a referral guide for the recovery of rates and charges:

Standard Performance:

- 1st Notice issued within 21 days of end of discount period;
- (Clients will be given 21 days from post date of 1st notice to contact Council and either pay the outstanding amount in full or initiate an installment plan.)
- Where there has been no movement on an account or an installment plan has defaulted, Council may refer the debt to a debt recovery agent, (elected through quotation or tender).
- Generally an account will not be referred to the collection agent, unless it is \$500.00 or greater in value.
- All debts referred to a recovery agent, shall be subject to their terms and conditions of payment.
- Payment plans will be considered even though Council has referred the debt to a collection agent.
- Where the collection agent is unable to trace the interested parties, the account shall be referred back to Council and standard reminder notices will be forwarded periodically.

Further Action:

- Where the collection agent has returned no result, Council may make a resolution, to proceed with legal action against the interested parties.

Properties in default of payment for three (3) or more years may initiate action under Section 140 of the Local Government Regulation 2012 – Notice of intention to sell land for overdue rates or charges.

Exceptional Circumstances - Drought Relief or Natural Disaster

Council may at its discretion grant some relief to rural ratepayers who are financially stressed by drought or have been affected by a natural disaster.

The relief may be in the form of an extension to the period during which Council will permit discount to be deducted from rates. This period shall be extended to the end of the period covered by the rate levy. This concession may be available only to primary producers who can provide objective evidence of financial difficulty arising from drought or natural disaster.

The Department of Primary Industries shall be the determining body for the process of declaration of drought.

REBATES AND CONCESSIONS

Discount

In accordance with section 130 of the Local Government Regulation 2012, Council will allow a 15% discount on all General Rates and Utility Charges, if payment is made within 45 clear days from the date of issue of the notice.

If Council is satisfied that a person liable to pay a rate has been prevented, by circumstances beyond the person's control, from paying the rate in time to benefit from a discount under section 130 of the Local Government Regulation 2012, then Council under section 130(10) of the Local Government Regulation 2012, may still allow the discount following written application by the ratepayer.

Pensioner Concessions

Council will allow a remission of 50% of the total of General Rates, Cleansing Utility Charges, Water Utility Annual Access Charges, Special Charges Waste Management and Special Charges to qualifying pensioners only subject to a maximum remission of two and one quarter times the maximum State Government Pensioner Rate Subsidy allowable in the year.

Currently the maximum State Government Pensioner Rate Subsidy is 20% of rates up to \$200 per annum so the comparative maximum Council Pensioner Remission is 50% of rates up to \$450 per annum.

Persons holding a Department of Veterans Affairs or a Queensland Repatriation Health Card issued by the Department of Veterans Affairs will receive the maximum discount allowable.

The concession shall be available to eligible pensioners in addition to the settlement discount.

To be eligible for Council subsidy pensioners must meet the following criteria:

- Concessions are only available to approved pensioners who are in receipt of a pension from the Commonwealth Government.
- An approved pensioner is one who is and remains an eligible holder of a Queensland 'Pensioner Concession Card' issued by the Department of Social Security or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For all or specific conditions' issued by the Department of Veterans' Affairs.
- The approved pensioner must be the owner / joint owner or life tenant of the property that is his/her principal place of residence. In the cases of co-ownership, the Council subsidy will apply to the full share of the gross rates and charges regardless if only one of the owners are entitled to an approved pension.
- The claimant must be a resident of the shire on the first day in July in the financial year in which the benefit is being claimed. Pensioners taking residence after that date will be eligible for a pro-rata concession based on the number of day's resident.
- The concession is only available to claimant's who reside in a structure which has been approved by Council to be a habitable dwelling, and/or are in receipt of Council services.
- Pensioner concession is not available on income producing properties and applies to urban or rural residential lands. The Chief Executive Officer may, at his discretion, extend this concession to rural land in exceptional circumstances and/or where the primary land use code is 02 (Single Unit Dwelling), or 05 (Large Homesite – Dwelling) as determined by the Department of Natural Resources.
- A pensioner's eligibility shall be confirmed through the Centrelink Customer Confirmation eService in all circumstances.
- Application for the above pensioner concessions is required only on initial application.

Natural Hardship

Council may, at its discretion allow other concessions or remissions if it is of the opinion that some unusual and serious circumstances exist which may prevent payment within the appointed time or otherwise delay the payment of rates and charges as they fall due.

Applications for concession or remission should be able to demonstrate unusual and severe difficulty rather than the usual frustration and trial to which everyone is subjected from time to time.

General Rate Caps

Council will not be using rate limiting (capping) in 2022-23.

Valuation Averaging

Council will not be averaging land valuations when implementing the Shire's Valuer-General valuation due to take effect 1st July 2022.

Economic or Social Incentives

Council may allow rating concessions as an incentive to attract business to the Shire in an industrial estate development or in a project with similar economic benefit to the Shire.

At Council's discretion, it may remit some or all of the rates and charges that would otherwise be payable.

At Council's discretion, it may remit some or all of the rates and charges that would otherwise be payable by certain clubs or organisations that, in the opinion of the Chief Executive Officer, fulfill useful social and or charitable community needs, as identified in Council's Corporate Plan.

The following clubs and or associations shall fall into this category and will be granted concessions as listed below for the 2022-2023 financial year:

 Concessions to Community & Sporting Groups 2022/2023				
Club/Association	General Rate Concession 2022/2023	Water Access Charge	Water Consumption Charge	Cleansing Charge
Georgetown Golf Club	100%	N/A	N/A	N/A
William Wallace Lodge- Georgetown	100%	N/A	N/A	N/A
Forsayth Tennis Club	100%	N/A	N/A	N/A
Forsayth All Sports Club	100%	N/A	N/A	N/A
Forsayth Sporting Shooters Association	100%	N/A	N/A	N/A
Einasleigh Race Club	100%	N/A	N/A	N/A
Georgetown Turf Club	100%	N/A	N/A	N/A
Oak Park Race Club	100%	N/A	N/A	N/A
Mt Surprise Campdraft	100%	N/A	N/A	N/A
Roman Catholic Diocese of Cairns	100%	50%	N/A	N/A
The Corporation of the Synod of the Carpentaria Diocese	100%	50%	N/A	N/A
QCWA	100%	50%	N/A	N/A
Roman Catholic Diocese of Cairns	100%	50%	N/A	N/A
The Corporation of the Synod of the Carpentaria Diocese	100%	50%	N/A	N/A

OPERATING CAPABILITIES, BORROWINGS, DEPRECIATION AND PROVISIONS:

Operating Capability

The change in operating capability of the local government is disclosed as the bottom line of the Operating Statement. It reflects the change in total wealth of the Council.

The Shire's development and economic circumstances are not expected to alter by any significant amount in the foreseeable future.

Borrowing Policy

It is considered that it is not necessary to borrow funds during the current financial year, or to do so in future years except in response to a need or opportunity which will see revenue generation capacity come on line from the same proposal that requires to be funded. However, Council does retain the right to borrow funds for infrastructure development if an emergent situation arises.

▪ **Depreciation and Non-Cash Expenses**

Depreciation and other non-cash expenses will be funded to the extent that they are recognised in Council's Accounts. Such funding will be a component of the accumulated surplus in the Appropriation Statement.

Council has now recognised a value for its roads and other infrastructure assets in its financial statements in accordance with the various sections of the Local Government Act 2009 and the Local Government Regulation 2012. Council notes that the quantum of accumulated depreciation on such classes of assets may be beyond its capacity to fund fully and accordingly may identify assets that it will not replace when their useful life has expired.

▪ **Provisions**

Council's accounts show due provision for leave and employment entitlements. The funds necessary to satisfy future need are held as part of investments.

REGULATORY CHARGES

Regulatory charges shall be measured on the basis of the estimated cost of providing the goods or service.

BUSINESS ACTIVITIES

Council has the power to conduct business activities and make business activity fees for services and facilities it provides. Business activity fees are made where Council provides a services and the other party o the transaction can choose whether to avail itself of the service. Business activity fees are a class of charge, which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

Business activity fees include but are not confined to the following: -

- Commercial rents
- Plant hire,
- Private works
- Facility Hire
- Bulk water (stand pipe) supply

Attachment A

Water Supply Areas



STATUTORY POLICY	
Investment Policy	
Policy No.	ESC-004
Department	Corporate & Community Services
Program	Finance / Budget

Approved by Council		Meeting number and date	
		Resolution number	
Approval by CEO		Ken Timms	
Effective date		Review date	
1 st July 2022		30 th June 2023	
Policy Author			
Director of Corporate Services			
Current incumbent			
Andrew McKenzie			
Implementation Officer			
Director Corporate Services			
Current incumbent		Contact number	Official file no.
Andrew McKenzie		07 4079 9007	ESC-006

Etheridge Shire Council

Investment Policy 2022 - 2023

POLICY DETAIL:

1. PURPOSE

Section 191 of the *Local Government Regulation 2012* (the Regulation) requires Council to adopt an Investment Policy that addresses: -

- The local government's investment objectives and overall risk philosophy, and
- Procedures for achieving the goals related to investment stated in the Policy.

Consequently, the purpose of this Policy is to identify Council's philosophy and strategy for investment, overall risk philosophy and the investment objectives and expectations. The Policy will guide Council's investment decisions based on an assessment of counterparty, market and liquidity risk within the legislative framework of the *Statutory Bodies Financial Arrangements Act 1982* and Regulations 2019.

2. SCOPE

This Policy applies to the investment of surplus funds in accordance with investment powers under Part 6 of the *Statutory Bodies Financial Arrangement Act 1982* (SBFAA).

3. OBJECTIVES

The objectives of this Policy are:

1. To adopt a Policy on investing surplus funds that provides for responsible financial management and statutory compliance; are
2. To ensure an acceptable investment ratio is maintained so that new investments do not impede Council's ability to maintain an appropriate cash flow to service debt and operational payments.

4. DEFINITIONS

For the purpose of these guidelines the following definitions shall apply:

CEO	Shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.
Director Corporate Services	Shall mean the person appointed to the position of Director Corporate Services under the Act and anyone acting in that position.
Finance Manager	Shall mean the person appointed under the Act to the position of Finance Manager and anyone acting in that position.
Council	Shall mean the Etheridge Shire Council
The Act	Shall mean the <i>Local Government Act 2009</i> .
The Regulation	Shall mean the <i>Local Government Regulation 2012</i>
SBFAA	Shall mean the <i>Statutory Bodies Financial Arrangements Act 1982</i>
SBFAR	Shall mean the <i>Statutory Bodies Financial Arrangements Regulation 2019</i>

5. POLICY STATEMENT

Council's investments will be made in accordance with: -

- The Act & the Regulation
- Part 6 of the SBFAA; and
- All investments must be in accordance with Category One Investments only as listed in Section 44 of the SBFAA and Section 8 of the SBFAR

All investments are to be denominated in Australian Dollars / currency.

To mitigate risk and protect the capital value of investments, funds will only be placed with recognised financial institutions with a Long Term Rating of BBB- or better, and operating in Australian. For this Policy, Council's investments are categorised with the appropriate rating category determined according to the investment grading used by the following: -

- Fitch IBC (Australia) Pty Ltd
- Moody's Investors Services
- Standard and Poor's (Australia) Pty Ltd.

Investments will be placed with various financial institutions such that the maximum percentage of the total investment portfolio does not exceed : -

Investments with Financial Institutions and Investment

Long Term Rating (Standard & Poor's)	Short Term Rating (Standard & Poor's)	Individual Counterparty Limit	Total Portfolio Limit
AA+	A-1+	No Limit	No Limit
A+ to A	A1	No Limit	No Limit
A- to BBB+	A2	Maximum 40%	Maximum 40%
below BBB+	Unrated or below A2	Maximum 5%	Maximum 5%
<i>QTC Cash Management Fund</i>		No Limit	No Limit

The maturity structure of the portfolio will reflect a maximum term to maturity of one year.

5.1 Investment Objectives

Etheridge Shire Council's overall objective is 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.

In priority, the order of investment activities shall be preservation of capital, liquidity and return.

5.1.1 Preservation of Capital

Preservation of capital shall be the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security of principal of the overall portfolio. This would include managing credit and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in Council or its associated entities.

a) Credit Risk

Etheridge Shire Council will evaluate and assess credit risk prior to investment. Credit risk is the risk of loss due to the failure of an investment issue or guarantor. The investment officer will minimise credit risk in the investment portfolio by pre-qualifying all transactions including the brokers/securities dealers with which they do business, diversifying the portfolio and limiting transactions to secure investments.

b) Interest Rate Risk

The investment officers shall seek to minimise the risk of a change in the market value of the portfolio because of a change in interest rates. This would be achieved by considering the cash flow requirements of Council and structuring the portfolio accordingly. This will avoid having to sell securities prior to maturity in the open market. Secondly, interest rate risk can be limited by investing in shorter term securities.

5.1.2 Maintenance of Liquidity

The investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to being required to sell an investment.

5.1.3 Return on Investments

The portfolio is expected to achieve a market average rate of return and take into account Etheridge Shire Council's risk tolerance and current interest rates, budget considerations, and the economic cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Investment Policy.

5.2 Ethics & Conflicts of Interest

Staff involved in managing Council's finances and investment portfolios shall refrain from personal activities that would conflict with the proper execution and management of Etheridge Shire Council's investment portfolio. This includes activities that would impair the officers' ability to make impartial decisions.

This policy requires that the Finance Manager and investment officers disclose to the Chief Executive Officer any conflict of interest that could be related to the investment portfolio.

6. IMPLEMENTATION

6.1 Internal Controls

The Finance Manager shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft or inappropriate use.

The Chief Executive Officer shall issue a letter to any approved counterparty advising that funds transferred from investments to Council must only be deposited into Council's General Account or Trust Account. This instruction cannot be varied unless a written request is made in writing signed in accordance with Council's account signing authority.

6.2 Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the Chief Executive Officer in accordance with the Local Government Act 2009, Section 257 (1).

Authority for the day to day management of Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Director Corporate Services and/or the Finance Manager.

6.3 Breaches

Any breach of this Investment Policy is to be reported to Chief Executive Officer and rectified within seven (7) days of the breach occurring.

Where Council holds an investment that is downgraded below the minimum acceptable rating level, as prescribed under regulation for the investment arrangement, Council shall, within 28 days after the change becomes known to Council, either obtain Treasurer approval for continuing with the investment arrangement or sell the investment arrangement.

7. REVIEW

This Policy is to be reviewed annually.



STATUTORY POLICY	
Debt / Borrowing Policy	
Policy No.	ESC-003
Department	Corporate & Community Services
Program	Finance / Budget

Approved by Council	Meeting number and date	
	Resolution number	
Approval by CEO	Ken Timms	
Effective date	Review date	
1 st July 2022	30th June 2023	
Policy Author		
Director Corporate Services		
Current incumbent		
Andrew McKenzie		
Implementation Officer		
Director Corporate Services		
Current incumbent	Contact number	Official file no.
Andrew McKenzie	07 4079 9007	ESC-003

Etheridge Shire Council

Debt / Borrowing Policy 2022 - 23

1. BACKGROUND AND CONTEXT

Section 192 of the *Local Government Regulation 2012* requires a local government to develop a Debt Policy. The Policy must address the: -

- New borrowings planned for the current financial year and the next nine (9) financial years;
- Period over which Council plans to repay existing and new borrowings.

As a public sector entity, Council is also subject to the provisions of the *Statutory Bodies Financial Arrangements Act 1982*. This Act regulates Council's ability to enter into financial arrangements.

2. PURPOSE AND OBJECTIVES

This Policy is formulated under section 192 of the *Local Government Regulation 2012*, and in accordance with the *Statutory Bodies Financial Arrangements Act 1982*. It is intended to guide Council's responsible financial management for loan undertakings, ensuring the level of Council's indebtedness is within acceptable limits to Council, its communities and external stakeholders.

3. POLICY PROVISIONS

As a general principle, Council recognises that loan borrowings for capital works are an important source of funding and that the full cost of infrastructure should not be borne entirely by present day ratepayers. Future beneficiaries of the infrastructure should contribute toward its cost. Whilst recognising the importance of loan borrowings, Council should not place undue reliance upon loans as a source of income.

Council will endeavour to restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which cannot be funded from revenue, as identified by the adopted budget. In no circumstances should council borrow funds for recurrent expenditure.

In general terms, borrowings will only be used to finance capital projects or asset acquisitions that will provide services now and into the future. No borrowings will be used to finance recurrent expenditure or operational costs of Council. Where identified asset replacement reserves exist, it will be Council's preference to use reserved funds prior to undertaking new loans.

Prior to undertaking new loans, Council shall prepare a business case to support the need for loan funding and Council's capacity to service repayments. Loan terms will be determined upon the individual nature of the infrastructure investment or asset acquisition, taking into account the expected life of the infrastructure / asset, intergenerational equity and long term budgetary constraints.

The basis to determine the utilisation of loan funds will be as follows:

- Analysis of existing debt levels with a loan servicing cost target of less than 25% in any one year;
- Where borrowings relate to a service that is funded by utility or user charges (eg. Water), the user charge should reflect the cost of providing the service including the loan servicing costs;

10 Year Loan Programme Forecast

Council will be undertaking industrial land, staff and aged housing developments in the coming years. To fund these developments, Council will be seeking a \$1M loan in 2022/23.

Beyond this, Council has no future borrowings proposed over the forward 10-year forecast horizon. This position will be reviewed on an annual basis, in conjunction with each year's review of the Capital Works Program and Annual Budget.

Repayment Schedule

Loans will be repaid in accordance with the conditions of the loan undertaking and / or financial instrument.

As at 1st July 2022, Council has a single loan with QTC for the Forsyth Water Treatment Plant. The term of this loan is 20 years. Annual principal and interest payments amount to \$14,400 (in round terms). This loan will be discharged in calendar year 2025.

4. REVIEW

This policy will be reviewed each year with the adoption of the Budget.



“ETHERIDGE SHIRE COUNCIL BUDGET POLICY”

1. BACKGROUND AND CONTEXT

Council is a very large business providing many diverse and significant services to the community. It is important that guidelines are established to assist in providing rigor to its financial management. This includes guidelines to:

- Clarify limitations on the release of budgetary information prior to the formal adoption of the budget;
- Ensure that Council reports are presented in a fiscally responsible manner;
- Provide guidance in the preparation of the budget reviews;
- Ensure that required amendments to the budget are made in a timely manner;
- Ensure consistency with Council’s Long Term Financial Forecast.

2. PURPOSE AND SCOPE

This policy provides a framework for the administration of Etheridge Shire Council (“ESC”)’s budget and establishes guidelines to ensure that known variations to the budget are addressed in a timely manner.

This policy applies to all: -

1. Elected Members;
2. Council Staff who prepare and contribute to ESC’s annual budget;
3. Officers who prepare reports to Council, as it provides a guide for the presentation of financial information in those reports.

This policy also sets out the Budget review process.

3. DEFINITIONS

For the purpose of this policy:

Council shall mean Etheridge Shire Council.

Adopted Budget shall mean the original budget for Etheridge Shire Council for the financial year including any amendments to the budget adopted by the local government under section 170 of the Regulation.

Corporate Plan shall mean a document adopted under section 166 of the Regulation that outlines Council’s strategic direction over the following five (5) years.

Long-Term Financial Forecast shall mean a document that forecasts over a 10 year period: –

- (a) Council’s income and expenditure; and
- (b) The value of Council’s assets, liabilities and equity.

Operational Plan shall mean the document adopted under section 174 of the Regulation that outlines how Council will progress the implementation of the Corporate Plan during the immediate 12-months.

The Act shall mean the *Local Government Act 2009*.

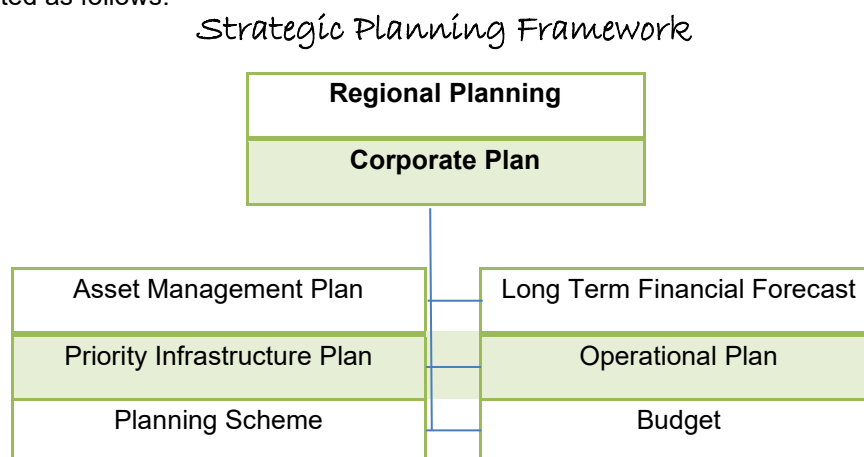
The Regulation shall mean the *Local Government Regulation 2012*.

4. POLICY PROVISIONS

Etheridge Shire Council's budget cycle is aimed at addressing the need for:

- Long term financial planning;
- Detailed annual budgets supporting Council's operating plans and revenue decision;
- Reviews to address progress against the annual operating plan; and
- Reviews to align the budget with actual results.

This is illustrated as follows:



4.1 Council Reports

The following principles are to be applied when compiling official Council meeting reports:

- (a) Recommendations that are presented to Council that have the effect of increasing expenditure or reducing income (if adopted) **MUST** indicate where alternative funding is to be sourced from.
- (b) No report should include a recommendation that “funds are to be identified at the next review” or that “the project be included in next year’s budget” (although the item may be **listed for consideration** in either the next review or the following year’s budget). Note: These two statements have the effect of committing Council to works that it may not be able to fund.
- (c) Where a recommendation states that the funds are to be allocated from various Reserve pools the report **MUST** include the current balance of the relevant account. This will enable Councillors to be fully informed prior to approving the allocation.
- (d) Only emergent projects/expenditure items should generally be incorporated into Budget Reviews. Note: *The overall intention for the Budget Reviews is to review performance and assess financial position.*
- (e) Where an item that has financial implication is raised in the General Business section at a Council Meeting, a report is to be presented to a future meeting so that possible funding can be identified before the recommendation is adopted.
- (f) The budget is a “project” budget. Where projects are completed under Budget, the funds are to be retained in consolidated revenue for those projects that may be over expended.

4.2 Annual Budget Consideration

Throughout the financial year Council considers matters, which may result in a referral to future budget considerations. Where this occurs in an open Council meeting it becomes a matter of public knowledge. These matters must be consistent with Council’s Long Term Financial Forecast, when adopted.

During the lead up to the adoption of the original budget for a particular financial year, detailed presentations and working papers are provided to Councillors. The presentations and working papers may include potential expenditure, pricing and rating considerations and various scenarios on options to be considered before the adoption of the budget.

As a matter of policy, all budget working papers including material presented on possible pricing, rating and expenditure is to be treated as “strictly confidential”.

In some instance portions of the above information may normally (outside of the budget process) be used to answer inquiries or comments from members of the public. In recognition of the operational need to continue to respond to public inquiries/comment during the budget preparation, the Mayor and CEO (or CEO delegate) are authorised to exercise discretion in releasing information, which would otherwise be considered confidential under this policy.

4.3 Budget Reviews

It is recognised that (following the finalisation of the June financial statements) the actual opening balance may be either more favourable or less favourable than the estimate in the original budget. In the case that it is more favourable, priority will be given to transferring any surplus to appropriate reserves or to reduce the level of borrowings.

Budget review(s) are to be undertaken at the following periods:

- First review immediately following close of accruals for the previous financial year;
- Six monthly review following the close of accounts in December;
- Nine monthly following the close of accounts in March

4.4 Amendments to the Budget

There are a number of budget amendments that may be required during the year. The process for handling various types of amendments is as follows:

Type of Amendment	Process
Increased / decreased expectation of revenue	Adjust at next review. Report to Council is required in relation to impacts on the Original Budget
Increase or reduction in the scope of a Council approved project (operating or capital)	Adjust at next review. Report to be prepared for Council at the next General Meeting for decision/endorsement, outlining if there is any financial/budget impact and adjusted at next review if required.
Incorrect classification of projects as either operational or capital nature or incorrect allocation which is for accounting purposes only (May have an effect on depreciation expenses)	Report to be prepared for Council at the next General Meeting for Council resolution
Information regarding additional grant funded projects and associated revenue and expenditure not allocated within the original budget	Report to be prepared for Council at the next General Meeting for endorsement and discussion around additional funding sources if required if the grant is not 100% funded. Adjust at next review

4.5 Variations

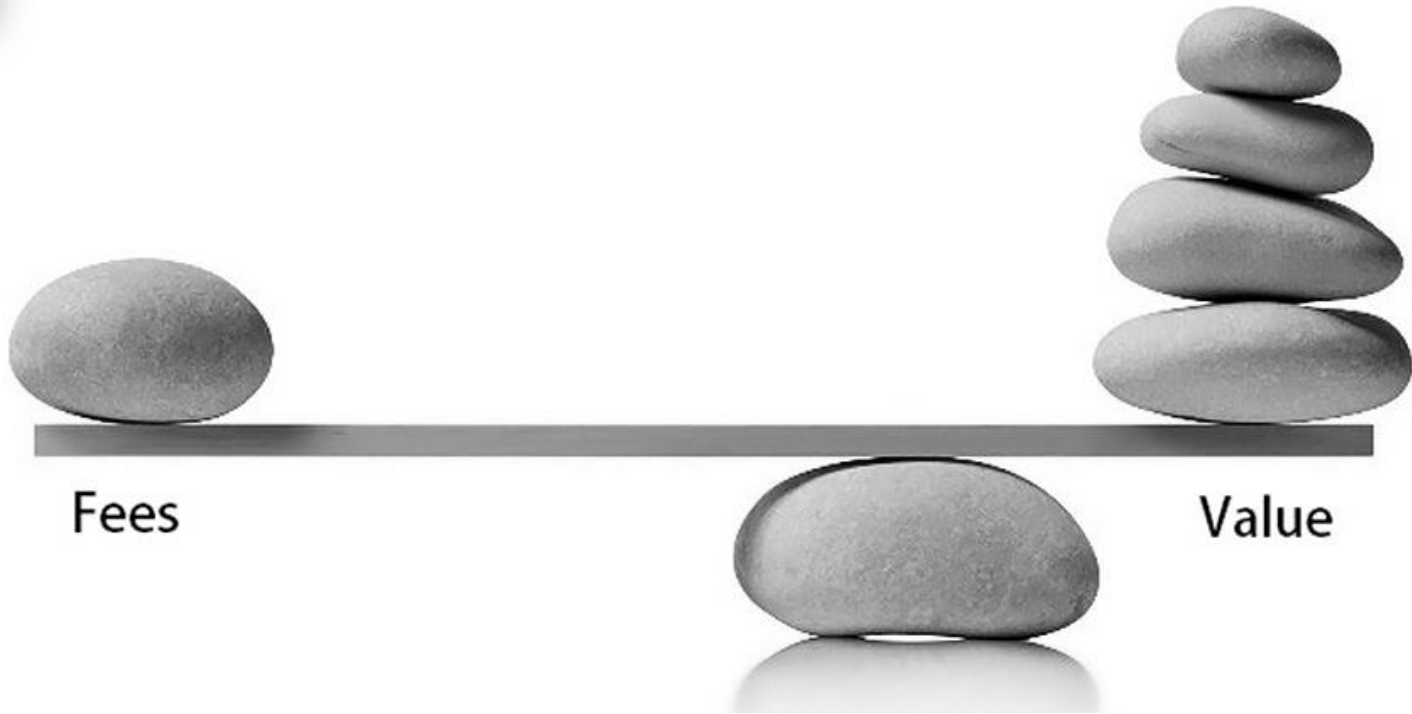
Etheridge Shire Council reserves the right to vary, replace or terminate this policy from time to time.

5. RELATED DOCUMENTATION

- Corporate Plan
- Operational Plan
- Revenue Policy
- Revenue Statement
- Debt Policy
- Investment Policy
- Annual Budget

6. APPROVAL TABLE

Approved by Council		Meeting number and date	
		Resolution number	
Approval by CEO		Ken Timms	
Effective date		Review date	
1 st June 2022		30 th June 2023	
Policy Author			
Director of Corporate Services			
Current incumbent			
Andrew McKenzie			
Implementation Officer			
Director Corporate Services			
Current incumbent		Contact number	Official file no.
Andrew McKenzie		4079 9007	ESC – C005



ETHERIDGE SHIRE COUNCIL
Schedule of Fees & Charges
2022|2023



SCHEDULE OF FEES AND CHARGES

INTRODUCTION:

All fees and charges included in Council's Schedule of Fees and Charges have been identified as either Regulatory (R) or Commercial (C).

Regulatory Fees and Charges includes the statutory legal source of power under which Council has fixed the fee or charge, including the reference applicable under Section 97(2) of the Act.

97 (1) A local government may under a local law or a resolution fix a cost recovery fee.

(2) A cost recovery fee is a fee for-

- (a) An application for, or the issue or renewal of, a licence, permit, registration or other approval under a Local Government Act (an application fee); or
- (b) Recording a change of ownership of land;
- (c) Giving information kept under a Local Government Act;
- (d) Seizing property or animals under a Local Government Act;
- (e) The performance of another responsibility imposed on the local government under the Building Act or the Plumbing and Drainage Act.

The regulatory and commercial fees identified in the Schedule of Fees and Charges have been reviewed by Council.

Etheridge Shire Council requires the payment of fees and charges so that some or all of the cost incurred by it in assessing and processing development applications and for the provision of services is recovered.

This schedule sets out fees and charges in force as at **15th September 2022**



SECTION A – DEVELOPMENT APPLICATIONS/TOWN PLANNING

FEES TO ACCOMPANY APPLICATIONS

The required fee should accompany any development application. An application that is not accompanied by the required application fee cannot be processed as it is not 'properly made', within the meaning the *Sustainable Planning Act 2009*.

FEES AND COSTS – MAJOR DEVELOPMENT

Council actively supports suitable developments and will work actively with a developer, if he/she wishes, to achieve useful and ecologically sustainable projects.

The fees shown later in this schedule are intended to deal with cases where a developer provides very detailed, complete information either up front or during the 'information request stage. Some developers may prefer to work with Council to determine standards and practices acceptable to all interested parties before a formal application is lodged. In these cases, Council may negotiate a fee sufficient to recover all or some of its costs.

REFUND OF APPLICATION FEES

No refund will be made if an application has been refused. If an acknowledgement notice has been issued but no assessment or evaluation of the matter has been undertaken by Council or its officers, 80% of the application fee will be refunded if it is formally withdrawn. If the matter has been substantially assessed or reports are prepared or the matter is listed on Council's business paper, no refund will be made.

CONCESSIONS

An application fee may be remitted in part if, in the opinion of the Chief Executive Officer, the effort involved with assessment is fairly inconsequential because the proposal is very simple, or because some public benefit will follow approval of the application.

Building Applications

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Class 1 (a)	Application Fee - Class 1(a) – single dwelling - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1210.00		\$1210.00
Class 1 (b)	Application Fee – Class 1(b) – boarding house, guest house, hostel - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1300.00		\$1300.00
Class 2	Application Fee – Class 2 – a building containing 2 or more sole- occupancy units being a separate dwelling - incorporates 5 inspections	R	P.A. 2016	97(2) (a)	\$1445.00		\$1445.00
Class 3	Application Fee – Class 3 – a residential building, other than a building of Class 1 or 2, including – backpackers' accommodation, residential part of a hotel or motel - incorporates 5 inspections	R	P.A. 2016	97(2) (a)	\$1553.00		\$1553.00

Class 4	Application Fee – Class 4 – a dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building - incorporates 4 Inspections	R	P.A. 2016	97(2) (a)	\$1260.00		\$1260.00
Class 5	Application Fee – Class 5 – an office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9 - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1260.00		\$1260.00
Class 6	Application Fee – Class 6 - a shop or other building for the sale of goods by retail or the supply of services direct to the public, including— (a) an eating room, cafe, restaurant, milk or soft-drink bar; or (b) a dining room, bar, shop or kiosk part of a hotel or motel; or (c) a hairdresser's or barber's shop, public laundry, or undertaker's establishment; or (d) market or sale room, showroom, or <i>service station</i> - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1280.00		\$1280.00
Class 7 (a)	Application Fee – Class 7(a) – a car park - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1278.00		\$1278.00
Class 7 (b)	Application Fee – Class 7(b) – for storage, or display of goods or produce for sale by wholesale - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1278.00		\$1278.00
Class 8	Application Fee – Class 8 - a laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale, or gain - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1323.00		\$1323.00
Class 9 (a)	Application Fee – Class 9(a) - a <i>health-care building</i> ; including those parts of the building set aside as a laboratory - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1323.00		\$1323.00
Class 9 (b)	Application Fee – Class 9(b) - an <i>assembly building</i> , including a trade workshop, laboratory or the like in a primary or secondary <i>school</i> , but excluding any other parts of the building that are of another Class - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1323.00		\$1323.00
Class 9 (c)	Application Fee – Class 9(c) - an <i>aged care building</i> - incorporates 4 inspections	R	P.A. 2016	97(2) (a)	\$1323.00		\$1323.00
Class 10 (a)	Application Fee – Class 10(a) - a non-habitable building being a <i>private garage</i> , carport, shed - incorporates 1 inspection	R	P.A. 2016	97(2) (a)	\$395.00		\$395.00
Class 10 (b)	Application Fee – Class 10(b) - a structure being a fence, mast, antenna, retaining or free-standing wall, <i>swimming pool</i> , or the like - incorporates 1 inspection	R	P.A. 2016	97(2) (a)	\$502.50		\$502.50

Swimming Pool Compliance Inspection	Swimming Pool Compliance Inspection – incorporates 1 inspection and cost of Pool Safety Certificate from Pool Safety Council	R	P.A. 2016	97(2) (a)	\$204.00		\$204.00
Inspections	Additional Inspections as required for the development	R	P.A. 2016	97(2) (a)	\$171.00		\$171.00
Alterations & Additions to Dwelling – (Class 1)	Application Fee – includes 2 inspections	R	P.A. 2016	97(2) (a)	\$739.00		\$739.00
Alterations & Additions to Building – (Class 2-9)	Application Fee – includes 3 inspections	R	P.A. 2016	97(2) (a)	\$974.00		\$974.00

(Please refer below for full definitions for Building Classes as defined within the BCA 2009)

PART A3 CLASSIFICATION OF BUILDINGS AND STRUCTURES

A3.1 Principles of classification

The classification of a building or part of a building is determined by the purpose for which it is designed, constructed or adapted to be used.

A3.2 Classifications

Buildings are classified as follows:

Class 1: one or more buildings which in association constitute—

- (a) **Class 1a**—a single dwelling being— (i) a detached house; or (ii) one of a group of two or more attached dwellings, each being a building, Separated by a *fire-resisting* wall, including a row house, terrace house, town house or villa unit; or
- (b) **Class 1b**—a boarding house, guest house, hostel or the like- (i) with a total area of all floors not exceeding 300 m² measured over the enclosing walls of the Class 1b; and (ii) in which not more than 12 persons would ordinarily be resident, which is not located above or below another dwelling or another Class of building other than a *private garage*.

Class 2: a building containing 2 or more sole-occupancy units each being a separate dwelling.

Class 3: a residential building, other than a building of Class 1 or 2, which is a common place of long term or transient living for a number of unrelated persons, including—

- (a) a boarding-house, guest house, hostel, lodging-house or backpackers' accommodation; or
- (b) a residential part of a hotel or motel; or
- (c) a residential part of a *school*; or
- (d) accommodation for the aged, children or people with disabilities; or
- (e) a residential part of a *health-care building* which accommodates members of staff; or
- (f) a residential part of a *detention centre*.

Class 4: a dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building.

Class 5: an office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9.

Class 6: a shop or other building for the sale of goods by retail or the supply of services direct to the public, including—

- (a) an eating room, cafe, restaurant, milk or soft-drink bar; or
- (b) a dining room, bar, shop or kiosk part of a hotel or motel; or

- (c) a hairdresser's or barber's shop, public laundry, or undertaker's establishment; or
 (d) market or sale room, showroom, or *service station*.

Class 7: a building which is—
 (a) **Class 7a**—a *carpark*; or
 (b) **Class 7b**—for storage or display of goods or produce for sale by wholesale.

Class 8: a laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale, or gain.

Class 9: a building of a public nature—
 (a) **Class 9a**—a *health-care building*; including those parts of the building set aside as a laboratory; or
 (b) **Class 9b**—an *assembly building*, including a trade workshop, laboratory or the like in a primary or secondary *school*, but excluding any other parts of the building that are of another Class; or
 (c) **Class 9c**— an *aged care building*.

Class 10: a non-habitable building or structure—
 (a) **Class 10a**—a non-habitable building being a *private garage*, carport, shed, or the like; or
 (b) **Class 10b**—a structure being a fence, mast, antenna, retaining or free-standing wall, *swimming pool*, or the like.

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Restumping	Restumping – Application includes 2 inspections	R	P.A. 2016	97(2) (a)	\$388.50		\$388.50
Change of Class	All Classes – 75% of building fee applicable to new class including 1 inspection	R	P.A. 2016	97(2) (a)	75% of applicable fee		75% of applicable fee
Information Requests	Administration/Search Fee	C			\$53.00		\$53.00
	Building Requisitions or Search				\$80.85 per assessment		\$80.85 per assessment
Copying of Plans	Sewer/Drainage Plans	C			\$12.41	\$1.24gst	\$13.65
	Copy of building plans (owner's authorisation required)	C			A3 \$1.00 A4 \$1.00	\$0.15 \$0.15	A3 \$1.15 A4 \$1.15
Removal/Demolition of Building	Removal/Demolition of Building – Includes application processing and one (1) inspection – \$160.00 Assessment Fees - \$250.00	R	P.A. 2016	97(2) (a)	\$447.50		\$447.50

	(Refer to Construction / Demolition Waste Fee for burial fees) (NB. GST is only applicable on Application Fee & Inspection Fee)						
Resite Dwelling	Resite Building from within Shire (Requires 2 applications). 1. Apply to remove from existing site. – (Refer to above Fee) 2. Apply to construct on new site. – (As detailed below) Step 1: Amenity & Aesthetics assessment Step 2: Building Application Fee 1210.00 – Same as Class 1A Performance Bond \$ 1,000.00 (NB. GST is only applicable on the Application Fee & Inspection Fee)	R R	P.A. 2016	97(2) (a) 97(2) (a)	\$140.00 \$2282.00		\$140.00 \$2282.00
Resite Building from outside Shire	Resite Building from outside Shire Step 1: Amenity & Aesthetics assessment – Step 2: Building Application – \$1,130.00 Performance Bond - \$20,000.00 – Refundable upon issue of certificate or practical completion (NB. GST is only applicable on the Application Fee & Inspection Fee)	R R	P.A. 2016 Building Act 1975	97(2) (a) 97(2) (a)	\$140.00 \$2282.00		\$140.00 \$2282.00
Driveway Crossovers	Driveway/Crossover Approval - Application and Inspection fee	C			\$160.37	\$16.03	\$176.40
Approval – Extension of Time	For an extension of approval period	R	P.A. 2016	97(2) (a)	\$160.37	\$16.03	\$176.40
	Building Records search only	R	P.A. 2016	97(2) (a)	\$155.60	\$15.55	\$171.15
	Building Records search only - urgent	R			\$246.28	\$24.62	\$270.90
	Building Site inspection (non-structural)	R	P.A. 2016	97(2) (a)	\$250.00	\$25.00	\$275.00
Engineering & Health Searches	Full Engineering Search (Water, Sewerage, road, stormwater, town planning & building information) Minor Engineering Search Health & Environmental Search (search of council's records and reports on	R R	P.A. 2016	97(2) (a)	\$1975.00 – Standardised @ per full planning certificate.		

	outstanding requisitions for food premises, vehicles, hairdressers, caravan parks, flammable & combustible liquids storages, & environmental)	R					
Amended Plans	Minor amendments to plans.	R	P.A. 2016	97(2) (a)	\$267.75		\$267.75
Archival fee for private certifiers	Processing fee for amending property records etc	C			\$106.82	\$10.68	\$117.50
Certificate of Classification	Application Fee	R	P.A. 2016 Building Act 1975	97(2) (a)	\$535.50		\$535.50

Plumbing Applications

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Domestic Plumbing	Domestic Plumbing Application (Fee is charged at actual cost. A \$450 base fee is charged initially + actual costs if over and above \$450)	R	Water Act 2000	97(2) (a)	Base fee + cost		Base fee + cost
Commercial Plumbing	Commercial Plumbing Application (Fee is charged at actual cost. A \$728.70 base fee is charged initially + actual costs if over and above \$728.70)	R	Water Act 2000	97(2) (a)	Base fee + cost		Base fee + cost
Additional Inspection	Additional inspections (at cost)	R	Water Act 2000 Plumbing & Drainage Act 2002	97(2) (a)	At cost		At cost

Planning & Development Applications

Reconfigure of a Lot

Classification	Description	Regulatory or Commercial Charge	Cost Recovery Fee/ Commercial/ Service Fee	Authorising Legislation or Local Law/ Relevant Provision(s)	GST	Total Fee
Reconfigure of a Lot	Develop Application for reconfiguring a lot (fee is charged at actual cost - \$1,100.00 is charged initially + Actual costs if over and above \$1,100.00)	R	Cost recovery Fee	<i>Sustainable Planning Act 2009</i> <i>S260(1)(d)(i) & s370</i>	N	Base fee + \$1100.00 + cost
	Sealing of Survey Plans	R	Cost recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$178.50

Material Change of Use

Classification	Description	Regulator or Commercial Charge	Cost Recovery Fee / Commercial / Service Fee	Authorising Legislation or Local Law/ Relevant Provision(s)	GST	Total Fee
Material Change of Use	Development Application for Material change of use – code & impact accessible (Fee is charged at actual cost - \$1,100.00 is charged initially + actual costs if over and above \$1,100.00)	R	Cost Recovery Fee	<i>Sustainable Planning Act 2009 S260(1)(d)(i) & s370</i>	N	Base fee + \$1100.00 + cost
	Development Application for material change of use – Associated Minor Industrial Use on Industrial Lots	R	Cost Recovery Fee	<i>Sustainable Planning Act 2009 S260(1)(d)(i) & s370</i>	N	\$320.25

Sundry Planning & Development Fees

Classification	Description	Regulatory or Commercial Charge	Cost Recovery Fee / Commercial / Service Fee	Authorising Legislation or Local Law/ Relevant Provision(s)	GST	Total Fee
Planning Certificates	Limited Shire Planning Certificate	R	Cost Recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$342.50
	Standard Planning Certificate	R	Cost Recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$850.00
	Full Planning Certificate (Consultancy Required)	R	Cost Recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$2075.00
Advertising Signs	Town Planning Signs	Service Charge	Cost Recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$78.75
Reports, documents	Boundary Dispensation	R	Cost Recovery Fee	Local Government Act 2009 s97(2)(a)	N	\$400.00

Water Supply

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Water Connections	20mm Standard service	R	Water Act 2000	97(2) (a)	\$750.00		\$750.00
	25mm Water Service	R	Water Act 2000	97(2) (a)	\$777.50		\$777.50
	32mm Water Service	R	Water Act 2000	97(2) (a)	\$802.50		\$802.50
	32mm Water Service with Backflow	R	Water Act 2000	97(2) (a)	\$1605.00		\$1605.00
	Other water connections (> 32mm)	R	Water Act 2000	97(2) (a)	POA		POA
Disconnection of water service	Disconnection of water service	R	Water Act 2000	97(2) (a)	\$267.00		\$267.00
Special Meter Reading Fee	Special Meter Reading Fee	R	Water Act 2000	97(2) (a)	\$117.50		\$117.50
Meter Test Fee (Refundable if under / over 4%)	Meter Test Fee (Refundable if under / over 4%)	R	Water Act 2000	97(2) (a)	\$203.70		\$203.70
Flow & Pressure Test	Flow & Pressure Test	R	Water Act 2000	97(2) (a)	\$117.60		\$117.60
Georgetown Standpipe	Standpipe	C			\$1.89 per Kiloleter		\$1.89 per Kiloleter

Environmental Health Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Advertising	Political advertising (refundable deposit of \$550.00)	C			\$ 550.00 (refundable)		\$ 550.00 (refundable)
	Advertising signs - Application Fee (3-year permit)	R	Local Law	97(2) (a)	\$100.00 per sign		\$100.00 per sign
Food Hygiene	Food Business Licence (Non-Profit Organisations)	R	Food Act 2006 Section 48(i)	97(2) (a)	Exempt		Exempt
	New Food Business Licence (Includes 1 inspection)	R	Food Act 2006 Section 52	97(2) (a)	\$315.00		\$315.00
	Renewal of Licence Fee (Includes 1 inspection)	R	Food Act 2006 Section 72	97(2) (a)	\$315.00		\$315.00
	Restoration of Licence Fee (Includes 1 inspection)	R	Food Act 2006 Section 73	97(2) (a)	\$315.00		\$315.00
	Miscellaneous Inspection Fee – (Food)	R	Food Act 2006 Section 167(b)	97(2) (a)	\$128.00		\$128.00
	Amendment to Licence	R	Food Act 2006 Section 96	97(2) (a)	\$53.00		\$53.00
	Replacement of Licence	R	Food Act 2006 Section 96	97(2) (a)	\$53.00		\$53.00
	Mobile Food – Business Licence	R	Food Act 2006	97(2) (a)	\$210.00		\$210.00
	Event Licence	R	Food Act 2006 Section 52	97(2) (a)	\$305.00		\$305.00
	Caravan Park – Annual Licence Fee	R	Local Law	97(2) (a)	\$315.00		\$315.00
Entertainment Venue	Application Fee	R	Local Law	97(2) (a)	\$140.00		\$140.00

Higher Risk Personal Appearance Services	Annual Licence Fee (Includes 1 inspection) (Skin Penetration etc..)	R	Public Health (Infection Control for Personal Appearance Services) Act 2003	97(2) (a)	\$155.00		\$155.00
	Inspection Fee	R	Public Health (Infection Control for Personal Appearance Services) Act 2003	97(2) (a)	\$128.00		\$128.00

Environmental Relevant Activity Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Environmentally Relevant Activity Fees	Application Fee	R	Environmental Protection Act 1994	97(2) (a)	\$225.00		\$225.00
	Asphalt Manufacturing (< 1,000t of asphalt per annum)	R	Environmental Protection Act 1994	97(2) (a)	\$178.50		\$178.50
	Asphalt Manufacturing (> 1,000t of asphalt per annum)	R	Environmental Protection Act 1994	97(2) (a)	\$2286.00		\$2286.00
	Plastic Product Manufacturing (manufacturing in a year, a total of 50t or more of plastic product, other than a plastic product mentioned in item 2)	R	Environmental Protection Act 1994	97(2) (a)	\$2000.00		\$2000.00
	Plastic Product Manufacturing (manufacturing in a year, a total of 5t or more of carbon fibre, epoxy coating, foam, foam sandwich, mattings, resin, composite plastics or rigid fibre-reinforced plastics)	R	Environmental Protection Act 1994	97(2) (a)	\$3855.00		\$3855.00
	Metal Forming	R	Environmental Protection Act 1994	97(2) (a)	\$178.50		\$178.50
	Metal Recovery (recovering less than 100t of metal in a day)	R	Environmental Protection Act 1994	97(2) (a)	\$535.50		\$535.50
	Metal Recovery (recovering 100t or more of metal in a day, or 10,000t or more of metal product in a year, and carrying out the relevant activity – without using a fragmentiser)	R	Environmental Protection Act 1994	97(2) (a)	\$1356.60		\$1356.60
	Metal Recovery (recovering 100t or more of metal in a day, or 10,000t or more of metal product in a year, and carrying out the relevant activity – using a fragmentiser)	R	Environmental Protection Act 1994	97(2) (a)	\$3641.50		\$3641.50

	Surface Coating <i>(anodising, electroplating, enamelling, galvanising or using, in a year, the following quantity of surface coating materials – 1t to 100t)</i>	R	Environmental Protection Act 1994	97(2) (a)	\$714.00		\$714.00
	Surface Coating <i>(coating, painting or powder coating, using, in a year, the following quantity of surface coating materials – 1t to 100t)</i>	R	Environmental Protection Act 1994	97(2) (a)	\$178.50		\$178.50
	Boat Maintenance or Repair	R	Environmental Protection Act 1994	97(2) (a)	\$1214.00		\$1214.00
	Waste Incineration & Thermal Treatment <i>(incinerating or thermally treating waste vegetation, clean paper or cardboard)</i>	R	Environmental Protection Regulations 1998	97(2) (a)	\$178.50		\$178.50

Gates & Grids

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Gates or Grids	Application Fee (Per Grid once only on registration)	R	Local Law	97(2) (a)	\$117.50		\$117.50
	Renewal Fee	R	Local Law	97(2) (a)	\$60.00		\$60.00

Waste Management Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Commercial Waste Management Fees	Minimum Fee	C			\$117.40	\$11.74	\$129.15
	Commercial Waste (loose) per cubic metre	C			\$ 30.54	\$3.05	\$33.60
	Commercial Waste (compressed) per cubic metre (including concrete & building rubble)	C			\$ 36.36	\$ 3. 81	\$42.00
	Car Bodies	C			\$150.00	\$15.00	\$165.00
	Deep burial of putrescible, offensive, noxious wastes (per cubic metre)	C			\$160.36	\$16.03	\$176.40
	Other approved contaminated materials (per cubic metre)	C			\$133.63	\$13.36	\$147.00
	Approved contaminated soil (per cubic metre)	C			\$133.63	\$13.36	\$147.00
	Motorcycle per tyre	C			\$1.91	\$ 0.19	\$2.10
	Car Tyres per tyre	C			\$4.78	\$ 0.47	\$5.25
	Car with Rim per tyre	C			\$8.60	\$ 0.85	\$9.45
	4wd / Light Truck per tyre	C			\$8.60	\$ 0.85	\$9.45
	4wd / Light Truck with Rim per tyre	C			\$21.91	\$ 2.29	\$25.20
	Truck per tyre	C			\$11.46	\$ 1.14	\$12.60
	Truck with Rim per tyre	C			\$21.91	\$ 2.29	\$25.20

	Tractor < 1.5m diameter per tyre	C			\$56.32	\$ 5.63	\$61.95
	Tractor 1.5m – 2.0m diameter per tyre	C			\$112.64	\$11.26	\$123.90
	Forklift / Bobcat per tyre	C			\$56.33	\$5.62	\$61.95
	Tractor / Earthmoving > 2m per tyre	C			\$160.37	\$16.03	\$176.40
Disposal of Septic / Grease Trap Waste	Disposal of septic / grease trap waste (per litre)	C			\$ 0.26	\$0.03	\$0.29

(Council is not licenced to accept asbestos materials within its Landfills)

Cemeteries¹

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Purchase of plot	Purchase of land/ plot/ columbarium wall	C			\$29.59	\$ 2.95	\$32.55
Burial Fees	Burial fees (Maximum)	C			\$910.63	\$91.06	\$1001.70
	Burial of ashes	C			\$29.59	\$ 2.96	\$32.55
Casket Fee	Casket Fee – Adult	C			\$749.31	\$74.93	\$824.25
	Casket Fee – Infant				\$230.04	\$23.00	\$253.05

¹ Refer to attached Map for the Columbarium wall & Burial Details

Library Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Security Deposit	Single	C			\$35.00		\$35.00
	Family	C			\$70.00		\$70.00
<i>Refundable when permanent residency is proven through enrolment on the electoral role.</i>							
Damaged Books or Non Return of Books	Damaged or Lost Books Fee	C			Replacement Cost		Replacement Cost
Damaged DVD's or Non Return of DVD's	Damaged or Lost DVDs Fee	C			Replacement Cost		Replacement Cost
Internet Use Charges	Per ½ hour or part thereof	C			\$ 1.90	\$0.19	\$2.10
	Per hour or part thereof				\$ 3.81	\$0.38	\$4.20
	All day use (8 hours)				\$ 21.00	\$2.10	\$23.10

Terrestrial Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Admission Fees	Ted Elliot Mineral Collection	C			\$10.00	\$1.00	\$11.00
	Unearth Etheridge Display	C			\$10.00	\$1.00	\$11.00
	Admission fee for both exhibits	C			\$15.00	\$1.50	\$16.50
<i>Effective from the 16th April 2014</i>							

Childcare Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Little Gems Children's Centre	Full Day Rate per Child	C			\$50.00	\$5.00	\$55.00

Note: cancellation policy: full fees will apply if notice of cancellation is less than 24 hours.

Student Hostel Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Permanent Rates (Midday Monday to Midday Friday)	Accommodation – per child	C		As per the rebate received by Centrelink	\$1522.50 per term		\$1522.50 per term
	Food – per child				\$ 588.95 per term	\$58.89	\$647.85 per term
Casual Rates (Midday Monday to Midday Friday)	Accommodation – per child	C			\$193.20 per week		\$193.20 per week
	Food – per child				\$75.50 per week	\$ 7.45	\$82.95 per week

Casual Rate until the commencement of the following semester, when (provided the applicants have assigned their subsidies direct to Council), they will be entitled to the permanent rate (per term rate)

Additional Nights (Permanent or Casual)	Accommodation – per child	C			\$ 60.00 per night		\$63.00 per night
	Food – per child				\$ 42.96 per night	\$4.29	\$47.25 per night

This rate applies to persons using the Hostel for less than four nights per week, and also to those using the Hostel for more than four nights for the additional nights.

Public Halls

Georgetown Shire Hall

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee	
Concerts, Variety Shows, Plays	Visiting Professionals	C			\$ 481.82	\$48.18	\$ 530.00	
	Amateurs – Local	C			\$240.90	\$24.10	\$265.00	
	Rehearsal Fees	Day (8am – 5pm)	C			\$52.27	\$5.22	\$57.50
		Night (5pm – 11pm)				\$ 72.73	\$ 7.27	\$80.00
Functions with Liquor Licence (Balls, Dances, Fetes, Sporting Events)	Day Hire – includes Main Hall, Bar & Supper Room	C			\$ 186.36	\$18.64	\$205.00	
	Day Hire – Supper Room only	C			\$ 75.00	\$ 7.50	\$82.50	
	Evening Hire – includes Main Hall, Bar & Supper Room	C			\$322.72	\$32.27	\$355.00	
	Evening Hire – Supper Room Only	C			\$ 77.27	\$ 7.73	\$85.00	
	Day & Evening Hire – includes Main Hall, Bar & Supper Room	C			\$ 509.09	\$50.91	\$560.00	
	Day & Evening Hire – Supper Room Only	C			\$ 150.00	\$15.00	\$165.00	
Functions without Liquor Licence (No Bar) (Balls, Dances, Movie Nights, Conferences, Meetings, Training)	Day Hire – includes Main Hall & Supper Room	C			\$140.90	\$14.10	\$155.00	
	Day Hire – Supper Room only	C			\$77.27	\$ 7.73	\$85.00	
	Evening Hire – includes Main Hall & Supper Room	C			\$181.82	\$18.18	\$200.00	
	Evening Hire – Supper Room Only	C			\$95.45	\$ 9.55	\$105.00	
	Day & Evening Hire – includes Main Hall & Supper Room	C			\$268.18	\$26.82	\$295.00	
	Day & Evening Hire – Supper Room Only	C			\$159.09	\$15.91	\$175.00	
Community Meetings	Day Hire – Main Hall	C			\$ 75.00	\$7.50	\$82.50	

	Day Hire – Supper Room	C			\$43.18	\$4.32	\$47.50
	Evening Hire – Main Hall	C			\$ 159.09	\$15.91	\$175.00
	Evening Hire – Supper Room	C			\$63.64	\$ 6.36	\$70.00
Hire by Schools	Day Hire – includes Main Hall & Supper Room	C			\$54.55	\$ 5.45	\$60.00
	Hourly Charge – includes Main Hall & Supper Room	C			\$ 15.91 per hour	\$ 1.59	\$17.50 per hour
	Evening Hire – includes Main Hall & Supper Room	C			\$ 100.00	\$10.45	\$115.00
Georgetown Progress Association	Annual Charge – Supper Room	C			\$ 200.00	\$21.59	\$237.50
Hire of Tables & Chairs	Tables	C			\$ 5.00 per table	\$ 0.52	\$5.75 per table
	Chairs	C			\$ 0.50 per chair	\$ 0.05	\$ 0.55 per chair
Damages to Councils Chairs or Tables that are hired for offsite private functions will be charged at replacement cost for the items. Return of Chairs & Tables will be inspected by Council Officers to ensure that no damage to items have been incurred.							
Cleaning of Hall	Cleaning	C			\$ 77.27 per hour per person	\$ 7.73	\$ 85.00 per hour per person
It is the responsibility of the hirer to ensure that the Hall is left in a clean manner after use. If the hirer requires Council to clean the hall the above fee is applicable (minimum charge will be 4 hours)							

Public Halls
Mt Surprise & Einasleigh Hall

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Concerts, Variety Shows, Plays	Visiting Professionals	C			\$ 106.82	\$10.68	\$ 117.50
	Amateurs – Local	C			\$ 63.63	\$ 6.36	\$70.00
	Rehearsal Fees	Day (8am – 5pm)	C			\$31.82	\$ 3.18

		Night (5pm – 11pm)				\$ 43.18	\$ 4.32	\$47.50
Functions with Liquor Licence (Balls, Dances, Fetes, Sporting Events)	Day Hire – includes Main Hall, Bar & Supper Room		C			\$140.91	\$14.09	\$155.00
	Evening Hire – includes Main Hall, Bar & Supper Room		C			\$ 181.82	\$18.18	\$200.00
	Day & Evening Hire – includes Main Hall, Bar & Supper Room		C			\$ 268.18	\$26.82	\$295.00
Functions without Liquor Licence (No Bar) (Balls, Dances, Movie Nights, Conferences, Meetings, Training)	Day Hire – includes Main Hall & Supper Room		C			\$63.64	\$ 6.36	\$70.00
	Evening Hire – includes Main Hall & Supper Room		C			\$ 75.00	\$ 7.50	\$82.50
	Day & Evening Hire – includes Main Hall & Supper Room		C			\$ 136.37	\$13.63	\$150.00
Community Meetings	Day Hire – Main Hall		C			\$75.00	\$7.50	\$82.50
	Evening Hire – Main Hall		C			\$159.09	\$15.91	\$175.00
Hire by Schools	Day Hire – includes Main Hall & Supper Room		C			\$54.45	\$5.45	\$60.00
	Hourly Charge – includes Main Hall & Supper Room		C			\$ 15.91 per hour	\$ 1.59	\$17.50 per hour
	Evening Hire – includes Main Hall & Supper Room		C			\$104.55	\$10.45	\$115.00
Hire of Tables & Chairs	Tables		C			\$ 5.00 per table	\$ 0.52	\$ 5.75 per table
	Chairs		C			\$ 0.50 per chair	\$ 0.05	\$ 0.55 per chair
Damages to Councils Chairs or Tables that are hired for offsite private functions will be charged at replacement cost for the items. Return of Chairs & Tables will be inspected by Council Officers to ensure that no damage to items have been incurred.								
Cleaning of Hall	Cleaning		C			\$77.27 per hour per person	\$ 7.73	\$ 85.00 per hour per person
It is the responsibility of the hirer to ensure that the Hall is left in a clean manner after use. If the hirer requires Council to clean the hall the above fee is applicable (minimum charge will be 4 hours)								

Other Venues

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Greg Bethel Oval	Functions with Liquor Licence	C			\$140.91	\$14.09gst	\$155.00
	Functions without Liquor Licence (No Bar)	C			\$63.63	\$6.36 gst	\$70.00
Multi-purpose Sports Centre	Kitchen Hire <i>Functions with Liquor Licence</i>	C			\$140.91	\$14.09gst	\$155.00
	Kitchen Hire <i>Functions without Liquor Licence (No Bar)</i>	C			\$63.63	\$6.36 gst	\$70.00
	Meeting Room Hire	C			\$45.45	\$4.55gst	\$50.00
Cleaning Fee	Cleaning	C			\$77.27pp/ph	\$7.72gst	\$85.00pp/ph

Administration Fees

Search Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
All fees stated below are applicable to each rate assessment: i.e. – Where a rate search request deals with two parcels on separate rate assessments the applicant shall be charged two rate search fees.							
Rate Search	Over the Counter/Telephone	R	LGA 2009	97(2) (a)	\$16.50		\$16.50
	Standard Rates Search	R	LGA 2009	97(2) (a)	\$100.00		\$100.00
	Urgent Standard Rates Search	R	LGA 2009	97(2) (a)	\$150.00		\$150.00
	Full Property Search	R	LGA 2009	97(2) (a)	\$250.00		\$250.00
A Full Property Search includes rates search, health requisitions search, building requisitions search and a town planning - preferred use search							
Other Searches	Health Requisitions	R	LGA 2009	97(2) (a)	\$55.00		\$55.00
	Town Planning - Preferred Uses*	R	PA 2016	97(2) (a)	\$65.00		\$65.00
	Building Requisitions or Search	R	LGA 2009	97(2) (a)	\$80.00		\$80.00

* - Refer to the Sundry Planning & Development Section for Planning Certificates (Planning Search) Fees

Printing Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Photocopying A4 Black & White	First Copy – single sided	C			\$ 0.50	\$ 0.05	\$ 0.55
	Next 50 copies – single sided				\$ 0.20	\$ 0.02	\$ 0.22
	Next 50 copies – single sided				\$ 0.15	\$ 0.01	\$ 0.16
	Next 400 copies – single sided				\$ 0.10	\$ 0.01	\$ 0.11
	Remaining copies – single sided	\$ 0.10			\$ 0.01	\$ 0.11	
	First Copy – double sided	C			\$ 0.60	\$ 0.06	\$ 0.66
	Next 50 copies – double sided				\$0.30	\$ 0.03	\$ 0.33

	Next 50 copies – double sided				\$ 0.25	\$ 0.02	\$ 0.27
	Next 400 copies – double sided				\$ 0.20	\$ 0.02	\$ 0.22
	Remaining copies – double sided				\$ 0.15	\$ 0.01	\$ 0.16
Photocopying A4 Colour	First Copy – single sided	C			\$ 0.60	\$ 0.06	\$ 0.66
	Next 50 copies – single sided				\$ 0.25	\$ 0.02	\$ 0.27
	Next 50 copies – single sided				\$ 0.20	\$ 0.02	\$ 0.22
	Next 400 copies – single sided				\$ 0.15	\$ 0.01	\$ 0.16
	Remaining copies – single sided				\$ 0.10	\$ 0.01	\$ 0.11
	First Copy – double sided				\$ 0.80	\$ 0.08	\$ 0.88
	Next 50 copies – double sided				\$ 0.45	\$ 0.05	\$ 0.50
	Next 50 copies – double sided				\$ 0.30	\$ 0.03	\$ 0.33
	Next 400 copies – double sided				\$ 0.25	\$ 0.02	\$ 0.27
	Remaining copies – double sided				\$ 0.20	\$ 0.02	\$ 0.22
Photocopying A3 Black & White	First Copy – single sided	C			\$ 0.80	\$ 0.08	\$ 0.88
	Next 50 copies – single sided				\$ 0.30	\$ 0.03	\$ 0.33
	Next 50 copies – single sided				\$ 0.25	\$ 0.02	\$ 0.27
	Next 400 copies – single sided				\$ 0.20	\$ 0.02	\$ 0.22
	Remaining copies – single sided				\$ 0.15	\$ 0.01	\$ 0.16
	First Copy – double sided				\$ 0.90	\$ 0.09	\$ 0.99
	Next 50 copies – double sided				\$ 0.45	\$ 0.05	\$ 0.50
	Next 50 copies – double sided				\$ 0.35	\$ 0.03	\$ 0.38

	Next 400 copies – double sided				\$ 0.25	\$ 0.02	\$ 0.27
	Remaining copies – double sided				\$ 0.20	\$ 0.02	\$ 0.22
Photocopying A3 Colour	First Copy – single sided	C			\$ 0.90	\$ 0.09	\$ 0.99
	Next 50 copies – single sided				\$ 0.40	\$ 0.04	\$ 0.44
	Next 50 copies – single sided				\$ 0.30	\$ 0.03	\$ 0.33
	Next 400 copies – single sided				\$ 0.25	\$ 0.02	\$ 0.27
	Remaining copies – single sided				\$ 0.20	\$ 0.02	\$ 0.22
	First Copy – double sided				\$ 1.10	\$ 0.11	\$ 1.21
	Next 50 copies – double sided				\$0.60	\$ 0.06	\$ 0.66
	Next 50 copies – double sided				\$ 0.45	\$ 0.05	\$ 0.50
	Next 400 copies – double sided				\$ 0.40	\$ 0.04	\$ 0.44
	Remaining copies – double sided				\$ 0.30	\$ 0.03	\$ 0.33
Laminating	A4 Page	C			\$ 2.27 per page	\$ 0.23	\$ 2.50 per page
	A3 Page	C			\$ 3.64 per page	\$ 0.36	\$ 4.00 per page
Scan & Email	Scanning/ Email 1-20 Pages	C			\$ 4.70	\$ 0.30	\$5.00
	Scanning/ Email 20+ pages	C			\$ 13.65	\$ 1.36	\$15.00
Binding	A4 – Booklet	C			\$10.50	\$1.05	\$11.55

Council Documents

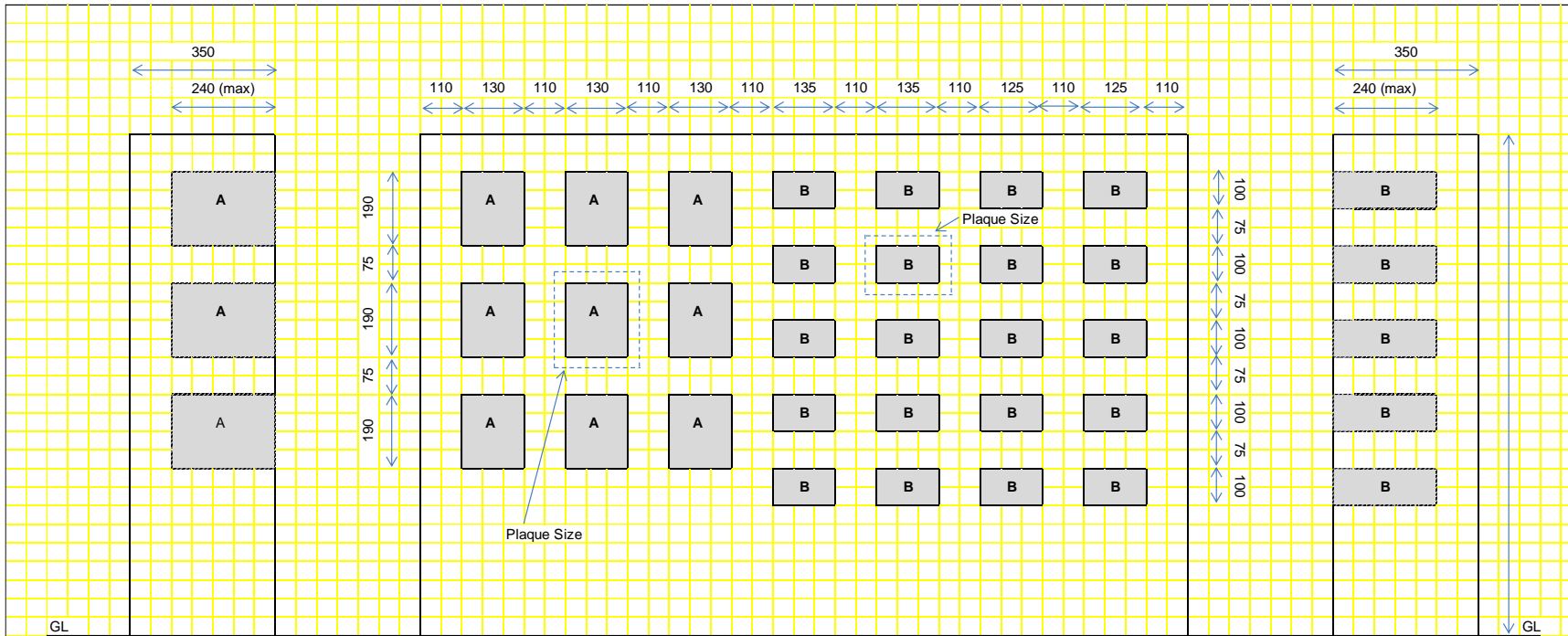
(Are available on Councils website. Hard Copies will be charged at standard photocopying rates)

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Minutes	General Meetings Minutes – (Single Copy)	C			Please refer to standard photocopying fees.		
	General Meeting Minutes – (Annual)	C					
Tenders	Tender Documents (per copy)	C					
Local Laws	Per Page	R	LGA 2009	97(2) (c)			
	Full Set	R	LGA 2009	97(2) (c)			
Annual Report	Annual Report	R	LGA 2009	97(2) (c)			
Corporate Plan	Corporate Plan	R	LGA 2009	97(2) (c)			
Operational Plan	Operational Plan	R	LGA 2009	97(2) (c)			
Register Fees & Charges	Per Page	C					
	Full Set	C					
Building Approval Summaries	Summary per Month	C					
	Summary per annum	C					
Right to Information	Application Fee	R	RTI 2009	97(2) (c)	Statutory Fee.		
	Processing Fee	R	RTI 2009	97(2) (c)			

Miscellaneous Fees

Classification	Description	Regulatory or Commercial Charge	Head of Power (Relevant Act)	Section No.	Fee	GST	Total Fee
Impound Fees	Motor Vehicles – minimum fee	R	Transport Operations (Road Use Management) Act 1995	97(2) (a)	\$454.55	\$45.45	\$500.00
Overgrown Allotments	Mowing and removal of rubbish	C			Actual Cost		Actual Cost
Wheelie Bins	Wheelie Bin (240Lt) / (900Lt) Townships of – Forsayth Einisleigh Mt Surprise Rural Land Owners	C			Actual Cost		Actual Cost
Animal Impound Fees	Dog & Cat			97(2) (a)	1 st Offence \$50.00 2 nd Offence \$100.00		1 st Offence \$50.00 2 nd Offence \$100.00
	Cattle, Horse & Other Livestock (Costs = \$10.00 per head/ per day + any costs incurred in effecting the seizure with a minimum charge of \$150.00)			97(2) (a)	\$10.00 per head/ per day + costs		\$10.00 per head/ per day + costs
	Sustenance			97(2) (a)	\$5.00	\$0.50	\$5.50
Nils Tags		R		97(2) (a)	\$7.50 per tag	\$0.75 per tag	\$8.25 per tag
Agistment Fees (Per head)	Cattle	C		97(2) (a)	\$1.70 per head		\$1.70 per head
	Horses & Other	C		97(2) (a)	\$3.50 per head		\$3.50 per head

Cemeteries – (Georgetown Columbarium Wall Dimensions)



Size of Commemorative Plaques:

Type "A" 250mm (high) x 190mm (wide)

Type "B" 160mm (high) x 200mm (wide)



PROJECT: Georgetown Cemetery - Columbarium Wall	Job Number:
LOCATION: Georgetown Cemetery	Prepared By:
	Date:

Cemeteries – (Burial Dimensions)

Funerals

Coffin dimensions

Standard coffin – 630mm wide & 2200mm long

Grave dimensions

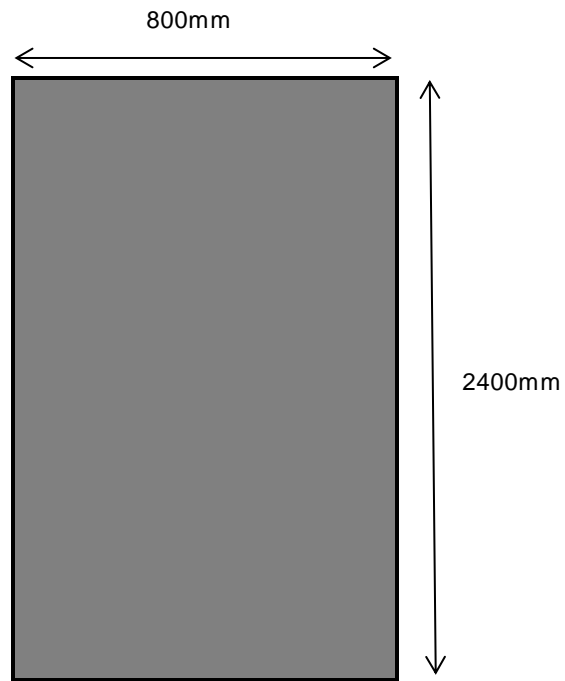
Length – 2.4m (8ft)

Width – 750 - 800mm

Depth – 2 to 2.4m

Sextons Gordonvale

Wes or Alex 0439882279





Etheridge Shire Council

Operational Plan
2022-2023



Introduction

Welcome from Mayor

Welcome to Council's 2022/23 Operational Plan.

The Operational Plan is an important document within Council's Strategic Planning Framework. Its purpose is to identify the specific actions and outcomes Council wishes to achieve in the immediate 12 months, as part of our journey to achieving our stated Mission and Goals in our Corporate Plan.

Council has developed its 2022/23 Operational Plan in conjunction with its Annual Budget. It has also been heavily influenced by other key strategic planning documents, such as:-

- Council's Long Term Financial Plan;
- Asset Management Plans
- Regional Plans (Queensland State Government NQ Regional Plan), NQQROC biosecurity Plan, others)

As the Operational Plan "operationalizes" Council's medium to long-term corporate strategy, it guides Council's Management and Staff in their day to day functions. To ensure Council's workforce deliver Council's desired strategy, the Chief Executive Officer is charged with the responsibility of providing a quarterly update on the Operational Plan's implementation. Each quarterly report is displayed on Council's website, as a "score-card" on our performance.

I would therefore encourage Shire ratepayers, residents and other stakeholders to take an interest in our journey toward reaching our longer-term strategic goals.

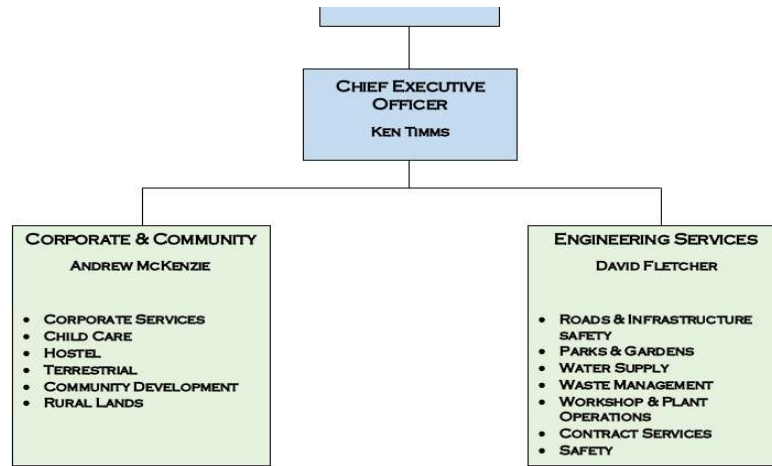
Cr Barry Hughes
Mayor



L-R Cr Barns, Mayor Hughes, Cr Royes, Cr Gallagher and Cr Haase

COUNCIL





Corporate Aim No. 1: A Sustainable Transport Network That Meets Community Needs

Strategic Outcome: Shire Rural Roads are all Weather, Town Streets are Bitumen with Footpaths, Kerb, Channelling and Drainage

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's road assets.	DES	Develop and implement a shire roads intervention level policy	Nov-22	Policy adopted by Council and Implemented
	DES	Identify the current status of shire rural roads and town streets	Sep-22	Updated road register
	DES	Implement maintenance programs on Towns Streets	Dec-22	Program implemented
	DES	Implement maintenance programs on Rural Roads	Jan-23	Program implemented
	DES	Implement maintenance programs on bridges, floodways, drainage etc	Feb-23	Program implemented
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for roads, incorporating road train access and drainage.	DCS	Funded road depreciation for asset replacement	May-23	AMP updated
	DES	Implement capital programs on Towns Streets	Mar-23	Program implemented
	DES	Implement capital programs on Rural Roads	Mar-23	Program implemented
	DES	Implement capital programs on bridges, floodways, drainage etc	Mar-23	Program implemented
Lobby for adequate funding to enable the repair of the shire road network affected by natural disaster.	DES	Implement reinstatement program for NDRRA	Apr-23	Works are programmed and under budget
Work with regional groups and our communities to upgrade Local Roads of Regional Significance.	DES	Attend regional meetings and meet with government representatives	Monthly	Attendance to regional FNQROC meetings

Strategic Outcome: Transport and Main Roads is Committed to Developing a Network that is Fully Sealed to Road Train Route Standard

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Maintain relationship with the Department of Transport and Main Roads	DES	Implement TMR programs for RMPC & NDRRA	Feb-23	Contract TMR works on track and under budget
	DES	Attend regional meetings and meet with government representatives to lobby for increased commitment to Main Roads Network	Monthly	Attendance to FNQROC regional meetings

to undertake road construction and maintenance (Road Train Routes).	DES	Create an audit of TMR infrastructure in the Shire (list of km of Gravel, single line bitumen and narrow/ problem bridges)	Nov-22	Audit presented to Council
Continue to lobby to raise the national profile of the Georgetown to Forsayth, Kennedy, Gulf and Gregory Development Roads and Bridges and for additional funding for high priority widening and sealing.	DES	Implement TMR upgrade programs	Jun-23	TMR contracts awarded to Council and completed on time and within budget

Strategic Outcome: There are Multiple Public Transport Options

Strategies	Officer	Actions	Comp Date	KPI
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's airports and airfield assets.	DES	Implement maintenance programs for airports	Mar-23	Annual maintenance program implemented
	DCS	Funded airport depreciation for asset replacement	May-23	AMP updated
	DES	Implement capital program for airports	Feb-23	Program implemented
Advocate for improved airfield infrastructure and services.	DES	Attend regional meetings and meet with government representatives	Quarterly	Attendance at FNQRRG regional meetings
Advocate for improved rail and bus services	CEO	Attend regional meetings and meet with government representatives	Annually	Attendance at FNQROC 7 NWQROC regional meetings

Corporate Aim No. 2: A Sustainable Environment of Natural Assets, Water, Waste Water and Waste Management

Strategic Outcome: Best Practice Water and Waste Water Management

Strategies	Officer	Actions	Comp Date	KPI
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of	DES	Implement maintenance programs for the water networks	Oct-22	Maintenance program developed and implemented
	DES	Implement maintenance programs for the water treatment plants	Dec-22	Maintenance program developed and implemented

Council's water and waste water assets.	DES	Develop and implement a water and waste water intervention level policy	Mar-23	Policy developed and presented to Council
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program to deliver good quality, reliable water and waste water supplies for all communities	DCS	Funded water depreciation for asset replacement	Dec-22	AMP updated
	DES	Implement Capital programs for the water networks	Mar-23	Program developed and implemented
	DES	Improvement of the Water Treatment Plants at Georgetown and Forsayth	Dec-22	Upgrade Forsayth WTP operations
Water Reservoirs are operating and environmentally compliant	DES	Implement maintenance programs for the water reservoirs	Mar-23	Program developed and implemented
	DES	Charleston Dam is completed and operational	Oct-22	Charleston Dam online and operational
Lobby for adequate funding to enable the repair and maintenance of shire water and waste water network affected by natural disaster or other events	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC / NWQROC regional meetings

Strategic Outcome: Best Practice Waste Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's collection and waste management facilities throughout shire	DES	Implement waste collection programs at each town	Nov-22	Strategy presented to Council for adoption
	DCS	Funded depreciation for asset replacement	Mar-23	AMP updated
	DES	Implement waste disposal programs at each facility	Jan- 23	Strategy presented to Council for adoption
	DCS	Effective education program and encourage recycling, reuse and reduction of community waste	Jan-23	Successful media campaign held

Strategic Outcome: Best Practice Natural Environment and Pest Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
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Develop Council's Biosecurity Plan in consultation with landowners and other stakeholders to reduce the impact of existing and emerging pests.	DCS	Implement works program for biosecurity	Dec-22	Plan adopted by Council
In partnership with the community and external agencies, promote and support best practice management of the natural environment.	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC / NWQROC regional meetings
Minimise the potential of disease outbreaks through implementation of an integrated mosquito management program.	DCS	Implement program as required	Jan-23	Program developed and adopted by Council

Strategic Outcome: An Energy Efficient Shire

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Support of renewable energy. carbon reduction programs and Council's carbon footprint	CEO	Identify the current status of Council's renewable energy portfolio	Jan-23	Council Status recognised
	DES	Attend regional meetings and meet with government and industry representatives	Half Yearly	Attendance at FNQWaste regional meetings

Strategic Outcome: Industry has Sustainable Environmental Practices

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Companies and industries are environmentally compliant	CEO	Attend regional meetings and meet with government and industry representatives	Bi-Monthly	Advocated at regional meetings

Corporate Aim No. 3: A Diversified Economic Development Ensures a Prosperous Shire

Strategic Outcome: A Variety of Land and Housing Options for the Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Maintain a compliant planning scheme that supports the future development of our shire	DCS	Implement the planning scheme	Monthly	Planning applications processed
	DCS	Review and update planning scheme	May-23	Plan review and presented to Council
Review and update the asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's housing stock	DCS	Implement maintenance program for Council housing	Mar-23	Maintenance program implemented
	DCS	Funded depreciation for asset replacement	Apr-23	AMP updated
Advocating for the release of State Land for future development across the shire	CEO	Promote residential, rural residential and industrial subdivisions throughout shire as land become available and demand increases.	Monthly	Successful media campaign held

Strategic Outcome: A Diversified Economic Base: Rural, Tourism, Mining and Support Services

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Facilitate the development and marketing of a distinctive regional image.	CEO	Review and update shire marketing image	Feb-23	Strategy developed and adopted by Council
Support community development to expand and meet the growing needs of the region through infrastructure, income diversification and advocacy	CEO	Develop and implement a Tourism Plan by consulting with all relevant stakeholders	Feb-23	Plan developed and adopted by Council
	CEO	Area Promotion	Monthly	Successful Media Campaign Held
	CEO	Review the TerrEstrial VIC Business Plan, with a view to identify latent opportunities and extending the tourist experience to include interactive activities.	Apr-23	Business case developed and adopted by Council
Support skills development (youth, business, industry)	DCS	Develop and implement a community skills development program	Dec-22	Program implemented
	DCS	Review procurement policy and monitor the outcomes	Half Yearly	Outcome report presented to Council for consideration
Advocate for the development of the Etheridge Agriculture Precinct and associated agricultural industries	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNROQ / NWQROC regional meetings

Corporate Aim No. 4: Quality Social Infrastructure Makes the Shire a Desirable Place to Live

Strategic Outcome: An Active Community with a Variety of Recreational Activities

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's parks, garden and recreational facilities	DES	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for parks, garden and recreational facilities	Apr-23	Program developed and implemented
	DCS	Maintain the public conveniences	Monthly	Facilities meet expectations
	DCS	Maintain the Shire's Cemeteries.	Monthly	Facilities meet expectations
	DCS	Maintain Swimming Pool as a safe and attractive venue.	Monthly	Facilities meet expectations
Establishment suitable recreational activities/facilities at water reservoirs	CEO	Construct recreation facilities at Charleston Dam to encourage activity based tourism.	Apr-23	Project complete
	CEO	Continue our partnership with Department to further enhance the visitor experience on the Copperfield Dam, including construction of	Monthly	Attendance at FNROC / NWQROC regional meetings
Enhance and improve the aesthetics of each town.	DES	Review and implement Georgetown beautification plan	Mar-23	Project approved and underway
	DES	Review beautification plans for Einasleigh, Forsayth and Mt Surprise	May-23	Plan presented to Council for consideration

Advocate for funding for additional sport and recreation infrastructure.	CEO	Review Council's sport and recreation long term plan	Apr-23	Status of current plan considered and reviewed
	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNQROC / NWQROC regional meetings

Strategic Outcome: An Invigorated Community with a Variety of Multi-Aged Services

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's Health, Aged Care, Child Care facilities	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social facilities	May-23	Program developed and implemented
	CEO	Advocate to State and Federal Governments, supporting residents to address social inequity, disadvantage, livelihoods and general well-being.	Monthly	Attendance at FNQROC / NWQROC regional meetings
	CEO	Partner with state government agencies to improve social conditions and liveability.	Monthly	Attendance at FNQROC / NWQROC regional meetings
Ensure that services to the community for child care, youth hostel and aged care are provided.	DCS	Review and implement strategies for an efficient use of the 'Georgetown Hostel'	Mar-23	Current strategy review and updated
	DCS	Review and implement strategies for an efficient operation of the childcare business, including after school care	Mar-23	Current strategy review and updated
	DCS	Review and implement strategies for youth programs for leadership, recreation, entertainment and healthy socialization	Feb-23	Current strategy review and updated
	DCS	Review and implement strategies for an efficient operation of programs for seniors	Jan-23	Current strategy review and updated
Construct care facilities to retain citizens in the community.	DCS	Develop plans to build aged care facilities.	Nov-22	Plan presented to Council for consideration
	DCS	Develop plans to build special care facilities.	Jun-23	Overall strategy developed for Consideration
Advocate and facilitate the provision and improvement of central and remote health services.	CEO	Meet with government lobbying for health concerns, including a doctor to the region, aged care and respite and palliative care support.	Monthly	Attendance to regional meetings
Advocate and facilitate for improvements in educational services to be provided within the shire	CEO	Attend Schools and meet with representatives of the school and P&Cs	Half yearly	Attendance to meetings

Advocate for sufficient policing and emergency service facilities	CEO	Meet with government representatives	Quarterly	Attendance to DDMG meetings
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Strategic Outcome: A Culturally Aware Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's social infrastructure	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social Infrastructure	Jun-23	Program developed and implemented
Provide libraries, as learning and information centres	DCS	Review and implement strategies for library service	Jan-23	Strategy is reviewd and implemented
Engage with and support local arts and cultural groups.	DCS	Review and implement strategies for engaging with arts and cultural groups	Nov-22	Strategy is reviewd and implemented
Build and strengthen the Shire's identity through the support and provision of a variety of events and branding our corporate image.	DCS	Support volunteers, community groups and events	Sep-22	Community assistance policy is reviewed and implemented
Encourage local historians to preserve and promote local history and heritage.	DCS	Support important social milestones on appropriate anniversary dates.	Dec-22	Community calendar of events is developed and supported

Strategic Outcome: A Variety of Modern Communication Mechanisms Available for the Whole Shire

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Improve co-operation and communication with relevant stakeholders and all levels of government in the strategic planning of future community infrastructure.	DCS	Develop and maintain a current advocacy plan for the provision of telecommunication services, telemetry and media.	Jan-23	Plan is developed and Implemented
Review and update the comprehensive asset management strategy to support the maintenance, replacement and enhancement of Council's communication assets.	DCS	Maintain radio re-transmission services for Mt Surprise, Forsayth and Einasleigh.	Monthly	Services are operational
	DCS	Assist a commercial entity to introduce local radio services.	Jun-23	Options are considered and implemented

Corporate Aim No. 5: Best Practice Corporate Governance and Organisational Excellence

Strategic Outcome: Council Provides Community Leadership Through Financial Sustainability and an Open and Accountable Governance

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Councillors take a leadership role in the community, serve as a role model and provide strategic direction for the continued growth and development of the region.	CEO	Review and implement Council's strategic plans	Monthly	Delegations from the monthly Council meetings
	CEO	Attend local and regional meetings with community, government and industry representatives	Monthly	Opportunities to attend regional meeting is given
Pursue and nurture an environment of honesty and integrity in which elected members, managers and staff work together in a spirit of trust and teamwork.	CEO	Adopt appropriate governance structures and make appropriate delegations.	Apr-23	Organisational structure is reviewed
	CEO	Ensure the administration of the region is governed through open and transparent decision-making and reporting processes.	Mar-23	Meetings and legislative requirements are met
	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Corporate Assets	May-23	AMP is updated
	DCS	Maintain compliance with legislation, local laws, policies	Monthly	Local Laws, policies and procedures are reviewed on a regular basis for compliance
Actively participate in the membership of regional development and other organisations in order to achieve mutual regional priorities.	CEO	Actively participate in the regional organisations and statutory supported planning instruments	Monthly	Attendance to regional meetings
	CEO	Build the Council's data analytic capability.	Apr-23	Statistical data is collected

Strategic Outcome: Effective Communication Between Council and the Community Across the Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Using appropriate media, promote civil and respectful discussion and participation in relevant issues.	CEO	Branding of Shire	Monthly	Media channels are used to promote Council operations
Disseminate accurate and relevant information within the organization, the community and other relevant audiences.	CEO	Review of Council communication mechanisms	Oct-22	Current communication processes are reviewed and report to Council for consideration

Review the current practice of holding consultation meetings throughout the Shire and distribution of newsletter 'Inform' to maximise effective community engagement.	CEO	Council will embrace exceptional customer service, valuing staff and promoting ethical standards of practice, supported by clear policies and strategies;	Monthly	Item is raised at every Council meeting to ensure compliance
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Strategic Outcome: Council Operations Support Quality Service Provision and Good Governance

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Ensure the transparency of Council's financial operations and performance and promote awareness within the community of Council's financial management and other strategies.	DCS	Review and implement strategies for an efficient operation of Council administration and finances sections	Nov-22	Number of issues raised
	DCS	Review and implement strategies for an efficient operation of Council's internet and internal technology capabilities.	Dec-22	capabilities of the system is reviewed and reported to Council
	DCS	Review and implement a fair and equitable rating system	Feb-23	Review is undertaken and outcomes are reported to Council for their consideration
Pursue opportunities for external income sources to enhance financial capacity beyond traditional methods	CEO	Review Council's strategies / operations to reduce coss to Council	Monthly	Report to Council on options of gaining additional revenue sources
Ensure the efficiency of procurement and stores activity.	DCS	Review and implement strategies for an efficient operation of the procurement and stores sections	Oct-22	Undertake a review of processes and if required implement an improvements
Ensure the efficiency of depot and engineering administration	CEO	Review and implement strategies for an efficient operation of Councils depot and engineering sections	Nov-22	Review current practices and report back to Council on possible improvements
	DES	Effective works program to better utilize alignments between all funding.	Dec-22	Program to be reported back to Council for consideration
Maintain a profitable fleet business and manage contractor hire arrangements.	DES	Review and implement strategies for an efficient operation of Council's Plant Fleet	Oct-22	AMP for Council plant and machinery is reviewed and implemented
	DES	Review and implement strategies for efficient use of contractors.	Sep-22	Report is presented to Council for consideration

	DES	Develop a Plant Replacement and upgrade schedule and maintain the operational capacity of plant.	Sep-22	An annual plant for plant replacement is presented to Council, including a 10 year replacement Program
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Strategic Outcome: Desirable Staffing Balance that Reflects Council and Community Expectations

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Develop, review and implement a staffing strategy to the efficiency of Council operations	CEO	Review and implement strategies to increase the capacity of Council	Oct-22	As apart of the organisational review.
Provide accountable, professional, responsible, timely and accessible services to external and internal customers that reflect the values of the organization.	DCS	Review and implement strategies to for customer services	Dec-22	The current process for customer requests and complaints is review and any outcome is presented to Council for consideration

Strategic Outcome: Council is Effective in Attracting and Retaining Qualified, Experienced and Committed Staff

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Ensure Councillors and staff are provided with relevant learning and personal development opportunities to achieve stated strategic priorities and corporate objectives.	CEO	Promote a drug free environment.	Monthly	Outcomes from testing is considered
	CEO	Review and implement strategies for an efficient training and development programs	Monthly	A training needs analysis is developed
Implement effective HRM strategy throughout the organisation.	CEO	Review HRM practice for Council.	Dec-22	An annual review is undertaken of current practices
Develop and implement organisation well-being programs.	CEO	Well-being program is part of a HRM review.	Dec-22	An annual review is undertaken of current practices
Develop and implement proactive WHS and enterprise risk strategies to reduce threats to the Council and the community.	CEO	Promote and support a safe and healthy work environment in which the importance of family and work/life balance is recognised.	Feb-23	Annual review is favourable and incidents are minimised

Strategic Outcome: Council if Effective in Planning, Preparing and Responding to Natural Disasters

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>
Ensure a preparedness to respond to natural disasters and other emergencies and engage in planning activities aimed at minimising the impact of such disasters on the community.	CEO	Advocate for improved weather information infrastructure in the region (stream gauge stations, rainfall gauge stations and radar).	Nov-22	Suitable weather forecasting is place.
Maintain a compliant, resourced disaster management plan	CEO	Review and update disaster management plan	Sep-22	Get ready is successful