

Policy Title: **Rural Fire Levy**  
 Policy No: 248

Directorate: Corporate Services  
 Responsible Officer: Chief Executive Officer

Adopted Date: General Meeting – 15/12/2015  
 Review Date: 15/12/2017

Version	Council Meeting	Decision Date	History
1	General Meeting	17/04/2012	New Policy
2	General Meeting	15/12/2015	Biennial Review

Authorities: *Local Government Act 2009;*  
*Fire and Rescue Services Act 1990*

### INTRODUCTION:

North Burnett Regional Council values and wishes to encourage active Rural Fire Units within its Regional area. To do this, Council collects a Rural Fire Levy to assist with the maintenance of equipment, acquisition of items for the Rural Fire Units, Rural Fire Brigade operating cost and construction of Infrastructure for the use of the Rural Fire Brigades.

### PURPOSE:

The intent of this Policy is to set out the responsibilities and processes required of all parties relating to Council agreeing to levy a Special Rate/Charge under the Local Government Act 2009 and contribute such amounts raised to the relevant party within the North Burnett Regional Council area.

### OBJECTIVES:

Council has previously made provisions in its budget for the making of Special Rates/Charges for Rural Fire Levies. Where requested, Council will align use of the levy with requests from the Queensland Fire and Rescue Service, direct from the Rural Fire Brigades or allocate to a project within Councils capital works program.

Previous revenue received from the Special Rate/Charge will be forwarded to the brigades upon written application demonstrating need and where applicable, compliance with Council's purchasing policy. Where possible, funds will be paid by EFT direct to the brigade's bank account unless alternative arrangements are made or requested.

**OBJECTIVES (continued):**

Council will not impose any fee to cover the expenses associated with the collection of the levy. Council's Officers will liaise with the brigades and the Area Director regarding Rural Fire Levy matters.

Should a Rural Fire Unit wish to access the Levy for a specific major project or major capital item, the following process must be followed:

**Major Project or Capital Purchase:**

The Rural Fire Brigade must prepare and submit the following documents for a major project or major capital purchase request:

*Prepare Documentation*

- a three year Activity Plan;
- a twelve month Operational Plan;
- a budget that is in conformity with the twelve month Operational Plan;
- financial statements for the previous financial year, audited by a qualified accountant or auditor.

**Evaluation Process:**

This Policy is reviewed when any of the following occur:

1. The related information is amended or replaced;
2. Other circumstances as determined from time to time by the Council; or
3. Notwithstanding the above, this Policy is to be reviewed at intervals of no more than two years.

In Councils Budget deliberations, funds can be allocated to capital projects that have been deemed to be of benefit to the rural fire brigades.

**RELATED POLICIES / LEGISLATION:**

Local Government Act 2009, s 94

Fire and Rescue Services Act 1990, s 128A

NBRC Revenue Policy and Statement

NBRC Policy No. 215 Rural Fire Brigade Units Utilisation

**DEFINITIONS:**

To assist in interpretation, the following definitions shall apply:

**'Rural Fire Levy'** – is a Special Rate/Charge raised in accordance with the provisions of section 94 of the Local Government Act 2009 and section 128A of the Fire and Rescue Services Act 1990.

**'Major Capital Project'** – denotes projects over \$10,000.