NORTH BURNETT
REGIONAL COUNCIL

Budget Meeting Agenda

07 August 2012
Monto

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Attendees	**Agenda Item 1**	**Attendees**	
Welcome	**Agenda Item 2**	**Welcome / Housekeeping**	
Apologies	**Agenda Item 3**	**Apologies**	
Declaration	**Agenda Item 4**	**Declaration of Interest**	
Governance	**Agenda Item 5**	**Governance Report**	
	5.1	Chief Executive Officers Report	**004-007**
	5.2	Adoption of the 2012/2013 Operational Plan	**008-038**
	5.3	Adoption of the 2012/2013 Revenue Policy	**039-041**
	5.4	Adoption of the 2012/2013 Revenue Statement	**042-063**
	5.4.1	Adoption of General Rating Categories	
	5.4.2	Adoption of Sewerage Utility Charges	
	5.4.3	Adoption of Water Utility Charges	
	5.4.4	Adoption of Cleansing Utility Charges	
	5.4.5	Adoption of Rural Fire Levy	
	5.4.6	Adoption of Environmental Levy	
	5.5	Adoption of Statutory Policy 104 – Procurement Policy	**064-072**
	5.6	Adoption of Statutory Policy 106 – Debt	**073-075**
	5.7	Adoption of Statutory Policy 108 – Investment	**076-077**
	5.8	Adoption of 2012/2013 Budget Statements including:	**078-083**

- Statement of Comprehensive Income
- Cash Flow Statement
- Statement of Changes in Equity
- Financial Sustainability Ratios
- Estimated Activity Statement

	5.9	Adoption of Cost Recovery and Non-Regulatory Charges for the 2012/2013 Financial Year	**084-126**

5.10 Adoption of Code of Competitive Conduct Resolutions

5.11 Adoption of Code of Competitive Conduct Complaints Policy **127-131**

Closure of Meeting **Agenda Item 6** **Closure of Meeting**

North Burnett Regional Council Budget 2012/2013

Responsible Officer: MJP Pitt - Chief Executive Officer
Report prepared by: MJP Pitt - Chief Executive Officer
Senior Executive Staff/finance staff

It is a great honour to present for consideration the fifth budget of the North Burnett Regional Council.

This year's actual results have demonstrated the difficult year that was 2011/12. Council experienced a significant reduction of approximately $1.2 million in Federal Assistance Grant (FAG) payments, which have a read impact on the budget of $1.6 million due to the adjustments made from the early payment of the grant in June 2011. This reduction in grant payment was a significant factor in Council again facing a deficit financial position.

Council continued over the past year to arrest the previous declining cash position. Council and has seen a stabilisation of this aspect of the budget though the 2011/12 year saw an operational deficit. Council is not immune from the current financial climate and has adopted a position a budget approach that recognises the difficulty in achieving a balance position. The continued threat to this position is the potential loss of further grant funding and the impact from the decision of the Grants Commission in 2011/12. At the time of the adoption of this budget, the Grants Commission is still to advise of the deliberations and payments for the Federal Assistance Grant for the 2012/13 financial year and the State Government budget is yet to be adopted.

The following is an overview of some of the major points contained within the budget.

General Rates

North Burnett Regional Council has levied for an average 3.5% increase in residential general rates. This average general rate rise is common for all categories including commercial, industrial and rural. The total change in the general rates received from 2011/12 to 2012/13 financial years is 3.5%. This general rate rise is in line with inflationary pressure through a range of cost indexes. It is estimated that Council will raise $7.7 million from the general rate for this financial year.

There is a total of 6,255 rateable parcels of land, an increase from 6253 last year, compared to 6,156 rateable parcels in 2010 and 6,060 in 2009.

Rates are levied according to the Council's adopted Revenue Policy and Revenue Statement together with Council having regard for:

(i) The needs of the Council to meet the administrative, maintenance and capital cost associated with the delivery of services, increases in development and the reasonable expectations of the community.

(ii) The state of the economy of the Local Authority, the State of Queensland and the Nation generally.

(iii) Climatic conditions and their effects upon the ratepayers and the costs of Council's operations.

Utility Rates/Service Charges

The 2012/13 budget continues the price path model for a regional pricing system of water and sewerage and well as consolidates the uniform introduction of per parcel charging methodology for all areas with a town water supply.

The Council operates 7 separate water supply schemes and determines that the net cost of providing a water supply in each scheme area including operation and maintenance costs, capital costs and debt servicing costs will be fully funded by charges on those lands receiving a supply or to which a supply is deemed to be available.

As demonstrated in the table below this is the final year of the price path process for water charges with full regional costing now completed. Sewerage charges are in year three of a six year pricing model to regionalise the pricing costs.

Water Services	Access Charge	Year		
		2010-2011	2011-2012	2012-2013
Biggenden	$250.00	$323	$396	$470
Eidsvold	$250.00	$323	$396	$470
Gayndah	$368.50	$402	$436	$470
Monto	$362.50	$398	$434	$470
Perry	$174.00	$273	$371	$470
Mundubbera	$445.00	$453	$461	$470
Mulgildie	$469.00	$469	$469	$470

Flood Damage Losses/Impairment/Revaluation

The recent flooding has impacted Council's assets to an estimated value of $20 million. This damage will show as a loss in Council's financial statements and as Council continues to repair these assets the loss will be remove from Council's operating position and will show as a nominal surplus in future financial years.

Road and Bridge Works

The road and bridge network is the major focus of this budget. Council has completed approximately 50% of the reconstruction works from the 2010/11 flood event is on track to have all works associated with completed by June 2013.
Council will continue to utilise all external funding that is available for the road network as well as contributing significant funding from Council's own source revenue. The total maintenance budget for urban and roads (excluding capital) will be $5.5 million which compares to actual expenditure of $5 million in the 2011/12 financial year. The total budget for roads including both maintenance and Capital

Expenditure will be $10.3 million. This includes a significant increase in funding for bridge maintenance.

There is expected to be a further $10 Million in flood restorations works completed for the coming financial year. Expenditure on flood restoration works in the 2011/12 was $11.3 Million with claims paid in that financial year of $9.1 Million.

Capital Works

Council will adopt a modest capital programme for the 2012/13 financial year with major area of focus on the Roads, Streets and Drainage asset group as well as water and sewerage infrastructure renewal. Out of a total budget of $9.1 Million in capital road works, $1.2 million is being invested in a reseal programme.

Bridge capital works include Yarrol Road Stewarts Bridge rebuild and Rocky Creek Bridge with these two projects totalling $782,000 out of a capital budget for bridges of $1.1 million.

Significant investment is planned to renew the Biggenden sewerage treatment plant and water mains infrastructure will be renewed in both Mundubbera and Monto.

Conclusion

The budget contains many strong initiatives that continue Councils strong performance over the past year and continues to build on the stable financial base as well as balancing the current financial environment and reduced revenue.

Council will maintain a tight fiscal position over the coming year with opportunities for review of the adopted budget quarterly. This will allow Council to review and contend with any changes in the financial environment. A focus for the coming year will include the review and adoption of a new Corporate Plan and will also include a renewal of Council's financial forecasts and 10 year modelling.

The budget as presented is a conservative budget to deliver core functions. I commend this budget to the Council for formal acceptance.

Recommendations:

5.1.1 That the North Burnett Regional Council Operational Plan for 2012/2013 be adopted

5.1.2 That the North Burnett Regional Council 2012/2013 Revenue Policy be adopted.

5.1.3 That the North Burnett Regional Council 2012/2013 Revenue Statement be adopted.

5.1.4 That the North Burnett Regional Council General Rating Categories as detailed on pages 7 to 14 of the 2012/2013 Revenue Statement incorporating the Differential General Rate Levies and including the Minimum General Rate be adopted.

5.1.5 That the North Burnett Regional Council Sewerage Utility Charges as detailed on page 16 of the 2012/2013 Revenue Statement be adopted.

5.1.6 That the North Burnett Regional Council Water Utility Charges as detailed on page 17 of the 2012/2013 Revenue Statement be adopted.

5.1.7 That the North Burnett Regional Council Cleansing Utility Charges as detailed on page 18 of the 2012/2013 Revenue Statement be adopted.

5.1.8 That the North Burnett Regional Council Environmental Levy as detailed on page 19 of the 2012/2013 Revenue Statement be adopted.

5.1.9 That the North Burnett Regional Council Rural Fire Levy as detailed on page 19 of the 2012/2013 Revenue Statement be adopted.

5.1.10 That the North Burnett Regional Council Investment Policy be adopted

5.1.11 That the North Burnett Regional Council Debt Policy be adopted

5.1.12 That the North Burnett Regional Council Procurement Purchasing Policy be adopted

5.1.13 That the North Burnett Regional Council 2012/2013 Budget Statements including Statement of Comprehensive Income, Balance Sheet, Cash Flow Statement, Statement of Changes in Equity and financial sustainability ratios be adopted.

5.1.14 Adoption of Cost Recovery and Non-Regulatory Charges for the 2012/2013 Financial Year be adopted.

5.1.15 That pursuant to section 47 of the *Local Government Act 2009,* Council will apply the Code of Competitive Conduct to the following business activities for the 2012/2013 financial year:

- Water Supply;
- Sewerage;
- Waste Management; and
- Building Certification.

North Burnett Regional Council
Operational Plan 2012/2013 - DRAFT

PROGRAM 1: COMMUNITY INFRASTRUCTURE AND DISASTER MANAGEMENT

OUTCOME STATEMENT:
To have infrastructure and facilities in place that are well planned, affordable and offers a safe environment to the community.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
1.1 **Asset Management** Develop comprehensive asset management plans for all classes of Council's assets (including the water network) and individual asset management plans to support them.	• Develop comprehensive asset management plans for each class of asset controlled by Council.	Regional Regional	DTS DTS	• Asset plans for each asset class adopted by Council. • Asset plans reviewed to be consistent with adopted Community and Corporate Plans.	
1.2 **Infrastructure Costing** Develop systems and processes that ensure all new capital works proposals include clear and detailed costs of operating and maintaining the asset through its life, and the impact these will have on future asset management costs for the Council overall.	• Develop simple "whole of life" costing models for capital projects / purchases.	Regional Regional Regional Regional	CEO Directors	• Plant purchase costing system developed. • Bridge asset class costing system developed. • Building asset class costing system developed. • Other infrastructure costing systems progressed.	
1.3 **Infrastructure Delivery** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	**ROAD NETWORKS** • Maintenance of rural road	Regional Regional Regional	DTS DTS DTS	• Develop annual & 5 year programme of works • Develop unit rates • Kilometres completed & cost/km	
	• Gravel sheeting/re-sheeting of rural roads	Regional Regional Regional	DTS DTS DTS	• Develop annual & 5 year programme of works • Kilometres completed & cost/km • % of total kilometres of rural roads	
	• Bitumen re-sealing of rural roads	Regional Regional Regional	DTS DTS DTS	• Maintenance of urban streets carried out to the annual & 5 year programme of works • Number of rural roads re-sealed • Kilometres completed & cost/km	
	• Maintenance of urban streets	Regional Regional Regional	DTS DTS DTS	• Maintenance of urban streets carried out to the annual & 5 year programme of works • Number of streets maintained • Kilometres completed	
	• Drainage maintenance	Regional	DTS	• Drainage maintenance completed on rural roads.	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	• Road furniture (urban and rural)	Regional Regional	DTS DTS	• Road furniture maintained on urban and rural roads	
	PARKS AND GARDENS • Maintenance of parks and gardens	Regional Regional	DTS DTS	• Parks and gardens maintained to a Council determined level of service • Removal of all litter and graffiti in accordance with General Policy No. 202 Graffiti.	
	• Conduct six monthly inspection of structures, barbeques, playground equipment and soft fall infrastructure	Regional	DTS	• Six monthly inspections carried out on structures, barbeques, playground equipment is safe and soft fall	
	SWIMMING POOLS • Effective & efficient maintenance and promotion of Council's swimming pool facilities	Regional	DCC	• Swimming pools effectively & efficiently maintained • Swimming pools effectively & efficiently managed	
	CEMETERIES • Maintenance of Cemeteries	Regional Regional	DTS DCC	• Cemeteries maintained in a respectful, effective and efficient manner. • Seek funding for Unmarked Graves Project to identify unmarked graves	
	FOOTPATHS AND WALKWAYS • Inspect and Maintain existing footpath areas	Regional Regional	DTS DTS	• Footpaths and gutters maintained in an effective and efficient manner within UBD and Town entrances and in accordance with Council's adopted Policy no 216 Maintenance of Footpaths. • Regular Inspection and Reporting process in place to report faults pertaining to Council and other Agencies such as Telstra, Ergon, Main Roads	
	COMMUNITY WORKS DEPOTS (6) • Continue to operate community works depots to provide effective and efficient services to the internal and external customers	Regional Regional	DTS DTS	• Provision of 6 town depots in line with Council's adopted organisational structure. • Commence planning for renewal of Gayndah town depot through needs analysis and review of potential sites. • Provide facilities for repairs and maintenance of Council machinery	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs	**CARAVAN PARKS (5):** • Effective & efficient maintenance and operation of Caravan Parks under Council's Control	Regional	DCC	• Effective and efficient maintenance of all Caravan Parks under Council control maintained	
	• Evaluation and implementation of management and contractual models to deliver best value to Council and customers	Regional	DCC	• Suitable managers/operators engaged for to manage Caravan Parks under Council's control • Contract and lease options reviewed and considered for implementation.	
	• Promote Caravan Parks under Council's control with an aim to increase visitor/patron numbers	Regional	DCC	• Number of visitor / patrons utilising Caravan Park facilities recorded • Return on investment generated by parks.	
	SKATE FACILITIES • Effective & efficient maintenance and promotion of Skate Facilities under Council's control	Regional	DCC	• Skate Facilities under Council's control effectively and efficiently maintained and promoted	
	• Liaison with Non-Government Organisations and Community Groups in Region on utilisation of Skate Facilities			• Non-Government Organisations and Community Groups engaged • Events/projects delivered around utilisation of Skate facilities	
	MEMORIALS • Effective & efficient maintenance and promotion of Memorials	Regional Regional	DCC DCC	• Memorials under Council's control are effectively and efficiently maintained • Memorials under Council's control have been promoted	
	RECREATIONAL GROUNDS • Effective & efficient maintenance and promotion of Council's Mingo Crossing and Paradise Dam Recreational Facilities	5	DCC	• Mingo Crossing & Paradise Dam Recreational Facilities effectively promoted and maintained	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement	GL Number	Budget ($)	Cost to Date ($)
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	**FUTURE CAPITAL INFRASTRUCTURE PROJECTS:** **LAND:** Horton Street Subdivision		DTS	• Project Complete			25,000	
	BUILDINGS & IMPROVEMENTS • Asbestos Related Priority 1 & 2 Projects	Regional	DTS	• Project Complete • Budget targets achieved			30,000	
	• Gayndah Swimming Pool Complex Compliance Upgrade	3	DTS	• Project Complete • Budget targets achieved			43,000	
	• Mundubbera Depot Firewall / Hydrant Installation	6	DTS	• Project Complete • Budget targets achieved			60,000	
	• Building Approval Related Project Completion	Regional	DTS	• Project Complete • Budget targets achieved			20,000	
	• Biggenden Administration Office Exterior Painting	1	DTS	• Project Complete • Budget targets achieved			18,000	
	• RM Williams Australian Bush Learning Centre Outdoor Learning Space	2	DTS	• Project Complete • Budget targets achieved			155,000	
	• Cania Dam Recreation Facility	4	DTS	• Project Complete • Budget targets achieved			350,000	
	OTHER STRUCTURES: • Construction of a Leachate Drain and Clay Bund Wall at Gayndah Refuse Tip	3	DTS	• Project Complete • Budget targets achieved			60,000	
	• Renewal of Fencing for Mulgildie and Monto Cemetery	4	DTS	• Project Complete • Budget targets achieved			14,000	
	• Regional Signage Program	Regional	DTS	• Project Complete • Budget targets achieved			50,000	
	• RM Williams Australian Bush Learning Centre Billboards	2	DTS	• Project Complete • Budget targets achieved			20,000	
	• Waste Management Facility Security Management System	Regional	DTS	• Project Complete • Budget targets achieved			145,000	
	• Cemetery Beam Installation Monto/Mundubbera	4, 6	DTS	• Project Complete • Budget targets achieved			15,000	
	• Eidsvold SES Shed	2	DTS	• Project Complete • Budget targets achieved			80,000	
	• Monto Airport Electricity Upgrade – Completion of Existing Project	4	DTS	• Project Complete • Budget targets achieved			5,500	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement	GL Number	Budget ($)	Cost to Date ($)
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	**PLANT** • Plant Replacement Program	Regional	DTS	• Project Complete • Budget targets achieved			1,100,000	
	FURNITURE & EQUIPMENT • Business Continuity / Recover Site	Regional	DTS	• Project Complete • Budget targets achieved			30,000	
	• Telephone System Conversion Gayndah	3	DTS	• Project Complete • Budget targets achieved			30,000	
	• Microscope & Mosquito Monitoring Kit	Regional	DTS	• Project Complete • Budget targets achieved			10,000	
	STREETS • Bunce Street, Mundubbera – Pedestrian Fence	6	DTS	• Project Complete • Budget targets achieved			16,000	
	• Leichhardt Street – Reseal	6	DTS	• Project Complete • Budget targets achieved			24,000	
	• Footpath Replacement Program	Regional	DTS	• Project Complete • Budget targets achieved			50,000	
	• Regional Linemarking Program	Regional	DTS	• Project Complete • Budget targets achieved			25,000	
	• Reseal Program	Regional	DTS	• Project Complete • Budget targets achieved			300,000	
	• Kerb & Channel Replacement	Regional	DTS	• Project Complete • Budget targets achieved			200,000	
	• Walkway Mundubbera Bicentennial Park and Heritage Centre	6	DTS	• Project Complete • Budget targets achieved			50,000	
	• Gayndah School Passenger Set Down Area	3	DTS	• Project Complete • Budget targets achieved			35,000	
	• Monto School Passenger Set Down Area	4	DTS	• Project Complete • Budget targets achieved			35,000	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement	GL Number	Budget ($)	Cost to Date ($)
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	**ROADS** • Swindon Road – Widen & Seal	3	DTS	• Project Complete • Budget targets achieved			76,000	
	• Wilson Valley Road – Widen & Seal Happy Valley Road to Radel Road	1	DTS	• Project Complete • Budget targets achieved			330,000	
	• Monal Road – Pavement Design	4	DTS	• Project Complete • Budget targets achieved			6,000	
	• Coringa Road – Widen & Seal	1	DTS	• Project Complete • Budget targets achieved			146,000	
	• Gayndah – Mundubbera Road – Construct to 2 Lane Standard Sealed	3, 6	DTS	• Project Complete • Budget targets achieved			194,000	
	• Gayndah – Mundubbera Road – Construct to 2 Land Standard	3, 6	DTS	• Project Complete • Budget targets achieved			400,000	
	• Hawkwood Road – Widen & Seal	6	DTS	• Project Complete • Budget targets achieved			56,000	
	• Rawbelle Road – Construct to 2 Lane Standard	2	DTS	• Project Complete • Budget targets achieved			30,000	
	• Rawbelle Road – Barram Road Intersection Upgrade	2	DTS	• Project Complete • Budget targets achieved			28,000	
	• Glencoe Road – Floodway installation		DTS	• Project Complete • Budget targets achieved			70,000	
	• Redbank Road – Gravel Resheet	2	DTS	• Project Complete • Budget targets achieved			80,000	
	• Old Rawbelle Road – Install minor culverts	2	DTS	• Project Complete • Budget targets achieved			72,000	
	• Regional Signage Upgrades	Regional	DTS	• Project Complete • Budget targets achieved			60,000	
	• Beronne Road – Widen crests and School Bus turn around location	4	DTS	• Project Complete • Budget targets achieved			100,000	
	• Reseal Program	Regional	DTS	• Project Complete • Budget targets achieved			950,000	
	• Mundubbera Durong Road – Beautification works for entry to Mundubbera	6	DTS	• Project Complete • Budget targets achieved			18,000	
	• Sandarrah Road – Upgrade Creek Crossing	1	DTS	• Project Complete • Budget targets achieved			15,000	
	• Eureka Road	1	DTS	• Project Complete • Budget targets achieved			188,700	
	• Rawbelle Road – Cattle Creek Crossing Realignment – Flood Damage	4	DTS	• Project Complete • Budget targets achieved			300,000	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement	GL Number	Budget ($)	Cost to Date ($)
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	**DRAINAGE INFRASTRUCTURE** • Hawkwood Road – Flagstone Bridge Approaches	6	DTS	• Project Complete • Budget targets achieved			266,000	
	• Norman Road – Moorooka Bridge	4	DTS	• Project Complete • Budget targets achieved			90,000	
	• Yarrol Road – Stewarts Bridge Re-build	4	DTS	• Project Complete • Budget targets achieved			542,000	
	• Rocky Creek Bridge	4	DTS	• Project Complete • Budget targets achieved			240,000	
	WATER INFRASTRUCTURE **> $10,000** • Clarifier – Replacement of aeration module	1	DTS	• Project Complete • Budget targets achieved			35,000	
	• Planning & Design Reservoir Roof Replacement	Regional	DTS	• Project Complete • Budget targets achieved			40,000	
	• Sand Filter Refurbishment and Auto Backflush Control	2	DTS	• Project Complete • Budget targets achieved			35,000	
	• Leichhardt Street Water Main Rehabilitation	6	DTS	• Project Complete • Budget targets achieved			525,000	
	• Network Analyses Direct Pressure Demand Management Profile	2, 3	DTS	• Project Complete • Budget targets achieved			50,000	
	• Flinders Street Water main Rehabilitation	4	DTS	• Project Complete • Budget targets achieved			270,000	
	• Replace Corroded Pipework at Water Treatment Plan	6	DTS	• Project Complete • Budget targets achieved			65,000	
	• Water Meter Replacement Program	Regional	DTS	• Project Complete • Budget targets achieved			30,000	
	• Testing / Lab Equipment	Regional	DTS	• Project Complete • Budget targets achieved			15,000	
	• SCADA Measuring & Monitoring Equipment	Regional	DTS	• Project Complete • Budget targets achieved			10,000	
	SEWERAGE INFRASTRUCTURE **> $10,000** • Sludge Drying Bed Replacement / Enhancement	1	DTS	• Project Complete • Budget targets achieved			50,000	
	• Pond Mods to Maturation, Facultative & Subsurface to Wetland	1	DTS	• Project Complete • Budget targets achieved			270,000	
	• Primary & Secondary Clarifier Renewal	4	DTS	• Project Complete • Budget targets achieved			165,000	
	• Sludge Drying Bed Replacement / Enhancement	4	DTS	• Project Complete • Budget targets achieved			55,000	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement	GL Number	Budget ($)	Cost to Date ($)
	• Pump Station Refurbishment	Regional	DTS	• Project Complete • Budget targets achieved			75,000	
1.3 **Infrastructure Delivery (continued)** Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.	• STP Workplace Health & Safety Upgrades	Regional	DTS	• Project Complete • Budget targets achieved			200,000	
	• Raw Sewerage Filtering	1	DTS	• Project Complete • Budget targets achieved			20,000	
	• Imhoff Tank Concrete and cone repair/replacement	1	DTS	• Project Complete • Budget targets achieved			55,000	
	• Tricking Filter Structural Renewal	1	DTS	• Project Complete • Budget targets achieved			15,000	
	• Sewerage Plant Metering	Regional	DTS	• Project Complete • Budget targets achieved			50,000	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
1.4 **Infrastructure Funding** Increase commitment to working with the State and Commonwealth Governments to seek improvements to State and Federally controlled assets and actively seek and lobby for funding to meet community and industry needs.	• Continue to develop positive relationships with Government and non-Government agencies to ensure funding opportunity and community led projects are achieved.	Regional	DTS	• Queensland Reconstruction Authority funding obtained to reconstruct damaged assets	
		Regional	DTS	• Continued relations with the Department of Natural Resources and Mines on specific projects	
		Regional	DTS	• Continued relations with the Department of Main Roads on specific projects • Continued relations with Department of Main Roads in relation to Transport Infrastructure Development Scheme funded projects	
		Regional	DCCS	• Continued relations with the Department of Sport & Recreation in relation to plans and projects	
		Regional	DTS	• Continued relations with Department of Main Roads in relation to Auslink road funded projects	
		Regional	DTS	• Continued relations with Federal Government, Department of Infrastructure, Transport, Regional Development and Local Government	
		Regional	DTS	• Continued relations with Department of Infrastructure & Planning in relation to Regional and Local Community Infrastructure Program projects	
		Regional	DCCS	• Continued relations with Department of Local Government, Aboriginal & Torres Strait Island Partnerships in relation to Regional Arts Development Fund projects	
		Regional	CEO	• Continued relations with Department of Police, Corrective Services & Emergency Services in relation to Emergency Management Australia projects	
		Regional	CEO	• Continued relations with Department of Police, Corrective Services & Emergency Services in relation to Emergency Management Queensland projects	
1.5 **Disaster Management** Develop a Regional Disaster Management Plan and Memorandum of Understanding between Council and Emergency Management Qld to ensure systems, processes, structures and resources are in place to meet standards and provide a coordinated response to incidents.	• Develop a Regional Disaster Management Plan ensuring systems, processes, structures and resources are in place to meet standards and to provide a coordinated response to incidents.	Regional	CEO	• Review and implement Councils Regional Disaster Management Plan • Disaster mitigation projects developed with other agencies • No of LDMG meetings held & minutes kept • Attendance DDMG meetings • Event activation	
		Regional	CEO	• Develop local sub-group disaster management plans	
		Regional	CEO	• Assess and progress the development of a robust warden system to compliment local sub-group plans	
		Regional	CEO	• Review and progress the implementation of the findings and recommendations of the QLD Flood Commission of Inquiry Report	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
1.5 **Disaster Management (continued)** Develop a Regional Disaster Management Plan and Memorandum of Understanding between Council and Emergency Management Qld to ensure systems, processes, structures and resources are in place to meet standards and provide a coordinated response to incidents.	• Development and review of Memorandum of Understanding (MOU) between Council and Emergency Management.	Regional Regional	CEO CEO	• Memorandum of Understanding between Council and Emergency Management developed and reviewed. • Memorandum of Understanding between Council and Queensland Fire and Rescue Service to be investigated. • Continued relations with the Department of Emergency Services in relation to Bushfire Mitigation projects	
	• Formation and maintenance of the Disaster Recovery Sub-groups to be inclusive of stakeholders	Regional Regional Regional	DCC DCC DCC	• NBRC Recovery Plan Reviewed • Disaster Sub-groups activation • Human Social Disaster Recovery Sub-group maintained, inclusive of Regional Stakeholders • Human Social Disaster Recovery Sub-group advisory – flexible funding programme	

PROGRAM 2: ECONOMIC DEVELOPMENT & TOURISM

OUTCOME STATEMENT:
An enhanced standard of living within the community through encouraging existing businesses to grow and fostering new economic and tourism development opportunities.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
2.1 **Economic Development** Implement the recommendations of the Economic Development Strategy on a prioritised basis.	• Prioritize and Implement the recommendations of the North Burnett Regional Council (NBRC) Economic Development Plan	Regional	DCC	• Economic Development Plan Review undertaken	
	• Develop strong working relationships with Federal, State and other economic development service providers	Regional	DCC	• Wide Bay Burnett Regional Organisation of Councils (WBBROC) Economic Development Committee • RDA Keep Australia Working Committee. • Council has developed partnerships with Department of Employment, Education Development & Innovation (DEEDI) and Department of Education, Employment & Workplace Relations (DEEWA).	
2.2 **Business Development** Increase commitment to working with the private sector and other levels of government to support new business investment within the region and encourage population growth.	• Maintain awareness of assistance and incentives for businesses and ensure that businesses are aware of opportunities	Regional	DCC	• Numbers of businesses supported	
	• Develop a business promotion campaign to attract new businesses and customers for existing businesses	Regional	DCC	• North Burnett Local Buy programme reviewed and a follow up programme investigated • Successful completion of any approved programme	
	• Facilitate new business and investment opportunities in the region	Regional	DCC	• Council in partnership with the North Burnett Regional Futures Programme Team to facilitate and support new investment opportunities in the North Burnett	
	• Council to investigate and support new innovative and emerging ideas/industries in the region	Regional	DCC	• Council in partnership with the North Burnett Regional Futures Programme Team to identify new innovative or value adding industry opportunities and provide support where appropriate.	
2.3 **Business Growth** Enhance relationships and networks with local businesses and the rural industry, and assist them to grow through appropriate support and assistance.	• Action the recommendations of the Rural Innovation Centre business plan	Regional	DCC	• Continue to promote the Rural Innovation Centre through WBBROC and its economic development committee • Recommendations of the Rural Innovation Centre Business Plan actioned	
	• Facilitate regular forums and training sessions to up-skill North Burnett businesses and identify key issues and concerns as well as opportunities.	Regional	DCC	• Regular forums and training sessions hosted by Council	
	JOBS SKILLS DEVELOPMENT PROGRAM • Provide the link between local businesses, key industry groups, training providers, employment agencies and government funding	Regional	DCC	• Undertake a minimum of 20 employer, training provider visits per month	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
2.3 **Business Growth (continued)** Enhance relationships and networks with local businesses and the rural industry, and assist them to grow through appropriate support and assistance.	• Develop jobs projects in the North Burnett	Regional	DCC	• Minimum of four jobs projects developed for the North Burnett community	
	• Develop skills projects for the North Burnett community	Regional	DCC	• Facilitate a minimum of two skill project's for the local community	
2.4 **Land Use Planning** Ensure there is an availability of appropriate land to support industry and residential development, whilst still maintaining quality rural land.	• Provide land use planning, building certification and approvals, and plumbing certification and approvals staff and services to North Burnett region residents and their representatives.	Regional	DDE	• One staff member to undertake Cert 4 or Diploma of Local Government Planning. • One staff member to undertake Cert iv in Horticulture (or similar) to enable preparation and assessment of landscaping plans. • Building Certifier to do Energy Efficiency training and • Swimming Pool Inspectors course	
		Regional	DDE	• Maintain and improve staff qualifications and competencies in land use planning	
		Regional	DDE	• Provide advisory, expert and assessment services to the North Burnett community and its consultants in relation to land use planning proposals and maintain adequate staff to provide land use planning services to the North Burnett community	
		Regional	DDE	• Monitor compliance with development conditions	
		Regional	DDE	• Complete preparation of Council's new planning scheme	
		Regional	DDE	• Contribute to preparation of the Wide Bay Burnett Regional Plan	
		Regional	DDE	• Conduct flood studies	
		Regional	DDE	• Complete Priority Infrastructure Plan for new planning scheme	
		Regional	DDE	• Commence preparation of council's Local Heritage Register in accordance with Heritage Act	
		Regional	DDE	• Engage consultants to undertake satellite imagery for North Burnett Region	
		Regional	DDE	• Engage expert legal advice in relation to land use planning matters	
		Regional	DDE	• Maintain and improve staff qualifications and competencies in administration of building certification services	
		Regional	DDE	• Council's Building Surveyor to undertake BERS Energy Efficiency Training and Pool Safety Legislation Training. Compliance Officer to commence Building Surveyor Technician Course.	
		Regional	DDE	• Provide advisory, expert and assessment services to the North Burnett community and its consultants in relation to building proposals	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
2.4 **Land Use Planning (continued)** Ensure there is an availability of appropriate land to support industry and residential development, whilst still maintaining quality rural land.		Regional	DDE	• Maintain adequate staff to provide building certification and administration services to the North Burnett community	
		Regional	DDE	• Maintain a professional library in relation to building certification services	
		Regional	DDE	• Provide guidance and assistance to staff in the administration of swimming pool compliance	
		Regional	DDE	• Maintain and improve staff qualifications and competencies in administration of plumbing and drainage certification services	
		Regional	DDE	• Provide advisory, expert and assessment services to the North Burnett community and its consultants in relation to plumbing and drainage applications	
		Regional	DDE	• Maintain adequate staff to provide plumbing and drainage certification and administration services to the North Burnett community	
		Regional	DDE	• Maintain a library of current and/or relevant plumbing and drainage materials	
		Regional	DDE	• Manage and administer the Development Services section of council's operations	
		Regional	DDE	• Direct and administer the Development and Environment Directorate of Council's operations	
	• Council Leases	Regional Regional Regional Regional	DCS DCS DCS DCS	• Actual operating expenditure as a percentage of the budget. • Profit Margin • Number of Lease Agreements in place and number of new Lease Agreements developed • Percentage of inspections carried out	
2.5 **Tourism** Support the development of key tourism opportunities within the area, with particular emphasis on North Burnett's built and natural attractions, emphasising North Burnett Region holistically as a tourist destination.	RM WILLIAMS AUSTRALIAN BUSH LEARNING CENTRE • RM Williams Australian Bush Learning Centre (RMWABLC) establishment phase- continued development of tourism product and Visitor Information Centre at Eidsvold	Regional Regional 2	DCC DCC DCC	• Continued growth in visitor numbers to RMWABLC • RMWABLC Loyalty Card Scheme operational – level of usage • Continued diversification of tourism product at RMWABLC- 10 exhibitions per annum; 12 courses per annum; quality merchandise range of regional art/craft product; 2 events per annum; 10 small-medium activities for visitors available at all times	
	• RM Williams Australian Bush Learning Centre (RMWABLC) Master Plan development	2	DCC	• Investigate funding opportunities to implement RMWABLC adopted Master Plan	
	• Maintain membership with Bundaberg & North Burnett Tourism, Country Way, AAA Accommodation, Qld Tourism Industry Council, Caravan, RV & Accommodation Industry of Australia Ltd (CRVA) and Rural Getaway	Regional	DCC	• Membership retained	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
2.5 **Tourism (continued)** Support the development of key tourism opportunities within the area, with particular emphasis on North Burnett's built and natural attractions, emphasising North Burnett Region holistically as a tourist destination.	• Develop and Implement regional Billboard branding on A3 highway	Regional	DCC	• Billboards on A3 highway re-skinned with new A3 branding	
	• Develop a signage strategy for Biggenden and Mt Perry who are not included in the A3 signage strategy	2 5	DCC	• Signage is designed and costed for Council consideration	
	• In conjunction with North Burnett TAG Group Undertake tourism marketing surveys to ascertain needs for future facilities	Regional	DCC	• Survey completed	
	• Support annual fishing competitions and fish restocking events	Regional	DCC	• Council provides promotional supports to fishing competitions and restocking events	
	• Review Tourism Development Plan	Regional	DCC	• Tourism Development Plan is reviewed by the Tourism Action Group (TAG) and forwarded to Council for consideration	
	• Review and update Regional Tourism Map and Regional Guide	Regional	DCC	• Regional tourism Map and regional Guide updated or reprinted	
	• Record detailed information on Visitor Information Centre (VIC) and Caravan Park visitor characteristics, length of stay and postcode.	Regional	DCC	• Report presented to Council on a monthly basis	
	• Support and attend Qld Caravan and Camping Show	Regional	DCC	• Council provides high quality promotional displays and attend the Qld Caravan and Camping Show	
	• Distribute Council marketing material to regional Visitor Information Centres (VICs), caravan parks, tourism businesses and relevant stakeholders	Regional	DCC	• Distribution register is maintained, stock levels are monitored and promotional material is distributed to relevant outlets in the North Burnett and surrounding regions.	
	• Develop a strategy for the North Burnett Visitor Information Centres (VICs) to implement online and interactive media for visitors	Regional	DCC	• Strategy developed and costed	

PROGRAM 3: ORGANISATIONAL CAPABILITY

OUTCOME STATEMENT:
Improved Council business systems and processes and have a valued, skilled and motivated team focussed on meeting community needs.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
3.1 **Organisational Culture** Develop a more cohesive Council through cultural change and individual ownership of corporate values supported by consistent and responsive leadership.	• Whole of Workforce Social Functions	Regional	CEO Directors	• Number of social functions conducted and attendance (minimum of one function facilitated)	
	• Inter depot and office work and social activities	Regional	CEO Directions	• Number of inter depot and office function / social activities held	
	• Depot / Office visits by Management	Regional	CEO Directors	• Quarterly visits to all community offices and depots	
	• Staff Meetings	Regional	CEO Directors	• Weekly Staff meetings held • Weekly Tool Box meetings held	
3.2 **Organisational Systems** Review and implement 'whole of Council' policies, processes, systems and a Council Committee and internal organisational structure that will support the corporate values and strategic objectives in provision of services to the community.	Corporate Services – Overall Departmental operating expenditure as a percentage of the budget	Regional	DCS	• Overall departmental budget on track	
	• General Administration	Regional	DCS	• Actual operating expenditure as a percentage of the budget.	
	• Operational Forms	Regional	DCS	• Review of Operational Forms to ensure uniformity in all locations.	
	• Customer Service	Regional	DCS	• Customer Service Training – Number / Type of sessions held and number of staff participants • Customer Service Charter developed	
	• Records Management	Regional	DCS	• Actual operating expenditure as a percentage of the budget. • Percentage of applications processed in accordance with legislation (*Right to Information Act and Information Privacy Act*)	
	• InfoXpert	Regional Regional	DCS DCS	• Continued maintenance and development of InfoXpert to provide an efficient electronic Records Management System. • Number of staff trained in InfoXpert and recordkeeping responsibilities	
	• Council Records	Regional	DCS	• Records are destroyed or archived in accordance with legislation.	
	• Right to Information / Information Privacy	Regional	DCS	• Percentage of application processed in accordance with legislation (*Right to Information Act and Information privacy Act)*	
	• Recdesk	Regional	DCS	• Recdesk enquiries at end of quarter compared with the same period last financial year.	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
3.2 **Organisational Systems (continued)** Review and implement 'whole of Council' policies, processes, systems and a Council Committee and internal organisational structure that will support the corporate values and strategic objectives in provision of services to the community.	• Complaints Management	Regional Regional	DCS DCS	• Number of customer service requests entered • Statistics on outstanding customer service requests greater than 30 and 60 days.	
	• Cemeteries Administration	Regional	DCS	• Central database of burial information updated for the region. Number of Burials for the Quarter.	
	• Rating	Regional	DCS	• Percentage of outstanding rates and charges (target <2% of gross rates levied outstanding as at end of financial year)	
	• Payroll	Regional Regional Regional	DCS DCS DCS	• Percentage of on time pay runs • Compliance with monthly legislative remittance – Superannuation • Compliance with monthly legislative remittances – Pay As You Go (PAYG)	
	• Debtors	Regional	DCS	• Percentage of the number of debtors > 90 days, excluding licences, infringements ect (target <5 of all invoices outstanding as at end of financial year	
	• Creditors	Regional	DCS	• Creditors paid in a timely manner	
	• Stores	Regional Regional	DCS DCS	• Actual operating expenditure as a percentage of the budget • Stocktake undertaken	
	• Insurance	Regional Regional	DCS DCS	• Insurance claims approved • Insurance claims denied	
	• Computer Systems / Information Technology	Regional Regional	DCS DCS	• Actual operating expenditure as a percentage of the budget • Hardware replacement/upgrade program complete	
	• Helpdesk	Regional	DCS	• Maintain an Information Technology 'Help Desk' for users of the system – Number of requests	
	• Website	Regional Regional Regional	DCS DCS DCS	• Website maintained with current information • Quarterly review of website content and services • Number of website hits and unique visitor hits	
	• Workplace Health & Safety	Regional Regional	DCS DCS	• Actual operating expenditure as a percentage of the budget • Number of Prohibition Notices / Improvement Notices issued	
	• Inductions	Regional	DCS	• Percentage of new employees/volunteers/contractors who have completed the induction program	
	• Rehabilitation	Regional Regional Regional	DCS DCS DCS	• New Lost Time Injuries (LTI) for the quarter • Number of LTI claims less than one (1) week • Number of LTI claims greater than one (1) week	
	• Take 5's	Regional	DCS	• Take 5's distributed to al staff	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
3.3 **Resource Efficiencies** Review the structure for delivery of services, with particular emphasis on maximising quality, effectiveness and efficiency through sharing of resources and cross utilisation of plant and machinery, without compromising current standards.	• Review of Corporate Structure			• Corporate structure reviewed • Investigate opportunities for cross Council boundary share services	
	• Ensuring fleet utilization is maximised by utilising items of plant within the region, as required	Regional	DTS	• Review fleet utilisation and improve usage to agreed levels • Monitor fleet utilisation • Review staff work arrangements and improve outcomes from identified business improvement assessments	
3.4 **Transparency in Performance** Ensure appropriate levels of transparency and accountability through communication are in place to give the community and staff confidence in Council's performance.	• Corporate Plan	Regional Regional	DCS DCS	• 2013 – 2018 Corporate Plan developed • Annual review of the Corporate Plan in accordance with the Local Government Act 2009	
	• Operational Plan	Regional Regional	DCS DCS	• 2012/2013 Operation Plan developed • Quarterly Reports adopted in accordance with statutory guidelines	
	• Annual Report	Regional	DCS	• Compliance with statutory/legislative reporting requirement in the annual report (adopted by September)	
	• Policies / Procedures	Regional Regional Regional	DCS DCS DCS	• Statutory Policies adopted/reviewed • General Policies adopted/reviewed • Administrative Directions adopted/reviewed	
	• Newsletter / Public Notices	Regional Regional	CEO CEO	• Quarterly production of a professionally produced and printed newsletter • Number of press releases produced	
	• Year Book	Regional	DCS	• Preparation of a North Burnett Region Year Book	
	• Financial Services	Regional Regional Regional	DCS DCS DCS	• North Burnett Regional Council – Overall Council operating expenditure as a percentage of the budget • Unqualified audit report obtained • Financial Statements submitted to Auditor within statutory timeframes	
	• Budget	Regional Regional	DCS DCS	• Budget adopted by Council in accordance with statutory provisions • Quarterly Budget Review undertaken	
	• Fees & Charges	Regional	DCS	• Fees & Charges adopted by Council and distributed	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
3.5 **Community Engagement** Develop processes that will provide a better understanding of community needs and help prioritise and secure funding.	COMMUNITY SOCIAL COHESION PROJECT • Employment of a Community Social Cohesion Officer (CSCO) funded by Department of Immigration and Citizenship (DIAC)	Regional	DCC	• Community Social Cohesion programme finalised in accordance with funding guidelines	
	• Delivery of various community engagement activities around notions of Cultural Harmony, working with local communities & those from Culturally & Linguistically Diverse (CALD) Backgrounds	Regional	DCC	• Community Social Cohesion Officer (CSCO) liaising with Pacific Seasonal Workers Pilot Scheme Employees, Employers, Business owners, Education providers & Community	
	COMMUNITY DEVELOPMENT & ENGAGEMENT INITIATIVE • Employment of a Co-ordinator Community Development & Administration Staff	Regional	DCC	• CDEI programme objectives met with appropriate staffing to funding levels	
	• Delivery of various community consultation activities based around Disaster Recovery, Community Resilience & Disaster Preparedness	Regional	DCC	• Various Community Consultation activities delivered throughout Region, around Disaster Recovery, Community Resilience & Disaster Preparedness	
	• Mapping & analysis of impact of disaster on community social infrastructure	Regional	DCC	• Impact of disaster on community social infrastructure mapped and analysed	
	• Delivery of various community engagement activities based around Disaster Recovery, Community Resilience & Disaster Preparedness	Regional	DCC	• Community engagement activities based around Disaster Recovery, Community Resilience & Disaster Preparedness delivered	
	• Contribute towards the Planning & Reporting to assist communities with recovery, resilience building & preparedness	Regional	DCC	• Contribution made towards planning and reporting to assist communities with recovery, resilience building & preparedness	
	• Provision of liaison services across local service providers, connecting various community service providers & networks	Regional	DCC	• Liaison services across local service providers, connecting various community service providers & networks provided	
	• Co-ordination of Community Development Employment Initiative (CDEI) Brokerage Funds to support community engagement activities	3 4 6	DCC	• Community Development Employment Initiative (CDEI) Brokerage Funds to support community engagement activities effectively co-ordinated and utilised	
	DISASTER RECOVERY NATURAL FLEXIBLE FUNDING PROGRAM • Delivery of Flexible Funding Program initiatives throughout Region	Regional	DCC	• Flexible Funding Program activities delivered throughout Region	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
3.6 **Workforce Development** Increase the level of skills, knowledge and staff cohesion within Council through training, development and cross Council sharing and engagement events.	• Recruitment & Retention	Regional Regional Regional	CEO CEO CEO	• FTE numbers as at the end of financial year compared with the same period last financial year • Staff – Number of appointments • Staff – Number of resignations / terminations • Staff – Full Time Equivalent (FTE) turnover compared with the same period last financial year	
	• Training & Development	Regional Regional Regional	DCS DCS DCS	• Actual operating expenditure as a percentage of the budget • Staff – Currently studying under Council Study Policy • Staff – Training Courses undertaken	
	• Trainees / Apprentices	Regional Regional Regional Regional Regional Regional Regional	DCS DCS DCS DCS DCS DCS DCS	• Actual operating expenditure as a percentage of the budget • Revenue Ratio (percentage of Council's training and development funding derived from government subsidy) • Apprentices – Appointments for the Quarter • Apprentices – Successful completions for the quarter • Apprentices – Cancellations for the quarter • Trainees – Appointments for the quarter • Trainees – Successful completions for the quarter • Trainees – Cancellations for the quarter	
3.7 **Sourcing External Funds** Investigate options that will expand Council's ability to source and access external funding opportunities.	• Membership with the Burnett Inland Economic Development Organisation (BIEDO)	Regional	DCC	• Number of grants / subsidies obtained through Burnett Inland Economic Development Organisation (BIEDO) • Assistance received • specialist knowledge in the development of community gardens and Gardens established	
	• Job Skills Development Program (JSDP) to investigate funding options for delivery of various initiatives	Regional	DCC	• Suitable funding options identified and pursued, for the delivery of various initiatives	
	• Co-ordinator Community Development to investigate funding options for delivery of various initiatives	Regional	DCC	• Suitable funding options identified and pursued, for the delivery of various initiatives	
3.8 **Regional Representation** Increase Council's focus in lobbying government agencies at a regional, State and National level to achieve greater commitment to service delivery.	• To participate in the Wide Bay Burnett Regional Organisation of Councils (WBBROC)	Regional	CEO	• Meetings and deputations attended	
	• To continue partnering with the Bundaberg & North Burnett Tourism Board in the development of tourism product for the region	Regional	DCC	• Deliver 2 major tourism development projects	

PROGRAM 4: COMMUNITY COHESION & IDENTITY

OUTCOME STATEMENT:
To have a cohesive community where Council services are delivered consistently and equitably throughout the region.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
4.1 **Community Identity** Deliver a vision that supports a strong community identity through common values, common issues, opportunities and strengths.	**COMMUNITY PLAN** • Review community engagement process and Community Plan for the North Burnett Regional Council	Regional	DCC	• Community Plan and Community Engagement Plan is reviewed	
4.2 **Town Beautification** Develop town beautification programs that promote community cohesion and also recognise the unique features of each town.	**Community Aesthetics** • Facilitate and promote the North Burnett Streetscape program to enhance the street scaping and unique features of each town	Regional	DCC	• Number of successful applications to the Streetscape funding program,	
4.3 **Community Relationships** Develop programs that promote cross community networks and interactions (including sport, recreation and arts), with a process to engage the youth and young families.	**COMMUNITY SOCIAL COHESION PROGRAM** • Liaise with Community Training Centre (CTC) Youth Services, Uniting Care Connect (Youth Services) and Non-Government Organisations sporting groups to work collaboratively on projects	Regional	DCC	• Cultural awareness/swap activities targeting youth delivered • Mundubbera Olympic Games delivered for leisure, fun and fitness	
	• Facilitate multi-cultural and diversity awareness sessions with local schools	Regional	DCC	• Cultural awareness sessions to schools to promote awareness and appreciation of diversity, rolled out • Multi-Cultural hub projects to community and youth organisations promoted	
	• Provision of referral service to other service providers (such as Queensland Ambulance Service (QAS), Queensland Police Service (QPS) etc) as required	Regional	DCC	• Invitation to other service providers to engage with Culturally and Linguistically Diverse (CALD) Communities regularly sent	
	• Seek funding to develop actions from the study carried out in 2008/09 in respect to the Youth Strategy (Eidsvold)	2	DCC	• Funding received and strategies implemented	
	• Partner with local School & Youth Services to deliver strategy items from study	2	DCC	• Partnership formed with local school, Central Burnett Youth Service and South Burnett Community Training Centre (CTC) to deliver strategies identified in study	
	• Foster regional sporting and cultural events & encourage participation eg Battle of the Burnett, Youth Festival in liaison with Youth Workers etc	Regional	DCC	• Number of events held	
4.4 **Community Group Networking** Develop programs that encourage cross collaboration and input of community groups and organisations to address key common issues.	• Provide opportunity for Ratepayer concerned resident Groups to have in-put into major decisions of concern within communities	Regional	CEO Directors	• Liaison meetings held with Ratepayer Concerned Groups, concerns and suggestions considered	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
4.5 **Regional Networking** Develop networks with other regional Councils that have similar challenges to gain and share knowledge to assist in developing population growth strategies.	• Community Social Cohesion Officer (CSCO) liaise with Local Area Multicultural Partnership (LAMP) Program officers in other regional councils to share information on Culturally and Linguistically Diverse (CALD) issues and initiatives	Regional	DCC	• Networks established between officers from different regions	
	• Install pictorial / international symbol signage on public venues and streets to assist itinerant workers and visitors of other nationalities	Regional	DCC DTS	• Funding to develop and install signage granted • Signage Installed	
4.6 **Community Support** Ensure there are support programs in place for new arrivals (permanent and itinerant workers), and that the necessary services and infrastructure exist, including appropriate land allocation.	**COMMUNITY SOCIAL COHESION PROGRAM** • Access to government agencies, community information, services and groups	Regional	DCC	• Administration office services readily utilised and referrals made as necessary	
	• Activities to welcome new arrivals into the community and encourage participation	Regional	DCC	• Participation by community and new arrivals in Mundubbera Multi-Cultural Musters	
	• Promotion of the Multi-Cultural Hub and Riverwalk Projects as community facilities	6	DCC	• Utilisation of the Multi-Cultural Hub	
	MONTO IMMIGRATION CENTRE • Lobby Government for the provision of the Monto Immigration Centre	4	DCC	• Community engaged for support of the provision of multicultural immigrations services for Monto • Government lobbied for the provision of a Monto Immigration Centre • Monto Immigration Centre open	
4.7 **Community Youth** Investigate the opportunity of attracting youth to the region through tertiary educational opportunities such as an agricultural college and/or TAFE facility.	• Continue plans to develop RM Williams Australian Bush Learning Centre to provide employment and training for youth (Eidsvold)	2	DCC	• Plans to develop RM Williams Australian Bush Learning Centre to provide employment & training for Eidsvold youth developed • Strategies actioned	
	• Support the Central Burnett Youth Service (CBYS) within the North Burnett Region in consultation with Uniting Community Care	Regional	DCC	• Ongoing support provided	
	• In partnership with the Central Burnett Youth Service (CBYS) and South Burnett Community Training Centre (CTC), development of a Youth Strategy as per Arts & Cultural Strategy 2010/2013	Regional	DCC	• Strengthened partnerships with Youth Service providers • Youth Strategy developed	
	• Seek opportunities to further develop Narayan in conjunction with Australian Agricultural College to provide rural training for youth	Regional	DCC	• Training coursed commenced by 03/2012	

PROGRAM 5: ENVIRONMENT

OUTCOME STATEMENT:
To be environmentally responsible in the region's ongoing development by improving and managing the natural and built environments..

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
5.1 **Land & Pest Management** Improve land and pest management practices through consolidation of existing plans and pursuing a partnership approach with other levels of Government and local landholders.	• Undertake activities to help maintain the Region's natural resources and environment.	Regional	DDE	• Provide community assistance with Natural Resource Management programs	
		Regional	DDE	• Continue to maintain Council's African lovegrass demonstration/test sites.	
		Regional	DDE	• Pay Council's contribution to Department of Environment and Resource Management (Precept)	
		Regional	DDE	• Maintain updates to Council's Pest Management Plan (PMP)	
		Regional	DDE	• Convene Council's African lovegrass Action Group Meetings.	
		Regional	DDE	• Finalise The Threatened Species Mapping Project	
		Regional	DDE	• Assist Technical Services Department with Stormwater Management Program	
		Regional	DDE	• Conduct Awareness Day activities	
		Regional	DDE	• Conduct Weedbuster Week projects	
		Regional	DDE	• Monitor use of Hail Cannons used by citrus orchards	
		Regional	DDE	• Provide NRM displays at community show days.	
		Regional	DDE	• Undertake NRM projects as determined	
		Regional	DDE	• Provide in-kind support to Fruit Fly Force program	
		Regional	DDE	• Maintain NRM Awareness Trailer in conjunction with Bundaberg Regional council	
		Regional	DDE	• Provide support for the Glossy Black cockatoo program	
		Regional	DDE	• Maintain Killala Creek revegetation program	
		Regional	DDE	• Administer BMRG Rabbit Control program	
		Regional	DDE	• Advocate for continued absence of Flying Fox colony from urban Gayndah	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
5.2 **Waste Management** Develop a Waste Management Strategy for Council facilities and individual plans for each site, with cost effective action plans addressing site specific issues. Investigate the viability of recycling for the region.	• Provide waste collection, disposal and recycling services in an efficient and environmentally friendly manner	Regional	DDE	• Conduct approved DrumMuster Activities	
		Regional	DDE	• Prepare Recycling Education Activity Books	
		Regional	DDE	• Conduct Clean Up Australia Day activities	
		Regional	DDE	• Administer the Queensland Waste Levy	
		Regional	DDE	• Complete Waste Management Strategic Plan	
		1	DDE	• Complete identified 2011/12 action plan items in the Waste Management Strategic Plan	
		1	DDE	• Provide weekly Waste Collection Service in the Biggenden Waste Collection Area	
		1	DDE	• Collect waste missed on weekly collection and provision of ancillary waste services in Biggenden	
		1	DDE	• Maintain supply of 240 Lt wheelie bins in Biggenden	
		1	DDE	• Administration of illegal dumping in Biggenden area	
		1	DDE	• Dispose of waste from Biggenden Waste Collection Area	
		1	DDE	• Collect Biggenden street bins on a regular basis	
		1	DDE	• Maintain Biggenden Waste Management Facility	
		1	DDE	• Provide manned Waste Management Facility at Biggenden for 20 hours per week	
		1	DDE	• Provide basic recycling facilities at Biggenden Waste Management Facility	
		1	DDE	• Construct trenches for waste disposal at Biggenden Waste Management Facility	
		1	DDE	• Hire of shelter and toilet facilities at Biggenden Waste Management Facility	
		1	DDE	• Conduct kerbside clean up in Biggenden	
		2	DDE	• Provide weekly Waste Collection Service in the Eidsvold Waste Collection Area	
		2	DDE	• Collect waste missed on weekly collection and provision of ancillary waste services in Eidsvold	
		2	DDE	• Maintain supply of 240 Lt wheelie bins in Eidsvold	
		2	DDE	• Collect Eidsvold street bins on a regular basis	
		2	DDE	• Provide maintenance to Eidsvold Waste Management Facility and provide manned Waste Management Facility at Eidsvold	
		2	DDE	• Provide recycling facilities at Eidsvold Waste Management Facility	
		2	DDE	• Conduct kerbside clean up in Eidsvold	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
5.2 **Waste Management (continued)** Develop a Waste Management Strategy for Council facilities and individual plans for each site, with cost effective action plans addressing site specific issues. Investigate the viability of recycling for the region.	• Provide waste collection, disposal and recycling services in an efficient and environmentally friendly manner (continued)	3	DDE	• Provide weekly Waste Collection Service in the Gayndah Waste Collection Area	
		3	DDE	• Collect waste missed on weekly collection and provision of ancillary waste services in Gayndah	
		3	DDE	• Maintain supply of 240 Lt wheelie bins in Gayndah	
		3	DDE	• Administration of illegal dumping in Gayndah area	
		3	DDE	• Pay electricity costs at Gayndah Waste Management Facility	
		3	DDE	• Collect Gayndah street bins on a regular basis	
		3	DDE	• Maintain Gayndah Waste Management Facility	
		3	DDE	• Provide manned Waste Management Facility at Gayndah	
		3	DDE	• Provide recycling facilities at Gayndah Waste Management Facility	
		3	DDE	• Conduct or assist conduct of Clean Up Australia campaign in Gayndah	
		3	DDE	• Conduct kerbside clean up in Gayndah	
		4	DDE	• Provide weekly Waste Collection Service in the Monto Waste Collection Area	
				• Collect waste missed on weekly collection and provision of ancillary waste services in Monto	
		4	DDE	• Maintain supply of 240 Lt wheelie bins in Monto	
		4	DDE	• Administration of illegal dumping in Monto area	
		4	DDE	• Collect Monto street bins on a regular basis	
		4	DDE	• Maintain Monto Waste Management Facility	
		4	DDE	• Provide manned Waste Management Facility at Monto	
		4	DDE	• Provide recycling facilities at Monto Waste Management Facility	
		4	DDE	• Conduct or assist conduct of Clean Up Australia campaign in Monto	
		4	DDE	• Conduct kerbside cleanup in Monto	
		5	DDE	• Provide weekly Waste Collection Service in the Mount Perry Waste Collection Area	
		5	DDE	• Collect waste missed on weekly collection and provision of ancillary waste services in Mount Perry	
		5	DDE	• Maintain supply of 240 Lt wheelie bins in Mount Perry	
		5	DDE	• Administration of illegal dumping in Mount Perry area	
		5	DDE	• Collect Mount Perry street bins on a regular basis	
		5	DDE	• Maintain Mount Perry Waste Management Facility	
		5	DDE	• Provide manned Waste Management Facility at Mount Perry for opening hours as determined.	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
5.2 **Waste Management (continued)** Develop a Waste Management Strategy for Council facilities and individual plans for each site, with cost effective action plans addressing site specific issues. Investigate the viability of recycling for the region.	• Provide waste collection, disposal and recycling services in an efficient and environmentally friendly manner (continued)	5 5 5	DDE DDE DDE	• Provide basic recycling facilities at Perry Waste Management Facility • Provide shelter and toilet facilities at Mount Perry Waste Management Facility • Conduct kerbside clean-up in Mount Perry	
		6 6 6 6 6 6 6 6 6 6	DDE DDE DDE DDE DDE DDE DDE DDE DDE DDE	• Provide weekly Waste Collection Service in the Mundubbera Waste Collection Area • Collect waste missed on weekly collection and provision of ancillary waste services in Mundubbera • Maintain supply of 240 Lt wheelie bins in Mundubbera • Administration of illegal dumping in Mundubbera area • Collect Mundubbera street bins on a regular basis • Maintain Mundubbera Waste Management Facility • Provide manned Waste Management Facility at Mundubbera • Provide recycling facilities at Mundubbera Waste Management Facility • Provide new trenches at Mundubbera Waste Management Facility • Conduct or assist conduct of Clean Up Australia campaign in Mundubbera • Conduct kerbside cleanup in Mundubbera	
5.3 **Water Management** Achieve more efficient and equitable use of water resources through storage practices, consolidation of existing entitlements and more cooperative partnerships with other users and government authorities.	• Maintain the working relationship with SunWater Officers to maximise the efficiency water storage and transfers.	Ongoing	DTS	• Working relationship with SunWater maintained.	
	• Develop statutory Management Plans and comply with mandatory reporting requirements.	Ongoing	DTS	• Statutory Management Plans developed.	
	• Continue the program of water charges (two part tariff) on individual schemes to ensure that all costs associated with the supply of potable water to householders is retrieved and equitable.	Ongoing	DTS	• Water Program continued.	
	• Continue with the formation of water re-use agreements and modifications to maximise re-use and limit allowable release to the environment.	Ongoing	DTS	• Water re-use agreements continued.	
	• Undertake water wise education annually to ensure that water users are fully conversant on the precious commodity that is being provided.	Ongoing	DTS	• Water wise education provided	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
5.4 **Building on Environmental Strengths** Investigate opportunities to leverage off the North Burnett Regional Council environmental policy to create jobs and potentially attract new residents and tourism, without detracting for the existing environmental values.	• Continue to investigate options to create jobs and attract new residents and tourism by leveraging of Council's Environment Policy.	Ongoing	DDE	Create new jobs and attract new residents and tourism.	
5.5 **Environmental Protection** Ensure Council's approach to land use planning, management of roads, drainage and stock routes considers both the protection and maintenance of the natural environment, as well as the economic and tourism development potential.	• Monitoring and support provided to ensure the protection and maintenance of the natural environment	Ongoing	DDE	• Erosion and sediment • Stock Routes	

PROGRAM 6: COMMUNITY SERVICES & HEALTH

OUTCOME STATEMENT:
To ensure the community has access to a range of affordable services that supports their health, wellbeing and mobility.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
6.1 **Access to Community Services** Investigate opportunities that will enable a broader and more equitable range of community services to be available to residents.	• Participate in existing health services network programs offered within each community	Regional	DCC	• Attendance by Council representatives to existing health service network programs	
	• Provide support to the North Burnett Community Services Network and their objectives	Regional	DCC	• Attendance by Council representatives to North Burnett Community Services Network Meetings • Community Services Database maintained on Council's website	
	• Encourage health services to undertake a survey to Identify further health facility and service needs	Regional	DCC	• Discussions held with health service providers, and survey undertaken	
6.2 **Usage of Community Facilities** Increase the use of existing community facilities through improved marketing opportunities and encouragement of a wider range of programs and events.	**COMMUNITY SOCIAL COHESION PROGRAM** • Promote the Multi-Cultural Hub as a light recreation/relaxation venue available to all of the community	6	DCC	• Multi-cultural hub utilised by a broad range of Community Groups and the Culturally and Linguistically Diverse (CALD) community	
	• Promote Council facilities that are available for community use	Regional	DCC	• Council facilities promoted in newsletter and website	
	• Promote the use of the North Burnett Mobile Kitchen facility	Regional	DCC	• The North Burnett Mobile Kitchen facility promoted for community events	
	• Ensure that competitive fees and charges are set on an annual basis for the use of Council facilities, ensuring that such fees and charges are affordable for local organisations	Regional	DCC	• Responsible Fees & Charges levied for use of Council facilities	
	• Delivery of programs such as the Learn to Swim program, to encourage an increase of use of Council's facilities	Regional	DCC	• Funding sought and programs delivered, to encourage the increase of use of Council's facilities	
6.3 **Community Group Support** Provide community groups with the support necessary to enable greater access to information, resources or funds, especially where it is not Council's role to provide those services or where funds are limited.	• Continue to provide community grants and donations within Council's annual budget, ensuring that all eligible groups are given realistic support without becoming dependant on donations	Regional	DCC	• Community Grants advertised, assessed and granted to eligible groups	
6.4 **Community Housing** Work with relevant stakeholders to obtain more affordable and diverse range of housing options that will meet the community's needs.	• Carry out audit of facilities for the ageing within the region to determined future needs	Regional	DCC	• Audit of facilities for the aging completed in partnership with the Community Services Network	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
	• Continue the provision of Community Housing Program in the North Burnett	1 2 5	DCC	• Community Housing Program maintained	
	• Lobby State and Federal Governments for necessary funds to meet the needs of low cost housing and aged persons facilities	Regional	DCC	• State & Federal Government lobbied for funding for low cost housing and aged persons facilities	
6.5 **Community Service Costs** Monitor the provision of community services to identify potential cost shifting from other levels of Government and lobby to address these issues.	• Review the provision of community services and cost shifting impact potential from State and Federal Government	Regional	CEO	• Review completed and reported to Council	
6.6 **Community Health** Engage with key stakeholders in identifying community health needs and lobby for the government agencies to develop and deliver a Regional Public Health Plan.	• Through the Community Services Network Group, identify community health needs in consultation with key stakeholders	Regional	DCC	• Community health needs identified • Condom vending machine trial in 5 sites conducted	
	• Lobby State and Federal Governments to develop and deliver funds for the building of infrastructure and the running of regional public health care facilities	Regional	DCC	• State & Federal Governments lobbied • Sufficient funding for the building of infrastructure and running of regional public health care facilities achieved	
6.7 **Community Wellbeing** Develop a program to promote healthy lifestyles and to reduce the incidence of preventable diseases.	• Identify the needs of individual communities for infrastructure such as walking paths / cycle racks that will provide and promote a healthy lifestyle to reduce the incidence of preventable diseases	Regional	DCC	• Community needs identified for infrastructure in respect to walking paths / cycle tracks, promoting a healthy lifestyle	
	• Develop a program of identified needs and seek government subsidy to assist in funding the provision of basic infrastructure	Regional Regional Regional	DCC DCC DCC	• Program of identified infrastructure developed • Government subsidy/funding sought • Basic infrastructure funded	
6.8 **Environmental Health** Review environmental health services to ensure a suitable and equitable standard of such services is provided to address infectious vermin and other pests across the region.	• Ensure compliance with Council's Local Laws and development permits and State Legislation in relation to swimming pools, animal management (cats and dogs) and building compliance	Regional Regional Regional Regional Regional	DDE DDE DDE DDE DDE	• Administer Council's Local Laws and the Animal Management (Cats and Dogs Act) in relation to Keeping and Control of Animals • Engage with local veterinarians • Maintain and replenish Council's supply of animal traps and protective equipment • Maintain Councils animal pounds • Provide sustenance to impounded animals not covered by fees and charges	
6.8 **Environmental Health (continued)** Review environmental health services to ensure a suitable and equitable standard of such services is provided to address infectious vermin and other pests across the region.	• Ensure compliance with Council's Local Laws and development permits and State Legislation in relation to swimming pools, animal management (cats and dogs) and building compliance (continued)	Regional	DDE	• Administer (or assist to administer) Council's Local Laws, development conditions, state legislation in relation to swimming pool compliance, building compliance, animal management • Review of adopted local laws conducted	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
		Regional	DDE	• Maintain and replenish Council's compliance equipment	
	• Provide Environmental Health Services to assist the region to maintain an appropriate level of community health	Regional Regional Regional Regional Regional Regional Regional Regional	DDE DDE DDE DDE DDE DDE DDE DDE	• Provide Environmental Health Services to maintain the Region's food, hazardous goods and environmentally relevant activities including Council's own workshops, sewerage and water plants and waste management facilities. • Complete Annual Environmentally Relevant Activity (ERA) licence renewals and pay associated fees • Provide training to Council's Environmental Health Technician towards formal qualifications. • Maintain membership of Environmental Health Australia. • Update environmental health monitoring equipment. • Provide supplementary mice/rat baits to assist community combat vermin. • Provide administrative assistance to Council's Environment and Compliance Section. • Increase Council's ability to manage vector incidents.	
6.9 **Ageing & Disability** Ensure facilities and services are in place to support the ageing population and people with disabilities, including housing and health care.	• Identify future needs through survey and seek State and Federal funding for the provision of further aged care housing and facilities within the region	Regional Regional	DCC DCC	• Future needs survey undertaken • State & Federal funding sought	
6.10 **Community Transport** Investigate transport options for and between areas of the region, including public and private provision.	• To develop a community transport strategy to facilitate and secure appropriate public transport options for the North Burnett	Regional Regional	DCC DCC	• Community Transport feasibility study completed • DTMR funding secured for ongoing public transport assistance for the North Burnett	

PROGRAM 7: CULTURE, HERITAGE, SPORT & RECREATION

OUTCOME STATEMENT:
To be a region that cherishes its history and offers a variet of choices for participation in community and sporting life.

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
7.1 **Regional Arts Development** Further develop and support of the Regional Arts Development Fund to recognise and promote the region.	• Provide appropriate funding to community applicants as required by the State Government to secure Regional Arts Development Funds (RADF) for the 2011/2012	Regional	DCC	• Appropriate funding allocated in 2011/2012 budget	
	• Submission of Annual Bid for Regional Arts Development Fund (RADF) funding with Arts Queensland for 2012/2013	Regional	DCC	• Successful bid and grant funding obtained from Arts Qld	
7.2 **Indigenous Culture** Develop and maintain close relationships with the local indigenous groups in relation to traditional and cultural heritage issues.	• Encourage involvement by local indigenous groups in the day to day operations of the RM Williams Australian Bush Learning Centre (RMWABLC)	2 2	DCC DCC	• Discussions held with Indigenous Groups • Indigenous Groups actively involved in the planning and participation of the RMWABLC	
	• Support National Aboriginal Day of Celebration (NADOC) within our indigenous community	2	DCC	• NADOC supported	
	• Support funding applications to enhance the cultural and heritage activities of indigenous persons	Regional	DCC	• Funding applications supported	
	• Record the history and existence of indigenous persons and tribes within the region	Regional	DCC	• Funding received for the recording of the history and existence of indigenous persons & tribes in the region	
7.3 **Funding Options** Investigate options for funding and grants from various government bodies.	• Investigate options for funding and grants from various government bodies	Regional	DCC	• Funding options and grants investigated	
7.4 **Cultural Heritage** Maintain and promote the cultural heritage of the region.	**Arts, Culture & Heritage Facilities** • Development of a specific museums and heritage facilities which defines the key assets in each community, recognising Council's assistance in supporting the implementation of this strategy	Regional	DCC	• Museums and heritage facilities established defining key assets in each community • Support the Regional Partnership Program and foster working together	

Strategy	Activity	Location	Who	Measure/KPI	Comment/Achievement
7.5 **Arts & Crafts** Support arts and crafts of the region through improved gallery facilities, the promotion of professional development opportunities to foster local artists and the building of stronger relationship with relevant bodies.	• Seek and provide funding for travelling artists throughout the region	Regional	DCC	• Appropriate funding provided	
	• Continue to maintain and support existing art galleries in the region	3 4 5 6	DCC	• Existing art galleries supported and maintained	
	• Continue implementation of Council's Arts & Cultural Strategy 2010-2013	Regional	DCC	• Council's Arts & Cultural Strategy implemented	
7.6 **Libraries** Build and enhance on the role of our Libraries to develop as community hubs, through resource sharing and integration of services.	• Library Services	Regional	DCS	• Actual operating expenditure as a percentage of the budget • Provision of Library Service to each community • Membership numbers at end of quarter compared with the same period last financial year • Number of circulation transactions compared with the same period last financial year • Visitor numbers to community Libraries • Programs and activities held • Development of new programs and services to meet specific customer needs	
7.7 **Sport & Recreation** Develop a Regional Sport & Recreation Strategy, with a focus being on transport issues.	• Review Sport & Recreation Plans and develop into a Regional Plan, with a focus being on Transport issues to support this function	Regional	DCC	• Appropriate funding sought to development Sport & Recreation Plans review and develop as one plan for the region	
	• Council Owned Housing	Regional Regional Regional Regional	DCS DCS DCS DCS	• Operational within budget – Actual operating expenditure as a percentage of the budget • Profit Margin • Number of Residential Tenancy Agreements in place and number of new Residential Tenancy Agreements developed. • Number of inspections carried out	

Statutory Policy

Policy Title: **Revenue**

Policy No: 111
Policy Subject: Financial Operations

Directorate: Corporate Services
Department: Financial Operations

Responsible Officer: Director of Corporate Services
Authorised by: North Burnett Regional Council

Version	Decision Number/Council meeting or CEO Approval	Decision Date	History
1	Policy & Strategy Meeting	06/05/2008	Revised for 2009/2010
2	Budget Meeting	23/06/2009	Revised for 2010/2011
3	Budget Meeting	28/07/2010	Revised for 2011/2012
4	Budget Meeting	12/7/2011	Revised for 2012/2013
5	Budget Meeting	07/08/2012	

Authorities: *Local Government Act 2009*
Local Government (Finance, Plans & Reporting) Regulation 2010

INTRODUCTION:

Under the *Local Government Act 2009* Council is required to review and adopt its Revenue Policy each financial year. The Revenue Policy is intended to be a strategic document that is adopted in advance of setting the budget. It sets out the principles that Council will use to set its budget and identifies in broad terms the general strategy to be used for raising revenue.

OBJECTIVES:

The purpose of the policy is to identify the planning framework within which Council operates and to set out the principles used by Council for:

- Making and levying rates and charges;
- Exercising its powers to grant rebates and concessions;
- Recovery of unpaid amounts of rates and charges.

PRINCIPLES:

Legislative Requirements

s134 Revenue policy

(1) A local government must prepare a revenue policy each financial year.
(2) The revenue policy must state—
(a) the principles that the local government intends to apply in the financial year for—
(i) levying rates and charges; and
(ii) granting concessions for rates and charges; and
(iii) recovering overdue rates and charges; and
(iv) cost-recovery fees; and
(b) if the local government intends to grant concessions for rates and charges—the purpose for the concessions; and
(c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development; and
(d) the amount of each reserve to be kept in the operating fund and the way in which the local government intends to ensure funding is available to support the purpose of each reserve.
(3) The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.
(4) The local government must adopt the revenue policy in sufficient time before the start of the financial year to allow an annual budget that is consistent with the revenue policy to be adopted for the financial year.
(5) The local government may amend the revenue policy at any time before the end of the financial year.

Policy Period
This policy will be effective from 1 July 2012 and will remain in force until modified by Council resolution.

Policy Principles

Making and Levying Rates and Charges
In general Council will be guided by the principle of user pays in the making of rates and charges so as to minimise the impact of rating on the efficiency of the local economy.

Council will also have regard to the principles of:

- Transparency in the making of rates and charges;
- Having in place a rating regime that is simple and clear to administer;
- Responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans;
- Flexibility to take account of changes in the local economy, adverse seasonal conditions and extraordinary circumstances;
- Maintaining valuation relativities within the council;
- Maintaining council services to an appropriate standard;
- Meeting the needs and expectations of the general community; and
- Assessing availability of other revenue sources.

In levying rates Council will apply the principles of:

- Making clear what is the Council's and each ratepayer's responsibility to the rating system;
- Making the levying system simple and clear to administer;
- Timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- Equity through flexible payment arrangements for ratepayers with an expressed lower capacity to pay.

Exercising Its Powers to Grant Rebates and Concessions

In considering Council's powers to grant rebates and concessions, Council will be guided by the following principles:

- Similar treatment for ratepayers with similar circumstances;
- Transparency – by making clear the requirements necessary to receive rebates and concessions;
- Flexibility – to allow Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances; and
- Fairness – in considering the provision of community service rebates and concessions.

Recovery of Unpaid Amounts of Rates and Charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the following principles:

- Transparency – by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- Equity – by having regard to providing the same treatment for ratepayers with similar circumstances; and
- Flexibility – by responding where necessary to changes in the local economy.

Operating Capability

The change in operating capability of the Council is disclosed as the bottom line of the Operating Statement.

Council intends to progressively improve the quality of its operations to enable funds to be available to ensure the long term maintenance of the Council's infrastructure. Such action is being assisted by Council seeking alternative means of funding through grants, private works and productivity improvements and operation of business units.

Revenue Statement

2012-2013

NORTH BURNETT
REGIONAL COUNCIL

To Be Adopted by Council at its meeting held on 7 August 2012

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Introduction

North Burnett Regional Council was created on the 15th March 2008 following the amalgamation of Biggenden, Eidsvold, Gayndah, Monto, Mundubbera and Perry Shire Councils. The North Burnett Region covers approximately 19,700 square kilometres with the topography of the region being diverse from fertile farmland to rugged geographical formations.

This Revenue Statement is a requirement of S104(2)(e) of the *Local Government Act 2009* (ACT). Reference to sections means sections of the LGA 2009 or *Local Government (Finance, Plans and Reporting) Regulation 2010* (REG).

Purpose

The purpose of this Revenue Statement is:

- To enunciate the methods used to achieve Council's objectives set out in the Revenue Policy;
- to explain material matters that guide the development and implementation of revenue practices within the Council; and
- to comply in all respects with legislative requirements.

Legislative Requirements for Revenue Statement

In outlining its Revenue Statement, the Council will adhere to specific legislative requirements for the content of the Revenue Statement.

The Revenue Statement must comply with the following requirements of the Local Government Act 2009:-

Sec 104 (ACT) Financial management, planning and accountability documents

(1) The following documents of a local government must comply with the requirements prescribed under a regulation—
(a) the financial management documents;
(b) the planning and accountability documents.

*(2) The **financial management documents** include the following documents—*
(a) an annual budget;
(b) a general purpose financial report;
(c) a long-term financial forecast;
(d) an asset register that records—
(i) capital expenditure; and
(ii) depreciation charges; and
(iii) revaluation increments and decrements;
(e) a revenue statement.

*(3) The **planning and accountability documents** include the following documents—*
(a) an annual report;
(b) a 5 year corporate plan;
(c) an annual operational plan;
(d) a long-term community plan;
(e) a financial plan;
(f) a long-term asset management plan;
(g) a report on the results of an annual review of the

implementation of the long term plans mentioned in this section.

*(4) A **long-term community plan** is a document that—*

(a) outlines the local government's goals, strategies and policies for implementing the local government's vision for the future of the local government area, during the period covered by the plan; and

(b) covers a period of at least 10 years after the commencement of the plan.

*(5) A **financial plan** is a document that—*

(a) outlines the local government's goals, strategies and policies for managing the local government's finances, during the period covered by the plan, including the following policies—

(i) an investment policy;

(ii) a debt policy;

(iii) a procurement policy;

(iv) a revenue policy; and

(b) covers a period of at least 10 years after the commencement of the plan.

*(6) A **long-term asset management plan** is a document that—*

(a) outlines the local government's policies and strategies for ensuring the sustainable management of the local government's assets and infrastructure, during the period covered by the plan; and

(b) covers a period of at least 10 years after the commencement of the plan.

(7) A local government must annually conduct, and report on the results of, a review of the implementation of the local government's long-term plans mentioned in this section.

Revenue Raising Measures

Revenue in the 2012/13 budget is comprised of rates and charges imposed by the Council; Commonwealth and State Government grants and subsidies for operational work and capital projects; developer contributions for operational work and capital projects; external works reimbursement and other miscellaneous income.

Council's estimated revenue for the forthcoming year is:

- Set at a level which considers Council's Corporate Objectives; and
- set at a level which considers the current economic climate; and
- set at a level which considers the services which are to be provided to the community; and
- set at a level which is considered fair and equitable.

From the changes to the estimated revenue from Rates and Utility charges council expects to receive an additional **$238,760** of revenue or an increase of 3.5% from the amount received within the 2011-2012 financial year.

The North Burnett Regional Council area has received a revaluation from the Department of Environment and Resource Management that becomes active for all rateable properties within the council area from the 1st of July 2012.

Differential General Rates

Differential General Rates are levied to contribute toward the provision of all local government services excluding sewerage collection and disposal, water supply, treatment and distribution and refuse collection and disposal provided that any shortfalls in funds for the excluded services may also be covered by the differential general rates.

The rationale for the differing categories is to recognise the different levels of facilities and services provided to the differing classes of land and the occupiers of these classes of land.

A greater variety of services are provided within Urban areas however services for Rural Land may be at an increased cost on a per premises basis due to the long distances involved with provision of these services. Rural Residential Land being generally located in the vicinity of Urban areas and having a higher population density than Rural land places a higher demand on urban facilities along with higher expectations of services.

The Council has determined that the basis for applying differential general rates will be on one or more of the following criteria:

- The unimproved capital valuation (UCV),
- the land use code (LUC);
- assessment land area;
- animal numbers;
- tonnes of material extracted.

This approach provides the best available equitable basis of distributing the differential rating burden within the Urban, Rural, Rural lifestyle, Commercial and Industrial categories incorporating the twin aspects of area of land utilised by the ratepayer and the relative ability of land to generate revenue sufficient to pay for services provided.

Petroleum, Mining and Electricity generation uses are also separately categorised as they are generally over rural land and, by their nature, may result in much higher returns than rural land and generally exist for a shorter period. They place a much higher demand on existing urban and rural facilities and create a demand for new and improved services by nature of the increased number of persons employed directly and indirectly and expectations that facilities and services are available at a high standard at all times irrespective of weather or other circumstances.

Intensive Accommodation uses are also separately categorised as they also place a much higher demand on existing facilities and create a demand for new and improved services by nature of the increased number of persons resident, whether permanently or temporarily, and their expectations that facilities and services are available at a high standard at all times irrespective of weather or other circumstances.

So far as mining and mining related activities are concerned, the Council, aware of impacts on other Councils affected by mining and mining related facilities, has paid particular attention to the need to carefully consider the impacts that these particular land uses are having on the ability of Council to deliver desired levels of service to the community.

These impacts include:-

1. The increase in Council's wage costs in an endeavour to compete (in a limited labour market) with high mine incomes;
2. Increased staff turnover;

3 Accommodation difficulties in terms of both availability and affordability;
4 Increased use leading to more rapid deterioration of public infrastructure;
5 The need for additional health, environmental, planning and community development services.

In addition, not only do the mines generate additional full-time equivalent resident population through the mine workforce, they also generate other visitors to the area such as contractors servicing machinery and equipment. Further, significant mining activity (and higher personal incomes) results in reduced Federal Assistance Grants because of the assumed additional revenue capacity of the Region (which only exists in reality if a significant rate levy is applied to mining activity).

In arriving at the different rating categories for mining (and mining related activities), petroleum (and petroleum related activities) and electricity generation, Council has considered the following issues:-

- There is no consistency in the unimproved valuation of total parcels involved in a mine, gas field or power station operation and size of the operation (and impact on the Council). This makes it very difficult to rely solely on valuation to spread the general rate burden in an equitable manner. Valuations (for mining, in particular) tend to reflect the primary industry nature of the land holding (eg whether in good cattle country or not) and the historic nature of the subdivision size in the area.
- The number of rateable parcels making up one mining operation varies significantly. In some cases a large mine may have only one rateable assessment while in other cases there may be four or more separate parcels under the one mine operation and associated activity.

Accordingly, so far as coal mining activities are concerned, Council will adopt a system of categorisation using mine employment figures to split mines into a number of categories. Council will reference the **Queensland Department of Mines and Energy** publication as an independent verification of the applicable employment levels used. Mine related accommodation facilities will also be particularly categorised, based on the number of accommodation units provided.

For petroleum activities, the Council will adopt a system of categorisation using the area of the petroleum lease or parcel of land to separate petroleum leases and other petroleum use land into a number of categories. So far as electricity generation activities are concerned, Council will adopt a system of categorisation using the type of power station (coal, gas or other) and the output capacity of the power station to separate power stations into a number of categories.

Minimum Differential General Rates

A minimum general rate is applied to each category to recognise that there is a base level of services applicable to each rateable parcel of land within each category.

A subjective measure of this level is used to determine the minimum rate for each category of differential general rate.

In determining if a minimum differential general rate is to be applied, the applicable rate in the $ for the category is to be applied to the UCV of the rateable property and the result of the calculation is to be compared to the applicable minimum rate for that category. The effective rate charged will be the higher of the two amounts.

Differential General rates will be levied for the North Burnett Regional Council in the following ways:-

Residential Categories

The following differential rating categories and criteria apply for the 2012-2013 financial year:-

Differential Category	Description	Criteria	.c in $	Minimum General Rate
1	Residential < 1ha,	All land, which is not otherwise categorised and is less than 1 Ha in size, to which the following primary land use codes apply: 01 & 02 – Vacant, Single Unit Dwelling 04 & 05 – Large Home site-vac, Large Home site-dwg 06 & 72 – Outbuildings, Section 25 Valn	0.92912	$600.00
2				
3				
4				
5	Large Residential, Rural Lifestyle 1 - 100Ha,	All land, which is not otherwise categorised and is 1 Ha or greater but less than 100 Ha in size and to which the following primary land use codes apply: 01 & 02 – Vacant, Single Unit Dwelling 04 & 05 – Large Home site-vac, Large Home site-dwg 06 & 72 – Outbuildings, Section 25 Valn	1.06615	$611.00
7	Multi Residential	All Land, which is not otherwise categorised, which the following primary land use codes apply: 03 – Multi unit dwelling (flats) 07 - 09 – Guest house/private hotel, Building Units, Group Title 21 – Residential Institutions (Non Medical Care)	1.10776	$807.00

Commercial and Industrial Categories

The following differential rating categories and criteria apply for the 2012-2013 financial year:-

Differential Category	Description	Criteria	.c in $	Minimum General Rate
11	Commercial	All land, which is not otherwise categorised and to which the following primary land use code apply or should apply: 10 – 27 – Retail Business/Comm (Excluding 21-Residential Institution (non-medical care) 41 – 49 – Special Uses (excluding 48-Sports clubs/Facilities) 96 – 99 – General Uses	1.24159	$807.00
13	Commercial Non-Profit	All land, which is not otherwise categorised, to which the following primary land use codes apply or should apply: 48 – 59,91 – Special Uses (excluding 49 – Caravan Park)	0.98263	$543.00
14	Electrical, Reticulation and Telecommunic-ation Infrastructure	All land, which is not otherwise categorised, whose predominate land use is for Commercial Electrical, Reticulation or Telecommunication purposes or to which the following primary land use code apply or should apply: 91 – Transformers	1.39042	$1,242.00
15	Industrial	All land, which is not otherwise categorised and to which the following primary land use code apply or should apply: 28 -37 – Transport & Storage, Industrial	1.25690	$807.00
16	Sawmills	All land approved for use as a sawmill and associated purposes.	1.25690	$1,035.00

Rural Categories

The following differential rating categories and criteria apply for the 2012-2013 financial year:-

Differential Category	Description	Criteria	.c in $	Minimum General Rate
21	Small Rural <100Ha	All land, which is not otherwise categorised, is less than 100 Ha and to which the following primary land use code apply or should apply: 60 – 70 – Sheep & Cattle Grazing, Dairy 85 – 94 – Other Rural Uses (Excludes 91 - Transformers)	0.91711	$631.00
22	Rural Grazing	All land, which is not otherwise categorised, and to which the following primary land use code apply or should apply: 60 – 67 – Sheep & Cattle Grazing	0.84290	$807.00
23	Rural Cropping	All land, which is not otherwise categorised, and to which the following primary land use code apply or should apply: 68 – 78 – Dairy, Agricultural 80 – 94 – Other Rural Uses (Excludes 91 - Transformers)	0.99815	$807.00
24	Rural Orchards	All land, which is not otherwise categorised, and to which the following primary land use code apply or should apply: 79 – Orchards	1.03510	$890.00
25	Commercial Water	All land, which is not otherwise categorised and is used for the purposes of, and incidental to commercial water storage, delivery and drainage, including associated recreational purposes to which the following primary land use code applies or should apply: 95 – Reservoir, dam, bores	17.25480	$2,743.00
26	Rural Exclusions	All land, which is not otherwise categorised and is used for the following purposes: • Pump Sites and Stock Grazing Permits; • Road Licences; • Co-operative dips; • Land not exceeding 0.5ha in area used exclusively for a bore site.	1.34177	$62.00

Intensive Rural Categories

The following differential rating categories and criteria apply for the 2012-2013 financial year:-

Differential Category	Description	Criteria	.c in $	Minimum General Rate
31	Cattle Feedlot - 501 to 1,000	All land used for Cattle Feedlot intensive animal industry of greater than 500 SCU with an approved capacity of no more than 1,000 SCU.	0.92705	$626.00
32	Cattle Feedlot – 1,001 to 2,000	All land used for Cattle Feedlot intensive animal industry of greater than 1,000 SCU with an approved capacity of no more than 2,000 SCU	0.92705	$1,366.00
33	Cattle Feedlot – 2,001 to 3,000	All land used for Cattle Feedlot intensive animal industry of greater than 2000 SCU with an approved capacity of no more than 3,000 SCU.	0.92705	$2,732.00
34	Cattle Feedlot – 3,001 to 4,000	All land used for Cattle Feedlot intensive animal industry of greater than 3,000 SCU with an approved capacity of no more than 4,000 SCU.	0.92705	$4,098.00
35	Cattle Feedlot – 4,001 to 5,000	All land used for Cattle Feedlot intensive animal industry of greater than 4,000 SCU with an approved capacity of no more than 5,000 SCU.	0.92705	$5,464.00
36	Cattle Feedlot – 5,001 to 7,500	All land used for Cattle Feedlot intensive animal industry of greater than 5,000 SCU with an approved capacity of no more than 7,500 SCU.	0.92705	$8,197.00
37	Intensive Animal Industry cattle feedlot 7,501 SCU-10,000 SCU	All land used for Cattle Feedlot intensive animal industry of greater than 7,500 SCU with an approved capacity of no more than 10,000 SCU.	0.92705	$10,246.00
38	Intensive Animal Industry cattle feedlot 10,001 SCU-15,000 SCU	All land used for Cattle Feedlot intensive animal industry of greater than 10,000 SCU with an approved capacity of no more than 15,000 SCU.	0.92705	$13,662.00
39	Intensive Animal Industry cattle feedlot 15,001 SCU-20,000 SCU	All land used for Cattle Feedlot intensive animal industry of greater than 15,000 SCU with an approved capacity of no more than 20,000 SCU.	0.92705	$20,493.00
40	Intensive Animal Industry cattle feedlot 20,001 SCU or greater	All land used for Cattle Feedlot intensive animal industry of greater than 20,000 SCU.	0.92705	$27,324.00

Differential Category	Description	Criteria	.c in $	Minimum General Rate
41	Intensive Animal Industry piggery 2,501 -5,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 2,500 SPU but no more than 5,000 SPU.	0.92705	$626.00
42	Intensive Animal Industry piggery 5,001 -10,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 5,000 SPU but no more than 10,000 SPU.	0.92705	$1,366.00
43	Intensive Animal Industry piggery 10,001 -15,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 10,000 SPU but no more than 15,000 SPU.	0.92705	$2,732.00
44	Intensive Animal Industry piggery 15,001 -20,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 15,000 SPU but no more than 20,000 SPU.	0.92705	$4,098.00
45	Intensive Animal Industry piggery 20,001 -25,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 20,000 SPU but no more than 25,000 SPU.	0.92705	$5,464.00
46	Intensive Animal Industry piggery 25,001 -37,500 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 25,000 SPU but no more than 37,500 SPU.	0.92705	$8,197.00
47	Intensive Animal Industry piggery 37,501 -50,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 37,500 SPU but no more than 50,000 SPU.	0.92705	$10,246.00
48	Intensive Animal Industry piggery 50,001 -75,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 50,000 SPU but no more than 75,000 SPU.	0.92705	$13,662.00
49	Intensive Animal Industry piggery 75,001 -100,000 SPU	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of greater than 75,000 SPU but no more than 100,000 SPU.	0.92705	$20,493.00
50	Intensive Animal Industry piggery 100,001 + SPU	Land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant and has an approved capacity of 100,001 SPU or greater.	0.92705	$27,324.00

Intensive Businesses and Industries

The following differential rating categories and criteria apply for the 2012-2013 financial year:-

Differential Category	Description	Criteria	.c in $	Minimum General Rate
51	Power Station <50 MW	Land, within the Regional Council, used or intended to be used for or ancillary to the generation and transmission of electricity from a power station with an output capacity of less than 50 MW.	8.694	$11,385.00
52	Power Station 50 – 250 MW	Land, within the Regional Council, used or intended to be used for or ancillary to the generation and transmission of electricity from a power station with an output capacity of more than 50 MW but less than 250 MW.	17.388	$17,077.00
53	Power Station >250 MW	Land, within the Regional Council, used or intended to be used for or ancillary to the generation and transmission of electricity from a power station with an output capacity of 250 MW or more.	26.082	$34,155.00
55	Extractive Industry < 5,000 tonnes	Land, which is not otherwise categorised, used for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth classified under Schedule 2 of the Environmental Protection Regulation 2008 for less than 5,000 tonnes production	2.39302	$911.00
56	Extractive Industry 5,000 -100,000 tonnes	Land, which is not otherwise categorised, used for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth classified under Schedule 2 of the Environmental Protection Regulation 2008 for less than 5,000 to 100,000 tonnes production	4.78605	$5,693.00
57	Extractive Industry 100,000 + tonnes	Land, which is not otherwise categorised, used for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth classified under Schedule 2 of the Environmental Protection Regulation 2008 for greater than 100,000 tonnes production	9.59279	$22,770.00

58	Mining Lease <15 employees and <200Ha	Mining Leases issued within the Council area that are less than 200Ha and have less than 15 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	3.88053	$1,553.00
59	Mining Lease <15 employees and 200Ha+	Mining Leases issued within the Council area that are greater than 200Ha and have less than 15 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	3.02148	$6,210.00

60	Mining Leases >15<100 employees	Mining Leases issued within the Council area that have between 15 and 100 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	6.52578	$25,875.00
61	Mining Leases <200 employees	Mining Leases issued within the Council area that have from 101 to 200 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	17.7405	$72,450.00
62	Mining Leases <300 employees	Mining Leases issued within the Council area that have from 201 to 300 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	26.0820	$182,160.00
63	Mining Leases <400 employees	Mining Leases issued within the Council area that have from 301 to 400 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	34.776	$296,010.00
64	Mining Leases <500 employees	Mining Leases issued within the Council area that have from 401 to 500 employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	43.47	$409,860.00
65	Mining 500+ employees	Mining Leases issued within the Council area that have 501 or more employees as reported in the *"Queensland Mines and Quarries Safety Performance and Health Report 2009-10"*	52.164	$523,710.00

71	Intensive Accommodation 15 – 50 person	Land used for providing intensive accommodation for more than 15 but less than 50 people (other than the ordinary travelling public or itinerant farm workers housed on farm) in rooms, suites, or caravan sites specifically built or provided for this purpose. Land within this category is commonly known as "workers accommodation", "single persons quarters", "work camps", "accommodation village" or "barracks".	8.694	$14,231.00
72	Intensive Accommodation 51 – 100 person	Land used for providing intensive accommodation for more than 50 people but less than or equal to 100 people as described in Rate Category 71.	17.388	$28,462.00
73	Intensive Accommodation 101 – 300 person	Land used for providing intensive accommodation for more than 100 people but less than or equal to 300 people as described in Rate Category 71.	26.082	$56,925.00

74	Intensive Accommodation 301 – 500 person	Land used for providing intensive accommodation for more than 300 people but less than or equal to 500 people as described in Rate Category 71.	34.776	$85387.00
75	Intensive Accommodation 501 + persons	Land used for providing intensive accommodation for more than 500 people (as described in Rate Category 71.	43.47	$113850.00

81	Petroleum Lease – Gas < 1,000 ha	Petroleum Leases issued within the Regional Council area with an area of less than 1,000 hectares.	4.347	$11,385.00
82	Petroleum Lease – Gas 1,000 ha to 9,999 ha	Petroleum Leases issued within the Regional Council area with an area of 1,000 hectares or more but less than 10,000 hectares.	8.694	$22,770.00
83	Petroleum Lease – Gas 10,000 ha to 29,999 ha	Petroleum Leases issued within the Regional Council area with an area of 10,000 hectares or more but less than 30,000 hectares.	17.388	$68,310.00
84	Petroleum Lease-Gas 30,000 + ha	Petroleum Leases issued within the Regional Council area with an area of 30,000 hectares or more.	26.082	$136,620.00
85	Petroleum Lease – Shale Oil < 10 wells	Petroleum Leases issued within the Regional Council area for the extraction of shale oil that have less than 10 wells.	8.694	$11,385.00
86	Petroleum Lease – Shale Oil 10 – 20 wells	Petroleum Leases issued within the Regional Council area for the extraction of shale oil that have 10 wells or more but less than 30 wells.	17.388	$22,770.00
87	Petroleum Lease-Shale Oil 30+ Wells	Petroleum Leases issued within the Regional Council area for the extraction of shale oil that have 30 wells or more.	26.082	$136,620.00
88	Petroleum Other <400ha	Land, within the Regional Council, used or intended to be used primarily for gas and/or oil extraction and/or processing (or for purposes ancillary or associated with gas and/or oil extraction/processing such as water storage, pipelines), excluding petroleum leases, with an area of less than 400 hectares.	1.63013	$5,693.00
89	Petroleum Other 400 + ha	Land, within the Regional Council, used or intended to be used primarily for gas and/or oil extraction and/or processing (or for purposes ancillary or associated with gas and/or oil extraction/processing such as water storage, pipelines), excluding petroleum leases, with an area of 400 hectares or more.	1.63013	$11,385.00

Utility Charges

Council operates the following undertakings, which will be funded by a utility charge for each service provided:

- Cleansing Service
- Sewerage Schemes
- Water Supply Schemes

Sewerage Schemes

Subject to the qualification and exceptions in the following paragraphs, Council will levy on every individual parcel in its land record a utility charge for sewerage, if the parcel is located within Council's declared sewer area and where Council is prepared to supply sewerage, together with any land already connected to the Council sewerage supply system.

The charge may be levied in those areas where construction of the service infrastructure has commenced but access is not yet available to the sewerage system.

Exemptions

- Where a single residential building or a single commercial building is situated across two or more adjoining parcels, Council will treat those parcels as if they were amalgamated into a single parcel, and will levy accordingly a single-parcel sewerage charge.
- Council may elect to not levy sewerage charges against a parcel used for a charitable purpose, or an educational or religious purpose, or another purpose beneficial to the community, which is identified in Council's differential rating category or the **DNRM** land use code for the parcel, or which is identified through Council's own enquiries.
- Council also will not levy sewerage charges against land:
  - i. that is effectively incapable of development (if vacant) by the erection of residential premises; or
  - ii. that is effectively incapable of development (if residential premises are situated upon it) by the erection of additional residential premises.
- The owner of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs 1 to 3. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Councils obligation to other ratepayers.

A system of full cost recovery will apply to the sewerage scheme, comprising an access charge to cover the fixed items within the sewerage scheme, such as capital expenditure, interest and redemption, and operating charges based on pedestals and covering ongoing maintenance and operation of the schemes.

The sewerage utility charges will be levied in accordance with the following principle:

- Access Charge - Each non-contiguous parcel within the sewered area that has the potential to be connected to the sewerage scheme will contribute towards the capital costs of the scheme.
- Operating Charge – Each pedestal (including urinal cistern) connected to the sewerage scheme will contribute to the annual operating costs associated with the scheme.
- A standard residential dwelling will be charged for one 1st Pedestal (Access + Operating Charge), whereas multi-unit dwellings or flats will be charged a 1st Pedestal for each dwelling.
- Non-residential properties will be charged a 1st Pedestal Charge and for each additional pedestal the Operating Charge plus a percentage of the Access Charge.

- **this percentage will range between 75% and 95%** to recognise the additional scheme capacity that is required to service these additional pedestals in the respective locations.

The sewerage scheme charges shall be:

Sewerage Charge	Description	Town	Charge
1st Pedestal Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1st pedestal at all other connected allotments.	Biggenden	$399.00
		Eidsvold	$450.00
		Gayndah	$399.00
		Monto	$510.00
		Mundubbera	$399.00
Access Charge (un-connected or vacant)	Charge applied to each non-contiguous parcel of land in the sewered area that has the potential to be connected to the sewerage scheme, whether connected or not.	Biggenden	$251.00
		Eidsvold	$251.00
		Gayndah	$251.00
		Monto	$380.00
		Mundubbera	$251.00
Additional Pedestal (non-residential)	After the 1st Pedestal Charge, the Charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewerage scheme.	Biggenden	$300.00
		Eidsvold	$380.00
		Gayndah	$380.00
		Monto	$400.00
		Mundubbera	$300.00
Access Charge Additional Contiguous Parcels	Charge applied to each additional contiguous parcel of land in the sewered area that has the potential to be connected to the sewerage scheme, whether connected or not.	Biggenden	$113.00
		Eidsvold	$113.00
		Gayndah	$113.00
		Monto	$171.00
		Mundubbera	$113.00

Water Supply Schemes

Subject to the qualification and exceptions in the following paragraphs, Council will levy on every individual parcel in its land record a utility charge for water, if the parcel is located within Council's declared water area and where Council is prepared to supply water, together with any land already connected to the Council water supply system.

The charge may be levied in those areas where construction of the service infrastructure has commenced but access is not yet available to the water service.

Exemptions

- Where a single residential building or a single commercial building is situated across two or more adjoining parcels, Council will treat those parcels as if they were amalgamated into a single parcel, and will levy accordingly a single-parcel water charge.
- Council may elect to not levy water charges against a parcel used for a charitable purpose, or an educational or religious purpose, or another purpose beneficial to the community, which is identified in Council's differential rating category or the **DNRM** land use code for the parcel, or which is identified through Council's own enquiries.
- Council also will not levy water charges against land:
    - that is effectively incapable of development (if vacant) by the erection of residential premises; or
    - that is effectively incapable of development (if residential premises are situated upon it) by the erection of additional residential premises.

- The owner of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs 1 to3. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Councils obligation to other ratepayers.

A system of full cost recovery on the supply of water, comprising an access charge to cover the fixed items within the water fund, such as capital expenditure and interest and redemption, and a consumption charge based on units of consumption covering the ongoing maintenance and operation of the schemes.

The water supply utility charges will be levied in accordance with the following principle:

- Access (Connection) Charge - Each parcel within the water area that has the potential to be connected to the water scheme and those rural properties that are connected to the water scheme will contribute towards the capital costs of the scheme.
- Consumption Charge – Each connection will contribute to the annual operating costs associated with the scheme based on kilolitre consumption measured through water meter readings.

The Water Scheme charges shall be:

Water Charge	Description	Town	Charge
Access Charge	Charge applied to each parcel of land in the water area that has the potential to be connected to the water scheme, whether connected or not.	Biggenden	$470.00
		Eidsvold	$470.00
		Gayndah	$470.00
		Monto	$470.00
		Mulgildie	$470.00
		Mount Perry	$470.00
		Mundubbera	$470.00
Consumption Charge	Charge for each kilolitre of consumption through water meter reads.	Biggenden	$1.42/kilolitre
		Eidsvold	$1.42/kilolitre
		Gayndah	$1.42/kilolitre
		Monto	$1.42/kilolitre
		Mulgildie	$1.42/kilolitre
		Mount Perry	$1.42/kilolitre
		Mundubbera	$1.42/kilolitre
Access Charge Additional Contiguous Parcels	Charge applied to each additional contiguous parcel of land in the water area that has the potential to be connected to the water scheme, whether connected or not.	Biggenden	$211.00
		Eidsvold	$211.00
		Gayndah	$211.00
		Monto	$211.00
		Mulgildie	$211.00
		Mount Perry	$211.00
		Mundubbera	$211.00

Garbage Collection & Disposal Charges

The Garbage Collection and Disposal charge shall apply to the Waste collection areas.

The purpose of the Garbage Collection & Disposal charging system is to fund the collection, operation and maintenance of the Garbage Collection Service performed within the Regional Council.

The objects of the Garbage Collection & Disposal charging system are:-

- To provide residents and staff with details of applicable charges associated with the Garbage Collection & Disposal service.
- To distribute costs equitably, where practical, by ensuring that individual customers pay for the cost of the service they use.
- To generate sufficient and stable income for the complete operation of the Garbage Function.

The annual waste charge will be set by resolution of Council when adopting its annual budget. The regular service provided shall be on the basis of one 240 litre wheelie bin service per week, in Biggenden, Eidsvold Gayndah, Monto and Mundubbera, and one 60 litre garbage bin in Perry. Each service shall be equal to one (1) unit and each additional service equal to one (1) unit.

The Environmental Levy will contribute an amount determined by Council to the Waste Function, on an annual basis, in recognition of the costs associated with the provision of the refuse tip for those residents of the Region that do not contribute to the waste service via one of the above categories.

Garbage Charge	Description	Town	Charge
Garbage Charge	Charge applied to each bin serviced.	Biggenden	$188.00
		Eidsvold	$189.00
		Gayndah	$200.00
		Monto	$231.00
		Mount Perry	$165.00
		Mundubbera	$203.00

Special Rates and Charges (Sec 28 (Reg))

Rural Fire Service Levy

A Special Rate, Rural Fire Service Levy, will be raised on all assessment not paying the State Fire Service Levy authorised under the *Fire Service Act 1990.* The Rural Fire Levy will contribute to the cost of operating Rural Fire Brigades within the North Burnett Regional Council.

Rural Fire Service	Description	Charge
Rural Fire Service Levy	Charge applied on all assessments not paying the State Fire Service Levy.	$5.00

Separate Rates and Charges (Sec 37 (Reg))

Environmental Levy

The Environmental Levy will be raised from all ratepayers on an assessment basis with the rate determined by Council on an annual basis.

The Levy will be used to offset the costs of maintaining rubbish tips (including rehabilitation on cessation of dumping activity) and weed and animal pest control measures.

Environmental Levy	Description	Charge
Environmental Levy	The levy applies to all assessments within the North Burnett Regional Council.	$84.00

Rebates and Concessions

Remission For Occupancy/Ownership By Pensioners

The Council will provide administrative support to the State Government Pensioner Rate Subsidy Scheme which currently provides a subsidy as follows:-

- The State Pensioner Rate Subsidy Scheme (PRSS) provides a subsidy on some Council rates and charges to pensioners who are in receipt of a pension from the Commonwealth Government, and who comply with the guidelines established by the Queensland Department of Communities. The State Government subsidy is currently set at **twenty percent (20%) of the applicable rates and charges up to a maximum of $200.00 per annum**.

Discount For Prompt Payment (Sec 64 (Reg))

It is the policy of the Council that one (1) discount period will apply for each rate moiety. The discount period will commence on the date of notice and extend for a period of no less than 30 days.

In accordance with *Local Government (Finance, Plans and Reporting) Regulation 2010 Part 11 Section 64*, the following Discount rates were adopted by the Council at its 2012-2013 Budget Meeting:-

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates);	10%
Water Charges (Excluding Water Consumption Charges)	10%
Sewerage Charges	10%
Cleansing/Garbage Charges	10%
Environmental Levy	10%

Payments received by the Council or its appointed agents prior to close of business on the due date specified on the Rate Notice for each moiety will attract the percentage discount specified above.

For clarification purposes, a payment of the full net levy amount, which is either receipted by the Council or one of its appointed agents prior to close of business on the due date specified on the Rate Notice, will attract the discount specified.

Also for clarification purposes, a payment of the full net levy amount, which is deposited by electronic means to the Council's bank account or its appointed agents prior to close of business (ie the payment has been credited to the Council's bank account or received by its appointed agents by close of business) on the due date specified on the Rate Notice, will attract the discount specified.

Discount will not be allowed on payments received after the close of business on the due date applicable to each moiety unless the Council is satisfied that payment was not made by the close of business on the due date because of circumstances for which the Council was responsible. The Council will not grant discount where a payment was lodged before the close of business on the due date but the transfer of the funds into the Council's financial institution or agent was not received by the close of business on the due date due to a delay by the payer's financial institution or their agent.

Discount disallowed on the first moiety is not eligible for allowance even if payment is made by the close of business on the specified due date of the second moiety.

No discount will be allowed if, after payment of current rates/charges, overdue rates remain on the land.

Interest On Overdue Rates (Sec 67 (Reg))

Pursuant to the provision of *Local Government (Finance, Plans and Reporting) Regulation 2010 Part 11 Sec 63* and to promote prompt payment of rates and charges, Council will charge interest on all overdue rates and charges, including special rates, at the maximum rate provided for by Local Government Regulations.

For the 2012/13 financial year, any balances outstanding at the close of the discount period will incur interest at the rate of 11% per annum compounding daily, from that date.

Payment of Overdue Rate by Instalments (Sec 63 (Reg))

To assist ratepayers in meeting their rate responsibilities, Council may accept applications for payment of overdue rates and utility charges by instalments from property owners who can demonstrate a genuine financial hardship. Each application will be assessed on its merits.

Interest will continue to be charged on overdue rates and utility charges which are subject to an instalment payment plan. The applicant must comply with the terms of the instalment plan agreed to, as default will result in Council requiring immediate full payment of future instalments.

Pro Rata Rates and Charges

In respect of any rates that are applicable in respect to part only of the year ending June 30 2012, the amount payable in respect thereof shall be assessed and charged on a pro-rate basis, with the pro-rata rate or charge to be set out in a supplementary notice with discount where applicable.

Concessions from General Rates **(Sec 53 (Reg))**

Council will upon written application, consider the remission of whole of part of the general rate levied upon entities or organisations who meet the criteria detailed in Section 53 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*. Further details are included in Council Donations to Community Organisations Policy.

Regulatory Fees

Section 97 of the *Local Government Act, 2009* empowers the Council to fix, *by local law or resolution, a fee for any of the following:-*

- *(a) an application for, or the issue of an approval, consent, licence, permission, registration or other authority under a local government Act;*
- *(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 a function, other than a function mentioned in paragraphs (1) to (d), imposed on the local government under Building Act 1975 or the Plumbing and Drainage Act 2002.*

Such regulatory fee must not be more than the cost of providing the service or taking the action for which the fee is charged. Information about the fee must be recorded in the Council's Register of Regulatory Fees. Fees have been determined as recovering the cost of wages necessary to take action plus appropriate oncosts and overhead charges plus any external charges.

Commercial Charges

Section 262(3)(c) of the Local Government Act, 2009 provides the Council, as a legal entity, with powers to charge for services and facilities it supplies other than a service or facility for which a regulatory fee may be fixed. Such commercial charges are for transactions where the Council is prepared to provide a service and the other party to the transaction can choose whether or not to avail itself of the service. The making of commercial charges may be delegated by the Council (recorded in the Delegations Register). Commercial Charges are subject to the Goods and Services Tax.

Such charges may be reviewed by the Council at any time and will be recorded with the Register of Regulatory Fees as a listing of Commercial Charges. The nature, level and standard of the entitlement, facility or service is considered by the Council in the setting of commercial charges. Central to deliberations on these matters is the Council's community service obligation and the principle of social equity.

The principle of "user pays" is considered only where the provision of a service, entitlement or facility may be in direct competition with private enterprise.

Developer Contributions

In all cases, physical and social infrastructure costs for new development are to be funded by charges (developer contributions) for that development. The unexpended balance of developer contributions shall be appropriated to a constrained works reserve or liability account at the close of each financial year.

Such constrained works reserve shall indicate the nature of the works to be undertaken using the developer contribution.

A developer contribution shall be expended only on works for which the contribution was made.

Statutory Policy

Policy Title:	**Procurement Purchasing**
Policy No:	104
Policy Subject:	Financial Operations – Creditors
Directorate:	Corporate Services
Department:	Purchasing
Responsible Officer:	Director of Corporate Services
Authorised by:	North Burnett Regional Council
Adopted Date:	
Review Date:	
Authorities:	*Local Government Act 2009* *Local Government (Finance, Plans & Reporting) Regulation 2010*

INTRODUCTION:

This document covers all activities that result in the commitment and expenditure of Council monies other than Payroll.

The *Local Government (Finance, Plans & Reporting) Regulation 2010* states that a council must establish and implement a policy relating to tenders. The Local Government Act 2009, further states the requirement for a policy for purchases under $15,000 and a policy about the carrying out of the principles governing the making of contracts mentioned in the Regulations.
The policies must include the specification of monetary limits relating to the provision of goods and services above which tenders must be called.

All invitations to tender for the provision of goods or services to council must specify a closing date.

All tender specifications are to be vetted for:

- readability;
- simplicity of meaning;
- clarity;
- logic; and
- Inclusion of only essential information.

INTRODUCTION: (continued)

- After vetting, and before issue, the specification is to be approved by the CEO.
- Evaluation criteria must be included in the specification.
- Specifications are to be registered and filed in a central location.
- The Chief Executive Officer may, for good cause, extend a closing date.
- A tender received before the closing date must be placed in a locked tender box under the control of the Chief Executive Officer or the Records Management Department.
- A tender box can only be opened in the presence of at least two officers of the council and, immediately after a tender box is opened, the tenders must be initialled by the two delegated officers of the council and registered within Councils Electronic Records Management System.

OBJECTIVES:

To provide Council and its officers with a framework for procurement activities that ensures compliance with requirements of the *Local Government (Finance, Plans & Reporting) Regulation 2010*.

PRINCIPLES:

In accordance with the *Local Government (Finance, Plans & Reporting) Regulation 2010* all Council purchases shall be determined having regard to the following principles:

Open and Effective Competition

Open and Effective Competition is achieved by:

1. Procurement procedures and processes being visible to Council suppliers, and the public (i.e. rate payers and the local community)
2. Delegates accepting their accountability to the Chief Executive Officer and Council
3. Suppliers having real opportunity to do business with Council
4. Invitations to suppliers being arranged so that there is competition among suppliers to provide Value for Money offerings
5. Delegations, authorisations and associated financial thresholds being appropriate for the level of judgement expected of individual officers
6. Fair and equitable assessment of all offers to Supply

Value for Money

The objective of obtaining Value for Money is that the goods, equipment or services being procured represent the best return and performance for the money spent from a “total costs of ownership” or “whole-of-life costs” perspective. The result of using such an evaluation methodology to assess Value for Money may not necessarily favour the lowest price.

Encouragement of Competitive Local Business and Industry

Encouragement of the development of competitive local business and industry is achieved by:

1. Actively seeking out potential local supplies and suppliers
2. Encouraging prime contractors to give local suppliers every opportunity, as partners or subcontractors, to participate in major projects
3. Ensuring that the principles of open and effective competition are applied and equal treatment is given to local offers, when being compared with other offers, on the basis of fair and equitable behaviour
4. Giving preference to locally-sourced goods and services, where price, performance, quality, suitability and other evaluation criteria are comparable
5. Ensuring that payments are prompt and in accordance with the agreed terms of contract
6. Giving points-weighting to the advantages of buying locally-sourced goods and services, and to dealing with local suppliers, including:-

    - more readily available spare parts and servicing support
    - more reliable compliance with warranty provisions
    - shorter supply lines
    - more convenient communications for contract administration

Ethical Behaviour and Fair Dealings

Ethical Behaviour and Fair Dealing are achieved by officers:

1. Performing their duty impartially, un-influenced by the receipt or prospects of threats, reprimands or rewards
2. Not accepting or seeking gifts or other favours
3. Not entertaining approaches from suppliers that might be interpreted as attempts to unfairly influence the evaluation process
4. Ensuring that their private interest does not conflict with their public duties
5. Maintaining high standards of accountability
6. Developing systems and procedures that ensure a consistent approach to procurement
7. Promoting professional procurement practices

Purchasing Arrangements

In accordance with the *Local Government (Finance, Plans & Reporting) Regulation 2010* three types of purchasing arrangements may be established which allow individual purchases without the need to obtain tenders or quotations. These are:

1. Preferred supplier arrangements or standing offer arrangements;
2. Registers of pre-qualified suppliers; and
3. Under an arrangement of the Local Government Association

Preferred Supplier

The preferred supplier and standing offer arrangements can be used where there are frequent or regular purchases of similar items e.g. stationery. A preferred supplier arrangement would contain a pricing structure (e.g. 10 % below retail, or parts at cost plus 5 %, labour at $45.00 per hour). A standing offer would state fixed price per unit.
Registers of pre-qualified suppliers can be set up where it is necessary to ensure that a supplier is capable of meeting Councils requirements before the precise nature of the requirement is known.

In each case the procedure is to call tenders, by advertisement, for the particular arrangement being set up. The tenders are to be assessed in exactly the same way as single tenders.

Pre-qualified Supplier

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

LGA Arrangements

A local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
An LGA arrangement is an arrangement that—

(a) has been entered into by—
  (i) LGAQ Ltd.; or
  Note— See section 287 of the Act.
  (ii) a company (the associated company) registered under the Corporations Act, if LGAQ Ltd. is its only shareholder; and
  (b) if LGAQ Ltd. or the associated company were a local government, would be, either—
(i) a contract with an independent supplier from a register of pre- qualified suppliers established under section 181(3) by LGAQ Ltd. or the associated company; or
(ii) a preferred supplier arrangement entered into with an independent supplier under section 182.

Ethical Behaviour

Council's Code of Conduct dictates expectations of behaviour and conduct for all staff.
Invitation thresholds have been set within this Policy to ensure proper controls and checks are carried out on all procurement activities. An officer shall not break down a procurement of products into its various components or reduced quantities in order to avoid the necessity of obtaining the prescribed approvals.

Release of Information

Procedures governing release of information will comply with the regulations set down in the Privacy Act and Rights to Information Act 2009.

1. Officers must not release information, including names of tenderers to any other party, prior to the award of a tender.
2. Communications should be minimised with suppliers prior to the award of the supply except during the course of normal daily work.
3. Information pertaining to price, technical or performance specifications must not be discussed until after the award of the purchase/supply.

Local Preference Policy

As it is Council's intention to encourage the development of competitive local business and industry within the Council area, officers involved in procurement activities shall encourage local business to quote in competition with businesses operating outside the Council boundary.

A local preference margin of 10% up to a purchase value of $50,000 (Inc GST) and 5% over a purchase value of $50,000 (Inc GST) may be applied to all offers received from businesses based within the region.

When Tenders are required:

Large Sized Contracts - CONTRACTS OVER $150,000
The *Local Government Act 2009* provides that a Local Government must invite tenders before making a contract for the carrying out of work, or the supply of goods or services involving the cost of more then $150, 000 or, if a greater amount is prescribed by regulation, the greater amount.

The tender must be advertised in a newspaper circulating generally in the area and must allow a minimum of twenty-one (21) days from the advertisement for the submission of tenders.

The local government may enter into a contract without complying with the *Local Government Act 2009* for a number of reasons. A resolution shall be made regarding this matter.

When Quotations are required:

Medium Sized Contracts - CONTRACTS BETWEEN $15,000 and $150,000
The *Local Government Act 2009* provides that a Local Government must invite written quotations before making a contract for the carrying out of work, or the supply of goods or services involving a cost of between $15,000 and $150,000 or if another range of amounts is prescribed by regulation; that range of amounts. The invitation must be given to at least 3 suppliers where possible, who the local government considers meet its requirements at a competitive price.

Requisitions for such goods can be signed by an authorised Council Officer who must sight the three quotations in accordance with the officer's delegation limit.

Small Sized Contracts – CONTRACTS up to $15,000
The following are Council's minimum requirements for the calling or obtaining of goods and services less than $15,000 (GST inclusive).

More than $500 and Less than $5,000
At least two (2) verbal quotations are to be invited by the Purchasing Officer and recorded in a diary. The most advantageous to Council shall be selected.

Greater than $5,000 but Less than $15,000
At least two (2) written quotations are to be invited by the Purchasing Officer. Copies of all written quotations should be attached to the requisition. The most advantageous to Council shall be selected.

When making purchases of goods and services, the invitation thresholds are to be interpreted on a "per item" basis, that is, the thresholds refer to the number of quotations required before obtaining each item. However, where a number of similar items are required (ie 1000 bolts) these are considered to be an item for the purposes of obtaining a quotation.

Exemptions from the Requirement to Seek Tenders or Quotations

The Local Government Act 2009 provides that tenders or quotations are not required under the following circumstances:

1. it resolves that it is satisfied there is only one supplier reasonably available to it; or
2. it resolves that a genuine emergency exists; or
3. it resolves to purchase goods at an auction; or
4. it resolves to purchase second hand goods; or
5. the contract is made under an exemption to open competition in the local Government Finance Regulations; or
6. the contract is made with, or under an arrangement with or made by:

    - the State, a government entity, a local government owned corporation, the Brisbane City Council or another Local Government; or
    - another Australian government, an entity of another Australian government or a local government of another State or a Territory; or

7. the contract is made with a person on the panel of suitable providers as per the Act; or
8. if Council is satisfied that the services to be supplied are of such a specialised or confidential nature that it would be impractical or disadvantageous to Council to invite tenders or quotations.

Sub Section A – Delegations

Delegated officers are responsible to ensure that only approved items are acquired against programs and that expenditure is only committed where it is within the constraints of the budget or Council Resolution. Delegated officers can commit Council funds by:

- Authorising payment of progress claims for contract works
- Authorising purchase requisitions
- Authorising payment request forms
- Authorising corporate card purchases
- Entering into a contract or contractual arrangement.

Financial delegations shall be limited to the authorised signatories whose delegations have been granted in accordance with the parameters listed below. All value parameters shall be inclusive of GST. The register of financial delegations is to be maintained by Manager Finance and Information Services. This register is contained in Appendix A.

1. Level A Authorisation : unlimited if provided in current year budget
2. Level B Authorisation : $150,000
3. Level C Authorisation : $ 50,000
4. Level D Authorisation : $ 15,000
5. Level E Authorisation : $ 500

Sub Section B – Direct Supply of Goods without an Official Order

This subsection is designed to eliminate the need for the raising of purchase orders after goods or services have already been supplied.

The supply of goods and services in this manner should only arise upon mutual agreement between the supplier and the director who is responsible for that budget.
All supplies made under this sub-section should be part of an approved budget. If this supply is for goods/services that do not form part of an approved budget, the arrangement must be authorised by the Chief Executive Officer.

Upon receipt of an invoice for goods or services received in this manner, the invoice should:

1. Be forwarded to the officer who received the goods or services and that officer should sign the invoice indicating that the goods or services detailed on the invoice have been received by Council and which job to debit; then
2. The invoice should be countersigned by the appropriate manager and returned to Accounts Payable section for payment.

Where the supply is for goods/ services that do not form part of an approved budget then the Chief Executive Officer must countersign the invoice in place of the Director of that department.

Sub Section C – Corporate Credit Cards

In order to expedite the supply of goods and services, corporate credit cards are issued to persons listed in Table A below. Purchases made on these cards are subject to the following limits per transaction and per card as detailed below:

TABLE "A" –Persons to whom Corporate Credit Cards are issued.

Position	Transaction limit ($)	Monthly Card Limit
Chief Executive Officer	10,000	15,000
Director of Corporate Services	10,000	15,000
Directors	5,000	5,000
Mayor	5,000	5,000
Assistant Directors	5,000	5,000
Manager Finance Services	5,000	5,000

All supplies made under this sub-section should form part of an approved budget.
The card holders are responsible for all purchases made on the card issued to them. It is the responsibility of the card holder to forward all receipts and documentary evidence pertaining to purchases to the Finance Department, including job numbers, as soon as practicable following receipt of the monthly statement, so that they can be reconciled to the monthly statement. Upon the reconciliation of the monthly statement, the Finance Manager is required to authorise all transactions on the cards issued to the Chief Executive Officer, Mayor and all Directors and Assistant Directors. Upon the reconciliation of the monthly statement, the Director of Corporate Services is required to authorise the Corporate Credit Card of the Finance Manager.

Unauthorised transactions are not permitted. These would include transactions which do not have supporting documentation and any private transactions. All private transactions must be reimbursed to council within the following transaction period.
The Finance Manager is to ensure that a register is maintained detailing card number, expiry date, whom the card has been issued to, and the limits that apply to that cardholder.

Failure of any cardholder to comply with set transactions and monthly limits will result in the withdrawal of the corporate credit card from the cardholder.

VOUCHER AND CHEQUE AUTHORISATIONS

Cheques /Electronic Funds Transfers are to be signed by any two of the following:

- Chief Executive Officer
- Director of Corporate Services
- Director Community & Cultural Services
- Director of Development & Environmental Services
- Director of Technical Services
- Assistant Director of Works & Services
- Manager of Finance Services

FINANCIAL DELEGATIONS
The Delegations limits for purchasing authority is included in Appendix A

Appendix A

FINANCIAL DELEGATIONS

LEVEL	POSITION	AUTHORISED LIMIT
Level A	Chief Executive Officer	Unlimited – within budget
Level B	Directors	$150,000
	Assistant Directors	
	Manager of Financial Services	
Level C	Managers	$50,000
	Senior Works Supervisors	
	Project Engineer	
Level D	Works Supervisors	$15,000
	Financial Accountants	
	Senior Finance Officers	
	Facilities Officer	
	Water/Wastewater Supervisor	
	Water/Wastewater Technical Officer	
	Building Surveyor	
Level E	SES Controllers	$500 – Only valid outside Council Operating Hours

Statutory Policy

Policy Title:	**Debt**
Policy No:	106
Policy Subject:	Financial Operations
Directorate:	Corporate Services
Department:	Financial Operations
Responsible Officer:	Director of Corporate Services
Authorised by:	North Burnett Regional Council
Adopted Date:	
Review Date:	
Authorities:	*Local Government Act 2009* *Local Government Finance Plans & Reporting Regulation 2010*

INTRODUCTION:

Scope

This policy outlines the Debt Strategy of the North Burnett Regional Council and provides for the responsible management of borrowings made by council from external sources.

OBJECTIVES:

Application of the Policy

This policy will apply whenever Council is considering borrowing funds externally. It does not apply to leasing or hire purchase arrangements.

Background and Considerations

Council recognises the desirability of establishing reserves sufficient to fund future developments, particularly for water and sewerage, and to use these funds when appropriate to avoid external borrowings for acquisitions and developments. Council may, however, determine to borrow funds on the basis of immediate need, as well as for strategic reasons and/or because it is economically advantageous to do so.

OBJECTIVES (CONTINUED):
Background and Considerations (continued)

The level of debt in individual programs and in total is a matter for Council to decide from time to time. Due recognition will be given to:

- the type and extent of benefits to be obtained from borrowing – including the length of time the benefits will be received
- The beneficiaries of the acquisition or development
- The impact of interest and redemption payments on both current and forecast rates revenue
- The current and future capacity of the rate base to pay for borrowings and the rate of growth of the rate base
- Likely movements in interest rates for variable rate borrowings
- Other current and projected sources of funds such as headworks
- Competing demands for funds

It is recognised that, as infrastructure such as water and sewerage are usually funded in advance of community requirements and borrowings are repaid by future users, it may be appropriate to utilise debt to fund future infrastructure capacity. The appropriate mix of sources of funds will depend on the factors outlined above.

Capital expenditure on general community facilities is usually funded from such revenue sources as general rates, special rates, grants, subsidies and borrowings. Borrowings from these developments should be limited to what can be repaid by the existing rate base and, in general, should be over a shorter period so that current users substantially contribute to the debt servicing and redemption. Debt on existing facilities should not become a burden on future generations who may not receive benefits from these facilities. Again, the appropriate combination of debt and revenue will depend upon the type of development and the Council's circumstances at a time.

PRINCIPLES – Legislative Requirement:

Legislative Requirements Plans & Reporting Regulation 2010 Section -133 Debt Policy

(1) A local Government must prepare a debt policy each financial year.

(2) The debt policy must state –

  (a) The new borrowings planned for the current financial year and the next 9 financial years; and
  (b) The time over which the local government plans to repay existing and new borrowings.

Council will only borrow funds for the purpose of acquiring assets, improving facilities or infrastructure and/or substantially extending their useful life.

PRINCIPLES (CONTINUED):

Redemption and interest charges on borrowings, including those relating to water and sewerage, are to be repaid from revenue generated in those areas and the full costs are to be taken to account in these areas.

Where borrowings are to be repaid by special rates, the revenue and repayments will be matched as far as is practical. Borrowings may be repaid early should revenue exceed scheduled repayments. Repayments will not exceed twenty percent of general rates revenue.

Borrowings will only be made in accordance with the adopted budget.

Borrowings will only be made from the Queensland Treasury Corporation (QTC) or, if from another organisation, with the approval of the Department of Local Government.

Borrowings will normally be for a maximum of twenty years. Shorter borrowing periods and earlier repayments will be taken where possible and appropriate. If a longer term is appropriate, and this may be the case for some infrastructure assets such as water and sewerage, the term will not exceed the life of the asset,

SCHEDULE OF DEBT

2009-2010 Actual Borrowings	$0
2010-2011 Actual Borrowings	$2,960,000
2011-2012 Actual Borrowings	$0
2012-2013 Projected Borrowings	$1,000,000

No further Borrowings have been planned in the following 9 financial years at this stage.

Statutory Policy

Policy Title:	**Investment**
Policy No:	108
Policy Subject:	Investment of Council Funds
Directorate:	Corporate Services
Department:	Financial Operations
Responsible Officer:	Director of Corporate Services
Authorised by:	North Burnett Regional Council
Adopted Date:	
Review Date:	
Authorities:	*Local Government Act 2009* *Statutory Bodies Financial Arrangements Act 1982 (SBFA)* *Local Government Finance, Plans and Reporting) Regulation 2010 S132*

INTRODUCTION:

Scope
To provide guidance and a framework for Officers involved in the investment of surplus funds controlled by Council that are not within the short to medium term required for financial commitments.

Funds available for Investment
Funds on hand less any funds committed to projects and or constrained funds (funds allocated for operational requirements)

OBJECTIVES:

Primary Objective
To ensure protection of Councils investment funds while obtaining the most beneficial return for Council, with due recognition given to the risk profile of the institution being invested with.

Secondary Objective
To designate the financial institutions to be approached for quotes.

To ensure that appropriate records are kept and that adequate internal controls are in place to safeguard council funds.

PRINCIPLES:

Guidelines
Council's investment portfolio should be realisable without penalty, in a reasonable timeframe, in accordance with operational requirements.

Authorised Institutions
Only those institutions identified as suitable under the Category 1 Investment Powers conferred by SBFA S44(1)(d) & (e) and listed on the APRA website as Authorised Deposit Taking Institutions (ADI's)

Quotations on Investment
With the exceptions of monies put with the QTC capital guaranteed cash fund, at least three (3) quotations shall be obtained from authorized institutions whenever an investment is proposed. The best quote on the day will be successful after allowing for administrative and banking costs, as well as having regard to the limits set below. Council will also test any offers made by assessing the interest rate in the QTC fair value tool.

Term to Maturity
The term to maturity of any Council investment may range from "At Call" to one (1) year.

Placement of Investment
When placing investments, consideration will be given to the relationship between credit rating and interest rate and Councils objectives. To further diversify councils investment portfolio the following is to be used as a framework for investment of available funds;

- Not less than 60% of investment funds in AA rating or above or Queensland Treasury Corporation;
- Up to 40% of investment funds within an institution within the A rating range; and/or
- Up to 20% of investment funds within an institution with not less than BB rating

Council's Responsibility

Council has a number of duties when investing funds. These are outlined in s47 and s48 of the SBFA and are summarised as;

Council must use its best efforts to invest its funds;

a. at the most advantageous (risk adjusted) interest rate available to it;
b. in a way it considers is most appropriate in all the circumstances and,

Council must keep records that show it has invested in the way most appropriate in all the circumstances and retain documentary evidence of the investment.

NORTH BURNETT REGIONAL COUNCIL
Statement of Comprehensive Income
For the year ended 30 June 2013

	2011/12 Estimated Actual	2012/13 Budget	2013/14 Forecast	2014/15 Forecast
INCOME				
Revenue				
Recurrent revenue				
Net rate and utility charges	11,218,478	12,218,305	12,829,220	13,470,681
Fees and charges	1,531,225	1,353,000	1,420,650	1,491,683
Interest received	801,417	524,950	524,950	524,950
Rental Income	334,746	367,529	385,905	405,201
Sales - contract and recoverable works	10,334,099	7,776,078	7,776,078	7,776,078
Other Recurrent Income	447,137	312,963	312,963	312,963
Grants, subsidies, contributions and donations	22,954,510	19,127,100	11,610,128	11,958,432
Total recurrent revenue	**47,621,613**	**41,679,925**	**34,859,895**	**35,939,987**
Capital revenue				
Grants, subsidies, contributions and donations	2,679,600	1,377,160	1,457,160	705,160
Total capital revenue	**2,679,600**	**1,377,160**	**1,457,160**	**705,160**
Total revenue	**50,301,213**	**43,057,085**	**36,317,055**	**36,645,147**
Gain/(loss) on disposal of non-current assets	(307,993)	0	0	0
Total income	**49,993,220**	**43,057,085**	**36,317,055**	**36,645,147**
EXPENSES				
Recurrent expenses				
Employee benefits	(16,101,423)	(14,900,000)	(13,410,000)	(13,879,350)
Materials and services	(25,001,748)	(24,514,848)	(14,237,848)	(14,664,983)
Finance costs	(259,170)	(260,905)	(268,732)	(255,296)
Depreciation and amortisation	(6,365,486)	(6,907,884)	(6,942,423)	(6,977,136)
Total recurrent expenses	**(47,727,827)**	**(46,583,637)**	**(34,859,004)**	**(35,776,765)**
Capital expenses				
Impairment losses	0	9,082,679	0	0
Assets not previously recognised	0	0	0	0
Revaluation decrements	(190,289)	0	0	0
Total Capital Expenses	**(190,289)**	**9,082,679**	**0**	**0**
Total expenses	**(47,918,116)**	**(37,500,958)**	**(34,859,004)**	**(35,776,765)**
Net result attributable to council	**2,075,104**	**5,556,127**	**1,458,051**	**868,383**

NORTH BURNETT REGIONAL COUNCIL
Balance Sheet
For the year ended 30 June 2013

	2011/12 Estimated Actual	2012/13 Budget	2013/14 Forecast	2014/15 Forecast
Current Assets				
Cash and cash equivalents	16,655,031	11,340,290	11,122,313	11,057,720
Trade and other receivables	4,059,026	3,997,680	3,997,680	3,997,680
Inventories	622,429	622,429	622,429	622,429
Other financial assets				
	21,336,486	**15,960,399**	**15,742,422**	**15,677,829**
Non-current assets classified as held for sale				
Total current assets	**21,336,486**	**15,960,399**	**15,742,422**	**15,677,829**
Non-current Assets				
Receivables	31,839	25,839	25,839	25,839
Investments	-	-	-	-
Investment property	-	-	-	-
Property, plant and equipment	878,682,157	889,694,153	891,951,313	893,456,473
Capital works in progress				
Intangible assets	194,659	194,659	194,659	194,659
Total non-current assets	**878,908,656**	**889,914,651**	**892,171,811**	**893,676,971**
TOTAL ASSETS	**900,245,142**	**905,875,050**	**907,914,233**	**909,354,800**
Current Liabilities				
Trade and other payables	3,290,327	2,807,767	2,807,767	2,807,767
Borrowings	447,683	492,597	442,597	392,597
Provisions	1,395,792	1,454,791	1,454,791	1,454,791
Other	323,413	323,413	323,413	323,413
Total current liabilities	**5,457,215**	**5,078,568**	**5,028,568**	**4,978,568**
Non-current Liabilities				
Trade and other payables	-	-	-	-
Interest bearing liabilities	3,081,757	3,534,186	3,140,918	2,734,214
Provisions	281,655	281,655	281,655	281,655
Other	-	-	-	-
Total non-current liabilities	**3,363,412**	**3,815,841**	**3,422,573**	**3,015,869**
TOTAL LIABILITIES	**8,820,627**	**8,894,409**	**8,451,141**	**7,994,437**
NET COMMUNITY ASSETS	**891,424,515**	**896,980,641**	**899,463,092**	**901,360,363**
Community Equity				
Shire capital	647,549,772	658,079,452	659,761,012	660,695,060
Asset revaluation reserve	238,876,021	238,876,020	239,676,020	240,476,020
Retained surplus/(deficiency)	- 151,663	- 2,372,103	- 2,371,212	- 2,207,989
Other reserves	5,150,385	2,397,272	2,397,272	2,397,272
TOTAL COMMUNITY EQUITY	**891,424,515**	**896,980,641**	**899,463,092**	**901,360,363**

NORTH BURNETT REGIONAL COUNCIL
Statement of Cash Flows
For the year ended 30 June 2013

	2011/12 Estimated Actual	2012/13 Budget	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast
Cash flows from operating activities:					
Receipts from customers	25,488,571	21,656,346	22,338,911	23,051,405	23,961,304
Payments to suppliers and employees	(41,317,609)	(39,836,603)	(27,677,848)	(28,574,333)	(29,357,339)
	(15,829,038)	(18,180,257)	(5,338,937)	(5,522,929)	(5,396,035)
Interest received	801,417	524,950	524,950	524,950	530,200
Rental income	334,746	367,529	385,905	405,201	415,331
Operating Grants & Subsidies	22,954,510	19,127,100	11,610,128	11,958,432	12,078,016
Borrowing costs	(219,173)	(225,905)	(238,732)	(225,296)	(215,084)
Net cash inflow (outflow) from operating activities	**8,042,462**	**1,613,417**	**6,943,315**	**7,140,358**	**7,412,428**
Cash flows from investing activities:					
Payments for property, plant and equipment	(8,767,423)	(9,057,201)	(8,399,583)	(7,682,296)	(8,017,181)
Payments for intangible assets	-	-	-	-	-
Net movement on loans and advances	1,840	34,540.00	-	-	-
Proceeds from sale of property, plant and equipment	477,512	220,000	224,400	228,888	233,466
Net cash inflow (outflow) from investing activities	**(8,288,071)**	**(8,802,661)**	**(8,175,183)**	**(7,453,408)**	**(7,783,715)**
Cash flows from financing activities					
Capital Grants, subsidies, contributions and Donations	2,679,600	1,377,160	1,457,160	705,160	1,005,160
Proceeds from borrowings	-	960,000	-	-	-
Repayment of borrowings	(435,013)	(462,657)	(443,268)	(456,704)	(386,916)
Net cash inflow (outflow) from financing activities	**2,244,587**	**1,874,503**	**1,013,892**	**248,456**	**618,244**
Net increase (decrease) in cash held	1,998,977	(5,314,741)	(217,977)	(64,594)	246,956
Cash at beginning of reporting period	14,656,053	16,655,031	11,340,290	11,122,313	11,057,720
Cash at end of reporting period	**16,655,031**	**11,340,290**	**11,122,313**	**11,057,720**	**11,304,676**

NORTH BURNETT REGIONAL COUNCIL
Statement of Changes in Equity
For the year ended 30 June 2013

	2011/12 Estimated Actual	2012/13 Budget	2013/14 Forecast	2014/15 Forecast
Net Result	2,075,104	5,556,127	1,458,051	868,383
Transfer to Capital	-	10,529,681	1,681,560	934,048
Balance Capital	**647,549,772**	**658,079,452**	**659,761,012**	**660,695,060**
Transfer to Reserve	5,150,385	- 2,753,113	-	-
Balance Reserves	**5,150,385**	**2,397,272**	**2,397,272**	**2,397,272**
Increase in Accumulated Surplus	- 151,663	- 2,220,440	891	163,223
Balance Accum Surplus	**- 151,663**	**- 2,372,103**	**- 2,371,212**	**- 2,207,989**
Balance ARR	**238,876,021**	**238,876,020**	**239,676,020**	**240,476,020**
Total Equity	**891,424,515**	**896,980,641**	**899,463,092**	**901,360,363**

NORTH BURNETT REGIONAL COUNCIL
Financial Sustainability Ratios
For the year ended 30 June 2013

RATIO NAME	Target	2012/13 Budget	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast	2019/20 Forecast	2020/21 Forecast	2021/22 Forecast
Asset Consumption Ratio *Written down value divided by gross replacement cost of assets*	40%-80%	81%	81%	80%	80%	79%	79%	79%	78%	78%	77%
Asset Sustainability Ratio *Capital Expenditure on replacement assets divided by depreciation expense*	>90%	131%	121%	110%	114%	115%	115%	115%	115%	115%	116%
Interest Coverage Ratio *Net Interest Expnse divided by operating revenue*	0%-5%	0.77%	2.31%	2.16%	2.03%	1.90%	1.79%	1.68%	1.57%	1.48%	1.38%
Net Financial Liabilities Ratio *Total Liabilities less current assets divided by operating revenue*	< 60%	17%	21%	21%	22%	24%	25%	25%	26%	26%	27%
Operating Surplus Ratio *Net operating surplus divided by total operating revenue*	0%-10%	-11.77%	0.00%	0.45%	1.08%	0.93%	0.78%	0.65%	0.53%	0.43%	0.33%
Working Capital Ratio *Current assets divided by current liabilites*	1:1 - 4:1	3.14 : 1	3.13 : 1	3.15 : 1	3.23 : 1	3.30 : 1	3.37 : 1	3.43 : 1	3.48 : 1	3.53 : 1	3.57 : 1

North Burnett Regional Council

Activities to which the Code of Competitive Conduct apply 2012/2013

Estimated Activity Statement

Budget	Water	Sewer	Waste	Building Certification	Total
Revenue	2,489,079	1,479,228	1,015,326	138,000	5,121,633
CSO	-	-	-	-	-
Expense	2,485,336	1,168,664	1,658,950	286,850	5,599,800
Capital Revenue	-				-
Profit/Loss	3,743	310,564	- 643,624	- 148,850	- 478,167

Waste makes a loss as there is no attempt to fully recover costs of operating dumps. These are considered to be for the benefit of all residents, not just those receiving waste collection services.

Building certification makes a loss due to the uneconomic level of activity. It is impractical and counter productive to price these services to fully recover costs.

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		Library Fees					
		Library Internet					
Different for each Library	18?0-1500-0000	Internet Use - Library Computer **Maximum of 1 hour**	1/4 hr	$1.20	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	Internet Use - Wireless Connection (own Laptop) no time limit	1/4 hr	$1.20	Commercial	Recoverable	
		Library Photo Paper Printing (where available)					
Different for each Library	18?0-1500-0000	Black & White	Page	$2.90	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	Colour	Page	$5.40	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	Blank CD's with CD case	CD	$1.40	Commercial	Recoverable	
		Black & White Photocopies					
Different for each Library	18?0-1500-0000	A4 Single Page	Sheet	$0.95	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A4 Both Sides	Sheet	$1.20	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A3 Single Side	Sheet	$1.20	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A3 Both Sides	Sheet	$1.75	Commercial	Recoverable	
		Colour Photocopies					
Different for each Library	18?0-1500-0000	A4 Single Page	Sheet	$1.35	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A4 Both Sides	Sheet	$2.40	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A3 Single Side	Sheet	$2.40	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A3 Both Sides	Sheet	$4.40	Commercial	Recoverable	
		Laminating					
Different for each Library	18?0-1500-0000	A4	Sheet	$3.80	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	A3	Sheet	$5.15	Commercial	Recoverable	
		Faxing					
Different for each Library	18?0-1500-0000	Transmissions within Australia A4	Sheet	$1.50	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	Transmissions outside of Australia	Sheet	$4.20	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	Receipt of Inward Transmission A4	Sheet	$1.70	Commercial	Recoverable	
Different for each Library	18?0-1500-0000	**Final Notice Processing Fee**	Book	$11.00	Commercial	Recoverable	
		Membership Bonds					
Trust - Library Bond	9991-5008-0000	Membership Bonds	Member	$50.00	Bond	Exempt	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		Council Fees (undertaken in Main Office's in each location)					
		FACSIMILE TRANSMISSIONS					
ADM Sundry Inc (GST inc)	1100-1550-0000	Transmissions within Australia A4	Per Sheet	$1.50	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	Transmissions outside of Australia	Per Sheet	$4.20	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	Receipt of Inward Transmissions A4	Per Sheet	$1.70	Commercial	Recoverable	
		BLACK & WHITE PHOTOCOPIES					
ADM Sundry Inc (GST inc)	1100-1550-0000	A4 Single Side	Per Sheet	$0.95	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A4 Both Sides	Per Sheet	$1.20	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A3 Single Side	Per Sheet	$1.20	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A3 Both Sides	Per Sheet	$1.75	Commercial	Recoverable	
		COLOUR COPIES					
ADM Sundry Inc (GST inc)	1100-1550-0000	A4 Single Side	Per Sheet	$1.35	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A4 Both Sides	Per Sheet	$2.40	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A3 Single Side	Per Sheet	$2.40	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A3 Both Sides	Per Sheet	$4.40	Commercial	Recoverable	
		LAMINATING					
ADM Sundry Inc (GST inc)	1100-1550-0000	A4	Per Page	$3.80	Commercial	Recoverable	
ADM Sundry Inc (GST inc)	1100-1550-0000	A3	Per Page	$5.15	Commercial	Recoverable	
		BINDING					
ADM Sundry Inc (GST inc)	1100-1550-0000	Binding with/without Coversheet	Per Coil	$5.50	Commercial	Recoverable	
		RIGHT TO INFORMATION (previously known as Freedom of Information)					
ADM Sundry Inc (No GST)	1100-1555-0000	Application Fee	Application	$38.00	Regulatory	Exempt	
ADM Sundry Inc (No GST)	1100-1555-0000	Should the application take longer than two (5) hours to process an addition charge will apply	15 mins or part of	$6.00	Regulatory	Exempt	
		Please Note: Photocopies of documents that are provided are provided at cost in accordance with Councils Schedule of Fees and Charges.	As per schedule				

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		COUNCIL PUBLICATIONS (Fee does not include any postage if applicable)					
ADM Sundry Inc (No GST)	1100-1555-0000	Eidsvold Divisional Board from1887-1987	Volumn	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Names People Places & Events	Set of 5 vol	$48.50	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000		CD	$36.30	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Eidsvold Goldfields 1887-1987	each	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Eidsvold District Burial Register 1950 - 1996	each	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Ceratodus The Long Journey	each	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Burnett Country 150 years	each	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Pictures from the Past	each	$12.00	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Burnett Country Bronze Medallions	each	$27.50	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	Perry's Past	Per Book	$14.50	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	80 years of Local Government - Mundubbera	Per Book	$16.50	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	A Close Settlement, A New Province - Monto	Per Book	$24.50	Commercial	Recoverable	
ADM Sundry Inc (No GST)	1100-1555-0000	75th Anniversary Medallions - Monto	Each	$16.50	Commercial	Recoverable	
		Mundubbera Centenery Book	Per Book	$30.00	Commercial	Recoverable	
		CORPORATE PLAN (Photocopying and binding charges will apply)					
ADM Sundry Inc (GST inc)	1100-1550-000	Per Copy (Binded)	Per Copy		Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-000	Per Colour Copy (Binded)	Per Copy		Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-000	Compact Disc	Per Disc		Regulatory	Exempt	LGA 2009 S97 (2) c
		COUNCIL MEETING MINUTES					
ADM Sundry Inc (GST inc)	1100-1550-0000	Per Set	Per Set		Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	AnnualReport		$11.50	Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	Annual Budget			Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	Local Laws - per page			Regulatory	Exempt	LGA 2009 S97 (2) c
		PLANNING SCHEME					
ADM Sundry Inc (GST inc)	1100-1550-0000	Town Planning Scheme (Free to view, Phtocopying Charges will apply)					
ADM Sundry Inc (GST inc)	1100-1550-0000	Town Planning Scheme - CD	Per Disc	$12.50	Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	Copy of Planning Study	Per Copy		Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	Copy of Planning Policy	Per Page		Regulatory	Exempt	LGA 2009 S97 (2) c
ADM Sundry Inc (GST inc)	1100-1550-0000	Per Colour Copy (Binded)	Per Copy	$64.00	Regulatory	Exempt	LGA 2009 S97 (2) c

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		RATE SEARCHES					
FR Rate Search Fees	1500-1510-0000	Rate Search Fee All Categories less than 5 working days (Includes a water meter read where applicable)	Per Assessment	$160.00	Regulatory	GST Free	LGA 2009 S97 (2) c
FR Rate Search Fees	1500-1510-0000	Rate Search Fee All Categories urgent less than 3 working days (Includes a water meter read where applicable)	Per Assessment	$240.00	Regulatory	GST Free	LGA 2009 S97 (2) c
FR Rate Search Fees	1500-1510-0000	Water Meter Reading (Special Meter Reads Only - The rate search fee includes a water meter read)	Per Reading	$67.00	Regulatory	GST Free	LGA 2009 S97 (2) c

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		ACCOMMODATION FACILITIES					
		BIGGENDEN CARAVAN PARK					
		Non Powered Sites					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- overnight (up to 2 people)	night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- short term (up to 28 days)(up to 2 people)	week	$107.00	Commercial	Recoverable	
Fees - C/Park Perms - Biggenden	3600-1550-0001	- long term (over 28 days)(up to 2 people)					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra adult	night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra child	week	$5.00	Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	6 nights	$90.00			
		Powered Sites					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- overnight (up to 2 people)	night	$24.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- short term (up to 28 days)(up to 2 people)	week	$146.00	Commercial	Recoverable	
Fees - C/Park Perms - Biggenden	3600-1550-0001	- long term (over 28 days)(up to 2 people)	week	$132.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra adult	night	$12.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra child	night	$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	week	$120.00	Commercial	Recoverable	
		Cabins					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- overnight (up to 2 people)	night	$78.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- short term (up to 28 days)(up to 2 people)	week	$385.00	Commercial	Recoverable	
Fees - C/Park Perms - Biggenden	3600-1550-0001	- long term (over 28 days)(up to 2 people)	week	$348.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra adult	night	$13.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	week	$390.00	Commercial	Recoverable	
		Washing Machine		$3.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		EIDSVOLD CARAVAN PARK					
		Non Powered Sites					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$107.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)			Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$5.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$90.00			
		Powered Sites					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$24.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$146.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)	week	$132.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$12.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$120.00			
		Small Van					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$27.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$166.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)	week	$150.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$14.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week				
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$135.00			
		Large Van					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$34.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$198.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)	week	$179.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$14.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	week	$170.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		EIDSVOLD CARAVAN PARK (CONT)					
		Small Cabin					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$68.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$331.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)	week	$297.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$14.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$340.00			
		Large Cabin					
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- overnight (up to 2 people)	night	$78.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- short term (up to 28 days)(up to 2 people)	week	$386.00	Commercial	Recoverable	
Fees - C/Park Perms - Eidsvold	3600-1550-0002	- long term (over 28 days)(up to 2 people)	week	$347.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra adult	night	$14.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Eidsvold	3600-1500-0002	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$390.00			
		MOUNT PERRY CARAVAN PARK					
		Non Powered Sites					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- short term (up to 28 days)(up to 2 people)	week	$106.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	- long term (over 28 days)(up to 2 people)					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$5.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$90.00			
		Powered Sites					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	night	$24.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- short term (up to 28 days)(up to 2 people)	week	$146.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	- long term (over 28 days)(up to 2 people)	week	$132.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	night	$12.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$7.00	Commercial	Recoverable	
		Weekly Rates (Extra Person)					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	week	$120.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		MOUNT PERRY CARAVAN PARK (CONT)					
		Powered Ensuite Sites					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	night	$36.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- short term (up to 28 days)(up to 2 people)	week	$218.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	- long term (over 28 days)(up to 2 people)	week	$198.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	night	$17.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$180.00			
		Cabins					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	night	$78.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- short term (up to 28 days)(up to 2 people)	week	$463.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	- long term (over 28 days)(up to 2 people)	week	$348.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	night	$13.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Weekly Rates (Extra Person)	week		Commercial	Recoverable	
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$390.00			
		Caravans					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	night	$34.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- short term (up to 28 days)(up to 2 people)	week	$198.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	- long term (over 28 days)(up to 2 people)	week	$182.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	night	$17.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Weekly Rates (Extra Person)					
		Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$170.00			
		Single Person Accomodation					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Single Person Room - No Ensuite					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Per Night	Night	$53.00	Commercial	Recoverable	
Fees - C/Park Perms - Mt Perry	3600-1550-0005	Per Week	Week	$175.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Single Person Room - Ensuite					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Per Night	Night	$64.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Per Week	Week	$185.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		MT PERRY SHOWGROUNDS					
		FACILITIES LOCATED ON RESERVE 391, PARISH OF MT PERRY					
		CAMPING (other than 7 days prior to and after a Show or Rodeo)					
		Maximum period of 7 days					
		Non Powered Site					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	Night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	week (up to 2 people)		$106.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	Night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child	Night	$5.00	Commercial	Recoverable	
		Powered Site					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	Night	$24.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	week (up to 2 people)		$145.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	Night	$12.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child	Night	$7.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	**Powered Sites - Organised Camps**					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	**Organised Camp: Bus Transport**	Per Night		Commercial	Recoverable	
			Plus Per Person	$5.00	Commercial	Recoverable	
		WOLCA RESERVE					
		FACILITIES LOCATED ON RESRVE 426, PARISH OF WOLCA					
		CAMPING					
		Non Powered Site					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- overnight (up to 2 people)	Night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	week		$106.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra adult	Night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Mt Perry	3600-1500-0005	- extra child		$5.00	Commercial	Recoverable	
		ORGANISED SUPERVISED CHILDREN CAMPS					
Fees - C/Park o/n - Mt Perry	3600-1500-0005	Organised by Churches, Schools, Boys Scouts, Girl Guides and other recognised Organisation in Non Powered Camp areas	per person/day	$5.00	Commercial	Recoverable	
		Maximum period of 2 Weeks in any one period					

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		MINGO CROSSING CARAVAN PARK					
		Non Powered Sites					
Fees - C/Park o/n - Mingo	3600-1500-0007	- overnight (up to 2 people)	night	$18.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	- short term (up to 28 days)(2 people)	week				
Fees - C/Park Perms - Mingo	3600-1550-0007	- long term (over 28 days)(2 people)					
Fees - C/Park o/n - Mingo	3600-1500-0007	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$90.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	- extra adult	night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	- extra child	night	$5.00	Commercial	Recoverable	
		Powered Sites					
Fees - C/Park o/n - Mingo	3600-1500-0007	- overnight (up to 2 people)	night	$24.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	- short term (up to 28 days)(2 people)	week	$146.00	Commercial	Recoverable	
Fees - C/Park Perms - Mingo	3600-1500-0007	- long term (over 28 days)(2 people)		$132.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free		$120.00			
Fees - C/Park o/n - Mingo	3600-1500-0007	- extra adult	night	$12.00	Commercial	Recoverable	
Fees - C/Park o/n - Mingo	3600-1500-0007	- extra child	night	$7.00	Commercial	Recoverable	
		Washing machines & dryers		$3.00			
		PARADISE DAM RECREATIONAL AREA					
		Non Powered Sites					
Fees - C/Park o/n - Paradise	3600-1500-0008	- overnight (2 people)	night	$16.00	Commercial	Recoverable	
Fees - C/Park o/n - Paradise	3600-1500-0008	Weekly Rates (up to 2 people) Pay for 5 nights get 6th night free	week	$80.00	Commercial	Recoverable	
Fees - C/Park o/n - Paradise	3600-1500-0008	- extra adult	night	$9.00	Commercial	Recoverable	
Fees - C/Park o/n - Paradise	3600-1500-0008	extra child		$5.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		HALLS					
		Hire Charges					
Hall Fees	3300-1500-0000	Local Organisations and individuals - Per Room, including kitchen and accessories	3 hours/Room	$55.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Local Organisations and individuals - Per Room, per day including kitchen and accessories	day/Room	$110.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Local Organisations and individuals - Entire Complex, per day	day/complex	$250.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Commercial and other entities - Per Room, including kitchen and accessories	3 hours/Room	$110.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Commercial and other entities - Per Room, per day including kitchen and accessories	day/Room	$180.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Commercial and other entities - Entire Complex	day/complex	$350.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Tables (used at other venues) (varies from community to community)	per table	$4.00	Commercial	Recoverable	
Hall Fees	3300-1500-0000	Chairs (used at other venues) (varies from community to community)	per chair	$1.00	Commercial	Recoverable	
		Bonds					
Hall Fees	9991-5004-0099	Refundable Bond for licenced PUBLIC functions where alcohol is served (in addition to appropriate hall hire charges)		$347.00	Commercial	Recoverable	
Hall Fees	9991-5004-0003	Refundable key bond	key	$20.00	Commercial	Recoverable	
		Replacement Fees					
Hall Fees	3300-1500-0000	Replacement fee for any item ie lost, stolen, broken or misplaced following a function (detailed inventory of all items of crockery/cutlery/utensils/funiture is to be developed with replacement costs listed)	item	at cost	Commercial	Recoverable	
Hall Fees							
Hall Fees							
		Complimentary Consideration					
Hall Fees	3300-1500-0000	For use of a hall for a funeral for a resident of the council region		N/C			
Hall Fees	3300-1500-0000	Not for Profit Organisations (included in policy) - (do not have first option over full paying Customers) - Details must be recoded in NBRC Hall Use register and Authorised		N/C	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		RM WILLIAMS AUSTRALIAN BUSH LEARNING CENTRE					
	2350-1000-0001	Adult Admission		$6.00	Commercial	Recoverable	
	2350-1000-0001	Pensioner Admission		$4.00	Commercial	Recoverable	
	2350-1000-0001	Student Admission over 12 years		$3.00	Commercial	Recoverable	
	2350-1000-0001	Student Admission 12 and under		free	Commercial	Recoverable	
	2350-1000-0001	Family admission		$12.00	Commercial	Recoverable	
	2350-1000-0001	Group tour admission		$4.00	Commercial	Recoverable	
	2350-1000-0001	Loyalty Card local adult/student		free	Commercial	Recoverable	
	2350-1000-0001	Loyalty card visitor adult admission		$3.00	Commercial	Recoverable	
	2350-1000-0001	Loyalty card local visitor student admission		$1.00	Commercial	Recoverable	
	2350-1000-0001	Loyalty card visitor pensioner admission		$2.00	Commercial	Recoverable	
	2350-1300-0002	Learning Room half day hire Community Groups		$25.00	Commercial	Recoverable	
	2350-1300-0002	Learning Room half day hire Commercial Users		$50.00	Commercial	Recoverable	Hall hire Waivers for community organisations do not apply at the RMW Centre
	2350-1300-0002	Learning Room full day hire Community Groups		$50.00	Commercial	Recoverable	
	2350-1300-0002	Learning Room full day hire Commercial Users		$100.00	Commercial	Recoverable	
	2350-1300-0003	Hire Mobile Learning computers (any quantity) daily rate		$75.00	Commercial	Recoverable	
	2350-1300-0003	Hire mobile learning computers (any quantity) half day rate		$50.00	Commercial	Recoverable	
	2350-1300-0003	Mobile Learning equipment Data usage			Commercial	Recoverable	
	9991-5004-0099	Bond for use of Mobile Learning computers if computers are utilised at another location		$200.00	Commercial	Recoverable	
	2350-1300-0002	RMW marquee hire	daily	$50.00	Commercial	Recoverable	
	9991-5004-0099	RMW marquee bond		$100.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		CEMETERIES					
		Reservations					
Cemetery & Funeral Revenue	3200-1500-0000	Purchase of Lawn Section reserve		$150.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Purchase of Monumental Section reserve		$150.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Purchase of Columbarium reserve		$150.00	Commercial	Recoverable	
		Interments					
Cemetery & Funeral Revenue	3200-1500-0000	Lawn section (includes plaque) (with pre-paid reserve)		$1,100.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Lawn section (includes plaque) (no pre-paid reserve)		$1,250.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Monumental section (with pre-paid reserve)		$1,100.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Monumental section (no pre-paid reserve)		$1,250.00	Commercial	Recoverable	
		Columbarium					
Cemetery & Funeral Revenue	3200-1500-0000	Single niche (200mm x 150mm) (with pre-paid reserve)		$470.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Single niche (200mm x 150mm) (no pre-paid reserve)		$620.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Double niche (205mm x 235mm) (with pre-paid reserve)		$575.00	Commercial	Recoverable	
Cemetery & Funeral Revenue	3200-1500-0000	Double niche (205mm x 235mm) (no pre-paid reserve)		$725.00	Commercial	Recoverable	
		Plaques					
Private Works		Plaques supplied to specification		at cost			
Private Works		Installation		at cost			
		Ashes					
Cemetery & Funeral Revenue	3200-1500-0000	Interred with previous interment		no charge			

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		COMMUNITY FACILITIES - HIRE CHARGES					
		COUNCIL MARQUEE (signed as Eidsvold Shire Council)Size 9m x 6m approx all non profit organisations or service clubs may have free use of the marque twice per financial year					
Other Facilities Fees	3540-1500-0000	All hirers are required to pay a bond	Refundable	$105.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Hire fee for up to 4 days	Day	$140.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Hire fee for up to 5 - 7 days	Day	$210.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	COUNCIL SHADE SHELTER (Perry Shire Council)	Day	$21.00	Commercial	Recoverable	
		TENNIS COURTS - EIDSVOLD					
Other Facilities Fees	3540-1500-0000	Fees for the hire of the tennis court are: Day time	court/hour	$5.50	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Fees for the hire of the tennis court are: Night time	court/hour	$16.00	Commercial	Recoverable	
		INDOOR SPORTS CENTRE (Eidsvold)					
Other Facilities Fees	3540-1500-0000	Indoor Sports Centre - Hire	day	$210.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Indoor Sports Centre - Bond	Refundable	$330.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Hire of Tables	per hire	$3.50	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Hire of Chairs	per hire	$1.20	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Hire of table/Chairs - Bond	per hire	$105.00	Commercial	Recoverable	
		SHOWGROUNDS & RACECOURSE (Mt Perry)					
Showgrounds Fees & Charges	3530-1500-0000	Hire/Rental - All facilities - Organisations, Residents or Ratepayers of Shire	each function	$210.00	Commercial	Recoverable	
Showgrounds Fees & Charges	3530-1500-0000	Hire/Rental - All facilities - by others (Bond to be lodged)	each function	$420.00	Commercial	Recoverable	
Trust - Security Deposits	9991-5004-0001	Bond - to be lodged by other hirers - refundable if Grounds, Buildings et are left cleaned and no damage caused	each function	$330.00	Commercial	Recoverable	
Showgrounds Fees & Charges	3530-1500-0000	Hire/Rental - Refreshment Area only (enclosed area)	each function	$75.00	Commercial	Recoverable	
Showgrounds Fees & Charges	3530-1500-0000	Hire/Rental - Bar only	each function	$75.00	Commercial	Recoverable	
Showgrounds Fees & Charges	3530-1500-0000	Pavilion Only	Per Function	$75.00	Commercial	Recoverable	
		WOLCA RESERVE					
Other Facilities Fees	3540-1500-0000	All Facilities - Shire Resident/rate payers	Per Function	$75.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	All Facilities - Non Shire Resident	Per Function	$90.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	BOND (non Residents/ratepayers					
		MOBILE KITCHEN					
		Mobile Kitchen daily hire	per day	$100.00	Commercial	Recoverable	
		Mobile Kitchen Transport fee (if Council are required to transport the Kitchen to an event		$150.00	Commercial	recoverable	
		Mobile Kitchen bond	per function	$200.00	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		Archer Park - Mundubbera					
Other Facilities Fees	3540-1500-0000	Full oval lighting	per hour or part therof	$18.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Multi purpose court area	per hour per light	$3.60	Commercial	Recoverable	
		Gayndah Sportsground Complex					
Other Facilities Fees	3540-1500-0000	Half Day < 4hours		$42.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Full Day > 4 hours		$84.00	Commercial	Recoverable	
Other Facilities Fees	3540-1500-0000	Cost of Lighting of Sportground					
		Monto Combined Sports and Recreation Grounds					
Other Facilities Fees	3540-1500-0000	Hire of Complex					
Other Facilities Fees	3540-1500-0000	Cost of Lighting of Sportground	per kw	$0.45	Commercial	Recoverable	
		Biggenden Combined Sports and Recreation Grounds					
Other Facilities Fees	3540-1500-0000	Hire of Complex 1/2 Day	=<4hrs	$42.00			
Other Facilities Fees	3540-1500-0000	Hire of Complex Full Day	>4hrs	$84.00			
Other Facilities Fees	3540-1500-0000	Cost of Lighting of Sportground	per kw	$0.45	Commercial	Recoverable	
		Non Powered Sites					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- overnight (2 people)	night	$17.00	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- short term (up to 28 days)(2 people)	week	$101.00	Commercial	Recoverable	
Fees - C/Park Perms - Biggenden	3600-1550-0001	- long term (over 28 days)(2 people)					
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra adult	night	$8.50	Commercial	Recoverable	
Fees - C/Park o/n - Biggenden	3600-1500-0001	- extra child	week	$4.50	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		ANIMAL CONTROL					
		DOG REGISTRATIONS - Applicable when 3 months or Older					
Animal Registration Fees	7200-1000-0001	Entire Dog		$100.00			
Animal Registration Fees	7200-1000-0001	Entire Dog - Microchipped		$80.00			
Animal Registration Fees	7200-1000-0001	Desexed Dog		$30.00			
Animal Registration Fees	7200-1000-0001	Desexed Dog - Microchipped		$20.00			
Animal Registration Fees	7200-1000-0001	Three year registration (applicable to desexed unrestricted and unregulated dogs only) - *1 tag for the 3 years - 3 years for the price of 2*					
Animal Registration Fees	7200-1000-0001	Restricted Dog Permit (includes Application assessment and issue of permit)		$370.00			
Animal Registration Fees	7200-1000-0001	Regulated Dog Permit (includes application assessment and issue of permit)		$370.00			
		CAT REGISTRATIONS					
Animal Registration Fees	7200-1000-0001	Entire Cat		$100.00			
Animal Registration Fees	7200-1000-0001	Entire Cat - Microchipped		$80.00			
Animal Registration Fees	7200-1000-0001	Desexed Cat		$30.00			
Animal Registration Fees	7200-1000-0001	Desexed Cat - Microchipped		$20.00			
Animal Registration Fees	7200-1000-0001	Three year registration (applicable to desexed unrestricted and unregulated cats only)					

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		AGED PERSONS/SENIORS CARD HOLDER (Cats and Dogs) **(must be a recipient of an aged pension or be a Queensland seniors card holder)**					
Animal Registration Fees	7200-1000-0001	Entire (based on 2/3 discount)		$33.00			
Animal Registration Fees	7200-1000-0001	Entire & Microchipped (based on 2/3 discount)		$27.00			
Animal Registration Fees	7200-1000-0001	Desexed (based on 2/3 discount)		$10.00			
Animal Registration Fees	7200-1000-0001	Desexed & Microchipped (based on 2/3 discount)		$7.00			
		DECEASED DOG/CAT					
		Deceased animal refund - 50% refund of the initial registration fee where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first six months of the registraiton period.					
		Cats and Dogs Aged 8 years and older (on production of veterinary evidence of age)		30% discount			
		ADDITIONAL PERMITS					
Animal Registration Fees	7200-1000-0001	Application for permit to keep more than 2 dogs		$200.00			
Animal Registration Fees	7200-1000-0001	Annual renewal permit to keep more than 2 dogs		$75.00			
Animal Registration Fees	7200-1000-0001	Registered Guide Dogs/Certified Hearing dogs		No Charge			
Animal Registration Fees	7200-1000-0001	Application for permit to keep more than 3 cats		$65.00			
Animal Registration Fees	7200-1000-0001	Annual renewal permit to keep more than 3 cats		$15.00			
		Replacement Tags					
Animal Registration Fees	7200-1000-0001	Registration Tag Replacement		$8.00			
Animal Registration Fees	7200-1000-0001	Dangerous Dog Collar & Tag		$60.00			
NOTE: Pro rata registrations and refunds are calculated on half yearly basis and maximum refund value is 50% of registration fee.							
New Registrations in May/June incur no fee for remainder of financial year.							

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		IMPOUNDING FEES					
		Dogs					
		Release of each unregistered dog seized and/or impounded during the year:					
Animal Infringement Notice	7210-1500-0000						
Animal Infringement Notice	7210-1500-0000	first release plus registration fee		$250.00			
Animal Infringement Notice	7210-1500-0000	subsequent releases (same dog)		$300.00			
Animal Infringement Notice	7210-1500-0000						
Animal Infringement Notice	7210-1500-0000	Release of each registered dog seized and/or impounded during the year:					
Animal Infringement Notice	7210-1500-0000	first release		$150.00			
Animal Infringement Notice	7210-1500-0000	subsequent releases (same dog)		$300.00			
Animals Infringements - GST	7210-1550-0000	Sustenance charge	per head per day	$18.00			
		Relinquishment of Impounded Dog		$50.00			
		Cats					
Animal Infringement Notice	7210-1500-0000	Release of each unregistered cat plus registration		$90.00			
Animal Infringement Notice	7210-1500-0000	Release of each registered cat		$45.00			
Animals Infringements - GST	7210-1550-0000	Sustenance charge	per head per day	$18.00			
		Relinquishment of Impounded Cat		$50.00			
		ANIMAL PERMITS - Other than Dogs & Cats					
		allotment less than- 6000m2					
Other Animal Registration	7200-1000-0003	Horse, Cattle, Donkey, Goat, Sheep, Camel, Deer, Llama or similar	per animal	$30.00			
Other Animal Registration	7200-1000-0003	Rooster	per bird	$15.00			
Other Animal Registration	7200-1000-0003	Poultry (more than 20)	per aapplication	$35.00			
Other Animal Registration	7200-1000-0003	Ducks, Turkey, Geese or similar	per application	$35.00			
Other Animal Registration	7200-1000-0003	Caged Birds (cockatoo or similar)	per bird	$15.00			
Other Animal Registration	7200-1000-0003	Caged Birds (Budgerigar or similar - more than 20)	per application	$65.00			
Other Animal Registration	7200-1000-0003	Racing Pigeons (more than 20)	per application	$180.00			
Other Animal Registration	7200-1000-0003	Pig - on any land under 20ha	per animal	$75.00			
		Bees - 1 hive on less than 1000m2 or 2 hives on allotments between 1000m2 and 4000m2	per application	$35.00			

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		IMPOUNDING FEES - Horses, Cattle, Goats, Sheep & Pigs					
Animal Infringement Notice	7210-1500-0000	Impounding Fee - Horses & Cattle	Per Head	$150.00			
Animal Infringement Notice	7210-1500-0000	Impounding Fee - Sheep, Goats & Pigs	Per Head	$75.00			
Animal Infringement Notice	7210-1500-0000	Driving or Transport Costs		Actual cost			
Animal Infringement Notice	7210-1500-0000	Driving /Leading Charges		Cost plus 10%			
Animals Infringements - GST	7210-1550-0000	Sustenance Charge (Per Head Per Day)					
Animals Infringements - GST	7210-1550-0000	Cattle/Horses - per head per day or fodder costs		$45.00			
Animals Infringements - GST	7210-1550-0000	Sheep/Goats – per head per day or fodder costs		$25.00			
		Wandering Stock not Impounded - retgurned to owner by Council Officer	Call Out	$200.00			
		PROHIBITION OF CERTAIN ANIMALS					
		Swine, Bull, Billygoat, any poultry within 20 metres of a dwelling or any place where food is kept, processed, stored or sold.					
		PEST ANIMAL PRODUCTS					
Animals Baits - Feralmone	7200-1650-0000	Feralmone SFE150g Can (Dog bait)		Cost + 25%			
Animals Baits - Feralmone	7200-1650-0000	Pindon Oat Bait 2.5kg pail (Rabbit control Baits)		Cost + 25%			
Animals Baits - Feralmone	7200-1650-0000	Factory Baits	Per Bait	Cost + 25%			
Animals Baits - Feralmone	7200-1650-0000	NOTE: Factory Baits provided 'At Cost' plus 25% to Cover Postage and Handling					
		SPRAY EQUIPMENT HIRE					
		Splatter Gun (1 cylinder)	day or part thereof	$20.00			
		Splatter Gun (2 cylinder)	day or part thereof	$25.00			
		Trailer Mounted Quickspray Unit	day or part thereof	$25.00			
		ANIMAL TRAPS/ANTI-BARKING COLLAR					
Animal Equipment Hire	7200-1000-0002	Remote/ Rechargable Barking Collar (free for first 14 days)	Per Week	$20.00			
Trust - Control Bond	9991-5004-0002	Bond	Refundable	$70.00			
Animal Equipment Hire	7200-1000-0002	Cat Trap (free for the first 14 Days)	Per Day	$6.00			
Trust - Control Bond	9991-5004-0002	Bond	Refundable	$70.00			
		STOCK GRAZING PERMIT					
Stock Route Permits	7200-1000-0004	Stock Grazing Permit	Per Month	As per regulation			
		STOCK ROUTE AGISTMENT PERMIT FOR -					
Stock Route Permits	7200-1000-0004	a) Large Stock	per head, per week	As per regulation			
Stock Route Permits	7200-1000-0004	b) Small Stock	per head, per week	As per regulation			

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		STOCK ROUTE TRAVEL PERMIT FOR.					
Stock Route Permits	7200-1000-0004	a) Large Stock - for each 1km per 20 head or part of 20 head					
Stock Route Permits	7200-1000-0004	b) Small Stock - for each 1km per 20 head or part of 20 head					
Stock Route Permits	7200-1000-0004	Inspecting water facility agreement register					
Stock Route Permits	7200-1000-0004	Application to extend compliance period under a pest control notice					
		SWIMMING POOL					
		BIGGENDEN/ EIDSVOLD/ GAYNDAH/MONTO/ MUNDUBBERA					
Swimming Pools	3400-1500-0000	Private Hire (including operator)	Per hour + entry fee	$53.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Private Hire per lifeguard as per guidelines	Per hour + entry fee	$58.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Children 3 – 12 years of age	Per Entry	$2.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Adults and children 13 years of age and over	Per Entry	$3.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Non Swimming Fee	Per Entry	$1.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Season Tickets – Individual - Full Season	Per Ticket	$110.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Season Tickets – Individual - Half Season (after 1st Jan)	Per Ticket	$65.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Season Tickets – Family - Full Season (2 adults, up to 3 children)	Per Ticket	$220.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Additional children 50% of individual season fee	Per Ticket				
Swimming Pools	3400-1500-0000	Season Tickets – Family - Half Season (after 1st Jan) (2 adults, up to 3 children)	Per Ticket	$130.00	Commercial	Recoverable	
Swimming Pools	3400-1500-0000	Additional children 50% of individual half season fee	Per Ticket				
Swimming Pools	3400-1500-0000	School Swimming (organised sessions 9am-3pm)	Per Ticket	$1.50			
Swimming Pools	3400-1500-0000	School Swimming (organised sessions 9am-3pm) Season Ticket Holders		No Charge			
Swimming Pools	3400-1500-0000	Disability/ Pensioner (pension card sited)	Per Ticket	$2.00			
Swimming Pools	3400-1500-0000	Carer (with carer's card) accompanying client		Free	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		WASTE MANAGEMENT					
		GENERAL WASTE					
Different GL for each Tip		Separated Waste (Recyclables separated from other waste) No Charge for either recyclable or non recyclable materials		N/C			
Different GL for each Tip		Un-separated Waste and Green Waste					
Different GL for each Tip		Car		$ 4.00	Commercial	Recoverable	
Different GL for each Tip		Single axle trailer		$ 7.00	Commercial	Recoverable	
Different GL for each Tip		Dual Axle Tralier		$ 25.00			
Different GL for each Tip		Car with single axle trailer		$ 10.00	Commercial	Recoverable	
Different GL for each Tip		Car with dual axle trailer		$ 28.00	Commercial	Recoverable	
Different GL for each Tip		Utility		$ 9.00	Commercial	Recoverable	
		Utility with single axle trailer		$ 15.00			
		Utility with dual axle trailer		$ 32.00			
		Light commercial type van		$ 7.00			
		Light commercial type van with single axle trailer		$ 13.00			
		Light commercial type van with dual axle trailer		$ 30.00			
		Small truck - less than 4t gvm					
		GREEN WASTE - SAME AS GENERAL WASTE					
		COMMERCIAL & INDUSTRIAL WASTE (EXCLUDING TYRES) & CONSTRUCTION & DEMOLITION WASTE					
Different GL for each Tip		Car		$ 14.00			
Different GL for each Tip		Utility		$ 17.00			
Different GL for each Tip		Van		$ 18.00			
Different GL for each Tip		Single Axle Trailer		$ 14.00			
Different GL for each Tip		Dual Axle Trailer		$ 40.00			
Different GL for each Tip		Truck up to 4t gvm		$ 140.00			
Different GL for each Tip		Truck>4.0t - 10t gvm		$ 350.00			
Different GL for each Tip		Truck > 10t - 15t gvm		$ 525.00			
Different GL for each Tip		Truck > 15t - gvm		$ 600.00			
		Compactor Truck < 10t gvm		$ 280.00			
		Compactor Truck > 10t gvm		$ 420.00			
Different GL for each Tip		Skip Bins	per m^3 capacity	$ 9.00			

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		Clean Fill					
Different GL for each Tip		Uncontaminated material suitable for landfill cover and placed as requested	m3	$5.00 (Max $200)			
		Mulch					
Different GL for each Tip		Mulch Sales- per m2		$ 10.00			
		Regulated Waste - Plus Queensland Government Waste Levy					
Different GL for each Tip		Batteries	each	N/C			
		Waste Oil		N/C			
Different GL for each Tip		Asbestos (min charge $30)	cubic metre	$ 80.00	Commercial	Recoverable	
Different GL for each Tip		Contaminated Soil (Contact Environmental Health Officer)		$ 50.00	Commercial	Recoverable	
		Dead Animals - Effective from 1/1/2011					
Different GL for each Tip		- small (dog, cat etc.)		$ 15.00	Commercial	Recoverable	
Different GL for each Tip		- medium (goat, sheep, calf etc.)		$ 35.00	Commercial	Recoverable	
Different GL for each Tip		- large (horse, cow, bull etc.)		$ 105.00	Commercial	Recoverable	
		Tyres					
Different GL for each Tip		Motorbike/Car/Light Utility		$ 5.00	Commercial	Recoverable	
Different GL for each Tip		4wd		$ 7.00	Commercial	Recoverable	
Different GL for each Tip		Truck to Super single		$ 17.00	Commercial	Recoverable	
Different GL for each Tip		Tractor		$ 70.00	Commercial	Recoverable	
Different GL for each Tip		Tyres with rims + base cost		$ 10.00	Commercial	Recoverable	
Different GL for each Tip		Other Tyres At Cost (Contact Environmental Health Officer)			Commercial	Recoverable	
		Miscellaneous - Effective from 1/1/2011					
Different GL for each Tip		Call Out Fee (for disposal outside normal hours)(based on min 3hrs)	Call Out	$ 200.00	Commercial	Recoverable	
		WHEELIE BIN SALES (Gayndah & Mundubbera Townships Only)					
Different GL for each Tip		Collected from Council's Store at Gayndah and Mundubbera Only	Per Bin	$ 132.00	Commercial	Recoverable	
Different GL for each Tip		Delivered to Residence within the Gayndah & Mundubbera Township	Per Bin	$ 142.00	Commercial	Recoverable	
Different GL for each Tip		Replacement Wheelie Bin Lid	each	$ 27.00	Commercial	Recoverable	
Different GL for each Tip		Replacement Wheelie Bin Wheel	each	$ 16.00	Commercial	Recoverable	
Different GL for each Tip		Replacement Wheelie Bin Axle	each	$ 16.00	Commercial	Recoverable	
Different GL for each Tip		Replacement Wheelie Bin Pin	each	$ 1.10	Commercial	Recoverable	

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		WHEELIE BIN HIRE					
Different GL for each Tip		Wheelie Bin	per week or part thereof	$ 7.00	Commercial	Recoverable	
Different GL for each Tip		Deposit on Returning Bins Washed Out & Cleaned	Refundable	$ 60.00	Commercial	Recoverable	
Different GL for each Tip		Delivery at Cost (Plant & Labour)	Per Hour		Commercial	Recoverable	
		TRADE WASTE					
Different GL - each Sewerage Plant		Application for permit to discharge waste – category 1 and 2	Year	$ 240.00	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Application for permit to discharge waste – category 3	Year	$ 290.00	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Category 1 – Minimum discharge fee per annum	Year	$ 210.00	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Category 2 – Minimum discharge fee per annum	Year	$ 350.00	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Volume fee per Kilolitre over 300Kl per annum	KL	$ 1.05	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Category 3 – Minimum discharge fee per annum	Year	$ 630.00	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		Volume fee per Kilolitre over 300Kl per annum	KL	$ 1.05	Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		- BOD_5 per KL	KL	$ 2.10	Commercial	GST Free	Water Act
Different GL - each Sewerage Plant		- Suspended solids per KL	KL	$ 1.05	Commercial	GST Free	Water Act
Different GL - each Sewerage Plant		- Total nitrogen per KL	KL	$ 2.10	Commercial	GST Free	Water Act
Different GL - each Sewerage Plant		- Total phosphorus per KL	KL	$ 4.20	Commercial	GST Free	Water Act
Different GL - each Sewerage Plant		Additional inspection fee for non-compliance with permit/agreement per half hour	Year	$ 135.00	Commercial	Recoverable	
Different GL - each Sewerage Plant		Additional testing fee for liquid waste testing following non-compliance	Year		Regulatory	GST Free	Water Act
Different GL - each Sewerage Plant		No arrestor charge – category 1 and 2	Year	$ 1,315.00	Commercial	GST Free	Water Act
Different GL - each Sewerage Plant		No arrestor charge – category 3	Year	$ 1,945.00	Commercial	GST Free	Water Act
		Waste Management					
Different GL - each Sewerage Plant		Disposal of Septic Tank Content	Kl		Commercial	GST Free	
		Liquid Trade Waste					
Different GL - each Sewerage Plant		Discharged to the Treatment Plant by Licenced Trade Waste Contractors					
Different GL - each Sewerage Plant		Minimum Charge per kl	KL	$ 55.00	Commercial	GST Free	
		Miscellaneous Waste					
Different GL - each Sewerage Plant		Grease trap waste per KL - Subject to approval by EHO	KL	$ 70.00	Commercial	GST Free	
Different GL - each Sewerage Plant		Oily waters (includes bilge/boiler cooling town waters)	KL	$ 55.00	Commercial	GST Free	
		PLEASE REFER TO TRADE WASTE POLICY FOR MORE INFORMATION					

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		SEWERAGE CONNECTIONS					
		CONNECTIONS					
Different GL - each Sewerage Pla	6000-1400-0000	» Domestic					
Different GL - each Sewerage Pla	6000-1400-0000	- supply only of 'saddle' by Council (All other works at applicant's expense)		$ 465.00	Regulatory	Exempt	
		WATER CONNECTIONS					
		(Commercial, rural or Domestic Residential)					
Different GL - each Water Scheme		PIPE SIZE					
Different GL - each Water Sc	5000-1400-0000	- supply only of 20 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	$ 150.00	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- supply only of 25 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	$ 190.00	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- supply only of 32 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	$ 370.00	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- supply only of 40 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	$ 450.00	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- supply only of 50 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	$ 605.00	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- supply only of 80 mm water meter', nomination of location, and inspection of connection prior backfill	Installation	POA	Regulatory	GST Free	Water Act
Different GL - each Water Sc	5000-1400-0000	- civil inspection if required to any of the above connections	Installation	$ 100.00	Regulatory	GST Free	Water Act
Different GL - each Water Scheme		Water Meter Reading		$ 60.00	Regulatory	GST Free	
Different GL - each Water Scheme		Water from Standpipe for domestic quantities	Cost per kl	$ 3.80	Commercial	GST Free	
		WATER TESTING					
Different GL - each Water Scheme		Water Testing Fees	Sample	50 + Agency fee	Regulatory	Exempt	EPA

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		ENVIRONMENTAL HEALTH					
		LICENCES, INSPECTIONS, PERMITS & REGISTRATION					
		FOOD BUSINESSES as defined in the Food Act 2006 (includes Domestic Water Carriers and itinerent vendors)					
Fees & Charges - Health	7000-1510-0000	New Application (Fee includes assessment of plans, inspection of premises and issue of licence and also applies to itinerant vendors)	Application	$305.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Renewal	Application	$245.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Amendment or transfer	Application	$195.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Restoration (Late Fee)	Application	$95.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Licence for a non-profit organisation that, involves the sale of food on at least 13 days in each financial year	Application	$75.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Application for a Temporary Food Stall (commercial purposes – single event) Licence	Registration	$65.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Inspection of Food Premises on request/search for compliance	Inspection	$320.00	Regulatory	Exempt	FA2006
Fees & Charges - Health	7000-1510-0000	Urgent Inspection/Search (within 48 hours)	Inspection	$450.00	Regulatory	Exempt	FA2006
		Reinspection following non compliance report		$320.00			
		HAIR DRESSERS					
Fees & Charges - Health	7000-1510-0000	Inspection Fee - if required		$190.00	Regulatory	Exempt	PHA2003
		SKIN PENETRATION					
Fees & Charges - Health	7000-1510-0000	Application for licensing/new premises	Application	$305.00	Regulatory	Exempt	PHA2003
Fees & Charges - Health	7000-1510-0000	Annual Licence Fee (includes inspection fee)	Application	$245.00	Regulatory	Exempt	PHA2003
Fees & Charges - Health	7000-1510-0000	Inspection fee following remedial notice	Inspection	$320.00	Regulatory	Exempt	PHA2003

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION
		ENVIRONMENTAL PROTECTION ACT					
		Environmentally Relevant Activities					
Fees & Charges - Health	7000-1510-0000	Application for NEW Registration Certificate inc Annual Fee	Licence	$305.00	Regulatory	Exempt	EPA Reg
Fees & Charges - Health	7000-1510-0000	Continuing Registration	Renewal	$150.00			
Fees & Charges - Health	7000-1510-0000	Ammendment of Registration Certificate	Application	$150.00	Regulatory	Exempt	EPA Reg
		Inspections					
Fees & Charges - Health	7000-1510-0000	Transers of any Licence/Permit not specifically mentioned		$125.00	Regulatory	Exempt	EPA Reg
Fees & Charges - Health	7000-1510-0000	Inspection of Premises - Health Inspection Report	Inspection	$320.00	Regulatory	Exempt	EPA Reg
Fees & Charges - Health	7000-1510-0000	Urgent Health Inspection Report (within 48 hours)	Inspection	$480.00	Regulatory	Exempt	EPA Reg
		Waste Management Works Approval (Waste Transporters)					
Fees & Charges - Health	7000-1510-0000	Application Fee - Application Review includes annual licence fee	Application	$350.00	Regulatory	Exempt	EPA Reg
Fees & Charges - Health	7000-1510-0000	Licence Fee - Annual Renewal	Renewal	$300.00	Regulatory	Exempt	EPA Reg
		OTHER					
Fees & Charges - Health	7000-1510-0000	**Temporary Homes**					
Fees & Charges - Health	7000-1510-0000	Initial application for licence to establish and occupy a temporary home as a place of residence		$190.00	Regulatory	Exempt	
Fees & Charges - Health	7000-1510-0000	Application to extend licence (first extension)		$260.00	Regulatory	Exempt	
Fees & Charges - Health	7000-1510-0000	Application to extend licence (subsequent applications)		$320.00	Regulatory	Exempt	
		Footpaths					
Fees & Charges - Health	7000-1510-0000	Annual-licence to display goods/ signs on footpath (per business per annum)		$70.00	Regulatory	Exempt	
Fees & Charges - Health	7000-1510-0000	Annual licence for footpath dining (per business)		$70.00	Regulatory	Exempt	
		Abandoned Vehicles					
		Release of impounded car		$925.00			
		Release of impounded truck		$1,300.00			

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section

PLANNING

All Building/Planning/Plumbing Changes are effective as at 08/08/2012

1. Fees for applications not covered in this schedule will be determined by Council at the time of application.
2. Fees may be negotiable under special cirumstances. Council may waive or partially waive a development application fee where:-
   * Strict application of the scheduled fee is obviously unreasonable for the type of application being received, and/or
   * If, because of the nature of the application there will be lower costs incurred by Council in processing the subject application

Requests for fee reduction must be made in writing and lodged with the application and will be determined when the application is decided at which time the agreed reduction will be refunded.

3. If a review of a technical report is required to be outsourced by Council, the cost of that review is to be paid by the applicant.
4. Fees for a combined application are to be the sum of the fees that would have been required in the event of a separate development application being lodged. Combined Applications involve more than one type of development and/or multiple land use.
5. Any application not accompanied by the required application fees can not be processed under SPA because such an application will not be a 'properly made application' as stipulated under this Act. Delays may occur until the appropriate fee is submitted to Council. Applicants are urged to discuss fees with Council staff before lodging any Development Application.
6. The Planning fees nominated for MCU's, ROL's and Op Works are inclusive of the lodgement fee, assessment fee and inspection fees. RoL fees are inclusinve of plan sealing/endorsement fee.
7. Inspections of completed projects are mandatory. If any inspection of such is failied and a reinspection is required the fee will be $110.00 for sites within 15km of the post office. For distances greater than 15km - fee to be advised.
8. 48 hours notice is required before any inspection.
9. Preliminary Approvals are charged at 90% of the Development Permit cost for that the same Development
10. Council will provide prelodgment advice up to the value of $300 (consultant costs + staff time). This will be calculated by the hours spent assessing the enquiry and providing advice to the applicant.

GENERAL

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Administration : Planning Scheme Documents and Stationery								
#REF!	7600-1500-0000	SPA/IPA Planning Scheme (Disk)	Per Disc	$40.00	Regulatory	Exempt	SPA 2009	s723(2)(3)
#REF!	7600-1500-0000	SPA/IPA Planning Scheme (Hard Copy)	Per Copy	$200.00	Regulatory	Exempt	SPA 2009	s723(2)(3)
#REF!	7600-1500-0000	Maps in current Planning Scheme (colour) A4 single side	Per Sheet	$10.00	Commercial	Recoverable		s723(2)(3)
#REF!	7600-1500-0000	Maps in current Planning Scheme (colour) A3 single side	Per Sheet	$15.00	Commercial	Recoverable		s723(2)(3)
#REF!	7600-1500-0000	Purchase of Public Notification Signs (each)		$80.00	Regulatory	Exempt	SPA 2009	
#REF!	7600-1500-0000	Noxious plant inspection to comply with Decision Notice		$200.00				
Regulatory Services								
Planning and Development Certificates								
#REF!	7600-1500-0000	(i) Limited Planning & Development Certificate per property (5 business days)	Lot/Certificate	$240.00	Regulatory	Exempt	SPA 2009	s737(2)
#REF!	7600-1500-0000	(ii) Standard Planning & Development Certificate per property (10 business days)	Lot/Certificate	$480.00	Regulatory	Exempt	SPA 2009	s737(2)
#REF!	7600-1500-0000	(iii) Full Planning & Development Certificate per property (30 business days)	Lot/Certificate	$960.00	Regulatory	Exempt	SPA 2009	s737(2)
#REF!	7600-1500-0000	**Urgent Fee**: an additional fee of 25% of the original fee cost shall be paid where an Urgent Planning & Development Certificate is requested						s737(2)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
General Planning Regulatory Items								
		Request to change development approval/Negotiated Decision Notice						
#REF!	7600-1520-0000	Change other than a condition in accordance with 8.2.1 of SPA		$960.00	Regulatory	Exempt	SPA 2009	s369(1)(e)
#REF!	7600-1520-0000	Request to change or cancel conditions - up to 5 conditions in accordance with Chapter 6, Part 8, Division 2 of SPA		$960.00	Regulatory	Exempt	SPA 2009	s369(1)(e)
#REF!	7600-1520-0000	**Plus** for every additional condition over 5 - per condition fee		$170.00				
#REF!	7600-1520-0000	***Note:*** *Maximum fee will not exceed the original application fee.* *Where a proposed modification does not constitute a permissible change in the terms of the Act, a new application must be lodged together with the prescribed fee.*						
#REF!	7600-1520-0000	**Application for an extension of the relevancy period** in accordance with Chapter 6, Part 8, Division 4 of SPA		$660.00	Regulatory	Exempt	SPA 2009	s383(3)(c)(i)
#REF!	7600-1520-0000	**Re-submission of a Lapsed Application: Where a development application has lapsed and a new development application is:**		75% of application fee			SPA 2009	s341
#REF!	7600-1520-0000	(a) resubmitted within 6 months of the application lapsing, and						
#REF!	7600-1520-0000	(b) the proposal is generally in accordance with the former proposal, and						
#REF!	7600-1520-0000	(c) there have been no changes to the planning scheme provision.						
#REF!	7600-1520-0000	***Note:*** *Council will not accept the e-submission of a lapsed application more than once.*						
Refund of Fees								
		Refund of Application Fees when an Application is withdrawn						
#REF!	7600-1520-0000	Application submitted and preliminary clerical work completed		80%	Regulatory	Exempt	SPA 2009	s434
#REF!	7600-1520-0000	Application advertised and placed on public display		50%	Regulatory	Exempt	SPA 2009	s434
#REF!	7600-1520-0000	Site inspected and department reports prepared		25%	Regulatory	Exempt	SPA 2009	s434
#REF!	7600-1520-0000	Meeting Report completed prior to Council Meeting		10%	Regulatory	Exempt	SPA 2009	s434
#REF!	7600-1520-0000	After Council consideration		Nil	Regulatory	Exempt	SPA 2009	s434
Other Planning Fees								
#REF!	7600-1520-0000	Council acting as a Referral Agency in accordance with SPA	Per Referral	$630.00	Regulatory	Exempt	SPA 2009	s260(1)(d)(i)
#REF!	7600-1520-0000	Prelodgement Advice - Identification of Codes and Special Area Mapping Areas (SMOA) applicable to development	Per Application				SPA 2009	
#REF!	7600-1520-0000	Sealing Fee for Legal Documents not associated with a Council Approval (eg amalgamation of lots)	Per Document	$200.00	Regulatory	Exempt	SPA 2009	
#REF!	7600-1520-0000	Survey Plan Approval and Sealing (*per survey plan which may include more than one sheet)*	Application/Lot	$400.00	Regulatory	Exempt	SPA 2009	
#REF!	7600-1520-0000	Resealing of certified Plan of Survey	Application/Lot	$200.00	Regulatory	Exempt	SPA 2009	
#REF!	7600-1520-0000	Sealing of associated documents (Easement documentation, Building Unit or Group Title subdivision)	Per Document	$200.00				

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
MATERIAL CHANGE OF USE								
Accommodation Activities								
		Caretakers Accommodation *Duel Occupancy* *Dwelling House* *Dwelling Unit* *Home Based Business*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Multiple Dwelling *Non-Residential Workforce Accommodation (Rural Area)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Hostel *Non-Residential Workforce Accommodation (Town Area)* *Relocatable Home Park (plus $130 per site/unit)* *Residential Care Facility* *Retirement Facility* *Short-Term Accommodation* *Tourist Park (plus $130 per site/unit)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Business Activities								
		Food & Drink Outlet *Garden Centre* *Shop (Existing Building other than Residential Zone)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Hardware & Trade Supplies *Market* *Office* *Outdoor Sales* *Sales Office* *Shop (Existing Building Residential Zone)* *Showroom* *Veterinary Services*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Adult Store *Brothel* *Bulk Landscape Supplies* *Service Station* *Shop (New Building)* *Shopping Centre*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Community Activities								
		Cemetery *Community Residence* *Community Use* *Emergency Services*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Community Care Centre *Crematorium*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Child Care Centre *Correctional Facility* *Hospital*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Entertainment / Recreational Activities								
		Outdoor Sport & Recreation *Park*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Club *Function Facility* *Indoor Sport & Recreation* *Nightclub*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Hotel *Major Sport, Recreation & Entertainment Facility* *Motor Sport Facility* *Theatre* *Tourist Attraction*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Industry Activities								
		Low Impact Industry *Service Industry* *Warehouse*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Medium Impact Industry *Research & Technology Industry* *Transport Depot (Rural Area)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Extractive Industry *High Impact Industry* *Noxious & Hazardous Industry* *Transport Depot (Town Area)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Infrastructure Activities								
		Carpark *Landing* *Telecommunications Facility*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Air Services (Domestic) *Renewable Energy Facility*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Air Services (Commercial) *Major Electricity Infrastructure* *Port Services* *Substation* *Utility Installation*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Rural Activities								
		Agricultural Supplies Store *Animal Husbandry* *Cropping* *Permanent Plantation* *Roadside Stall* *Wholesale Nursery*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$2,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$3,200.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Animal Keeping *Aquaculture* *Intensive Horticulture* *Rural Industry (Rural Area)* *Winery*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$3,800.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Intensive Animal Industry *Rural Industry (Town Area)*						
Material Change of Use Fees	7600-1530-0000	Code Assessable		$5,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Material Change of Use Fees	7600-1530-0000	Impact Assessable		$7,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Minor Relaxation and Siting Variations of the Planning Scheme								
Fees & Charges-Planning & Control	7600-1520-0000	Building Work where not associated with a Material Change of Use		$540.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Fees & Charges-Planning & Control	7600-1520-0000	Relaxation or Siting variation for Building Works assessable against the Planning Scheme		$383.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
OPERATIONAL WORKS								
1. Fees for applications not covered in this schedule will be determined by Council at the time of application.								
2. Fees are negotiable under special cirumstances. Council may waive or partially waive a development application fee where:-								
* Strict application of the scheduled fee is obviously unreasonable for the type of application being received, and/or								
* If, because of the nature of the application there will be lower costs incurred by Council in processing the subject application								
Requests for fee reduction must be made in writing and lodged with the application and will be determined when the application is decided at which time the agreed reduction will be refunded.								
3. If a review of a technical report is required to be outsourced by Council, the cost of that review is to be paid by the applicant.								
4. Fees for a combined application are to be the sum of those fees that would have been required in the event of a separate development application being lodged. Combined Applications involve more than one type of development and/or multiple land use.								
5. Any application not accompanied by the required application fees can not be processed under SPA because such an application will not be a 'properly made application' as stipulated under this Act. Delays may occur until the appropriate fee is submitted to Council. Applicants are urged to discuss fees with Council staff before lodging any Development Application.								
6. Inspection of aspects or stages of the project as nominated in the approval/permit conditions are madatory. If any inspetion of such is failed and a reinspection is required the fee will be $130.00 for sites within 15km of the nearest Post Office. For distances greater than 15km - fee to be advised.								
7. 48 hours notice is required before any inspection.								
8. Infrastructure Charges are applicable to development applications in some circumstances. Please refer to the Priority Infrastructure Plan Schedule (PIPS) for applicability and charges.								
Operational Works associated with Reconfiguring a Lot Assessment and Inspection Fees (Civil, Water and Sewerage)								
Planning - Operational Works Rev	7600-1515-0000	Up to $20,000		$ 1,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	$20,0001 - $50,000		2.5% of excess over previous level+$1750	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	$50,001 - $250,000		2.5% of excess over previous level + $6750	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	$250,001 and over		2.5% of excess over previous level + $1500	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Operational Works not associated with Reconfiguring a Lot								
Planning - Operational Works Rev	7600-1515-0000	a. Carpark, Excavating and Filling (includes assessment and inspections) etc		2.5% of value of works	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	b. Advertisement Device (per sign), Grids (per grid) and the like			Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Reinspection Fee								
Planning - Operational Works Rev	7600-1515-0000	Reinspection Fee (per inspection)		$258.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-2013 Fee	LGA 2009 S97 (2)	GST Status	Applicable Legislation	Section
Maintenance Bonds								
Planning - Operational Works Rev	7600-1515-0000	To be held for 12 months after completion of works eg. errosion control/landscaped embankments		5% of construction value	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Operational Works associated with Vegetation removal								
Planning - Operational Works Rev	7600-1515-0000	Residential lots <5000m²		$250.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	Residential lots >5000m² not in Natural Area's Overlay or equivalent		$250.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	Clearing of vegetation for fire access tracks, fence lines and regrowth <4m in height		$250.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Planning - Operational Works Rev	7600-1515-0000	Clearing of vegetation subsequent to Development Approval for Material Change of Use or Reconfiguring of a Lot		TBA	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
RECONFIGURATION OF LOT								
Boundary Realignment								
Subdivision /Reconfiguration Fees	7600-1510-0000	Boundary Realignment		$2,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Subdivision /Reconfiguration Fees	7600-1510-0000	Easement		$1,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Subdivision /Reconfiguration Fees	7600-1510-0000	Compliance Assessment		$2,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Reconfiguration of a Lot								
Subdivision /Reconfiguration Fees	7600-1510-0000	One additional lot		$2,000.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Subdivision /Reconfiguration Fees	7600-1510-0000	For additional 2-5 lots		$2000+$600/ Additional Lot	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Subdivision /Reconfiguration Fees	7600-1510-0000	For additional 6 lots and over		$5000+$300/ Addition Lot	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
Subdivision /Reconfiguration Fees	7600-1510-0000	Leases (more than 10 years) (*per lease*)		$1,500.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
OTHER BONDS/BANK GUARANTEES (per application)								
		Damage to Council Infrastructure (Bond)	If identified in conditions	$1,471.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Landscaping (Bond) Note: Landscaping bond held for 12 months after completion of landscaping work	If identified in conditions	comensurate with th value of the work. Min $1,471	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Vehicle Access - 6m entry (Bond)	If identified in conditions	$1,471.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)
		Utilities & Services	If identified in conditions	TBA	Regulatory	Exempt	SPA 2009	s260 (1)(d)(i)

NORTH BURNETT REGIONAL COUNCIL

Cost Recovery & Non-Regulatory Charges for 2012/2013

PLUMBING & DRAINAGE

All Plumbing Changes are effective as at 08/08/2012

NOTICES

1. Plumbing and Drainage Application fee is made up from the total of the following fees: Lodgement + Assessment + Inspeciton = Total. Connection fees for water and sewerage are separate and additional.
2. Projects "out of the ordinary" or not covered in this fee schedule - fees to be negotiated by Council
3. All documents and fees **MUST** be submitted with an application.
4. INSPECTIONS
   a) All Inspections for Plumbing and Drainage work must be done by Council
   b) Plumbing and Drainage inspecitons are MANDATORY and are required at the following stages:
      U/Slab, external trenching, plumbing rough in, final and/or as determined by the Plumbing Inspector
   c) The Inspection fee (s) quoted is based on the assumption that the location/ site of the inspeciton is within 10km's from the nearest PO.
      If the location/site is greater than 10km's from the nearest P.O the fee will increase and be charged at the rates in the table here in.
   d) 48 hours notice is required before any inspection day/time, this includes any changes to a previously booked time.

5. The number of inspecitons required may vary from those stated above depending on the complexity of the project. If additional inspections are required the fees are payable before the issuing of the Development Permit or at the time stipilated by Council.
6. If any inspeciton is failed, a reinspeciton will be required. Refer inspeciton fees.
7. Large projects to be Engineered designed and certified.
8. For Trade Waste Fees and Charges refer to "Environmental Health" section of this document.
9. If a dwelling has more than 10 fixtures and/or more than one treatment plant then an additional $150.00 extra fee applies.
10. If a review of a technical report is required to be outsourced by Council, the cost of the review is to be paid by the appliciant.

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Lodgement 7650-1530 GST Exempt	Assessment 7650-1520 *Recoverable*	Inspection *7650-1520 Recoverable*	2012-13 Total Fee	GST STATUS	APPLICABLE LEGISLATION SPA 2009 s260 (1)(d) plus:-	SECTION	LGA S1071A (1) + (2) Paragraph
		New and Alterations/Additions								
Building Fees & Charges GST/NO GST	7650-15?0-0000	Dwelling - Slab on Ground - Sewered Area (Up to 10 Fixtures)	$ 129.00	$ 502.00	$ 593.00	$ 1,224.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Dwelling - Slab on Ground - Un Sewered Area	$ 129.00	$ 567.00	$ 593.00	$ 1,289.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Dwelling - On Stumps - Sewered Area	$ 129.00	$ 502.00	$ 459.00	$ 1,090.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Dwelling - On Stumps - Un Sewered Area	$ 129.00	$ 567.00	$ 459.00	$ 1,155.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Shed - Sewered Area	$ 129.00	$ 296.00	$ 402.00	$ 777.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Shed - Un Sewered Area	$ 129.00	$ 311.00	$ 402.00	$ 842.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Solar Hot Water Systems, Rainwater Tank etc	$ 129.00	$ 101.00	$ 134.00	$ 364.00	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Multiple Dwelling - Slab on Ground - Sewered Area	$ 129.00	$260+$26/fix.	$ 593.00	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Multiple Dwelling - Slab on Ground - Un Sewered Area	$ 129.00	$325+$26/fix.	$ 593.00	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Multiple Dwelling - On Stumps - Sewered Area	$ 129.00	$260+$26/fix.	$ 459.00	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Multiple Dwelling - On Stumps - Un Sewered Area	$ 129.00	$325+$26/fix.	$ 459.00	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Commercial Projects - Sewered	$ 129.00	$260+$26/fix.	TBA	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Commercial Projects - Un Sewered	$ 129.00	$325+$26/fix.	TBA	TBA	Various	mb & Drain Act 2	85 (2)(c)	97 (1)(a) & (e)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per		2012-13 Total Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
		Miscellaneous Plumbing								
Building Fees & Charges GST/NO GST	7650-1530-0000	Application for Building Near Local Government Sewer, Stormwater & Water Infrastructure			$ 200.00					
Building Fees & Charges GST/NO GST	7650-1530-0000	Preparation of Drainage Plan (as constructed)	Application		$ 250.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	Alteration to Land Application Area	Application		$ 65.00	Regulatory	Exempt	P & D Act 2003	85 (2)(c)	97 (1)(a) & (e)
	7650-1530-0000	Compliance Searches	Application							
Building Fees & Charges GST/NO GST	7650-1530-0000	» Plumbing Approvals Report	Application		$ 195.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
		» Plumbing Inspection Reports (onsite inspection)	Application							
Building Fees & Charges GST/NO GST	7650-1530-0000	- Urban Class 1 & 10	Application		$ 364.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	- Urban Class 2 to 9	Application		$ 423.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	- Rural Class 1 & 10	Application		$ 416.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	- Rural Class 2 to 9	Application		$ 481.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	Plumbing and Drainage Information for Designers, Private Certifirers etc (e.g. location of sewer line)	Application		$ 65.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1530-0000	Form 4 - Notifiable Minor Work			$ 25.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
		Inspection Fees						P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1520-0000	TYPE A - Underslab, Domestic	Application		$ 134.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1520-0000	TYPE B - Rough in, external trenching & drainage, underslab commercial, Final Domestic and Commercial projects up to 499m2	Application		$ 153.00	Regulatory	Exempt	P & D Act 2002	85 (2)(c)	97 (1)(a) & (e)
Building Fees & Charges GST/NO GST	7650-1520-0000	TYPE C - Underslab drainage, external trenching & drainage, plumbing rough in, Final Large Commercial projects <500m2	Application		$ 191.00	Regulatory	Exempt	P & D Act 2002	86(1)(c)	97 (1)(a) & (e)
		» Plumbing Fees Refund								
		When application is cancelled prior to processing	Application		80% of ass & all insp	Regulatory	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
		When application is cancelled after part processing completed	Application		65% of ass & all insp	Regulatory	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
		When application is cancelled after processing complete	Application		insp fees only	Regulatory	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
		» Inspection fees beyond 10km of PO			Commercial		Recoverable			(a) & (e)
		(GST Recoverable)			**A Type**	**B Type**	**C Type**			
Building Fees & Charges GST/NO GST	7650-1520-0000	Up to 10km from Post Office	Inspection		$134.00	$153.00	$ 191.00			
Building Fees & Charges GST/NO GST	7650-1520-0000	11km to 20km	Inspection		$167.00	$186.00	$ 224.00			
Building Fees & Charges GST/NO GST	7650-1520-0000	21km to 30km	Inspection		$200.00	$219.00	$ 257.00			
Building Fees & Charges GST/NO GST	7650-1520-0000	31km to 40km	Inspection		$233.00	$252.00	$ 290.00			
Building Fees & Charges GST/NO GST	7650-1520-0000	41km to 50km	Inspection		$266.00	$285.00	$ 323.00			
Building Fees & Charges GST/NO GST	7650-1520-0000	> 50km	Inspection		TBA	TBA	TBA			

BUILDING

All Building/Planning Changes are effective as at 08/08/2012

1. Building Application fee is made up from the total of the following:- **Lodgement Fee + Assessment + Inspections = TOTAL**
The lodgement fee covers Councils Administation and Archive functions.
2. For Projects 'out of the ordinary' or not covered in this fee schedule – fees to be advised by Council.
3. Fees maybe negotiable under special circumstances.
4. All documentation must be submitted with an Application. Consult with Council Development Services staff regarding the information/documentation required.
5. Plumbing / Drainage, Planning Fees and other Authority Fees are separate and additional.
6. The floor area referred to for the calculation of fee is on the gross area of all floors comprised within the building measured over the enclosing walls thereof plus the area of any verandah, roofed terrace or patio, garage or carport comprised within or attached to the building:
7. If a review of a technical report is required to be outsourced by Council, the cost of that assessment is to be paid by the applicant. The assessment of the Energy Efficiency component of an application may also be outsourced by Council. To avoid the cost of such applicants are encouraged to submit a Form 15 (Compliance Certification by a Competent Person).
8. **INSPECTIONS**
(a) Inspections are mandatory. **Note: the inspection fees quoted are for inspections within 10km of the nearest major towns post office. For inspections greater than 10km from the post office refer to table herein.**
(b) Class 1a & 1b (dwelling)
» three (3) inspections are required for dwelling on stumps (Building inspections only)
» four (4) inspections are required for dwelling – slab on ground. However, if footing and slab are poured as one – only three (3) inspections are required.
(c) Class 2 to 9 buildings – normally three (3) inspections (Building inspections only) Exact number of inspections to be confirmed and applicant advised.
(d) The number of inspections required may vary from those stated above depending on the complexity of the project. If additional inspections are required the fee is payable before issue of the Development Permit.
(e) Where an application is lodged with, and a Development Permit issued by the Council, the carrying out of the required inspections, as nominated in the decision notice and schedules is to be done by Council's Building Certifiers unless they agree to these inspections being done by others (Competent Person).
(f) If slab and frame inspections are done by others, Councils fee for accepting each certification and administration thereof = **$25.00.**
Each certification is to be received by Council within 5 business days of inspection date.
(g) The footing and final building inspection must be done by Council's Building Certifiers if the application has been lodged with and approved by Council.
(h) If any inspection is failed a re-inspection is required. Refer inspection fees.
(i) **48 hours notice is required** before any inspection day/time, this includes any changes to a previously booked time. Should Council not be able to carry out this inspection, we will arrange for a "Competent Person" to carry out the inspection. Any additional costs in doing such may be charged to the applicant.
(j) Where an application involves two (2) or more buildings – eg. additions to dwelling and detached shed a lodgement fee is required for each structure.
(k) Council reserves the right to refuse to undertake inspections for a third party.
9. **ABBREVIATIONS**
cf = commercial fee with gst being recoverable except for the lodgement fee component which is GST exempt
rf = regulatory fee being gst exempt
TBA = to be advised
POA = price on applicaton
10. Note - unless stated otherwise, the total fee or bond listed against an individual Item/Description is for one application, permit etc only
11. If a Removal house has been approved by a Private Certifier, any request for release of part or whole of the Bond (refer to 8 items listed under Building Bonds - Removal House) must be accompanied by verification of completion for each of those items. Should the verification of completion not be satisfactory to Council or not be provided, Council may need to undertake an inspection of the work to substantiate the extent of work claimed in the Bond release request. Any inspection done by Council will be charged out at the rates listed therein.

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Lodgement 7650-1510 - GST Exempt	Assessment & Inspection 7650-1500 Recoverable	2012-13 Total Fee	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
BUILDING									
		CLASS 1a & b – New Dwellings/Duplexes/Removal Dwellings (on stumps or footing/slab as one) (3 inspections) (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	up to 100m^2	$ 129.00	$ 1,025.00	$ 1,154.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	101 to 250m^2	$ 129.00	$ 1,215.00	$ 1,344.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	> 250m^2	$ 129.00	$ 1,376.00	$ 1,505.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
		CLASS 1a & b – Enclosed Alterations & Additions to dwelling (three (3) inspections) (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	up to 50m^2	$ 129.00	$ 571.00	$ 700.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	51 to 100m^2	$ 129.00	$ 812.00	$ 941.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	> 100m^2 (as for new dwelling)	As For New Dwelling			Various	SPA 2009	s260 (1)(d)	(a) & (e)
		CLASS 2, 3 & 4 - Other Residential Buildings (3 inspections) (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Minimum Fee	$ 129.00	$ 1,141.00	$ 1,270.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» New and enclosed alterations / additions							
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Up to 299m2	$ 129.00	$ 1,654.00	$ 1,783.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» 300m2 to 499m2	$ 129.00	$ 2,138.00	$ 2,267.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» > 500m2	$ 129.00	POA	POA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
		CLASS 5, 6, 7, 8 & 9 - Commercial/Industrial (3 inspections) (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	» New and alterations / additions up to 299m^2	$ 129.00	$ 1,535.00	$ 1,664.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» New and alterations / additions 300 – 499m^2	$ 129.00	$ 2,132.00	$ 2,261.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» New and alterations / additions 500 - 2000m^2	$ 129.00	TBA	TBA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» New and alterations / additions > 2000m^2	$ 129.00	TBA	TBA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Tenancy Fitout and/or the like	$ 129.00	$ 482.00	$ 611.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
		Note: if the assessment of any additional floor area also requires an assessment of the entire building for fire safey issues etc - fee to be advised. Minimum fee							
		CLASS 10a (1 inspection) (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	Eg. Garages, Carports, Toilet Blocks, Domestic Sheds, Shade Covers, Silos, attached Pergolas, Patios, Tank stands, Verandahs etc (for both new work and alterations & additions)	$ 129.00	$ 382.00	$ 511.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
		CLASS 10b (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Swimming Pools							
Building Fees & Charges GST/NO GST	7650-15?0-0000	- Above ground (1 inspections)	$ 129.00	$ 399.00	$ 528.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	- Inground (2 inspections)	$ 129.00	$ 476.00	$ 605.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Retaining Walls >1.0m high	$ 129.00	$ 382.00	$ 511.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Fences > 2.0m high, Signs, Antenna etc - class 10b (1 inspection)	$ 129.00	$ 291.00	$ 420.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Minor Gantries, Hoists	$ 129.00	$ 282.00	$ 411.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	» Batching Plants & Mixing Plants (2 inspections - structure only)	$ 129.00	$ 460.00	$ 589.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Lodgement 7650-1510 - GST Exempt	Assessment & Inspection 7650-1500 Recoverable	2012-13 Total Fee	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
BUILDING (Cont)									
		OTHER							
Building Fees & Charges GST/NO GST	7650-15?0-0000	Demolition (cf)	$ 129.00	$ 265.00	$ 394.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Tennis Court (cf)	$ 129.00	$ 265.00	$ 394.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Restumping of dwelling/ building (cf)	$ 129.00	$ 399.00	$ 528.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Special Structures (cf)	$ 129.00	POA	POA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Building over sewer main	$ 129.00	$ 189.00	$ 318.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Inspection & Assess of suitability to relocate dwelling or building within Region (cf)	$ 129.00	POA	POA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Removal of dwelling / building from Shire (cf)	$ 129.00	$ 311.00	$ 440.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Temporary Development (cf)							
Building Fees & Charges GST/NO GST	7650-15?0-0000	A) Assessment (2 inspections)	$ 129.00	$ 399.00	$ 528.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	B) Performance Bond	$ 129.00	TBA	TBA	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	Temporary storage of dwelling on a site (rf)	$ 129.00	$ 189.00	$ 318.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
		Re-Approval of expired or void Development Permit and no work commenced							
Building Fees & Charges GST/NO GST	7650-15?0-0000	All classes	$ 129.00	$ 342.00	$ 471.00	Various	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-15?0-0000	If >50% completed	$ 129.00	POA	POA	Various	SPA 2009	s260 (1)(d)	(a) & (e)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-13 Total Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
		BUILDING BONDS							
Building Fees & Charges GST/NO GST	7650-1530-0000	**Building over Water Infastructure Permit**							
		Bond associated with a 'Building Over Water Infrastructure Permit' - refer note below		$ 5,000.00	Bond	GST Free	Council Policy		(e)
		(A cash bond or unconditional bank guarantee to a value of 10% of the estimated replacement cost of Council's infrastructure, or $5000, whichever is greater)							
		Demolition of Building - Bond Refundable after Final Inspection		$ 1,000.00	Bond				
		Removal House							
		The Building Bond to ensure the completion of Removal Houses located in the Region is to be compiled from the following as determined by Council							
		The Bonds as itemised below are minimum amounts and may be increased depending on the extent and complexity of the work that is required to complete the building							
Trust - Building Bonds	9991-5009-	1 Provide structural tie-down and bracing with wind rating N3 or as determined	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	2 Install Smoke Detectors	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	3 Refurbish bathroom including wet seal/per bathroom	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	4 Comply with energy efficiency requirements of the Building Code of Australia	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	5 Install stairs and make good damage from relocation	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	6 Paint exterior of house (min prime/seal)	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	7 Provide battening to underside of house on sides visible from Street	Residence	POA	Bond	GST Free	SPA 2009	s260 (1)(d)	(e)
Trust - Building Bonds	9991-5009-	8 Provide downpipes as required and direct stormwater away from building to approved point/method of discharge	Residence	POA	Bond	GST Free	SPA 2009 SPR 2009	s260 (1)(d) s13	(e)
		The Bond may be lodged by Unconditional Bank Guarantee, Bank Cheque or Cash and will be refunded pro rata upon completion of any item.							
		Note: Refer note number 11 above regarding verification of completion for release of bond							
Building Fees & Charges GST/NO GST	7650-1510-0000	Inspection of route to be taken by Removal of Structure		$400.00					
Building Fees & Charges GST/NO GST	7650-1510-0000	Administration of a bond or Bank Guatantee in Connection with any Development		$129.00					
		OTHER RELATED FEES AND CHARGES							
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Application for extension of time**	Application	$ 190.00	Regulatory	Exempt	SPA 2009	s260 (1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	9991-5009-	» **Bonds (eg to be held against rectification costs of any damage to Council infrastructure)**		POA	Bond	GST Free			
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Certificate of Classification (for buildings built prior to 30/04/1998)**		POA (min $310)	Regulatory	Exempt	Building Act 1975	s123	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Copy of Certificates of Classification (Previsously Issued)**		$ 42.00					
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Reclassification** of existing building where no structural changes or additions are Proposed (If an application "To Carry Out Building Work" is required, normal fees will be applicable for that type of building)		$ 450.00	Regulatory	Exempt	Building Act 1975	s111	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1510-0000	Inspect of Budget Accommodation Buildings and Residental Tenancy Buildings		POA					
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Amenity and aesthetics assessment** (Note: becomes valid when policy is adopted)		$ 280.00	Regulatory	Exempt	SPR 2009	s13	(a) & (e)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-13 Total Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
		OTHER RELATED FEES AND CHARGES CONT							
Building Fees & Charges GST/NO GST	7650-1510-0000	**» Application concessions granted under Building Regulations & QDC**	Application	$ 291.00	Regulatory	Exempt	SPR 2009	s13	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1510-0000	Nomination of Road Frontage		$ 200.00	Regulatory	Exempt	Building Act 1975	s240	
		» Searches and Reports							
Building Fees & Charges GST/NO GST	7650-1510-0000	A) Pool / Spas (search of Council Records)		$ 352.00	Regulatory	Exempt			(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	B) Swimming Pool Safety Barrier Inspection Report (up to 10km from PO)		$250.00	Commerical	Recoverable	Building Act 1975	s246	
Building Fees & Charges GST/NO GST	7650-1510-0000	ReInspection (up to 10km from PO)		$134.00	Commerical	Recoverable	Building Act 1975	s246	
		Notes: See Inspection Fees - Type D for greater than 10km							
Building Fees & Charges GST/NO GST	7650-1510-0000	Cost of pool safety certificate (Pool Safety Council) upon compliance is additional		$30.00	Regulatory	Exempt			
Building Fees & Charges GST/NO GST	7650-1510-0000	C) Building Approvals Report							
Building Fees & Charges GST/NO GST	7650-1510-0000	Class 1 and 10		$ 167.00	Regulatory	Exempt			(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	Class 2 to 9		$ 259.00	Regulatory	Exempt			(c)
		D) Property Inspection Report							
Building Fees & Charges GST/NO GST	7650-1510-0000	- Urban Class 1 and 10 (including pool fence)		$ 352.00	Regulatory	Exempt			(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	- Urban Class 2 to 9		$ 380.00	Regulatory	Exempt			(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	- Rural Class 1 and 10		$ 371.00	Regulatory	Exempt			(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	- Rural Class 2 to 9		$ 419.00	Regulatory	Exempt			(c)
		(Note: If a preliminary search reveals that there are no records of any building work a 80% refund of the fee for that search is permitted if requested. Urban is within 10km of Post Office)							
Building Fees & Charges GST/NO GST	7650-1510-0000	E) Building Approvals Statistics Report (subject to privacy restrictions)		$44.00	Regulatory	Exempt			
		» Building Fees Refund							
Building Fees & Charges GST/NO GST	7650-1500-0000	When application is cancelled prior to processing	Application	80%of ass & all insp	Commerical	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1500-0000	When application is cancelled after part processing completed (building)	Application	65% of ass & all insp					
Building Fees & Charges GST/NO GST	7650-1500-0000	When application is cancelled after processing complete	Application	Inspection fees only	Commerical	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
		» Traffic Crossovers							
Building Fees & Charges GST/NO GST	7650-1500-0000	If constructed by Council	Crossover	POA	Commercial	Recoverable	Council Policy		(a)
Building Fees & Charges GST/NO GST	7650-1500-0000	Permit to Open Roads and Footpath or close a road or part thereof to allow the construction of a crossover	Permit	POA	Regulatory				(a)
		(Note: Kerb and footpath crossovers to be built in accordance with Council's standard details)							
Building Fees & Charges GST/NO GST	7650-1500-0000	**» Amended Plans**		POA	Commerical	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
		» Request to View File/Documents							
Building Fees & Charges GST/NO GST	7650-1510-0000	Under Sustainable Planning Act	Request	$85.00	Regulatory	Exempt	SPA 2009	s723	(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	Under Right of Information (State Government Fee, may be subject to change)	Request	POA - State Gov Fee	Regulatory	Exempt	SPA 2009	s723	(c)
Building Fees & Charges GST/NO GST	7650-1500-0000	Photocopy of Documents (note: for drawings greater than A3 size, change to be advised	Copy	Per Copy Fees	Commerical	Recoverable	SPA 2009	s723	(c)
Building Fees & Charges GST/NO GST	7650-1510-0000	**» Flood Level Search** (Gayndah Only)	Search	$44.00	Regulatory	Exempt			(c)

Cost Recovery & Non-Regulatory Charges for 2012/2013

GL Description	GL Numbers	DESCRIPTION (Effective as at 8/8/2012)	Per	2012-13 Total Fee	LGA 2009 S97 (2)	GST STATUS	APPLICABLE LEGISLATION	SECTION	LGA - s97(1) & (2) para
		INSPECTION FEES							
Building Fees & Charges GST/NO GST	7650-1500-0000	Type A inspection – eg Domestic Sheds, Carports, Patios, Simple Additions up to 50m^2	Inspection	$134.00	Commercial	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1500-0000	Type B inspection – eg Dwellings, Commercial Projects up to 499m2	Inspection	$153.00	Commercial	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1500-0000	Type C inspection – eg Large Commerical Projects >500m2	Inspection	$191.00	Commercial	Recoverable	SPA 2009	s260(1)(d)	(a) & (e)
Building Fees & Charges GST/NO GST	7650-1500-0000	Type D inspection – eg Swimming Pool Barrier Inspection (up to 10km from PO)	Inspection	$250.00					
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Private Certifier Lodgement of Plans with Council**	Application	$115.00	Regulatory	Exempt	Building Act 1975	s86 (1)(c)	(e)
		» **Inspection fees undertaken by Council (GST Recoverable)**		**A Type**	**Commercial B Type**	**Recoverable C Type**	**(a&e) D Type**		
Building Fees & Charges GST/NO GST	7650-1500-0000	Up to 10km from Post Office	Inspection	$134.00	$153.00	$ 191.00	$250.00		
Building Fees & Charges GST/NO GST	7650-1500-0000	11km to 20km	Inspection	$167.00	$186.00	$ 224.00	$285.00		
Building Fees & Charges GST/NO GST	7650-1500-0000	21km to 30km	Inspection	$200.00	$219.00	$ 257.00	$320.00		
Building Fees & Charges GST/NO GST	7650-1500-0000	31km to 40km	Inspection	$233.00	$252.00	$ 290.00	$355.00		
Building Fees & Charges GST/NO GST	7650-1500-0000	41km to 50km	Inspection	$266.00	$285.00	$ 323.00	TBA		
Building Fees & Charges GST/NO GST	7650-1500-0000	> 50km	Inspection	TBA	TBA	TBA	TBA		
Building Fees & Charges GST/NO GST	7650-1510-0000	» **Information for design or for private certification purposes** eg Form 19	Application	$143.00		Recoverable			

Statutory Policy

Policy Title:	**Code of Competitive Conduct Complaints**
Policy No:	115
Policy Subject:	*Section 47 Local Government Act 2009*, Code of Competitive Conduct
Directorate:	Executive Services
Department:	Executive Services
Responsible Officer:	Chief Executive Officer
Authorised by:	North Burnett Regional Council
Adopted Date:	
Review Date:	
Authorities:	*Local Government Act 2009 and the Local Government (Beneficed Enterprises and Business Activities Regulations 2010)*

INTRODUCTION:

The aim of this process is to provide, in accordance with Section 48 of the Local Government Act 2009, a means for resolving complaints by affected persons about failures of Council's local government business entities to carry out activities in a way that complies with the competitive neutrality principles applying to the activities.

1. Appointment of Referee

Council's Deputy Chief Executive Officer is appointed as referee to investigate competitive neutrality complaints about Council's Water Supply, Plant and Equipment and Other Roads business activities.

2. Preliminary Procedures

The preliminary procedure for affected persons to raise concerns about alleged failure of business activities to comply with the relevant competitive neutrality principles, and for clarifying and, if possible, resolving those concerns is:

- Complainant advises Council verbally or in writing of their concerns. If the complaint is made verbally, it should be referred to the CEO if available or another senior officer and all relevant details obtained.

2. Preliminary Procedures (continued)

- Council will acknowledge receipt of the concerns in writing within seven working days and advise the person expressing the concerns that the Chief Executive Officer is investigating the matter;
- The CEO will seek to establish the facts relating to the concerns expressed by the person. Investigation of the matter may involve meeting with the person, collecting data, and holding further meetings;
- The CEO will develop a proposed response to the concerns and seek, within a reasonable time, the person's views on the proposed response;
- The CEO shall make a response to the person in writing.

3. Advice to Applicants of the Complaints Procedure

In the case where a person has expressed concerns that have not been resolved under the preliminary process and Council becomes aware that the person proposes to make a formal complaint about Council's business activities, Council will make the information in Appendix A available to the complainant to ensure that they are able to make the complaint.

4. How to Make a Complaint

In making a complaint, the following information should be provided in writing by the complainant and addressed to the CEO:

- Details of the complainant's name and contact details such as:
  a. Address
  b. Phone number/s
  c. Fax number/s
  d. Email address
- Details about the alleged failure of the business activity to comply with the relevant competitive neutrality principles;
- Details of how the complainant was adversely affected by the alleged non-compliance;
- Details as to whether the complainant is, or could be, in competition with the local government business entity; and
- A statement that the complainant has made a genuine attempt to resolve his/her concerns with the local government business entity using the preliminary procedures set up by Council under section 131(2) (a) Beneficial Enterprises and Business Activities Regulation 2010.

5. Application Fee

The application fee for the lodgement of a complaint will be the maximum as prescribed by local government regulation. The maximum application fee is currently **$100.00**.

6. Sending Complaints to and Investigation of Complaints by Referee

- Formal complaints received by Council are to be directed to the CEO and acknowledged in writing within two working days;
- The CEO must refer the complaint to the referee within 3 working days of receipt;
- Formal complaints are to be recorded, showing the date of referral of the complaint to the referee and an outline of the complaint; and
- The relevant business activity or business unit is to be informed that a formal complaint has been received.

7. Recording System

The record system will record the following information in regard to complaints made about the competitive neutrality of Council's business activities:

- Details of the complaint process established;
- Where persons express concerns about the operations of Council's business activity, the concerns and the outcome of the preliminary procedures are to be recorded;
- Where persons have made a complaint to Council, details of the complaint are to be recorded;
- Details of when the complaint was sent to the referee for investigation;
- Where a person has made a complaint to Council, and the referee has determined not to investigate the complaint, the notification issued by the referee under 136(2) (a) Beneficial Enterprises and Business Activities Regulation 2010 is to be recorded;
- Where a person has made a complaint to Council, and the referee has determined to investigate the complaint, the investigation notice issued by the referee under 137(2) (a) Beneficial Enterprises and Business Activities Regulation 2010 is to be recorded;
- Handling of referee records (eg. data from finished investigations) is to be done in accordance with 141 & 142 (2) (a) Beneficial Enterprises and Business Activities Regulation 2010;
- Where the referee has issued a report on the complaint under 148(2) (a) Beneficial Enterprises and Business Activities Regulation 2010, the receipt of the report and any recommendations contained in the report are to be recorded;
- Where Council has made a decision on a report by the referee, the resolution incorporating the decision, the date of the resolution and any directions to implement the deision that are given to a business activity under 148(2) (a) Beneficial Enterprises and Business Activities Regulation 2010 are to be recorded;
- Where Council has advised relevant persons of its decision, the notification issued by the local government under 148(2) (a) Beneficial Enterprises and Business Activities Regulation 2010 is to be recorded.

8. Opportunities for the Complainant to Provide Further Information to a Referee

If, after the initial complaint is made, the complainant wishes to provide further relevant information to the referee, they may do so. The referee may request further information from a complainant at any time during the investigation period.

9. Reporting Period for Referee

The referee must provide his/her report to Council within 30 days of receiving notification of the complaint

APPENDIX A

INFORMATION ON HOW TO MAKE A COMPLAINT ABOUT COMPETITIVE NEUTRALITY OF A LOCAL GOVERNMENT BUSINESS ACTIVITY

WHERE TO CONTACT COUNCIL

The Chief Executive Officer
North Burnett Regional Council
34-36 Capper Street
PO Box 390
GAYNDAH, Qld. 4625

Phone: 1300 696 272
Fax: (07) 4161 1425
Email: admin@northburnett.qld.gov.au

HOW TO MAKE A COMPLAINT

Requirements for complaint.

A complaint must:

- Be addressed to the Chief Executive Officer;
- Be in writing;
- Provide sufficient detail about the alleged failure of the business activity to comply with the relevant competitive neutrality principles;
- State how an complainant was adversely affected by the alleged non-compliance;
- State whether the complainant was, or could be, in competition with Council's business entity and
- Indicate how the complainant has made a genuine attempt to resolve his/her concerns with Council's business entity using the preliminary procedures set up by Council under Section 48 Local Government Act 2009

Who can complain?

A complaint can only be made by a person who:

- Currently is competing with the activity alleged to have a competitive advantage or
- Is hindered from competing by the alleged competitive advantage of Council's business activity under Section 48 Local Government Act 2009.

What is a competitive advantage?
A competitive advantage is a business advantage of Council's business activity that is solely due to local government ownership. It can be financial advantage, a regulatory advantage, a procedural advantage or any other advantage.

Grounds for complaint.
A complaint must be on the grounds that a Council business entity has failed to carry on its business activity in compliance with the competitive neutrality principles applying to that activity under Section 47 Local Government Act 2009.