



19 July 2018

NOTICE OF MEETING

Councillors are requested to attend the following meeting of Barcoo Shire Council.

Special Meeting
Friday, 27th July 2018
Jundah Council Chambers

Special Meeting - 8.00am
Business to be conducted:
Adoption of Council's Budget for the financial year 2018-2019

AGENDA
27th July 2018
Jundah Council Chambers

Mr Michael Parker
Chief Executive Officer

Heart of the channel country
www.barcoo.qld.gov.au

**Special Meeting of Barcoo Shire Council
To Be Held At 8am on Friday, 27th July, 2018, Jundah Council Chambers**

AGENDA

1. OPENING
2. APOLOGIES
3. DISCLOSURE OF INTEREST
4. MAYORS REPORTS
 - 4.1 Proposal of the Budget
5. CHIEF EXECUTIVE OFFICER'S REPORTS
 - 5.01 Differential General Rates
 - 5.02 Special Charge – Control of Pest Animals
 - 5.03 Special Charge – Rural Electrification Scheme
 - 5.04 Water Utility Charges
 - 5.05 Waste Management Utility Charges
 - 5.06 Discount
 - 5.07 Interest on Overdue Rates or Charges
 - 5.08 Levy and Payment
 - 5.09 Rates Concessions
 - 5.10 Statement of Estimated Financial Position
 - 5.11 Adoption of the Budget
 - 5.12 Debt and Borrowing Policy
 - 5.13 Investment Policy
 - 5.14 Fees and Charges Schedule 2018-19
 - 5.15 Operational Plan 2018-19
6. CLOSURE

1. OPENING

2. APOLOGIES

3. DISCLOSURE OF INTEREST

4. MAYOR'S REPORTS

4.1 Proposal of the Budget

FILE REF: 31099
 MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
 REPORT TYPE: Report for Immediate Decision
 CLASSIFICATION: Open
 AUTHOR: Paul Hockings, Consultant
 AUTHORISED BY: Michael Parker, CEO

Item No. 4.1 | Proposal of the Budget by the Mayor

EXECUTIVE SUMMARY

The Mayor will present the 2018-2019 Budget pursuant to section 107A of the Local Government Act 2009.

OFFICER'S RECOMMENDATION

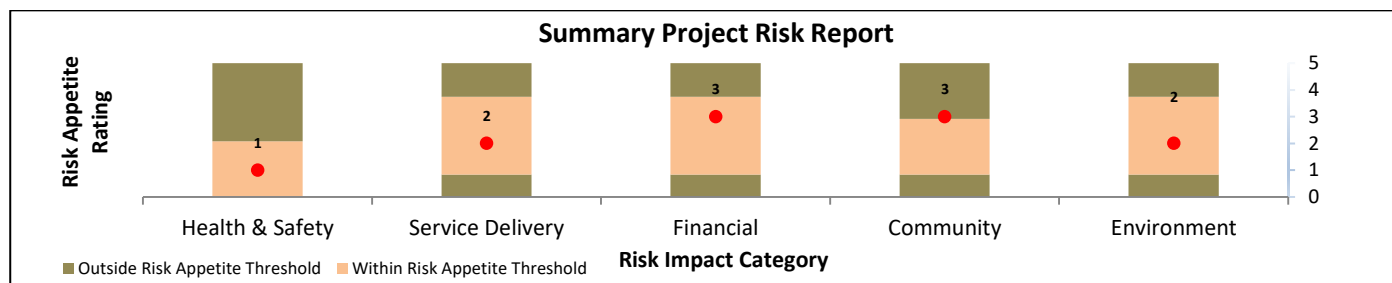
It is recommended that pursuant to section 107A of the Local Government Act 2009, the Budget 2018-2019 be received by Council for consideration.

REPORT

The Mayor has oversighted the budget preparation in conjunction with elected members and the executive management team. Budget Workshops have been held on 28th June and 2nd July, 2018.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget proposes operational expenditure of \$17.363M including depreciation and capital expenditure of \$14.483M when carry over is included. Council's cash position will decrease to \$4.678M which is considered adequate cash coverage.

Statutory/Policy/Delegations***107A Approval of budget***

- (1) A local government must consider the budget presented by the mayor and, by resolution, adopt the budget with or without amendment.*
- (2) The mayor must give a copy of the budget, as proposed to be presented to the local government, to each councillor at least 2 weeks before the local government is to consider adopting the budget.*
- (3) The local government must adopt a budget before 1 August in the financial year to which the budget relates.*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

5. CHIEF EXECUTIVE OFFICER'S REPORTS

- 5.01 Differential General Rates**
- 5.02 Special Charge – Control of Pest Animals**
- 5.03 Special Charge – Rural Electrification Scheme**
- 5.04 Water Utility Charges**
- 5.05 Waste Management Utility Charges**
- 5.06 Discount**
- 5.07 Interest on Overdue Rates or Charges**
- 5.08 Levy and Payment**
- 5.09 Rates Concessions**
- 5.10 Statement of Estimated Financial Position**
- 5.11 Adoption of the Budget**
- 5.12 Debt and Borrowing Policy**
- 5.13 Investment Policy**
- 5.14 Fees and Charges Schedule 2018-19**
- 5.15 Operational Plan 2018-19**

FILE REF: 31085
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.01 | Differential General Rates

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration of the differential general rates which outlines Council's rating categories to be levied during the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised, the description of those categories and, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category is as follows:

CATEGORY	Description	Identification
Category 1	Township of Jundah	Category 1 land means all rateable land in the township of Jundah located in the Parish of Jundah set aside for residential development and development which supports residential development which is or can be serviced with urban infrastructure and not used for grazing, agricultural, petroleum, mineral or extractive industries production.
Category 2	Township of Windorah	Category 2 land means all rateable land in the township of Windorah located in the Parish of Murken set aside for residential development and development which supports residential development which is or can be serviced with urban infrastructure and not used for grazing, agricultural, petroleum, mineral or extractive industries production.
Category 3	Township of Stonehenge	Category 3 land means all rateable land in the township of Stonehenge located in the Parish of Bimerah set aside for residential development and development which supports residential development which is or can be serviced with urban infrastructure and not used for grazing, agricultural, petroleum, mineral or extractive industries production.
Category 4	Rural Land up to 199,000 ha	Category 4 land means all rateable land intended for rural purposes and used for grazing and agriculture with an area up to 199,000 hectares.

Category 5	Rural Land from 199,000 to 399,000 ha	Category 5 land means all rateable land intended for rural purposes and used for grazing and agriculture with an area from 199,001 to 399,000 hectares
Category 6	Rural Land greater than 399,001 ha	Category 6 land means all rateable land intended for rural purposes and used for grazing and agriculture with an area greater than 399,001 hectares.
Category 7	Petroleum, Oil and Gas Industries	Category 7 land means all rateable land in the Shire of Barcoo held under the Mineral Resources Act 1989 or Petroleum Act 1923 for the purpose of crude oil or natural gas production which is in production and by virtue of its operational impacts significantly on the economy and the environment and socio-economic diversity within the local community.
Category 8	Mining Tenements to 5 ha	Category 8 land means all rateable land in the Shire of Barcoo held under the Mineral Resources Act 1989 for the purpose of extracting precious metals, gemstones and minerals and by virtue of its operational impact on the economy and the environment with an area up to 5 hectares and socio-economic diversity
Category 9	Mining Tenements 5.1 ha to 10 ha	Category 9 land means all rateable land in the Shire of Barcoo held under the Mineral Resources Act 1989 for the purpose of extracting precious metals, gemstones and minerals and by virtue of its operation impacts on the economy and environment with an area between 5 and 10 hectares and socio-economic diversity within the local community.
Category 10	Mining Tenements 10.1 ha to 50 ha	Category 10 land means all rateable land in the Shire of Barcoo held under the Mineral Resources Act 1989 for the purpose of extracting precious metals, gemstones and minerals and by virtue of its operation impacts on the economy and environment with an area between 10.1 and 50 hectares and socio-economic diversity within the local community.
Category 11	Mining Tenements greater than 50 ha	Category 11 land means all rateable land in the Shire of Barcoo held under the Mineral Resources Act 1989 for the purpose of extracting precious metals, gemstones and minerals and by virtue of its operation impacts on the economy and environment with an area greater than 50 hectares and socio-economic diversity within the local community.

2. Delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the Local Government Regulation 2012, to identify the rating category to which each parcel of rateable land belongs.
3. Pursuant to section 94 of the Local Government Act 2009 and section 80 of the Local Government Regulation 2012, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the Local Government Regulation 2012, the minimum general rate to be made and levied for each differential general rate category, is as follows:

Category	Rate in the Dollar	Minimum Differential General Rate
Category 1	\$0.05248 cents in dollar	\$450
Category 2	\$0.03874 cents in dollar	\$450
Category 3	\$0.06682 cents in dollar	\$450
Category 4	\$0.01150 cents in dollar	\$400
Category 5	\$0.01198 cents in dollar	\$500
Category 6	\$0.01247 cents in dollar	\$600
Category 7	\$0.04284 cents in dollar	\$26,000
Category 8	\$0.04284 cents in dollar	\$340
Category 9	\$0.04284 cents in dollar	\$450
Category 10	\$0.04284 cents in dollar	\$500
Category 11	\$0.04284 cents in dollar	\$540

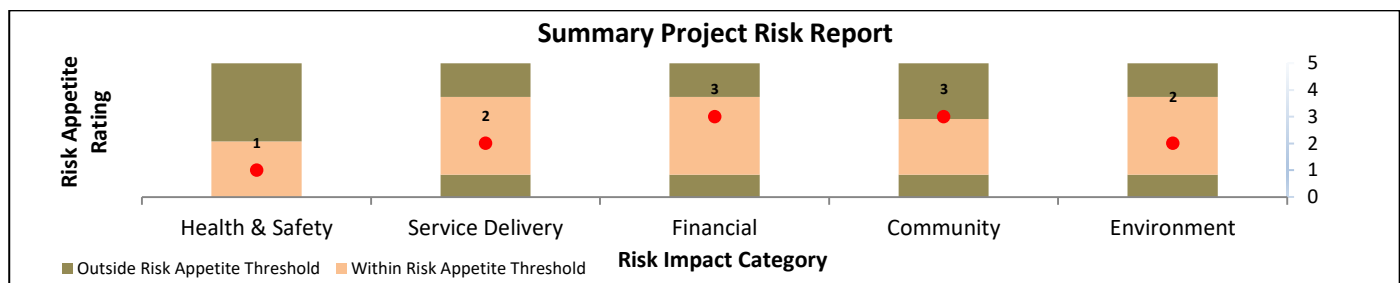
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

General rates are expected to increase by 6.98% from \$934K to \$999K.

Statutory/Policy/Delegations

80 Differential general rates

- (1) A local government may levy general rates that differ for different categories of rateable land in the local government area.*
- (2) These rates are called **differential general rates**.*
- (3) For example, a local government may decide the amount of the general rates on a parcel of residential land will be more than the general rates on the same size parcel of rural land.*
- (4) However, the differential general rates for a category of rateable land may be the same as the differential general rates for another category of rateable land.*
- (5) If a local government makes and levies a differential general rate for rateable land for a financial year, the local government must not make and levy a general rate for the land for the year.*
- (6) A differential general rate may be made and levied on a lot under a community titles Act as if it were a parcel of rateable land.*

81 Categorisation of land for differential general rates

- (1) Before a local government levies differential general rates, it must decide the different categories (each a **rating category**) of rateable land in the local government area.*
- (2) The local government must, by resolution, make the decision at the local government's budget meeting.*
- (3) The resolution must state—*
 - (a) the rating categories of rateable land in the local government area; and*
 - (b) a description of each of the rating categories.*
- (4) After the rating categories and descriptions have been decided, the local government must identify the rating category to which each parcel of rateable land in the local government area belongs.*
- (5) The local government may do so in any way it considers appropriate.*
- (6) The fact that some parcels of rateable land are inadvertently not categorised does not stop differential general rates being levied on rateable land that has been categorised.*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31086
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.02 | Special Charge Control of Pest Animals

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to levy a Control of Pest Animals Special Charge.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 94 of the Local Government Act 2009 and section 94 of the Local Government Regulation 2012, Council make and levy a special charge (to be known as the Control of Pest Animals Special Charge") of \$0.0205 per hectare, up to a maximum of \$15,076 per assessment, on all rural land to which the overall plan applies, to fund special charge for the provision of pest control services to rural properties in region.
2. Adopt the overall plan for the Pest Animal Control special charge is as follows:
 - a. The service, facility or activity is provision of pest control services to the rural parts of the Council area. These pest control services serve to assist with the control of wild dogs and wild pigs which, in turn, improves the viability of, and therefore benefits, the land being levied. A panel will continue to manage the process and act as an advisory committee to Council on wild animal control within the Shire.
 - b. The rateable land to which the special rate shall apply is all rural land within the Council area, having an area in excess of 1,000 hectares. Council considers that the rateable land described above derives a special benefit from the service, facility and activity funded by the special charge at differential levels reflecting the degree to which the land or its occupier is considered to derive benefit.
 - c. The estimated cost of carrying out the overall plan is \$122,452.
 - d. The timeframe for carrying out the overall plan is twelve (12) months ending 30 June 2019.

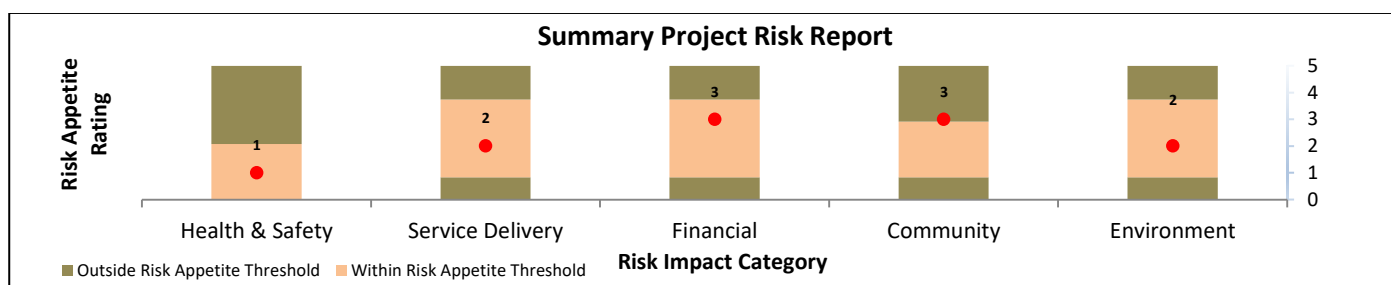
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018 and it was decided to make no change to the per hectare charge for control of pest animals given that the 17/18 funds raised have been underspent by approximately \$60K. These funds have been carried over in the draft budget document.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

STOCK ROUTES & RURAL LANDS: To have stock routes, public lands and pastoral leases that are responsibly and sustainably maintained

Code	Strategies	Measures	Led By
LAM2A	Manage noxious weeds, pest animals (in particular wild dogs/feral pigs) and disease in the shire in accordance with the Shire Pest Management Plan	Full expenditure of rural wild dog levy with regular baiting and extermination initiatives	Rural Lands Officer Land & Animal Management Committee

Financial

The control of pest animals special charge raised \$122K of revenue in 2017/18 and it is recommended that the rate per hectare remain unchanged. \$63K was spent in 2017/18 due to 1 ground baiting conducted in April 2018 and the draft budget for 2018/19 has been set at \$182K to carry over the under expenditure.

Statutory/Policy/Delegations

94 Levying special rates or charges

(1) This section applies if a local government decides to levy special rates or charges.

Note— See the Act, section 92(3) (Types of rates and charges), definition special rates and charges.

(2) The local government's resolution to levy special rates or charges must identify—

(a) the rateable land to which the special rates or charges apply; and

(b) the overall plan for the service, facility or activity to which the special rates or charges apply.

(3) The **overall plan** is a document that—

(a) describes the service, facility or activity; and

(b) identifies the rateable land to which the special rates or charges apply; and

(c) states the estimated cost of carrying out the overall plan; and

(d) states the estimated time for carrying out the overall plan.

(4) The local government must adopt the overall plan before, or at the same time as, the local government first resolves to levy the special rates or charges.

(5) Under an overall plan, special rates or charges may be levied for 1 or more years before any of the special rates or charges are spent in carrying out the overall plan.

(6) If an overall plan is for more than 1 year, the local government must also adopt an annual implementation plan for each year.

(7) An **annual implementation plan** for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service, facility or activity to which the special rates or charges apply.

(8) The local government must adopt the annual implementation plan before or at the budget meeting for each year of the period for carrying out the overall plan.

(9) The local government may at any time, by resolution, amend—

(a) an overall plan; or

(b) an annual implementation plan.

(10) The local government may fix a minimum amount of the special rates or charges.

(11) Subsection (12) applies if the local government decides to levy special rates or charges on particular rateable land for a service, facility or activity.

(12) The amount of the special rates or charges for the particular rateable land may be different to the amount for other rateable land because, in the local government's opinion—

(a) the land or its occupier—

(i) specially benefits from the service, facility or activity; or

(ii) has or will have special access to the service, facility or activity; or

(b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or

(c) the occupier of the land specially contributes to the need for the service, facility or activity.

(13) For subsection (12), the local government may levy the special rates or charges on any basis the local government considers appropriate.

(14) In any proceedings about special rates or charges, a resolution or overall plan mentioned in subsection (2) is not invalid merely because the resolution or plan—

(a) does not identify all rateable land on which the special rates or charges could have been levied; or

(b) incorrectly includes rateable land on which the special rates or charges should not have been levied.

(15) To remove any doubt, it is declared that a local government may make and levy a special rate or charge for a service, facility or activity whether or not supplied or undertaken by the local government itself, including a service, facility or activity supplied or undertaken by another local government—

(a) in the other local government's local government area; and

(b) conducted as a joint government activity by the local governments.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31087
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.03 | Special Charge Rural Electrification Scheme

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to levy a Rural Electrification Scheme Special Charge.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 94 of the Local Government Act 2009 and section 94 of the Local Government Regulation 2012, Council make and levy a special charge (to be known as the Rural Electrification Scheme Special Charge") for the cost of borrowing to reimburse Ergon Energy for the construction of electrical infrastructure for certain rural properties in the Barcoo Shire Council.
2. Adopt the overall plan for the Rural Electrification Scheme Special Charge is as follows:
 - a. The service, facility or activity is the borrowing of the necessary funds to reimburse Ergon Energy for implementing the project, purchase of materials and construction of electrical infrastructure for the rateable land to which the special charge shall apply.
 - b. The rateable land to which the special charge shall apply are the properties listed in Schedule 1 of the Revenue Statement.
 - c. The cost of carrying out the overall plan was \$103,606. This figure includes all of the costs associated with the installation of the infrastructure which the special rate shall fund.
 - d. The estimated time for carrying out the overall plan is 9 years, concluding 30 June 2022.
 - e. The levying of the special charge commenced in 2012
3. Note the rateable land or its occupier specially benefits from the service, facility or activity funded by the special charge because the services assist with the provision of the electricity for operating their business and attracting and retaining quality staff.

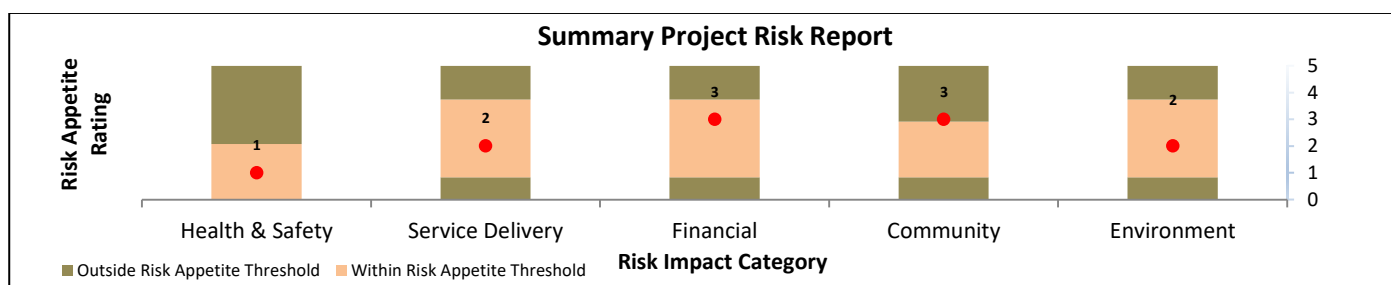
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018 and it was decided to make no change to the existing Rural Electrification arrangement for Currareva.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The Rural Electrification Scheme Special Charge is a continuing arrangement commenced in 2012 and the repayments between 2018 and finalisation of the arrangement in 2022 are set out on page 59 of the budget document.

Statutory/Policy/Delegations

94 Levying special rates or charges

(1) This section applies if a local government decides to levy special rates or charges.

Note— See the Act, section 92(3) (Types of rates and charges), definition *special rates and charges*.

(2) The local government's resolution to levy special rates or charges must identify—

(a) the rateable land to which the special rates or charges apply; and

(b) the overall plan for the service, facility or activity to which the special rates or charges apply.

(3) The **overall plan** is a document that—

(a) describes the service, facility or activity; and

(b) identifies the rateable land to which the special rates or charges apply; and

(c) states the estimated cost of carrying out the overall plan; and

(d) states the estimated time for carrying out the overall plan.

(4) The local government must adopt the overall plan before, or at the same time as, the local government first resolves to levy the special rates or charges.

(5) Under an overall plan, special rates or charges may be levied for 1 or more years before any of the special rates or charges are spent in carrying out the overall plan.

(6) If an overall plan is for more than 1 year, the local government must also adopt an annual implementation plan for each year.

(7) An **annual implementation plan** for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service, facility or activity to which the special rates or charges apply.

(8) The local government must adopt the annual implementation plan before or at the budget meeting for each year of the period for carrying out the overall plan.

(9) The local government may at any time, by resolution, amend—

(a) an overall plan; or

(b) an annual implementation plan.

- (10) The local government may fix a minimum amount of the special rates or charges.
- (11) Subsection (12) applies if the local government decides to levy special rates or charges on particular rateable land for a service, facility or activity.
- (12) The amount of the special rates or charges for the particular rateable land may be different to the amount for other rateable land because, in the local government's opinion—
- (a) the land or its occupier—
 - (i) specially benefits from the service, facility or activity; or
 - (ii) has or will have special access to the service, facility or activity; or
 - (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
 - (c) the occupier of the land specially contributes to the need for the service, facility or activity.
- (13) For subsection (12), the local government may levy the special rates or charges on any basis the local government considers appropriate.
- (14) In any proceedings about special rates or charges, a resolution or overall plan mentioned in subsection (2) is not invalid merely because the resolution or plan—
- (a) does not identify all rateable land on which the special rates or charges could have been levied; or
 - (b) incorrectly includes rateable land on which the special rates or charges should not have been levied.
- (15) To remove any doubt, it is declared that a local government may make and levy a special rate or charge for a service, facility or activity whether or not supplied or undertaken by the local government itself, including a service, facility or activity supplied or undertaken by another local government—
- (a) in the other local government's local government area; and
 - (b) conducted as a joint government activity by the local governments.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31088
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.04 | Water Utility Charges

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting the Water Utility Charges for the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, Council make and levy water utility charges, for the supply of water services by the Council, as follows:
 - a. A fixed amount representing the provision of infrastructure which is chargeable on all land capable of being connected to a main with an allocation of treated and raw water deemed by Council in the Water Charges Schedule below, to be of sufficient quantity to service the needs of the rate assessment. (Initial Allocation Treated Water 3 kilolitre per unit, and Raw 7 kilolitres per unit)
 - b. A charge of \$0.55 per kilolitre treated water for each kilolitre consumed over the initial allocation (the allocation is determined by the Units Charged as per Water Charges schedule)
 - c. A charge of \$0.22 per kilolitre raw water for each kilolitre consumed over the initial allocation (the allocation is determined by the Units Charged as per Water Charges schedule)
 - d. Council owned or controlled lands are included.

Water Charges Schedule 2018-19

TYPE	CRITERIA	UNITS
Vacant land – infrastructure costs	Capable of being connected or adjacent main	25
Vacant land	Connected to main water available for use	50
Occupied land – dwelling	Principal building/s	100
Duplex per unit	Principal building/s	100
Flats per unit	Principal building/s	75
Cabins self-contained	Temporary building/s	25
Temporary accommodation	Approved as per Local Law i.e. occupied caravans etc.	100
Hotel only		100
Hotel dwelling	Separate or included in hotel or accommodation units	100

TYPE	CRITERIA	UNITS
Hotel accommodation units/motel	Each unit	10
Business	Separate retail outlet	50
Business and dwelling combined	One building not separate on one block	150
Business and dwelling combined	Home occupation	125
SES Shed		50
Fire Brigade		50
Hospital		300
Hospital dwelling		100
Police Station		100
Police Sergeant's Residence		100
Police Second Officers Residence		100
School		200
Caravan Park	No caretaker accommodation	50
Caravan Park	With caretaker accommodation	150
Permanent Sites	Each unit in addition	50
Overnight Sites	Each site in addition	10
Cabins		10
Church	Unoccupied	50
Sports Ground Jundah	Pavilion, Tennis Courts, Toilet Blocks	200
Sports Ground Windorah	Pavilion, Catering Facility, 1 Toilet Block	200
Sports Ground Stonehenge	Tennis Courts	100
Stonehenge Caravan Park	Toilet Block Rest Area	125
Memorial Park Jundah	Includes Playgroup Facility & Toilets	300
Rabig Park Windorah	Includes Playgroup Facility & Toilet Block	300
Arts & Crafts Windorah	Arts & Crafts Building, Slab Hut	100
Power Stations	Jundah, Windorah	100
Water Treatment Plants	Jundah, Windorah & Stonehenge	100
Swimming Pool Jundah	Toilet/Ablution Facilities	300
Racecourse	Jundah, Stonehenge & Windorah	200
Golf Club Jundah	Club House & Facilities	50
Public Halls	Jundah, Windorah, Stonehenge	100
Depot Jundah	W/Shop, Store, Boys Town, Wash Down Area	500
Depot Windorah & Stonehenge	W/Shop SES	150

TYPE	CRITERIA	UNITS
Pig Box	Stonehenge 2, Jundah 1, Windorah 2	150
Median Strips/Street Trees	Windorah, Jundah, Stonehenge Each	300
Aerodrome Jundah	Unlicensed Aerodrome	100
Aerodrome Stonehenge	Unlicensed Aerodrome	100
Aerodrome Windorah	Licensed Aerodrome	125
APA Gas Facility	Workshop/Residence Windorah	200
Service Stations	Principal Building/s	100
Stables	Licensed as per Local Laws	50
Class 10 Non Habitable Building	Storage Sheds etc Principal Building	50
Public Wash Down Area		200
Shire Office Jundah		200
Museum Jundah		50
Sand Yard		200
Ergon Solar Farm		300

Water Charge per Unit

Category	Description	Per Unit Charge 2018-2019
Category 1	Township of Jundah	\$7.58
Category 2	Township of Windorah	\$7.58
Category 3	Township of Stonehenge	\$7.58

- Pursuant to section 102(2) of the Local Government Regulation 2012, a water meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read.

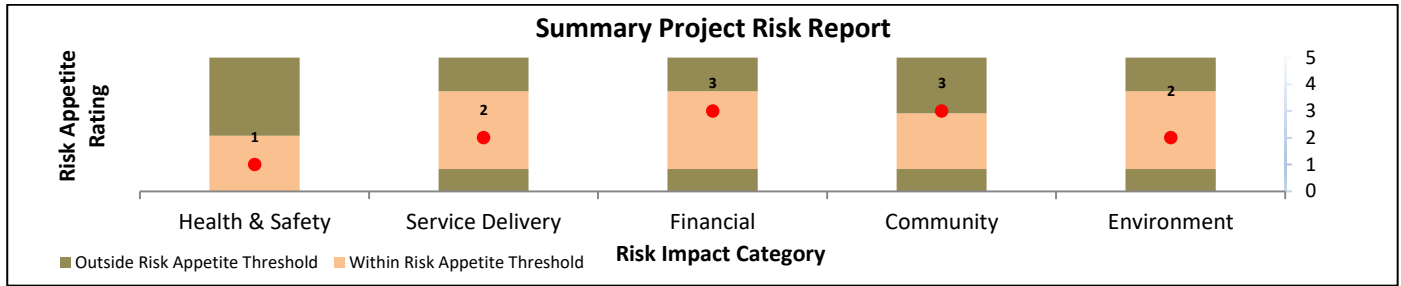
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practice Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community’s wealth and Council’s fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

Water Utility Charges are expected to increase by 4.9% from \$189K to \$198.3K.

Statutory/Policy/Delegations

99 Utility charges

- (1) A local government may levy utility charges on any basis the local government considers appropriate.
- (2) For example, utility charges may be levied on the basis of any, or any combination, of the following—
 - (a) the rateable value of land;
 - (b) the use made of—
 - (i) a particular parcel of land; or
 - (ii) a particular structure; or
 - (iii) a class of land or structure;
 - (c) any circumstances that are peculiar to the supply of a service to—
 - (i) a particular parcel of land; or
 - (ii) a particular structure; or
 - (iii) a class of land or structure.
- (3) A local government may do 1 or both of the following—
 - (a) levy utility charges for services that have been supplied or are to be supplied during part of the financial year and part of another financial year;
 - (b) levy differing utility charges for services that have been supplied or are to be supplied during various periods in 1 or more financial years, and decide the way the charges are to be apportioned.
- (4) However, a local government may only levy utility charges for services—
 - (a) supplied in the last financial year; or
 - (b) supplied, or to be supplied, in the current financial year; or
 - (c) to be supplied in the next financial year.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil.

FILE REF: 31089
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.05 | Waste Management Utility Charges

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting the Waste Management Utility Charges for the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 94 of the Local Government Act 2009 and section 99 of the Local Government Regulation 2012, make and levy waste management utility charges, for the supply of waste management services by the Council, in the townships of Jundah, Windorah and Stonehenge.
2. The charge is levied according to a fixed unit basis representing one domestic service and one bin on all occupied land.
3. Extra services are in multiples of the basic unit and extra bins are at a flat rate charge per bin.
4. Council owned or controlled lands are included.

Garbage charges 2018-19

Charges 2018-2019	
Per Service	\$183.75
Extra Service	\$41.37

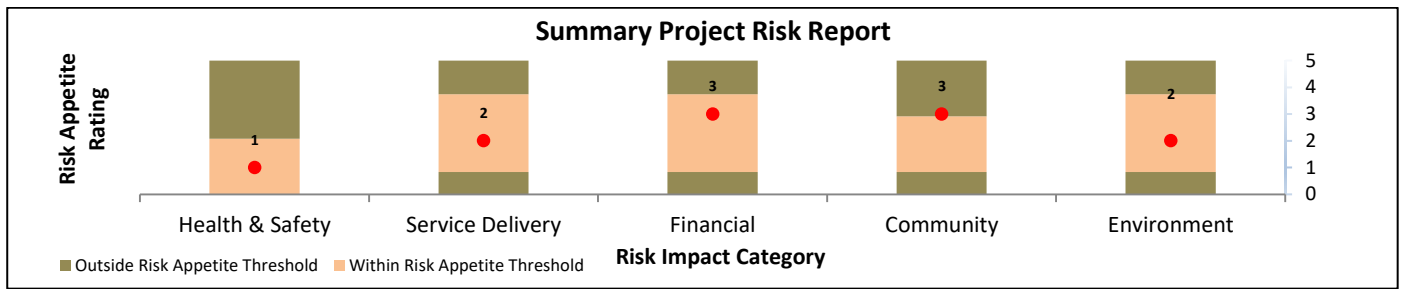
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community’s wealth and Council’s fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

Waste Management Utility Charges are expected to increase by 4.6% from \$37.1K to \$38.9K.

Statutory/Policy/Delegations

99 Utility charges

- (1) A local government may levy utility charges on any basis the local government considers appropriate.
- (2) For example, utility charges may be levied on the basis of any, or any combination, of the following—
 - (a) the rateable value of land;
 - (b) the use made of—
 - (i) a particular parcel of land; or
 - (ii) a particular structure; or
 - (iii) a class of land or structure;
 - (c) any circumstances that are peculiar to the supply of a service to—
 - (i) a particular parcel of land; or
 - (ii) a particular structure; or
 - (iii) a class of land or structure.
- (3) A local government may do 1 or both of the following—
 - (a) levy utility charges for services that have been supplied or are to be supplied during part of the financial year and part of another financial year;
 - (b) levy differing utility charges for services that have been supplied or are to be supplied during various periods in 1 or more financial years, and decide the way the charges are to be apportioned.
- (4) However, a local government may only levy utility charges for services—
 - (a) supplied in the last financial year; or
 - (b) supplied, or to be supplied, in the current financial year; or
 - (c) to be supplied in the next financial year.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31090
 MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
 REPORT TYPE: Report for Immediate Decision
 CLASSIFICATION: Open
 AUTHOR: Paul Hockings, Consultant
 AUTHORISED BY: Michael Parker, CEO

Item No. 5.06 | Discount

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting terms and rate of discount applicable to rates and charges to be levied during the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council pursuant to section 130 of the Local Government Regulation 2012, for differential general rates, water utility charges and waste management utility charges made and levied shall be subject to a discount of 10% if paid within the discount period of 30 days of the date of issue of the rate notice provided that:

4. all of the aforementioned rates and charges are paid within 30 days of the date of issue of the rate notice;
5. all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid within 30 days after the date of issue of the rate notice; and
6. all other overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the rate notice.

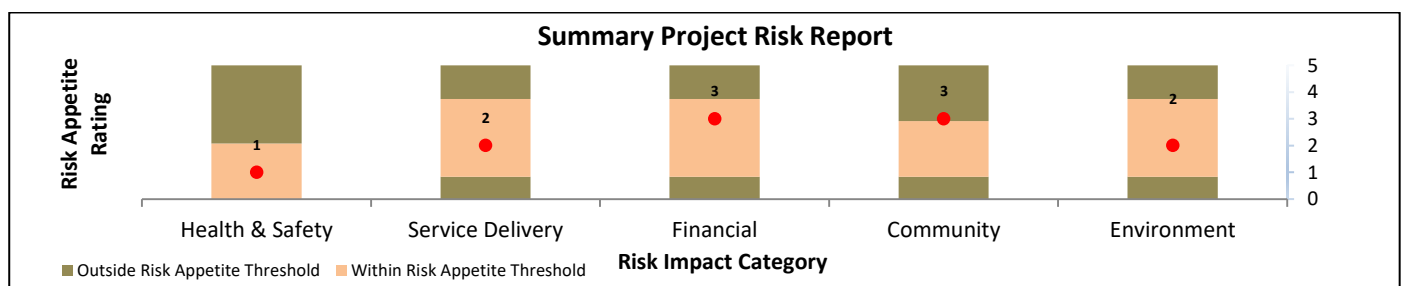
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018 and some discussion occurred around modifying the discount rate however the author understands Council wish to leave the discount unchanged at 10% if the debt is paid within 30 days of issuing the rate notice.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget for discounts has been reduced from 2017/18 to align with the actual revenue given up as per the table below:

GL Acct	RATES & CHARGES	Budget 2017/18	Actual June 2017	Actual June 2018	2018/19	2019/20	2020/21
2000-1090	RATES General Rate Discount	-94000	-82880	-82899	-83000	-86320	-89773
6100-1090	Waste Management Utility Charges Discount	-3600	-3157	-3216	-3200	-3328	-3461
6400-1090	WATER Utility Charges Discount	-18600	-15520	-15385	-15400	-16016	-16657

Statutory/Policy/Delegations

130 Discount for prompt payment of rates or charges

(1) A local government may decide to allow a discount for payment of rates or charges before the end of the discount period.

(2) The amount of the discount and the discount period may differ for different rating categories of rateable land.

(3) The discount period is a period that ends on or before the due date for payment.

Examples of discount period—

- 1 month before the due date for payment
- a period of 1 month ending 2 weeks before the due date for payment

(4) The local government must, by resolution, make the decision at its budget meeting.

(5) The resolution must state—

(a) whether the discount is to be—

- (i) a fixed amount; or
- (ii) a percentage of the rates or charges; and

(b) if the discount is to be a fixed amount—the amount; and

(c) if the discount is to be a percentage of the rates or charges—the percentage; and

(d) whether the discount applies only if—

- (i) other rates or charges are paid; or
- (ii) an amount, including any interest on the amount, is paid for work that was performed by the local government under a remedial notice issued under the Act; and

(e) the discount period.

(6) The local government may allow more than 1 discount period for rates or charges only if the local government's resolution—

- (a) states more than 1 discount period for the rates or charges; and
- (b) allows a different discount for each discount period.

(7) The local government may, by resolution, change the discount period to end on a later day (the new discount day).

(8) However, if the discount period is changed under subsection (7), the local government must also, by resolution, change the due date for payment to a later day that is no earlier than the new discount day.

(9) If the local government decides to allow a discount for a discount period, it must allow the discount to all ratepayers who pay the rates or charges before the end of the discount period.

(10) If a local government is satisfied a ratepayer has been prevented, by circumstances beyond their control, from paying the rates or charges in time to get a discount, the local government may still allow the discount.

(11) A ratepayer is not entitled to a discount for paying in full rates or charges for land by the end of a discount period if other rates or charges for the land are overdue.

131 Other benefits for prompt payment

A local government may give a benefit that is not a discount as an inducement for payment of rates or charges before the due date for payment.

Examples of a benefit—

- free use of the local government's services, facilities or activities*
- an opportunity to win a donated car, holiday or other prize*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31092
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.07 | Interest on overdue rates or charges

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting terms and rate of interest applicable to overdue rates and charges to be levied during the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council pursuant to section 133 of the Local Government Regulation 2012, compound interest on daily rests at the rate of 11% per annum is to be charged on all overdue rates or charges after the sectional period expires i.e. 1st July and 1st January each calendar year and may include assessments that are making payments of outstanding rates by instalment.

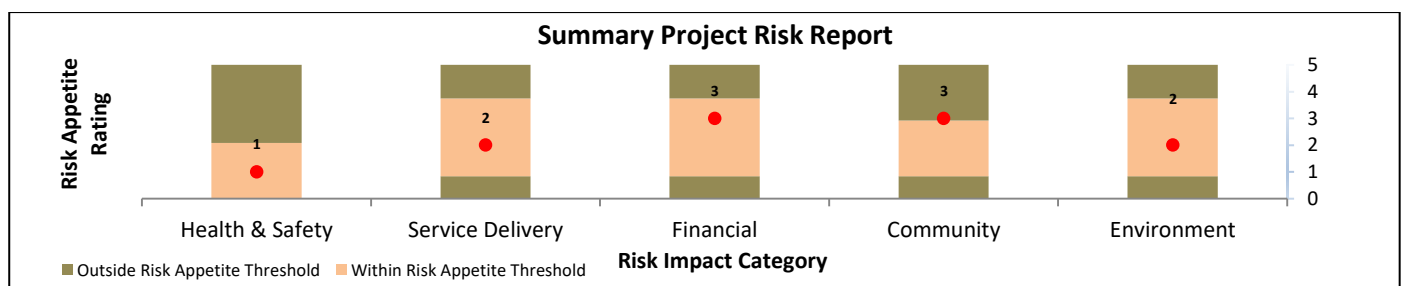
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget for interest on overdue rates has been aligned with the 2017/18 actual revenue as per the table below:

GL Acct	RATES & CHARGES	Budget 2017/18	Actual June 2017	Actual June 2018	2018/19	2019/20	2020/21
2000-1010	RATES General Rate Interest	2500	3995	3865	4000	4160	4326
6100-1010	Waste Management Utility Charges Interest	100	290	298	300	312	324
6400-1010	WATER Utility Charges Interest	500	1832	2184	2000	2080	2163
7100-1205	RURAL Control of Pest Animals Special Charge Interest	0	488	309	500	509	519

Statutory/Policy/Delegations

133 Interest on overdue rates or charges

(1) Interest is payable on overdue rates or charges—

(a) at the percentage, of not more than 11% a year, decided by the local government; and

(b) from the day the rates or charges become overdue or a later day decided by the local government.

(2) A local government's decision about the rate of interest, and the date from which interest is payable on overdue rates or charges, must apply equally to all ratepayers.

(3) Interest must be calculated—

(a) on daily rests and as compound interest; or

(b) in another way the local government decides, if an equal or lower amount will be obtained.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31093
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.08 | Levy and Payment

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting terms for levying rates and charges during the 2018-19 financial year.

OFFICER'S RECOMMENDATION

It is recommended that Council:

1. Pursuant to section 107 of the Local Government Regulation 2012 and section 114 of the Fire and Emergency Services Act 1990, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:
 - (a) for the half year 1st July, 2018 to 31st December, 2018 in September 2018; and
 - (b) for the half year 1 January 2019 to 30 June 2019 in March 2019.
2. Pursuant to section 118 of the Local Government Regulation 2012, that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, be paid within 30 days of the date of the issue of the rate notice.

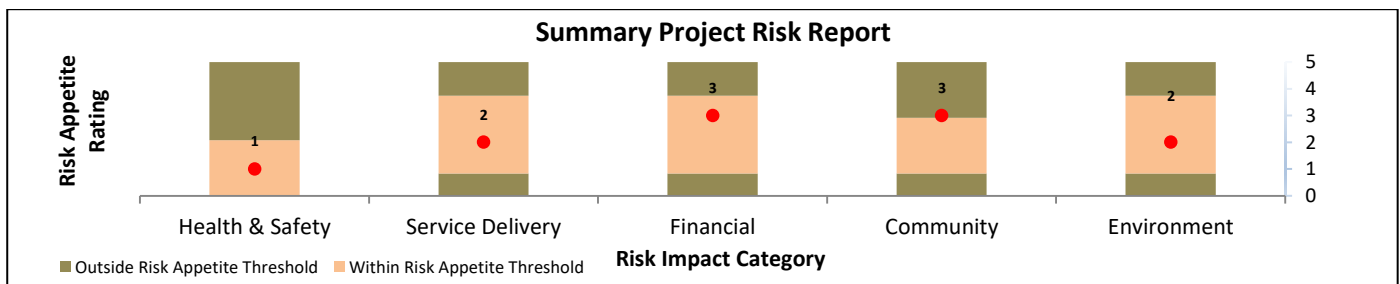
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practise Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget has been framed on continuing the existing basis of levying and collecting rates and charges.

Statutory/Policy/Delegations

107 Issue of and period covered by rate notice

(1) A rate notice may only be issued—

(a) for utility charges, for a period of at least 1 month, that the local government considers appropriate; and

(b) for other rates or charges, for the whole or part of a financial year as the local government considers appropriate.

(2) However, the rate notice for the rates mentioned in subsection (1)(b) must be issued for the same period for all ratepayers.

(3) If a person who is liable to pay rates or charges for a period pays the rates or charges before the local government gives the person a rate notice for the period, the local government is not required to give the person a rate notice for the period.

(4) However, the local government must, at least once each year, issue a rate notice for each parcel of rateable land for a period of no longer than a financial year.

118 When rates or charges must be paid

(1) A local government must decide the date by which, or the period within which, rates or charges must be paid.

(2) The date by which, or the period within which, the rates or charges must be paid must be—

(a) at least 30 days after the rate notice for the rates or charges is issued; and

(b) subject to part 10, the same date or period for each person liable to pay the rates or charges.

(3) The local government must, by resolution, make the decision at its budget meeting.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31094
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.09 | Rates Concessions

EXECUTIVE SUMMARY

The 2018-19 Budget Document includes the Revenue Statement which is based upon the principles of the Revenue Policy and Councillors are being asked to give consideration to setting terms providing concessions to rates and charges levied during the 2018-19 financial year for eligible pensioners.

OFFICER'S RECOMMENDATION

It is recommended that Council pursuant to sections 120, 121 and 122 of the Local Government Regulation 2012, a rebate of the differential general rate of 50% up to a maximum of \$750 per annum be granted to all ratepayers who are pensioners and who are eligible for the State Government pensioner remission for category 1, 2 and 3 being for the townships of Jundah, Windorah and Stonehenge respectively.

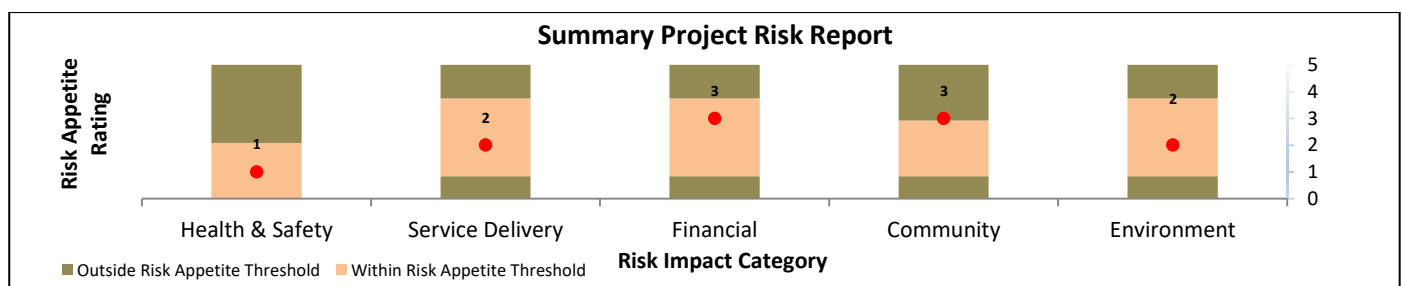
REPORT

Councillors considered both the proposed revenue policy and statement at the budget workshops on 28 June and 2nd July 2018.

The above recommendations have been modelled off the King & Company Best Practice Rating and Budget Resolution guidelines recently circulated to Queensland Councils.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget for pensioner remissions has been reduced from 2017/18 to align with the actual revenue given up as per the table below:

GL Acct	RATES & CHARGES	Budget 2017/18	Actual June 2017	Actual June 2018	2018/19	2019/20	2020/21
2000-1092	RATES General Rate Council Subsidy	-3900	-3831	-3519	-3900	-4056	-4218
6100-1092	Waste Management Utility Charges Council Subsidy	-1300	-1171	-988	-1000	-1040	-1082
6400-1092	WATER Utility Charges Council Subsidy	-6400	-6276	-5686	-5700	-5928	-6165

Statutory/Policy/Delegations

120 Criteria for granting concession

(1) The local government may grant the concession only if it is satisfied—

(a) the land is owned or occupied by a pensioner; or

(b) the land is owned by—

(i) an entity whose objects do not include making a profit; or

(ii) an entity that provides assistance or encouragement for arts or cultural development; or

(c) the payment of the rates or charges will cause hardship to the land owner; or

(d) the concession will encourage the economic development of all or part of the local government area; or

(e) the concession will encourage land that is of cultural, environmental, historic, heritage or scientific significance to the local government area to be preserved, restored or maintained; or

(f) the land is used exclusively for the purpose of a single dwelling house or farming and could be used for another purpose, including, for example, a commercial or industrial purpose; or

(g) the land is subject to a GHG tenure, mining tenement or petroleum tenure; or

(h) the land is part of a parcel of land (a parcel) that has been subdivided and—

(i) the person who subdivided the parcel is the owner of the land; and

(ii) the land is not developed land.

(2) In this section—

GHG tenure see the Greenhouse Gas Storage Act 2009, section 18(2).

mining tenement see the Mineral Resources Act 1989, schedule 2.

petroleum tenure means—

(a) a petroleum tenure under the Petroleum and Gas (Production and Safety) Act 2004, section 18(3); or

(b) an authority to prospect or lease under the Petroleum Act 1923.

121 Types of concession

The concession may only be of the following types—

(a) a rebate of all or part of the rates or charges;

(b) an agreement to defer payment of the rates or charges;

(c) an agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges.

122 Resolutions for granting concession

- (1) The local government may grant the concession only by—*
- (a) a resolution granting the concession to a stated ratepayer; or*
 - (b) if the concession is of a type mentioned in section 121(a) or (b)—a resolution granting the concession to a ratepayer who is a member of a stated class of ratepayers.*
- (2) The local government may make the resolution before the local government levies the rates or charges.*
- (3) The local government may make a resolution under subsection (1)(a) only if the ratepayer has applied for the concession in a way accepted by the local government.*
- (4) If the local government grants a concession by making a resolution under subsection (1)(b), the concession may be granted only to the ratepayers whom the local government is satisfied are eligible for the concession.*
- (5) The resolution may include conditions for granting the concession to the ratepayer.*
- (6) Without limiting subsection (5), the conditions may include the following—*
- (a) a condition requiring the ratepayer to show the local government particular information or documents or follow a procedure to be eligible for the concession;*
Examples—
 - a condition requiring the ratepayer to produce a health care card or pensioner concession card to show the ratepayer's eligibility for the concession for the rates or charges*
 - a condition requiring the ratepayer to enter an agreement to defer payment of rates or charges in a form required by the local government*
 - (b) a condition limiting the period for which the ratepayer is granted the concession.*
Example—
for a concession on the basis of the ratepayer's receipt of a disability support pension, a condition limiting the concession to the period for which the ratepayer receives the pension

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards

ATTACHMENTS

Nil

FILE REF: 31102
 MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
 REPORT TYPE: Report for Immediate Decision
 CLASSIFICATION: Open
 AUTHOR: Paul Hockings, Consultant
 AUTHORISED BY: Michael Parker, CEO

Item No. 5.10 | Statement of Estimated Financial Position

EXECUTIVE SUMMARY

A statement of financial position has been included in the Budget Documents and the CEO is required to present this document at the annual budget meeting.

OFFICER’S RECOMMENDATION

It is recommended that Council pursuant to section 205 of the *Local Government Regulation 2012*, receive and note the statement of the financial operations and financial position of the Council in respect of the previous financial year ("the Statement of Financial Position included in the 2018-19 Budget Documents").

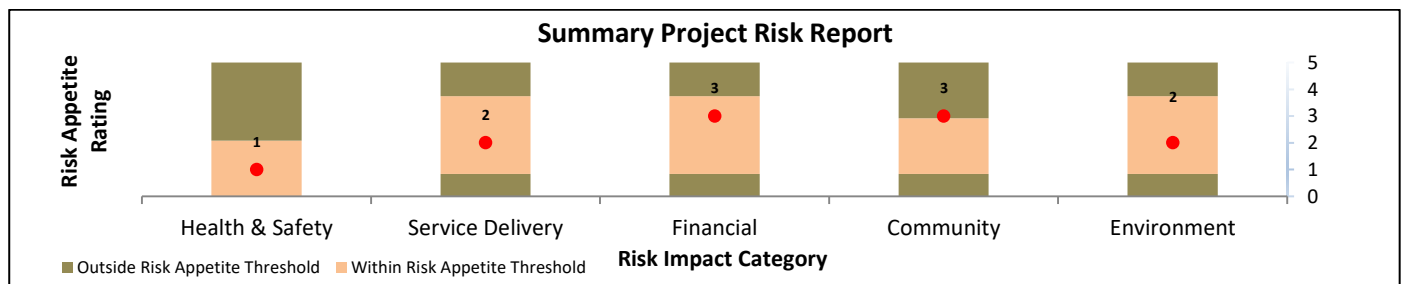
REPORT

The Mayor has oversighted the budget preparation in conjunction with elected members and the executive management team. Budget Workshops have been held on 28th June and 2nd July, 2018 and the Budget Documents were circulated to Councillors on 13th July 2018.

Under Section 205 the CEO is required to table a statement of estimated financial position. The statement at page 45 of the budget documents has the audited actual result for financial years from 2013/14 to 2016/17 and the estimated financial position for 2017/18 being the previous financial year. With regard to financial operations an estimate for 2017/18 is shown at page 43 in the Statement of Comprehensive Income.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

Council's cash position is \$9.853M at 30th June 2018 and it is estimated to decrease to \$4.678M at 30th June 2019 which is considered adequate cash coverage. The financial position shown on page 45 in the 2017/18 column is at a point in time and may change as the audit committee and the external auditors review the end of year financial statements.

Statutory/Policy/Delegations

205 Statement of estimated financial position

(1) *The chief executive officer must present the local government's annual budget meeting with a statement of estimated financial position.*

(2) *A **statement of estimated financial position** is a document stating the financial operations, and financial position, of the local government for the previous financial year.*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31103
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.11 | Adoption of the Budget

EXECUTIVE SUMMARY

The Mayor will present the 2018-2019 Budget pursuant to section 107A of the Local Government Act 2009.

OFFICER’S RECOMMENDATION

It is recommended that Council pursuant to section 107A of the Local Government Act 2009 and sections 169 and 170 of the Local Government Regulation 2012, adopt the Mayor’s Budget for the 2018-2019 financial year, as tabled, incorporating the:

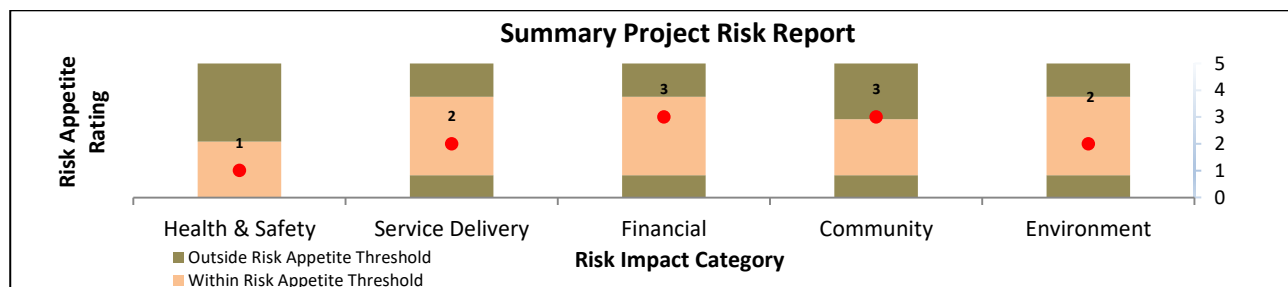
1. revenue policy;
2. revenue statement;
3. statement of comprehensive income;
4. statement of financial position;
5. statement of changes in equity;
6. statement of cash flow;
7. long-term financial forecasts included in the above statements;
8. capital works plan
9. relevant measures of financial sustainability ; and
10. total value of the change, expressed as a percentage, in the rates and charges levied for the 2018-19 financial year compared with the rates and utility charges levied in the previous budget is 6.41%,

REPORT

The Mayor has oversighted the budget preparation in conjunction with elected members and the executive management team. Budget Workshops have been held on 28th June and 2nd July, 2018.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget proposes operational expenditure of \$17.363M including depreciation and capital expenditure of \$14.483M when carry over is included. Council's cash position will decrease to \$4.678M which is considered adequate cash coverage.

Set out below is the total value of the change, expressed as a percentage, in the rates and charges levied for the financial year compared with the rates and utility charges levied in the previous budget. Note, all discounts and rebates must be excluded from this calculation in line with section 169 (7) of the *Local Government Regulation 2012*.

2000-0002	RATES & CHARGES	Budget 2017/18	Actual June 2017	Actual June 2018	2018/19	2019/20	2020/21
2000-1000	RATES General Rate Levy	936000	908829	933960	999148	1039114	1080678
2000-1001	RATES State Fire Levy	50000	48604	50193	52090	53075	54078
2000-1094	RATES Ex-gratia payments in lieu	3100	1515	1552	1500	1560	1622
6100-1000	GARBAGE Charges	37000	35608	37156	38865	40420	42036
6400-1000	WATER Charges Levy	187000	183419	188999	198300	206232	214481
6400-1005	WATER Charges Excess	2000	6403	6946	7000	7280	7571
	Total	1215100	1184378	1218806	1296903	1347681	1400466
	% Increase			2.91%	6.41%	3.92%	3.92%

Statutory/Policy/Delegations

169 Preparation and content of budget

(1) A local government's budget for each financial year must—

(a) be prepared on an accrual basis; and

(b) include statements of the following for the financial year for which it is prepared and the next 2 financial years—

(i) financial position;

(ii) cash flow;

(iii) income and expenditure;

(iv) changes in equity.

(2) The budget must also include—

(a) a long-term financial forecast; and

(b) a revenue statement; and

(c) a revenue policy.

(3) The statement of income and expenditure must state each of the following—

(a) rates and utility charges excluding discounts and rebates;

(b) contributions from developers;

- (c) fees and charges;
- (d) interest;
- (e) grants and subsidies;
- (f) depreciation;
- (g) finance costs;
- (h) net result;

(i) the estimated costs of—

- (i) the local government's significant business activities carried on using a full cost pricing basis; and
- (ii) the activities of the local government's commercial business units; and
- (iii) the local government's significant business activities.

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

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

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

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

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

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

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

(9) In this section— financial management (sustainability) guideline means the document called 'Financial Management (Sustainability) Guideline 2013', version 1, made by the department.

Editor's note— A copy of the document is available on the department's website.

170 Adoption and amendment of budget

(1) A local government must adopt its budget for a financial year—

- (a) after 31 May in the year before the financial year; but
- (b) before—

- (i) 1 August in the financial year; or
- (ii) a later day decided by the Minister.

(2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.

(3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

(4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—

- (a) section 169;
- (b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.

Note—A local government may only decide the rates and charges to be levied for a financial year at the budget meeting for the financial year. See the Act, section 94(2).

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31101
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.12 | Debt & Borrowing Policy

EXECUTIVE SUMMARY

The Budget Documents include a draft Debt & Borrowing Policy and Council is being asked to consider adopting this policy.

OFFICER'S RECOMMENDATION

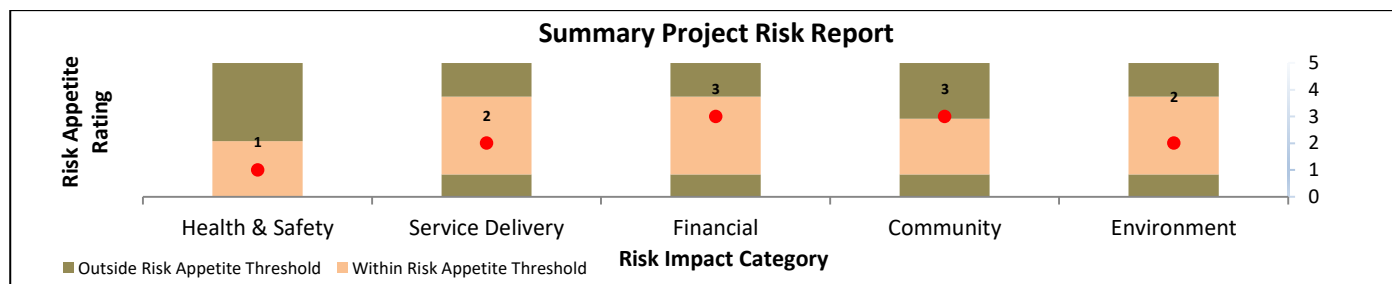
It is recommended that Council pursuant to section 192 of the *Local Government Regulation 2012* adopt the Debt & Borrowing Policy, as presented.

REPORT:

The Mayor has oversighted the budget preparation in conjunction with elected members and the executive management team. Budget Workshops have been held on 28th June and 2nd July, 2018.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

The budget documents propose to drawdown on 2 loans during financial year:

Financial Year	\$ Amount	Purpose	Term (Years)
2018/19	\$1,083,900	Pay out existing hire buy arrangements for 2 graders and a loader	3
2018/19	\$964,000	Purchase grader, loader and prime mover less trade-ins.	5

Statutory/Policy/Delegations**192 Debt policy**

(1) A local government must prepare and adopt a debt policy for a 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 period over which the local government plans to repay existing and new borrowings.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31104
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.13 | Investment Policy

EXECUTIVE SUMMARY

The Budget Documents include a draft Investment Policy and Council is being asked to consider adopting this policy.

OFFICER'S RECOMMENDATION

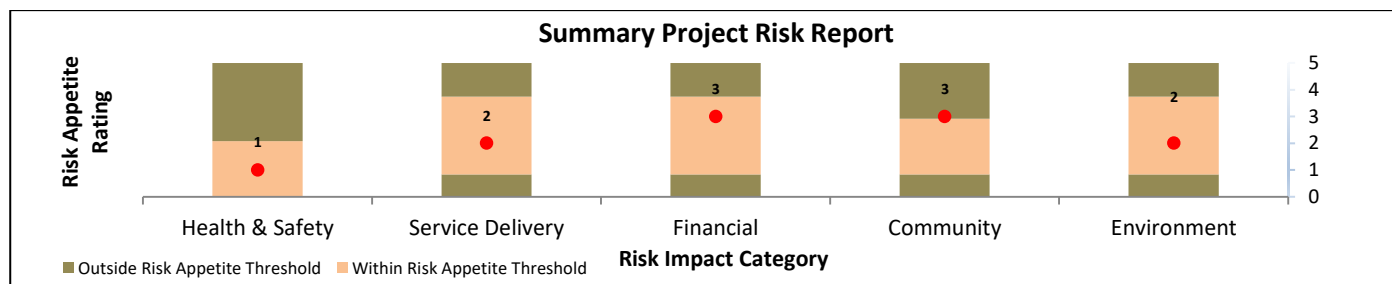
It is recommended that Council pursuant to section 191 of the *Local Government Regulation 2012* adopt the Investment Policy, as presented.

REPORT

The Mayor has oversighted the budget preparation in conjunction with elected members and the executive management team. Budget Workshops have been held on 28th June and 2nd July, 2018.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

Under the Statutory Bodies Financial Arrangements Regulation 2007 Council is allocated category 1 investment power and can only invest in products up to 12 months duration and of a certain financial rating. Presently all investments are held with Queensland Treasury Corporation's cash fund.

Statutory/Policy/Delegations

191 Investment policy

(1) A local government must prepare and adopt an investment policy.

(2) The investment policy must outline—

(a) the local government's investment objectives and overall risk philosophy; and

*(b) procedures for achieving the goals related to investment stated in the **policy**.*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31106
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.14 | Fees and Charges Schedule 2018-19

EXECUTIVE SUMMARY

The Budget Documents include a draft Fees and Charges Schedule 2018-19 and Council is being asked to consider adopting this schedule.

OFFICER’S RECOMMENDATION

It is recommended that Council pursuant to section 97(1) of the Local Government Act 2009:

1. adopt the proposed Fees and Charges Schedule 2018-2019, as presented, with effect from Monday, 30 July 2018, and;
2. grant the Chief Executive Officer authority to alter a cost-recovery fee when it is deemed appropriate to do so considering the circumstances involved and where it will assist in resolving a regulatory or service issue.

REPORT:

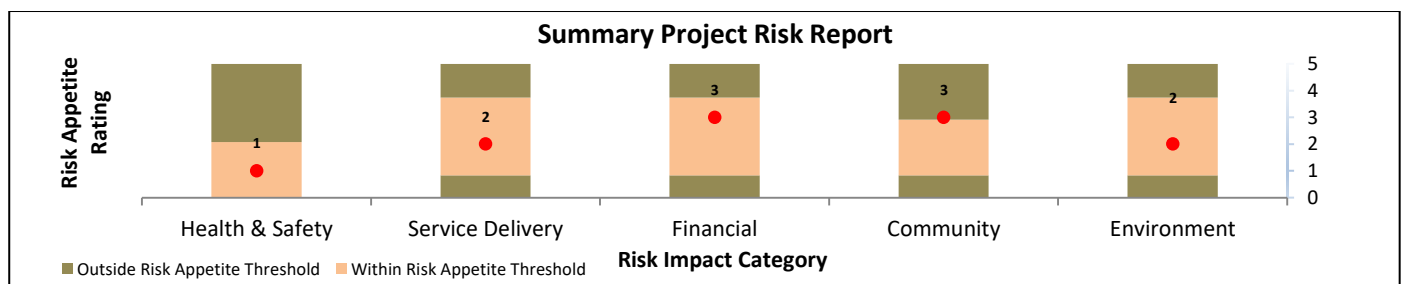
Ms. Kerri Pidgeon, Manager of Financial Services has spearheaded the review of the existing fees and charges and a summary of proposed changes are:

1. Increase of agistment fees for town commons and reserves,
2. Internal review of housing rentals based upon local knowledge,
3. Hourly rates for completion of private works,
4. Increase of the building work fees in line with the new charges from George Bourne & Associates, and;
5. Implementation of Road Infrastructure Fees.

It is noted that the Fees and Charges document was last adopted by Council in December 2018, however a review of the proposed changes was completed at the Budget Workshop held on 28th June, 2018.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

COUNCIL FINANCIAL SUSTAINABILITY: To have responsible financial management focused on growing the community's wealth and Council's fiscal capacity

Code	Strategies	Measures	Led By
CS4B	Implement effective asset management plans and associated financial strategies to replace assets and account for depreciation	Complete roads asset plan by June, 2019	CEO Director of Works
CS4C	Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively	Provide updated monthly financial information to council	Director Corporate Services

Financial

Fees and charges are shown separately on the Statement of Comprehensive Income and are expected to be \$179K for the 2018/19 financial year.

Statutory/Policy/Delegations

97 Cost-recovery fees

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

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

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

(3) A local law or resolution for subsection (2)(d) or (e) must state—

- (a) the person liable to pay the cost-recovery fee; and
- (b) the time within which the fee must be paid.

(4) A cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

(5) However, an application fee may also include a tax—

- (a) in the circumstances and for a purpose prescribed under a regulation; and
- (b) if the local government decides, by resolution, that the purpose of the tax benefits its local government area.

(6) The local law or resolution that fixes an application fee that includes a tax must state the amount, and the purpose, of the tax.

(7) If an application fee that includes a tax is payable in relation to land, the tax applies only in relation to land that is rateable land.

(8) A local government may fix a cost-recovery fee by resolution even if the fee had previously been fixed by a local law.

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil

FILE REF: 31107
MEETING DETAILS: Special (Budget) Meeting, Friday 27th July 2018
REPORT TYPE: Report for Immediate Decision
CLASSIFICATION: Open
AUTHOR: Paul Hockings, Consultant
AUTHORISED BY: Michael Parker, CEO

Item No. 5.15 | Annual Operational Plan 2018-19

EXECUTIVE SUMMARY

The Budget Documents include a draft Operational Plan 2018-19 and Council is being asked to consider adopting this plan.

OFFICER’S RECOMMENDATION

It is recommended that Council pursuant to section 174(1) of the Local Government Regulation 2012, adopt the Operational Plan 2018-2019, as presented.

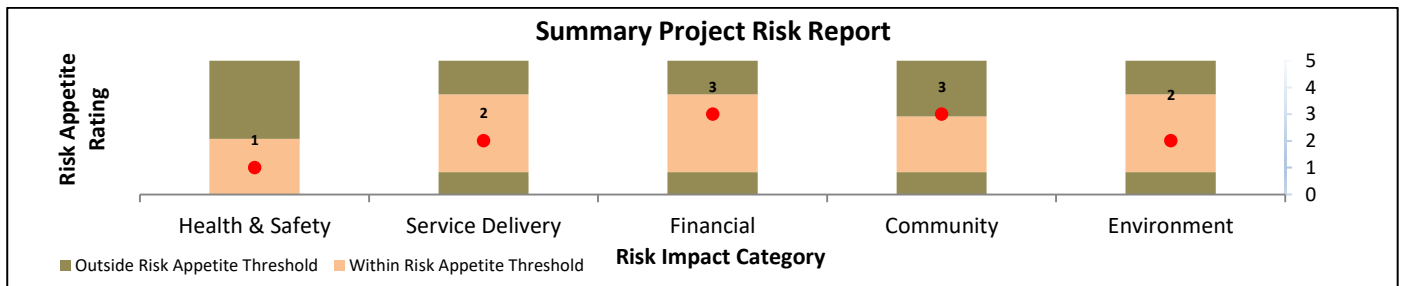
REPORT

Council has prepared a 5 year Corporate Plan, 2016-2021 and Mr Michael Parker, CEO has led a review of the 2017/18 annual operational plan:

1. Removing all actions from 2017/18 plan which have been completed, and;
2. Putting on hold any actions considered not able to be achieved in the 2018-19 financial year.

CONSIDERATIONS/IMPLICATIONS

Risk Rating



Corporate Plan / Operational Plan Reference

GOVERNANCE: To have ethical, transparent, fair and responsible governance			
Code	Strategies	Measures	Led By
E1B	Establish and maintain easy-to-understand, effective and fair procedures, protocols and policies that are accessible to the community	Review all Policies during the 2018-2019 financial year	CEO Senior Officers

Financial

The annual operational plan has a general ledger column that links strategic actions to the chart of accounts to ensure capture of activity based costings.

Statutory/Policy/Delegations

174 Preparation and adoption of annual operational plan

- (1) A local government must prepare and adopt an annual operational plan for each financial year.*
- (2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.*
- (3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*
- (4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.*
- (5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.*

175 Annual operational plan contents

- (1) The annual operational plan for a local government must—*
 - (a) be consistent with its annual budget; and*
 - (b) state how the local government will—*
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and*
 - (ii) manage operational risks; and*
 - (c) include an annual performance plan for each commercial business unit of the local government.*
- (2) An annual performance plan for a commercial business unit is a document stating the following for the financial year—*
 - (a) the unit's objectives;*
 - (b) the nature and extent of the significant business activity the unit is to conduct;*
 - (c) the unit's financial and non-financial performance targets;*
 - (d) the nature and extent of the community service obligations the unit must perform;*
 - (e) the cost of, and funding for, the community service obligations;*
 - (f) the unit's notional capital structure, and treatment of surpluses;*
 - (g) the unit's proposed major investments;*
 - (h) the unit's outstanding, and proposed, borrowings;*
 - (i) the unit's policy on the level and quality of service consumers can expect;*
 - (j) the delegations necessary to allow the unit to exercise autonomy in its commercial activities;*
 - (k) the type of information that the unit's reports to the local government must contain.*
- (3) A local government may omit information from the copies of the annual performance plan made available to the public if—*
 - (a) the information is of a commercially sensitive nature to the commercial business unit; and*
 - (b) the information is given to each of the local government's councillors.*

Note—See also section 171 (Use of information by councillors) of the Act.
- (4) The local government may change an annual performance plan for a commercial business unit at any time before the end of the financial year.*

Communication/Engagement

The budget notice has been circulated via the Council email list and placed on relevant noticeboards.

ATTACHMENTS

Nil.

6. CLOSURE