

CONFLICT OF INTEREST CHECKLIST

LOCAL GOVERNMENT MEETING AGENDA

[ATTACH TO THE FRONT OF ALL LOCAL GOVERNMENT MEETING AGENDAS (INCLUDING ADVISORY AND STANDING COMMITTEES)]

IMPORTANT NOTICE TO COUNCILLORS

As a local government councillor, it is your responsibility to always act in the public interest in ensuring the transparency, accountability, and integrity of council.

You can do this by managing your and your related person/ close associate conflicts of interest (your COIs). To do this you **MUST**:

BEFORE THE MEETING



READ this agenda and reports carefully (including late reports).



ASSESS whether you have any prescribed or declarable COIs on one or more proposed agenda items, or whether a fair-minded person in my community might think you do.

- Refer to Managing Conflicts of Interests in Meetings
- Refer to Decision Pathway 1 - Managing Conflicts of Interest – at Local Government Meetings



NOTIFY the Chief Executive Officer in writing of your COIs on the agenda. You may seek your own legal advice.

AT THE MEETING



DECLARE your COIs in open session before consideration of the relevant agenda item.



ACT to proactively manage your COIs by:

- (a) if a prescribed COI –
 - i. not influencing any decision-makers on the decision before or at the meeting; and
 - ii. leaving the room and not voting on the decision at the meeting.
- (b) if a declarable COI –
 - i. not seeking to influence any decision-makers on the decision before or at the meeting; and
 - ii. leaving the room and not voting on the decision at the meeting; or
 - iii. asking eligible councillors (those who do not have a COI in the matter) to decide on whether you can participate in the meeting and/or vote on the matter.



ASSIST other councillors to proactively identify and manage their, and their related person/ close associate, COIs if known to you. You have a duty to report undisclosed councillor's COIs to the chairperson, if known to you.

PRACTICE TIP: "If in doubt, point it out!"

CAUTION:

A failure to comply can result in serious penalties including discipline for misconduct under section 150L of the *Local Government Act 2009*. This is also an integrity offence under section 201D of the *Local Government Act 2009*.



AGENDA

Budget Meeting

10 July 2024

NOTICE OF BUDGET MEETING

To: Cr Leslie Hotz (Mayor)
Cr Melinda Jones (Deputy Mayor/Division 1)
Cr Trina Vaughan (Division 2)
Cr Susan Payne (Division 3)
Cr Renee McGilvery (Division 4)
Cr Michael Dingle (Division 5)
Cr Moira Thompson (Division 6)

Please be advised that the Budget Meeting of the North Burnett Regional Council will be held at the Gayndah Boardroom on Wednesday, 10 July 2024 commencing at 9:00 AM.

An agenda is attached for your information.



Anna Scott
Acting Chief Executive Officer

**Please be advised that the Budget Meeting of the North Burnett
Regional Council will be held at the Gayndah Boardroom on:
Wednesday, 10 July 2024 commencing at 9:00 AM**

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- 1 WELCOME/HOUSEKEEPING**
- 2 ATTENDEES**
- 3 APOLOGIES/LEAVE OF ABSENCE**
- 4 ACKNOWLEDGEMENT OF COUNTRY**
- 5 DECLARATIONS OF INTEREST**

The Mayor to call for declarations of interest.

6 ADOPTION OF BUDGET

6.1 2024-2025 OPERATIONAL PLAN

Doc Id: 1232434

Author: Rhys Habermann, Executive Manager - Strategic Operations

Authoriser: Anna Scott, Acting Chief Executive Officer

Attachments: 1. DRAFT - FY25 Operational Plan.pdf [1233505]

EXECUTIVE SUMMARY

The North Burnett Regional Council 2024-2025 Operational Plan is required to be developed in accordance with Section 174 of the *Local Government Regulation 2012*. The Operational Plan identifies the key outcomes that Council is seeking to achieve for the North Burnett community and outlines the key activities that will be undertaken to implement the longer-term goals detailed in the North Burnett Regional Council Corporate Plan 2021-2026.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council:

1. Pursuant to the *Local Government Regulation 2012*, section 174, adopt the 2024-2025 Operational Plan; and
2. Authorise the Chief Executive Officer to make minor administrative amendments to the 2024-2025 Operational Plan, if required, prior to publication.

REPORT

Business planning is an integral function of any organisation. Council is a complex organisation with many different business units committed to delivering services and infrastructure to the North Burnett community. Each year, Council must adopt an Operational Plan to identify its priorities and key actions for the coming twelve months to support the delivery of its corporate plan goals.

The Operational Plan is reflective of the initiatives detailed in the budget and is contingent on budget and resourcing to progress its actions. Some items listed in the Operational Plan may span multiple financial years, including (but not limited to) the continuation of business as usual (BAU) services or activities and multiyear projects/programs.

In accordance with Section 174 of the *Local Government Regulation 2012*, Council will assess its progress towards implementing its annual operational plan on a quarterly basis. Council's Chief Executive Officer is responsible for preparing quarterly reports to the Council on the progress of the implementation of the operational plan. These reports ensure that Council's elected members and staff are accountable for the progress made in meeting Operational Plan goals.

With the financial year 2024-2025 budget reflective of the economic times, the year-on-year changes to the Operational Plan are incremental while continuing to progress the strategies set out in Council's Corporate Plan, "A Plan for Generations."

CONSULTATION

The planning process for any budget and Operational Plan is extensive. Staff have presented to Councillors at many workshops held from January to June 2024 on what priorities and business-as-usual activities are to be included in the budget and resulting Operational Plan.

RISK IMPLICATIONS

Reputation / Political

The Operational Plan is being tabled to ensure Council can monitor and track the progress of key priorities for the next 12 months. The risk of doing nothing and not endorsing the Operational Plan is that Council would have no clear operational direction for reporting requirements to go alongside its budget. Council would also be in breach of Section 174 of the *Local Government Regulation 2012* until an Operational Plan was endorsed.

Occupational Health & Safety (WHS)

WHS is a central consideration in elements of the proposed Operational Plan, and WHS risks will be considered on an item-by-item basis as matters are progressed.

Financial Impact

Items identified in the 2024-2025 Operational Plan are included in the annual budget, and, as such, the financial impacts have been considered and accounted for.

Legal & Regulatory

The Operational Plan as proposed is compliant with the relevant acts and regulations.

Environmental

Environmental considerations are relevant to portions of the proposed Operational Plan and have been considered in developing the plan. Risks will continue to be monitored on an item-by-item basis.

Property & Infrastructure

Key elements of the Operational Plan address property and infrastructure requirements, and risks will be considered on an item-by-item basis as matters are progressed.

Human Resources

The success of item delivery remains contingent on adequate resourcing (key personnel and skillsets) throughout the year, with few other competing priorities diverting resources.

Information Communications Technology

Information and Communication Technology (ICT) considerations are relevant to portions of the proposed Operational Plan, and Council should maintain sufficient ICT resources throughout the period.

Service Delivery

Adopting the plan presents minimal risk to continued service delivery, with any such risks to be managed on an item-by-item basis.

Climate

Not Applicable.

KEY MESSAGE

The 2024-2025 Operational Plan is focused on getting the basics right and implementing the goals set under Council's 2021-2026 Corporate Plan, "A Plan for Generations." The Operational Plan includes several activities to progress Council's sustainability goals, reflects Council's annual budget, and is a requirement of Section 174 of the *Local Government Regulation 2012*. Endorsement ensures the strategies of Council continue to be progressed through operational action.

DRAFT OPERATIONAL PLAN – 2024-25

OPERATIONAL PLAN 2024 - 2025

The 2024 – 2025 Operational Plan is developed in response to the commitments of Council's Corporate Plan 2021 – 2026.

OUR MISSION

COURAGEOUS LEADERSHIP

COMMUNITY EMPOWERMENT

CONTINUOUS IMPROVEMENT

OUR VISION

A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

MANAGING OPERATIONAL RISKS

The Local Government Regulation 2012 (section 175) requires that the Operational Plan includes a statement as to how Council will manage operational risks. The operational planning process includes management of Council's strategic and operational risks. Council's commitment to risk management is outlined in Council's Enterprise Risk Management Policy.

REVIEW AND REPORTING

The Operational Plan is an important part in Council's planning framework, referring to the Corporate Plan and detailing key actions that Council will deliver in 2024–2025.

Council's 2021-2026 Corporate Plan has outlined its objectives to get the basics right with essential service delivery, generate sustainable communities to retain population and attract investment, and to ensure economic growth for future generations.

The activities within this plan are funded from the annual budget. Council will formally report on the progress of the annual Operational Plan on a quarterly basis, demonstrating our commitment to improving the sustainability of the organisation and satisfying our obligations under the Local Government Act 2009. A comprehensive and transparent overview of the delivery of the Operational plan will form part of the Council's Annual Report.

OPERATIONAL PLAN – 2024-2025

ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

#	Service	Outcome	Action	Department	Due Date
1	Animal Management	The region's animal management practices are enhanced, providing greater safety for residents and connecting lost animals with owners where collected by council officers.	Undertake a dog registration inspection program consistent with legislative requirements.	Corporate and Community	30/04/2025
2	Animal Management	The region's animal management practices are enhanced, providing greater safety for residents and connecting lost animals with owners where collected by council officers.	Upgrade the perimeter fencing at the regional pound facility.	Corporate and Community	31/12/2025
3	Asset Management	Council maintains an effective approach to the delivery of asset management plans, activities, and priorities, balancing community expectations and available financial resources.	Update Council's transport services asset management plan, contributing to the ongoing development of Council's wider strategic asset management framework.	Works	31/12/2024
4	Asset Management	Council maintains an effective approach to the delivery of asset management plans, activities, and priorities, balancing community expectations and available financial resources.	Update Council's fleet services asset management plan, contributing to the ongoing development of Council's wider strategic asset management framework.	Works	30/06/2025
5	Asset Management	Council maintains an effective approach to the delivery of asset management plans, activities, and priorities, balancing community expectations and available financial resources.	Develop a 10-year investment plan for Council owned and controlled facilities.	Works	31/12/2025
6	Bridges Maintenance	Bridges are safe and appropriate to road requirements.	Undertake bridge maintenance and renewal programs in keeping with budget allocations and available resources.	Works	Ongoing
7	Bridges Maintenance	Bridges are safe and appropriate to road requirements.	Finalise reconstruction of the single-lane Bon Accord Bridge.	Works	30/10/2024
8	Cemeteries	Adequately maintained and compliant cemeteries are provided.	Cemeteries scheduled maintenance is undertaken in keeping with budget allocations and available resources.	Works	Ongoing
9	Cemeteries	Adequately maintained and compliant cemeteries are provided.	Undertake public consultation to identify suitable locations for expanding cemetery capacity to service the Mundubbera community.	Works	30/06/2025

ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

#	Service	Outcome	Action	Department	Due Date
10	Civil Works Capital Projects	Council controlled essential infrastructure is maintained and/or replaced in keeping with available budgets and asset management plans, particularly roads, urban water, wastewater, and waste infrastructure.	Deliver 85% of the approved civil works capital program in accordance with the approved scopes, programs and budgets.	Works	30/06/2025
11	Continuous Improvement	The organisation pursues continuous improvements and incremental change where appropriate, enhancing efficiency and supporting essential service delivery.	Refine the organisation's continuous improvement program and support the implementation of underlying initiatives, while also seeking out additional opportunities for efficiencies and controls.	Office of the CEO	Ongoing
12	Continuous Improvement	Sustainable service levels are endorsed by Council which are clearly understood by staff and the community to ensure a consistent level of service and appropriate customer service standards.	Continue ongoing refinement of Council's service catalogue, defining sustainable, consistent, and measurable levels of service across the region.	Office of the CEO	Ongoing
13	Continuous Improvement	Council's operations are supported by modern and fit-for-purpose core software capable of servicing the needs of the organisation now and into the future.	Investigate and procure a Software as a Service (SaaS) Enterprise Resource Planning (ERP) solution to replace several ageing on-premises solutions, seeking a better integrated outcome, greater functional abilities, and enhanced financial and asset management capabilities to support essential service delivery.	Office of the CEO	30/06/2025
14	Council Facilities	Council's operational facilities are optimised, reducing the costs of back of house corporate overheads while continuing to meet the functional needs of the organisation.	Consider the divestment of operational buildings that may be surplus to current needs or are poorly utilised, while also planning for the longer-term needs of the organisation to efficiently serve the community.	Works	30/06/2025
15	Customer Service and Libraries	Operate sustainable Customer Service and Library (CSL) centres whilst providing a customer-centric approach.	Identify customer service and library continuous improvement opportunities for the delivery of services across the region.	Corporate and Community	30/06/2025
16	Environmental Health	The community and businesses are monitored and supported to ensure safe public environments.	Ensure safe communities through environmental health monitoring, inspections, permit provision, and education.	Corporate and Community	Ongoing
17	Financial Services	The organisation is supported with professional financial services, including the timely collation of financial reporting in adherence with the Queensland Treasury Corporation (QTC) requirements and the Australian accounting standards.	Identify and assess continuous improvement opportunities as well as any potential additional controls to enhance council's financial system practices.	Corporate and Community	Ongoing

ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

#	Service	Outcome	Action	Department	Due Date
18	Governance	Council's risks are managed, and evidence-based decision-making is supported by best practice governance.	Maintain the enterprise risk register to support councillors and the organisation to discharge duties, report as appropriate, and address key strategic organisational risks.	Office of the CEO	Ongoing
19	Governance	Council utilises external funding for maximum benefit on projects that align with corporate plan priorities.	Ensure continued quality assurance and oversight of strategically aligned external funding applications and projects.	Office of the CEO	Ongoing
20	Human Resources Management	Workforce capability is developed to enhance skill sets and knowledge to meet service delivery outcomes.	Develop a workforce capability plan to deliver tailored training and development for Council's workforce.	Corporate and Community	30/06/2025
21	Human Resources Management	The organisation is supported with professional human resource services.	Support the organisation with efficient and professional recruitment, training and development, and payroll functions while also providing advice on industrial relations and workforce planning as required.	Corporate and Community	Ongoing
22	Information and Communications Technology	Fit-for-purpose Information and Communications Technology (ICT) Council services, including hardware, software, and telecommunications, for efficient and effective internal service delivery.	Review and optimise telecommunication services and undertake routine hardware replacement where ICT infrastructure has reached or surpassed the end of its useful life.	Corporate and Community	30/06/2025
23	Information and Communications Technology	Council has access to and delivers technical ICT support as an internal service, enabling end users to continue day-to-day activities with minimal interruptions or downtime.	Provide Council end user technical support and monitor and enhance Council's cyber security posture.	Corporate and Community	Ongoing
24	Natural Resources Management	The region's natural resources are managed for future generations.	Build on Council's vision and management of biosecurity matters as the basis for the preparation of a new biosecurity plan for the region.	Corporate and Community	30/06/2025
25	Procurement, Stores and Purchasing	Procurement is undertaken in keeping with endorsed policy, supporting local business where possible.	Ensure effective and efficient procurement, stores, and purchasing practices, pursuing continuous improvement opportunities, efficiencies, and/or additional controls where appropriate.	Corporate and Community	Ongoing
26	Records Management	Council records are managed in keeping with best practice, the Public Records Act, and other legislative and compliance requirements.	Ensure best practice records management through continuous improvement and change as appropriate.	Corporate and Community	Ongoing
27	Rural Roads Maintenance	Rural roads provide connection across the region.	Transition to hybrid grading methodologies across the unsealed road network.	Works	30/12/2024

ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

#	Service	Outcome	Action	Department	Due Date
28	Strategic Procurement	Staff have access to guidance and support to confidently and efficiently procure necessary goods and/or services as required.	Further develop the suite of procurement guidance material, including procedures, guidelines, and electronic training modules, and ensure relevant information is available to staff via a central repository.	Corporate and Community	30/06/2025
29	Urban Street Maintenance	Maintain a fit-for-purpose urban street network.	Review CBD streetscaping to reduce manual watering and staff exposure to WHS risks.	Works	30/06/2025
30	Urban Wastewater Capital Delivery	Wastewater is collected, treated, and disposed of in accordance with environmental regulations.	Complete 90% of funded wastewater projects to ensure the improved reliability of the region's sewerage systems and ensure environmental and public health compliance.	Works	Ongoing
31	Urban Wastewater Delivery	Wastewater is collected, treated, and disposed of in accordance with environmental regulations.	Meet wastewater environmental regulations in keeping with budget allocation and available resources.	Works	Ongoing
32	Urban Water Capital Delivery	A continuous supply of water is provided for the community within serviced areas, which meets Australian Drinking Water Guideline Health Standards.	Complete 90% of funded projects to ensure the continued safety and reliability of the region's potable water network and ensure supplies meet the updated Australian Drinking Water Guidelines health parameters.	Works	Ongoing
33	Urban Water Delivery	A continuous supply of water is provided for the community within serviced areas, which meets Australian Drinking Water Guideline Health Standards.	Meet regulated drinking water standards and customer service standards in keeping with budget allocation and available resources.	Works	Ongoing
34	Waste Collection	Waste and resource recovery services and facilities are appropriately delivered.	Operate waste collection and resource recovery operations in accordance with adopted strategies, policies, and legislation.	Corporate and Community	Ongoing
35	Waste Management	A new landfill cell and supporting infrastructure is delivered at the Mundubbera waste management facility.	Conduct tender processes and award construction contract based on completed landfill cell design, with project completion by the end of 2024.	Corporate and Community	16/12/2024
36	Waste Management	Waste management facilities are maintained to a safe and compliant standard.	Complete landfill capping at the Monto and Mount Perry waste transfer stations.	Corporate and Community	30/06/2025

ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

#	Service	Outcome	Action	Department	Due Date
37	Waste Management	Waste management facilities are maintained to a safe and compliant standard.	Investigate and install standalone power solutions at the Eidsvold and Mount Perry waste transfer stations, ensuring necessary technology and security can operate as needed.	Corporate and Community	31/12/2025
38	Workplace Health and Safety	Council's safety culture is continually improving through effective, modern workplace health and safety systems, supporting enhanced staff safety and wellbeing.	Implement continuous improvement workplace health and safety opportunities as they arise and adhere to legislative requirements.	Corporate and Community	Ongoing

DRAFT

SUSTAINABLE COMMUNITIES - TO RETAIN POPULATION AND ATTRACT INVESTMENT

#	Service	Outcome	Action	Department	Due Date
39	Aerodromes	Aerodromes and airstrips are maintained to support emergency services.	Deliver aerodrome and airstrip services in accordance with regulations and within agreed budgets.	Works	Ongoing
40	Aerodromes	Aerodromes and airstrips are maintained to support emergency services.	Investigate opportunities to divest low-utilisation or primary user group airstrips, such as Biggenden, Mount Perry, and Mundubbera, to other entities.	Works	30/06/2025
41	Caravans and Recreation Parks	Council-owned caravan parks are maintained and operate within an agreed funding model.	Implement strategies to return park operations to a cost-neutral position.	Works	30/06/2029
42	Communities	Arts, culture, and heritage preservation is encouraged in the region through the development of emerging and established artists, arts and cultural workers, creative practitioners, and producers.	Deliver the Regional Arts Development Fund (RADF) program in keeping with the Arts Queensland funding agreement.	Corporate and Community	Ongoing
43	Communities	Arts, cultural, and heritage community groups are able to operate community facilities effectively.	Investigate sustainable delivery and management of arts, cultural, and heritage centres, including operating and/or maintenance responsibilities.	Corporate and Community	Ongoing
44	Community Buildings and Facilities	Community facilities are maintained and available for their intended use.	Repair water damage within the Monto Community Hall.	Works	30/06/2025
45	Community Buildings and Facilities	Community facilities are maintained and available for their intended use.	Maintain council-owned community facilities within available budget allocations and resources.	Works	Ongoing
46	Community Buildings and Facilities	Community facilities are maintained and available for their intended use.	Repaint the Eidsvold Community Hall.	Works	30/06/2025
47	Community Grants	The community grants program is delivered in line with the endorsed policy and budget.	Deliver responsible and effective community grants that support sustainable local community events and activities where able.	Corporate and Community	Ongoing
48	Community Gyms	Council operated community gyms deliver service for the community.	Deliver Mundubbera and Eidsvold community gym services, working towards full cost recovery and investigating longer term, sustainable delivery options.	Corporate and Community	Ongoing
49	Community Pools	Community swimming pools are provided for the community and support the core skill development of learning to swim.	Manage swimming pool leases and operations in accordance with lease agreements, legislation, and regulations.	Works	Ongoing
50	Council Housing	Developed staff housing solutions are appropriate for NBRC operations.	Continue investigating opportunities for the provision of available, fit-for-purpose transitional housing for critical staff, where required.	Works	Ongoing

7 OPERATIONAL PLAN 2024-2025

SUSTAINABLE COMMUNITIES - TO RETAIN POPULATION AND ATTRACT INVESTMENT

#	Service	Outcome	Action	Department	Due Date
51	Council Housing	Developed staff housing solutions are appropriate for NBRC operations.	Develop a plan to increase council-owned housing on council-owned land to meet demand.	Works	30/06/2025
52	Disaster Management	The region is prepared for disaster.	Prepare for and enact disaster management plans when and as required.	Corporate and Community	Ongoing
53	Disaster Management	The community is resilient both when faced with and recovering from natural disasters.	Complete community resilience projects in line with available funding and within the necessary completion timelines.	Corporate and Community	Ongoing
54	Libraries	Library services and programming are delivered.	Deliver library services and programs in keeping with State Library of Queensland service agreements.	Corporate and Community	Ongoing
55	North Burnett Transport Service	North Burnett Transport Service continues to deliver service excellence and public transport options for residents and travellers.	Deliver the North Burnett Transport Service as per TransLink contracts.	Corporate and Community	Ongoing
56	Public Amenities	Sufficient parks, recreation areas, and public conveniences are available in key urban areas.	Maintain sufficient parks, recreation areas, and public conveniences, having regard to safety, community preferences, policies, budget allocations, and available resources.	Works	Ongoing
57	Public Amenities	Sufficient parks, recreation areas, and public conveniences are available in key urban areas.	Consolidate parks and public conveniences across the region to achieve improved community experiences that better align with current demographics.	Works	Ongoing
58	Quarries and Gravel Pits	Quarry material is sourced without harm to the community or the environment.	Quarried materials are sourced from compliant quarries and gravel pits, having regard to costs and the impact on Council's local road network. Where materials are sourced from council-operated pits, the pits are operated in accordance with regulatory requirements and are progressively rehabilitated.	Works	Ongoing

PROSPEROUS FUTURE - TO ENSURE ECONOMIC GROWTH FOR FUTURE GENERATIONS

#	Service	Outcome	Action	Department	Due Date
59	Economic Development	Council's advocacy, plans, and policies are well informed, with consideration given to business and resident attraction, and strategic infrastructure investment supports population retention and growth where possible.	Provide strategic economic development input on policy development, advocacy, and infrastructure planning, encouraging regional growth and business prosperity where resources allow.	Office of the CEO	30/06/2025
60	Elected Members	Advocacy campaigns are planned and effectively delivered for maximum impact.	Support councillors with a well-documented, targeted advocacy strategy.	Office of the CEO	Ongoing
61	Media, Communications and Engagement	The naturally beautiful North Burnett is promoted for visitors and potential visitors.	Leverage promotional opportunities for #VisitNorthBurnett and promote the region's tourism product through appropriate channels.	Office of the CEO	Ongoing
62	Media, Communications and Engagement	Prospective residents are well informed on the benefits of living in the North Burnett.	Develop appropriate collateral, informing prospective residents as to the affordability and lifestyle benefits that the North Burnett offers, supporting essential worker attraction and wider regional prosperity.	Office of the CEO	30/06/2025
63	Planning and Development Services	Develop and align planning instruments with state legislation and strategies to promote region-wide development.	Undertake the statutory 10-year planning scheme review and consider amendment or replacement of the planning scheme.	Corporate and Community	30/06/2025
64	Planning and Development Services	Planning and development applications are assessed.	Effectively assess planning and development applications in accordance with state and local instruments and agreed/legislated timeframes.	Corporate and Community	Ongoing
65	Planning and Development Services	The growth and development opportunities of the region are better understood, informing strategic trunk infrastructure needs and highlighting existing capacity for housing development.	Undertake township planning studies (needs analysis) to identify opportunities for urban residential development and other accommodation needs.	Corporate and Community	30/06/2025
66	Reginald Murray Williams Australian Bush Learning Centre	The Reginald Murray Williams Australian Bush Learning Centre is operated and utilised in the most effective manner.	Continue to operate the Reginald Murray Williams Australian Bush Learning Centre whilst investigating long-term sustainable delivery options.	Corporate and Community	Ongoing

6.2 1104 - PROCUREMENT POLICY

Doc Id: 1232983

Author: Kim Mahoney, General Manager Corporate & Community

Authoriser: Anna Scott, Acting Chief Executive Officer

Attachments:

1. DRAFT - 1104 Procurement Policy 2024-2025 [1232985]
2. DRAFT - 1104 Procurement Policy with track changes 2024-2025.pdf [1233461]

EXECUTIVE SUMMARY

There is a statutory requirement for Council to have a Procurement Policy which details the principles, including the sound contracting principles, Council must consider in the acquisition of goods and services in a financial year.

This policy must be reviewed annually and is tabled for Council's consideration with minor changes to update the purpose, scope and objectives of the Policy and further detail Council's support for local businesses.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council adopt Statutory Policy 1104 – Procurement.

REPORT

Context

Council operates in accordance with the Default Contracting Procedures as defined in Chapter 6, Part 3 of the *Local Government Regulation 2012* (Regulation). In accordance with section 198 of the Regulation, Council's Procurement Policy must be reviewed annually. Council's current Procurement Policy was adopted at its Budget Meeting held on 28 June 2023.

The intent of the Procurement Policy is for Council to achieve best value outcomes and ensure high standards of probity and accountability in the procurement of goods and services.

Council's procurement activities aim to achieve advantageous procurement outcomes by:

- a) Promoting value for money with probity and accountability.
- b) Promoting compliance with relevant legislation.
- c) Advancing Council's economic, social and environmental strategies.
- d) Providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to Council.
- e) Ethical behaviour and fair dealing.

This policy applies to the procurement and contracting activities undertaken in the acquisition or disposal of all goods or services, and is binding upon the Council and its officers, temporary employees, volunteers, contractors, and consultants whilst engaged by Council.

Persons responsible for the procurement of goods or services must comply with Council's Procurement framework and it is their responsibility to understand the meaning and intent of this Policy.

Those with procurement responsibility are required to:

- adhere to the sound contracting principles.
- preserve Council's integrity in the procurement process to ensure Council is seen to have acted beyond reproach in all dealings.
- abide by Council's Code of Conduct and all supporting applicable Policies and Directives
- source quotations and raise purchase orders as applicable prior to receiving goods or services.

Changes to the Policy

The proposed Procurement Policy is tabled for Council's consideration with minor changes to the existing Policy content to:

- update the general provisions of the policy to make the purpose, scope and objectives clearer and ensure legislative references are appropriate and contemporary.
- detail Council's policy statement in relation local preference as part of addressing the development of competitive local business and industry.

More specifically the policy has been updated to reference Section 104(3) of the *Local Government Act 2009* (the Act) which requires a Council to ensure regard is had to the 'sound contracting principles', when entering a contract for the supply of goods and services or the disposal of assets.

Changes have also been made to the local preference section of the policy to use outcome focused requirements rather than an evaluation criteria rating, enabling the assessment of tenders is based on realised benefits for businesses in the region and the local economy such as:

- local sourced services, manufactured or sourced goods.
- local employment and local subcontracting.
- local growth and development.

CONSULTATION

Due to the detailed legislative requirements embedded in Council's procurement processes, consulting with the community on this policy would not add any significant value. Therefore, this Policy proposal will fall within the "inform" category of Council's Community Engagement Framework.

The proposed Policy was presented at the Councillor Information Workshop held on 26 June 2024.

RISK IMPLICATIONS

Reputation / Political

Complying with legislative requirements ensures Council mitigates any regulatory or reputational risk.

Occupational Health & Safety (WHS)

All Council procurement must be carried out in compliance with the Act, Regulation, the *Work Health and Safety Act 2011* and the *Heavy Vehicle National Law (Queensland)*.

Financial Impact

Section 198 of the Regulation requires Council to adopt a Procurement Policy. There are no budgetary implications in reviewing the Policy on an annual basis.

Legal & Regulatory

Complying with legislative requirements ensures Council mitigates any regulatory or reputational risk.

Environmental

Council is committed to enhancing the environment by supporting the principles of environmentally sustainable procurement within the context of purchasing on a value for money basis.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

The development of competitive local business and industry is addressed in the policy which outlines Council's commitment to this principle.

Climate

Not Applicable.

KEY MESSAGE

This Policy is intended to contribute to the achievement of Council's objectives of ensuring procurement of goods and services that promote a value for money approach through an ethical and efficient process that complies with relevant statute, regulation and best practice.

DRAFT - 1104 Procurement**Statutory Policy****PURPOSE**

- 1) Pursuant to section 198 of the *Local Government Regulation 2012* (the Regulation) a local government must prepare and adopt a procurement policy annually which documents the principles, including the sound contracting principles, Council will apply in the financial year for purchasing of good and services.
- 2) The purpose of this Policy is to guide Council's procurement activities pursuant to the Regulation default contracting procedures.
- 3) The Policy provides Council with a framework for managing the procurement function that ensures compliance with statutory requirements, efficient and effective processes, and a reduction to the risk of fraud and corruption.

SCOPE

- 4) The policy outlines how the sound contracting principles will be considered when entering into a contract for the supply of goods or services or the disposal of assets (including land). Specifically, the policy applies to the procurement of all goods, equipment and related services, consultancies, construction contracts and service contracts (including maintenance).

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council.
Employee	Means all employees of Council, whether employed on a permanent, temporary, or part-time basis and includes volunteers, contractors and their employees
Financial Delegation	Means a formal delegation allowing an employee to authorise / approve expenditure or reimbursement of money within an approved budget and delegation limit.
Local Business	Means a supplier that: <ul style="list-style-type: none"> • Is beneficially owned and operated by persons who are residents or ratepayers of the North Burnett Local Government area; or • Is a registered business or individual that has a principal place of business within the North Burnett Local Government area; or • Has a place of business within the North Burnett Local Government area which solely or primarily employs persons who are residents or ratepayers of the North Burnett Local Government area.

POLICY**OBJECTIVES**

- 5) The objectives of this Procurement Policy are:
 - a) Ensure compliance with the *Local Government Act 2009* (the Act) and *Local Government Regulation 2012* (the Regulation);
 - b) Ensure Council procurement is conducted within a sound governance and probity environment;
 - c) Advance Council's economic, social and environmental policies; and
 - d) Support the cost-effective and timely delivery of Council's capital works, operational and service delivery programs.

PRINCIPLES

- 6) Council will establish a system of financial management consistent with Section 104 of the Act.
- 7) Section 104(3) of the Act requires a Council to ensure regard is had to the 'sound contracting principles', when entering into a contract for the supply of goods and services or the disposal of assets, being:
 - a) value for money; and
 - b) open and effective competition; and

- c) the development of competitive local business and industry; and
 - d) environmental protection; and
 - e) ethical behaviour and fair dealing.
- 8) All procurement and related activities will be performed in compliance with Work Health and Safety requirements.

POLICY STATEMENT

VALUE FOR MONEY

- 9) Council aims to obtain Value for Money in its procurement in that the goods, equipment or services being procured represent the best return and performance for the money spent from a “total cost 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. All impacts of entering into a contract at a particular price must be considered.

OPEN AND EFFECTIVE COMPETITION

- 10) Council promotes Open and Effective Competition by:
- a) Procurement procedures and processes being available to Council suppliers and the public (i.e. rate payers and the local community);
 - b) Suppliers having real opportunity to do business with Council;
 - c) Invitations to suppliers being arranged so that there is competition among suppliers to provide value for money offerings; and
 - d) Fair and equitable assessment of all offers to supply.

DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

- 11) Council encourages development of competitive local business and industry by:
- a) Actively seeking out potential local supplies and suppliers and where applicable, encourage local business to provide a quote;
 - b) Encouraging principal contractors to give local suppliers every opportunity, to participate in major projects as partners or subcontractors;
 - c) Giving preference to locally sourced goods and services, where price, performance, quality, suitability and other evaluation criteria are comparable;
 - d) Ensuring that payments are prompt and in accordance with the agreed terms of contract; and
 - e) Giving consideration to the advantages of buying locally sourced goods and services, and to dealing with local suppliers, including:
 - i) Spare parts and servicing support are more readily available;
 - ii) Compliance with warranty provisions is more reliable;
 - iii) Supply lines are shorter; and
 - iv) Communications for contract administration are more convenient.
- 12) Local preference will be based on outcomes realised for North Burnett Region businesses and the local economy. Key local benefits may include:
- a) local sourced services, manufactured or sourced goods
 - b) local employment and local subcontracting
 - c) local growth and development including:
 - i) provision of new local jobs and career development opportunities
 - ii) commitment to community and social development initiatives
 - iii) consortiums, joint ventures or strategic partnering with local firms
 - iv) skills transfer, technology transfer, research and development transfer
 - v) investment in local training, apprenticeships, trainee opportunities certifications and capability.

ENVIRONMENTAL PROTECTION

- 13) Council promotes environmental protection through its procurement activities. In undertaking any procurement activities, the Council will:
- a) Prefer the purchase of environmentally friendly goods and services that satisfy value for money criteria when the environmental cost is included;
 - b) Foster the development of products and processes of low environmental and climatic impact;
 - c) Provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and

- d) Encourage environmentally responsible activities.

ETHICAL BEHAVIOUR AND FAIR DEALING

- 14) Council supports ethical behaviour and fair dealing by:
- Developing systems and procedures that ensure a consistent, ethical and fair approach to procurement and allows for the transparent disclosure of conflicts of interest; and
 - Promoting professional, ethical and fair procurement practice.

PROCUREMENT PROCEDURES

- 15) Procedures that apply to all Council procurement are outlined in the associated Procurement Procedures ensuring the adherence to the procurement principles set out in the legislation. Council officers are to be fully informed of the requirements under the legislation and to ensure they adopt a standard approach to procurement activities.

ROLES AND RESPONSIBILITIES

Delegations

- 16) Delegated officers are responsible for ensuring expenditure is only committed where it is within the constraints of the budget or Council resolution.
- 17) Financial delegations are listed in Council's Delegations Register, and may be amended based on operational need.

APPLICABLE LEGISLATION AND REGULATION

- 18) Applicable legislation and regulation:
- Local Government Act 2009*
 - Local Government Regulation 2012*
 - Work Health and Safety Act 2011*
 - Work Health and Safety Regulation 2011*

RELATED DOCUMENTS

- 19) Related documents are:
- Procurement Procedures
 - Fraud and Corruption Prevention Policy
 - Deed of Confidentiality and Conflict of Interest

RESPONSIBLE OFFICER

Chief Executive Officer

APPROVAL DATE

TBC

REVIEW DATE

June 2025 (Annual Review)

REVISION HISTORY

Version	Meeting	Approval Date	History
1	General Meeting	22/07/2020	New policy and separate procedures
2	General Meeting	27/06/2022	Revised for 2022/2023
3	General Meeting	28/06/2023	Reviewed for 2023/2024 - No change
4	General Meeting	TBC	Reviewed and updated for 2024/2025

DRAFT - 1104 Procurement

Statutory Policy



PURPOSE

- 1) Pursuant to section 198 of the *Local Government Regulation 2012* (the Regulation) a local government must prepare and adopt a procurement policy annually which documents the principles, including the sound contracting principles, Council will apply in the financial year for purchasing of good and services.
- 2) The purpose of this Policy is to guide Council's procurement activities pursuant to the Regulation default contracting procedures.
- 3) The ~~purpose of this~~ Policy ~~is to~~ provides Council with a framework for managing the procurement function that ensures compliance with statutory requirements, efficient and effective processes, and a reduction to the risk of fraud and corruption.

SCOPE

- 1) ~~This policy applies to all Councillors and employees and covers all procurement activities that result in the commitment and expenditure of Council funds and the disposal of assets.~~
- 2) ~~Council has adopted the default contracting procedures as outlined in Chapter 6, Part 3 of the Local Government Regulation 2012.~~
- 4) The policy outlines how the sound contracting principles will be considered when entering into a contract for the supply of goods or services or the disposal of assets (including land). Specifically, the policy applies to the procurement of all goods, equipment and related services, consultancies, construction contracts and service contracts (including maintenance).

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council.
Employee	Means all employees of Council, whether employed on a permanent, temporary, or part-time basis and includes volunteers, contractors and their employees
Financial Delegation	Means a formal delegation allowing an employee to authorise / approve expenditure or reimbursement of money within an approved budget and delegation limit.
Local Business	Means a supplier that: <ul style="list-style-type: none"> • Is beneficially owned and operated by persons who are residents or ratepayers of the North Burnett Local Government Council area; or • Is a registered business or individual that has a principal place of business within the North Burnett Local Government Council area; or • Has a place of business within the Council North Burnett Local Government area which solely or primarily employs persons who are residents or ratepayers of the North Burnett Local Government Council area.

POLICY

OBJECTIVES

- 3)5) The objectives of this Procurement Policy are ~~to~~:
 - a) Ensure compliance with the *Local Government Act 2009* (the Act) and *Local Government Regulation 2012* (the Regulation);
 - b) ~~Ensure Conduct~~ Council procurement is conducted within a sound governance and probity environment;
 - b)c) Advance Council's economic, social and environmental policies; and
 - c)d) Support the cost-effective and timely delivery of Council's capital works, operational and service delivery programs.

PRINCIPLES

- 6) Council will establish a system of financial management consistent with Section 104 of ~~The the~~Local Government Act 2009 Act. ~~sets out~~
- 4)7) Section 104(3) of the Act requires a Council to ensure regard is had to the "sound contracting principles" that ~~Council is to have regard to~~ when entering into a contract for the supply of goods and services or the disposal of assets, being:
- a) ~~v~~Value for money; and
 - b) ~~o~~Open and effective competition; and
 - c) ~~t~~The development of competitive local business and industry; and
 - d) ~~E~~environmental protection; and
 - e) ~~E~~ethical behaviour and fair dealing.
- 8) All procurement and related activities will be performed in compliance with Work Health and Safety requirements.

POLICY STATEMENT

- 2) ~~Matters that are to be considered in any Council procurement are outlined below.~~

VALUE FOR MONEY

- 5)9) Council aims to obtain Value for Money in its procurement in that the goods, equipment or services being procured represent the best return and performance for the money spent from a "total cost 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. All impacts of entering into a contract at a particular price must be considered.

OPEN AND EFFECTIVE COMPETITION

- 6)10) Council promotes Open and Effective Competition by:
- a) Procurement procedures and processes being available to Council suppliers and the public (i.e. rate payers and the local community);
 - b) Suppliers having real opportunity to do business with Council;
 - c) Invitations to suppliers being arranged so that there is competition among suppliers to provide value for money offerings; and
 - d) Fair and equitable assessment of all offers to supply.

DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

- 7)11) Council encourages development of competitive local business and industry by:
- a) Actively seeking out potential local supplies and suppliers and where applicable, encourage local business to provide a quote;
 - b) Encouraging principal contractors to give local suppliers every opportunity, to participate in major projects as partners or subcontractors;
 - c) Giving preference to locally sourced goods and services, where price, performance, quality, suitability and other evaluation criteria are comparable;
 - d) Ensuring that payments are prompt and in accordance with the agreed terms of contract; and
 - e) Giving consideration to the advantages of buying locally sourced goods and services, and to dealing with local suppliers, including:
 - i) Spare parts and servicing support are more readily available;
 - ii) Compliance with warranty provisions is more reliable;
 - iii) Supply lines are shorter; and
 - iv) Communications for contract administration are more convenient.

- 12) Local preference will be based on outcomes realised for North Burnett Region businesses and the local economy. Key local benefits may include:

- a) local sourced services, manufactured or sourced goods
- b) local employment and local subcontracting
- c) local growth and development including:
 - i) provision of new local jobs and career development opportunities
 - ii) commitment to community and social development initiatives
 - iii) consortiums, joint ventures or strategic partnering with local firms
 - iv) skills transfer, technology transfer, research and development transfer
 - v) investment in local training, apprenticeships, trainee opportunities certifications and capability.

LOCAL PREFERENCE

3) A local business preferential weighting to the evaluation criteria of a procurement assessment is to be applied at the following rates:-

- 10% weighting for local benefits in all tender evaluations.

Local benefit is defined in accordance with the following table.

Score (Out of 5)	Local Suppliers / Contractor	Score (Out of 5)	Local Content
5	Main office within North Burnett	5	85 — 100% of content is sourced from within the North Burnett Region
4	Branch office within North Burnett	4	60 — 84% of content from within the North Burnett Region
3	Local subcontractor (s) or employees conducting the majority of works	3	45 — 59% of content from within the North Burnett Region
2	Adjacent — Local — Government businesses (Banana, South Burnett, Western Downs, Gympie, Bundaberg, Gladstone, Fraser Coast)	2	40 — 44% of content from within the North Burnett Region
1	All Other QLD locations	1	1 — 39% of content from within the North Burnett Region
0	All Others	0	0% of content from within the North Burnett Region

ENVIRONMENTAL PROTECTION

8)13) Council promotes environmental protection through its procurement activities. In undertaking any procurement activities, the Council will:

- a) Prefer the purchase of environmentally friendly goods and services that satisfy value for money criteria when the environmental cost is included;
- b) Foster the development of products and processes of low environmental and climatic impact;
- c) Provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and
- d) Encourage environmentally responsible activities.

ETHICAL BEHAVIOUR AND FAIR DEALING

9)14) Council supports **E**thical **B**ehaviour and **F**air **d**ealing by:

- a) Developing systems and procedures that ensure a consistent, ethical and fair approach to procurement and allows for the transparent disclosure of conflicts of interest; and
- b) Promoting professional, ethical and fair procurement practice.

PROCUREMENT PROCEDURES

10)15) Procedures that apply to all Council procurement are outlined in the associated Procurement Procedures ensuring the adherence to the procurement principles set out in the legislation. Council officers are to be fully informed of the requirements under the legislation and to ensure they adopt a standard approach to procurement activities.

ROLES AND RESPONSIBILITIES

Delegations

~~11)16)~~ Delegated officers are responsible for ensuring ~~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.

- ~~4) Delegated officers can commit Council funds by:~~
- ~~a) Authorising payment of progress claims for contract works;~~
 - ~~b) Authorising purchase requisitions;~~
 - ~~c) Authorising payment request forms;~~
 - ~~d) Authorising corporate card purchases; and~~
 - ~~e) Entering into a contract or contractual arrangement.~~

~~12)17)~~ ~~Financial delegations shall be limited to whose delegations have been granted in accordance with the parameters listed in Council's Delegations register.~~ Financial delegations are listed in Council's Delegations Register, and may be amended based on operational need.

APPLICABLE LEGISLATION AND REGULATION

- ~~13)18)~~ Applicable legislation and regulation:
- a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*
 - c) *Work Health and Safety Act 2011*
 - b)d) *Work Health and Safety Regulation 2011*

RELATED DOCUMENTS

- ~~14)19)~~ Related documents are:
- a) Procurement Procedures
 - b) Fraud and Corruption Prevention Policy
 - c) Deed of Confidentiality and Conflict of Interest

RESPONSIBLE OFFICER

Chief Executive Officer

APPROVAL DATE

~~10 July 2024~~ ~~28 TBA June 2023~~

REVIEW DATE

June 2024 ~~4~~5 (Annual Review)

REVISION HISTORY

Version	Meeting	Approval Date	History
1	General Meeting	22/07/2020	New policy and separate procedures
2	General Meeting	27/06/2022	Revised for 2022/2023
3	General Meeting	28/06/2023	Reviewed for 2023/2024 - No change
<u>4</u>	<u>General Meeting</u>	<u>10/07/2024</u> TBA	<u>Reviewed and updated for 2024/2025</u>

6.3 2024-2025 STATUTORY POLICIES

Doc Id: 1233803

Author: Kim Mahoney, General Manager Corporate & Community

Authoriser: Anna Scott, Acting Chief Executive Officer

Attachments:

1. Draft 1108 Investment Policy 2024 25 track changes.pdf [1233795]
2. Draft 1108 Investment Policy 2024 25 changes accepted.docx [1233794]
3. Draft 1106 Debt Policy 2024 25 track changes.pdf [1233793]
4. Draft 1106 Debt Policy 2024 25 track changes accepted.docx [1233791]
5. Draft 1111 Revenue Policy 2024 25 track changes.pdf [1233797]
6. Draft 1111 Revenue Policy 2024 25 track changes accepted.docx [1233796]
7. 2024-2025 NBRC Revenue Statement.docx [1233790]
8. Draft 1255 Rates and Charges Concessions and Exemptions Policy 2024 25 track changes.pdf [1233801]
9. Draft 1255 Rates and Charges Concessions and Exemptions Policy 2024 25 track changes accepted.docx [1233800]
10. Draft 1211 Partial Relief from Water Consumption Charges Policy track changes.pdf [1233799]
11. Draft 1211 Partial Relief from Water Consumption Charges Policy track changes accepted.docx [1233798]

EXECUTIVE SUMMARY

The purpose of this report is to adopt supporting policies required to ensure appropriate legislative compliance and execution of Council financial functions for the 2024/25 financial year.

The *Local Government Regulation 2012* requires Council to review and adopt the following statutory policies on an annual basis:

- Policy – 1108 Investment;
- Policy – 1106 Debt; and
- Policy – 1111 Revenue.

The following relate directly to the annual budget process and are also provided for adoption by Council:

- Revenue Statement;
- Policy – 1255 Rates and Charges Concessions and Exemptions; and
- Policy 1211 Partial Relief from Water Charges

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council:

1. Pursuant to section 191 of the *Local Government Regulation 2012*, Council adopts Statutory **Policy 1108 – Investment** as detailed in Attachment 2.
2. Pursuant to section 192 of the *Local Government Regulation 2012*, Council adopts Statutory **Policy 1106 – Debt** as detailed in Attachment 4.
3. Pursuant to section 193 of the *Local Government Regulation 2012*, Council adopts Statutory **Policy 1111 – Revenue** as detailed in Attachment 6.
4. Pursuant to section 172 of the *Local Government Regulation 2012*, Council adopts the **Revenue Statement** as detailed in Attachment 7.
5. Pursuant to sections 119 and 120 of the *Local Government Regulation 2012*, Council adopts Statutory **Policy 1255 – Rates and Charges Concessions and Exemptions** as detailed in Attachment 9.
6. Pursuant to sections 119 and 120 of the *Local Government Regulation 2012*, Council adopts Statutory **Policy 1211 – Partial Relief from Water Consumption Charges** as detailed in Attachment 11.

REPORT

The matters to be considered and addressed by Council in each of the Policies, and the Revenue Statement are outlined below.

1108 Investment

Section 104(5)(c)(i) of the *Local Government Act 2009* states that the system of financial management established by a local government must include - an investment policy.

Section 191(1) of the *Local Government Regulation 2012* states that a local government must prepare and adopt an investment policy for the financial year. Further, 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.

The policy outlines Council's approved investment framework. The policy has been reviewed for the 2024/2025 financial year to align with the State Government's Investment Policy Guidelines for Local Governments (July 2023). The guidelines provide a model investment policy which has been used as the basis of the review of Council's policy.

The intent of the policy is to outline Council's parameters regarding the investment of surplus funds, with the objectives to maximise earnings within approved risk guidelines and to ensure the security of funds. The policy is subject to an annual review. or at any other earlier time as determined by Council.

1106 Debt

Section 104(5)(c)(ii) of the *Local Government Act 2009* states that the system of financial management established by a local government must include - a debt policy.

Section 192(1) of the *Local Government Regulation 2012* states that a local government must prepare and adopt a debt policy for the financial year. Further, 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.

The purpose of the policy is to inform the financial planning framework within which Council operates and sets out the principles used by Council in determining borrowing schedules.

The proposed policy states Council has no planned new borrowings in the 2024/25 financial year or the following nine financial years at the time of adoption of this policy. Council's current borrowings and repayment schedules are included in the policy. The policy is subject to an annual review, or at any other earlier time as determined by Council.

1111 Revenue

Section 104(5)(c)(iii) of the *Local Government Act 2009* states that the system of financial management established by a local government must include - a Revenue Policy.

Section 193(3) of the *Local Government Regulation 2012* states that a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year, stating the guidelines that may be used for preparing the local government's revenue statement.

The Revenue Policy is a critical part of Council's financial management and governance framework. Updates to the Revenue Policy for the 2024/2025 financial year have been made to ensure Council's strategy for raising revenue is clear. The policy is subject to an annual review, or at any other earlier time as determined by Council.

Revenue Statement

Section 104(5)(a)(iv) of the *Local Government Act 2009* states that a local government's system of financial management must include a number of financial planning documents including an annual budget including revenue statement.

Section 169(2)(b) of the *Local Government Regulation 2012* states that a local government budget must include a revenue statement. Sections 172(1) and (2) of the *Local Government Regulation 2012*, detail the matters Council's Revenue Statement must include.

The Revenue Statement authorises Council to levy its rates and charges.

Overall, the percentage change in the rates, levies and charges before discounts and remissions compared to the 2023/24 budget is 5%.

1255 Rates and Charges Concessions and Exemptions

Pursuant to sections 119 and 120 of the *Local Government Regulation 2012* a local government may grant a ratepayer a concession for rates or charges if it is satisfied the land is owned by an entity whose objects do not include making a profit.

The purpose of this Policy is to provide Council with a framework for the provision of concessions where the property is identified as a community use, not-for-profit organisation, a community hall, encouraging economic development or as otherwise identified within the required criteria of the policy.

1211 Partial Relief from Water Consumption Charges

Pursuant to sections 119 and 120 of the *Local Government Regulation 2012*, this policy provides for a hardship concession through the partial relief of water consumption charges where a previously undetected unapparent plumbing failure has occurred, and the property owner will subsequently face financial hardship.

CONSULTATION

Consultation has occurred with relevant staff in the preparation of the policies and statement and with Elected Members in Councillor Information Workshops.

RISK IMPLICATIONS

Reputation / Political

Council has a statutory requirement to review these statutory policies and the revenue statement annually and as part of Council's annual budget. These documents provide the framework for Council to operate under in determining debt arrangements, investments, and revenue raising measures.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

Council's borrowings will decrease in 2024/2025 by \$169,827 to \$1,332,536 as at 30 June 2025. There are no new borrowings proposed for 2024/2025. The total repayments of \$224,322 in 2024/2025, which include principal, interest and administration charges, represents a debt leverage ratio, as defined in the Queensland Government Financial Management (Sustainability) Guideline 2024.

Non-adoption of the Revenue Statement would prevent Council from levying and collecting rates for the 2024/2025 financial year which would have a significant impact on revenue and Council's ability to continue to deliver services.

Legal & Regulatory

The resolutions proposed are compliant with the *Local Government Act 2009* and the *Local Government Regulation 2012*. Failure to adopt the policies and revenue statement would impact on the ability to adopt a lawful annual budget.

Environmental

Not Applicable.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Revenue is set at a level which considers the services which are to be provided to the community in line with Council's Corporate and Operational plans.

Climate

Not Applicable.

KEY MESSAGE

There are no significant changes proposed to Council's revenue raising measures or new debt proposed for 2024/2025, and Council has endeavoured to adopt sustainable and affordable rate increases.

DRAFT - 1108 Investment Statutory Policy



PURPOSE

- 1) Pursuant to section 191 of the *Local Government Regulation 2012* a local government must prepare and adopt an investment policy which outlines Councils investment objectives and overall risk philosophy and includes a framework for the procedures to achieve the goals related to investment.
- 2) ~~The intent of this policy is to indicate Council's investment objectives and overall risk philosophy and to provide a framework for the procedures to achieve our investment goals. It provides guidance and informs how Council will invest surplus funds that are not required for financial commitments within the short to medium term.~~ The intent of this document is to outline North Burnett Regional Council's investment policy and guidelines regarding the investment of surplus funds, with the objectives to maximise earnings within approved risk guidelines and to ensure the security of funds.

SCOPE

- 3) This policy applies to all surplus Council funds ~~that are~~ not immediately required for operational purposes.
- 4) North Burnett Regional Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangement Act 1982* (SBFA Act).
- 4)5) Amounts of less than \$5 million are to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allows for investment at call or for a fixed term up to one year in the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund or the Queensland Investment Corporation (QIC) Cash Fund without further approval.

DEFINITIONS

Term	Definition
Council	North Burnett Regional Council (NBRC)
<u>Investable funds</u>	<u>For the purposes of this policy, investable funds are the surplus funds available for investment at any one time, including council's bank account balance. However, this policy does not apply to monies held on trust for third parties where those funds are subject to specific conditions.</u>
<u>Investments</u>	<u>For the purpose of this policy, investments are defined as arrangements that are undertaken or acquired with the expectation of achieving a financial return through interest, profit, or capital growth.</u>
<u>UBS Index</u>	<u>For the purpose of this policy UBS Index is defined in the State Government's Investment Policy Guidelines for Local Governments July 2023 as- The UBS Australia Bank Bill Index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises 13 Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days</u>

POLICY

OBJECTIVES

- 6) This policy sets the framework for Council to establish and maintain investment portfolios which preserve capital, maintain liquidity and provide return on investments.

To ensure:

- a) ~~the protection of Council's investment funds while obtaining the most beneficial return for Council,~~

Investment Policy
Approved dd/mm/yyyy

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- ~~—with due recognition given to the risk profile of the institution being invested with.~~
~~b) compliance with the legislative frameworks when investing Council funds~~

PRINCIPLES

7) This policy will ensure:

- a) the protection of Council's investment funds while obtaining the most beneficial return for Council, with due recognition given to the risk profile of the institution being invested with.
 b) compliance with the legislative frameworks when investing Council funds.

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

POLICY STATEMENT

8) Ethics and conflicts of interest

a) Prudent Person Standard

Prudence is to be used by investment officers when managing the investment portfolio. Investments will be managed with the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are reviewed regularly.

Council officers with delegated authority to act as Investment officers are to manage the investment portfolio in accordance with the spirit of this policy, and not for speculation. Investment officers are to avoid any transaction that might harm confidence in council. They will consider the security of capital and income objectives when making an investment decision.

b) Ethics and conflicts of interest

Investment officers shall refrain from personal activities that conflict with the proper execution and management of council's investment portfolio. This includes activities that impair the investment officer's ability to make impartial decisions.

This policy requires that investment officers disclose to the Chief Executive Officer (CEO) and General Manager Corporate and Community any conflict of interest or any holding of investment positions that could be related to the investment portfolio.

c) Delegation of authority

Authority for the implementation of this policy is delegated to the CEO in accordance with the *Statutory Bodies Financial Arrangements Act 1982*.

Authority for the day-to-day management of council's investment portfolio is delegated by the CEO to the Financial Services Manager with oversight by the General Manager Corporate and Community.

9) Investment objectives

Council's overall objective is to invest its surplus funds at the most advantageous rate of interest available at the time, and in a way that it considers most appropriate given the circumstances.

In order of priority, the objectives of undertaking investment activities shall be preservation of capital, maintenance of liquidity, and return on investments.

a) Preservation of capital

Preservation of capital shall be the principal objective of the investment portfolio, and investments are to be undertaken in a manner that seeks to ensure security of principal of the overall portfolio. This includes managing credit risk and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in council.

i) Credit risk

Council will evaluate and assess credit risk prior to undertaking an investment. Credit risk is the risk of loss due to the failure of an investment issuer or insurer. The investment officer will minimise credit risk by pre-qualifying all transactions and the brokers/securities dealers with

whom they do business, diversifying the investment portfolio and limiting transactions to secure investments.

ii) Interest rate risk

The investment officers shall seek to minimise the risk of a change in the market value of the investment portfolio due to a change in interest rates, by considering the cash flow requirements of council and structuring the portfolio accordingly. This will avoid the need to sell securities prior to maturity in the open market. Interest rate risk can also be limited by investing in shorter term securities.

b) Maintenance of liquidity

Pursuant to section 31 of the *Statutory Bodies Financial Arrangements Act 1982*, Council maintains a deposit and withdrawal account with National Australia Bank for its day-to-day operating transaction requirements.

In addition to the balances held in its bank account, the investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of council as and when they fall due, without incurring significant transaction costs due to any need to sell an investment.

Illiquid investments are defined as investments that are not publicly traded in sufficient volume to facilitate, under most market conditions, prompt sale without severe market price effect. Examples include:

- investment in private placements,
- a security that is not supported or priced by at least two approved brokers or securities dealers,
- sub investment grade securities i.e., a lower than rating BBB- (Standard & Poor's) or equivalent, and
- unrated securities.

c) Return on investments

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

Council should ensure it achieves value for money or a competitive price after considering the costs of the investment.

d) Support of Local Business

While ensuring appropriate security, liquidity and return on investment, Council will, where possible, support the development of local businesses through the allocation of investment to locally based financial institutions

10) Portfolio implementation

a) Authorised personnel

The Financial Services Manager is authorised to invest council's surplus funds in investments that are consistent with this policy and relevant legislation.

b) Internal controls

The Financial Services Manager, in consultation with the General Manager Corporate and Community, will establish and maintain internal controls and processes that will ensure investment objectives are met, and that the investment portfolio is protected from loss, theft, or misappropriation.

The internal controls will address the following:

- collusion,
- separation of transaction authority from accounting and record keeping,
- safekeeping of records,
- avoidance of physical delivery of securities,
- clear delegation of authority to investment officers,
- confirmation requirements for the settlement of securities,
- compliance and oversight of investment parameters, and
- reporting of breaches of this Policy.

The established processes will include quarterly reporting (including compliance reporting), as well as an annual review of this policy.

11) Investment parameters

a) Investable funds

The investable funds should match the cash flow needs of Council, as determined by the Financial Services Manager after preparing council's budget. In this regard, it is appropriate for the Financial Services Manager to be conservative so that where possible, investments should not be broken to meet cash flow obligations.

It is the responsibility of the Financial Services Manager to assess the cost of direct investment management by council relative to the return generated. This should be compared with the cost of investing funds with a capital guaranteed cash fund, such as the QTC Capital Guaranteed Cash Fund.

b) Authorised investments

Investments are limited to those prescribed by Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* for local governments with Category 1 investment power.

All investments will be either at call or for a fixed term of no more than one year.

c) Prohibited investments

This policy prohibits any investment carried out for speculative purposes. The following investments are prohibited:

- derivative based instruments (excluding floating rate notes),
- securitised debt instruments,
- structured products,
- principal only investments or securities that provide potentially nil or negative cash flow,
- stand-alone securities that have underlying futures, options, forward contracts, and swaps of any kind, and
- securities issued in non-Australian dollars.

d) Portfolio investment parameters and credit requirements

The following table shows the credit ratings and counterparty limits for council, as a percentage of the market value of the investment portfolio:

<u>Short Term Rating (S&P's)</u>	<u>Individual Counterpart Limit</u>	<u>Total Limit</u>
--------------------------------------	-------------------------------------	--------------------

<u>A1+</u>	<u>30%</u>	<u>100%</u>
<u>A1</u>	<u>15%</u>	<u>50%</u>
<u>A2 (Financial Institutions only)</u>	<u>10%</u>	<u>30%</u>
<u>A3 (Financial Institutions only)</u>	<u>5%</u>	<u>10%</u>
<u>Unrated</u>	<u>Nil</u>	<u>Nil</u>
<u>QIC/QTC Cash Funds</u>	<u>100%</u>	<u>100%</u>

A maximum of 20 per cent of the investment portfolio is to be invested in Floating Rate Notes.

e) Maturity

The maturity structure of the investment portfolio will reflect a maximum term to maturity of one year and include an interest rate reset of no longer than six months (185 days).

f) Liquidity requirement

Given the nature of the funds invested, a maximum of 20 per cent of the investment portfolio will be held in illiquid securities, and at least 10 per cent of the portfolio will be held in investments that can be called at no cost or that will mature within 7 days.

g) New investment products

A new investment product requires a full risk assessment and approval by council.

h) Breaches

Any breach of this policy is to be immediately reported to the CEO and the General Manager Corporate and Community, with risk mitigation measures implemented to rectify the breach within 24 hours of the breach being identified.

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

i) Safekeeping of records

Each transaction will require written confirmation by the relevant financial institution. Council will hold all security documents, or alternatively a third-party custodian authorised by the CEO may hold security documents.

12) Investment Guidelines

a) Placement of Investment

i) When placing investments, consideration will be given to the relationship between credit rating and interest rate and Council's objectives. To minimise risk Council will manage investments so there is an acceptable range of institutions used. This being:

- A) Not less than 60% of investment funds in AA long-term rating or above or Queensland Treasury Corporation
- B) Up to 40% of investment funds within an institution within the A long-term rating range; and/or
- C) Up to 2010% of investment funds within an institution with not less than BB long-term rating

Council is at all times to have in place appropriate internal controls to prevent the fraudulent use of public monies. The following controls detail the minimum that is required:

i) ~~(a) A person is to be identified as the responsible officer for the investment function.~~

~~(b) All investments are to be authorised by the Chief Executive Officer or nominated delegate.~~

- ~~(c) Confirmation advice's from the Financial Institution are to be attached to the Investment~~
~~(d) Authorisation Form as evidence that the investment is in the name of North Burnett~~
~~Regional Council.~~
~~(e) A person other than the responsible officer is to perform the bank reconciliation at the~~
~~end of each month.~~

13) Reporting

The Financial Services Manager will prepare a monthly evaluation report of the transactions, concentrations, and performance of the investment portfolio. The report is to be provided to the CEO within 10 days of the end of the reporting period, and will include:

- a list of securities held by maturity date/call date,
- the weighted average yield to maturity,
- percentage held by investment type, and
- the performance of the investment portfolio relative to the UBS Index benchmark.

On a quarterly basis, the Financial Services Manager will provide the Audit and Risk Committee and Council a detailed report on the investment portfolio, including a statement of compliance with the SBFA Act. The report is to list securities held by issue name, maturity date, par value, and dollar amount invested.

14) Performance measurement

The return for the investment portfolio shall be measured using the market value of the portfolio (which will include changes in the capital value of assets held, income from managed investment portfolio assets, proceeds of sales of assets sold, and cost of assets acquired), and the total performance of the portfolio compared to the UBS Index.

The market value of the portfolio is to be calculated at least monthly to coincide with monthly reporting. In defining market value, at least two pricing sources should be included in the valuation of the securities.

2) ~~Authorised Institutions:~~

- ~~a) Council has been allocated a Category 1 investment power and in accordance with the Statutory Bodies Financial Arrangements Regulation 2007 section 44 (1) can make the following investments:~~
- ~~i) deposits with a financial institution~~
 - ~~ii) investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution~~
 - ~~iii) other investment arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution~~
 - ~~iv) investment arrangements, managed or operated by Queensland Treasury Corporation (QTC), prescribed under a regulation~~
 - ~~v) an investment arrangement with a rating prescribed under a regulation~~
 - ~~vi) other investment arrangements prescribed under a regulation.~~

~~b) Quotations on Investment:~~

- ~~i) With the exceptions of monies put with the QTC – Cash Fund Investments (QTC) capital – guaranteed cash fund, at least three (3) quotations shall be sought from authorised – 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 – risk factors and the limits set below. Council will also test any offers made by assessing – the interest rate in the QTC fair value tool.~~

~~While having regard to the above, Council is a local community service organisation and at times will invest funds with local bank branches to ensure their continued support of and presence in the community. These investments will not be subject to competitive quoting but must provide a reasonable return to Council.~~

~~c) Term to Maturity~~

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

d) Placement of Investment

- i) ~~When placing investments, consideration will be given to the relationship between credit rating and interest rate and Council's objectives. To minimise risk Council will manage investments so that there is an acceptable range of institutions used. This being:~~
 - ~~(a) Not less than 60% of investment funds in AA long-term rating or above or Queensland Treasury Corporation~~
 - ~~(b) Up to 40% of investment funds within an institution within the A long-term rating range; and/or~~
 - ~~(c) Up to 20% of investment funds within an institution with not less than BB long-term rating~~

e) Internal Controls

- f) ~~Council is at all times to have in place appropriate internal controls to prevent the fraudulent use of public monies. The following controls detail the minimum that is required:~~
 - ~~(a) A person is to be identified as the responsible officer for the investment function.~~
 - ~~(b) All investments are to be authorised by the Chief Executive Officer or nominated delegate.~~
 - ~~(c) Confirmation advice's from the Financial Institution are to be attached to the Investment~~
 - ~~(d) Authorisation Form as evidence that the investment is in the name of North Burnett Regional Council.~~
 - ~~(e) A person other than the responsible officer is to perform the bank reconciliation at the end of each month.~~

ROLES AND RESPONSIBILITIES

~~15) The Chief Executive Officer, and/or delegate are responsible for ensuring that this policy is understood and adhered to by all employees involved in investments for Council.~~

~~3)16) The CEO has the authority to delegate Investment Officer responsibilities.~~

APPLICABLE LEGISLATION AND REGULATION

~~4)17) Applicable legislation and regulation:~~

- ~~a) Local Government Act 2009~~
- ~~b) Local Government Regulation 2012~~
- ~~c) Statutory Bodies Financial Arrangements Act 1982 (SBFA)~~
- ~~d) Statutory Bodies Financial Arrangements Regulation 2007 (SBFAR)~~ **Applicable legislation and regulation.**

RELATED DOCUMENTS

~~5)18) Related documents are:~~

- ~~a) Council Annual Budget 2024-2025~~
- ~~b) Council Annual Financial Statements 2024-2025~~
- ~~c) Operational Plan 2024-2025.~~
- ~~b)d) Investment Policy Guidelines for Local Governments July 2023 (external)~~

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

~~dd/mm/yyyy~~ TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Budget Meeting	07/07/2015	Revised for 2015/2016

Investment Policy
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2	Budget Meeting	08/07/2016	Revised for 2016/2017
3	General Meeting	21/06/2017	Revised for 2017/2018
4	General Meeting	27/06/2018	Revised for 2018/2019
5	Budget Meeting	17/07/2019	Revised for 2019/2020
6	General Meeting	24/06/2020	Revised for 2020/2021
7	Budget Meeting	30/06/2021	Revised for 2021/2022
8	Budget Meeting	27/06/2022	Revised for 2022/2023
9	Budget Meeting	28/06/2023	Revised for 2023/2024
10	Budget Meeting	TBC	Revised for 2024/2025

DRAFT

DRAFT - 1108 Investment Statutory Policy



PURPOSE

- 1) Pursuant to section 191 of the *Local Government Regulation 2012* a local government must prepare and adopt an investment policy which outlines Council's investment objectives and overall risk philosophy and includes a framework for the procedures to achieve the goals related to investment.
- 2) The intent of this document is to outline North Burnett Regional Council's investment policy and guidelines regarding the investment of surplus funds, with the objectives to maximise earnings within approved risk guidelines and to ensure the security of funds.

SCOPE

- 3) This policy applies to all surplus Council funds not immediately required for operational purposes.
- 4) North Burnett Regional Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangement Act 1982* (SBFA Act).
- 5) Amounts of less than \$5 million are to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allows for investment at call or for a fixed term up to one year in the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund or the Queensland Investment Corporation (QIC) Cash Fund without further approval.

DEFINITIONS

Term	Definition
Council	North Burnett Regional Council (NBRC)
Investable funds	For the purposes of this policy, investable funds are the surplus funds available for investment at any one time, including council's bank account balance. However, this policy does not apply to monies held on trust for third parties where those funds are subject to specific conditions.
Investments	For the purpose of this policy, investments are defined as arrangements that are undertaken or acquired with the expectation of achieving a financial return through interest, profit, or capital growth.
UBS Index	For the purpose of this policy UBS Index is defined in the State Government's Investment Policy Guidelines for Local Governments July 2023 as; the UBS Australia Bank Bill Index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises 13 Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days

POLICY

OBJECTIVES

- 6) This policy sets the framework for Council to establish and maintain investment portfolios which preserve capital, maintain liquidity and provide return on investments.

PRINCIPLES

- 7) This policy will ensure:
 - a) the protection of Council's investment funds while obtaining the most beneficial return for Council, with due recognition given to the risk profile of the institution being invested with; and
 - b) compliance with the legislative frameworks when investing Council funds.

POLICY STATEMENT**8) Ethics and conflicts of interest****a) Prudent Person Standard**

Prudence is to be used by investment officers when managing the investment portfolio. Investments will be managed with the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are reviewed regularly.

Council officers with delegated authority to act as Investment officers are to manage the investment portfolio in accordance with the spirit of this policy, and not for speculation. Investment officers are to avoid any transaction that might harm confidence in council. They will consider the security of capital and income objectives when making an investment decision.

b) Ethics and conflicts of interest

Investment officers shall refrain from personal activities that conflict with the proper execution and management of council's investment portfolio. This includes activities that impair the investment officer's ability to make impartial decisions.

This policy requires that investment officers disclose to the Chief Executive Officer (CEO) and General Manager Corporate and Community any conflict of interest or any holding of investment positions that could be related to the investment portfolio.

c) Delegation of authority

Authority for the implementation of this policy is delegated to the CEO in accordance with the *Statutory Bodies Financial Arrangements Act 1982*.

Authority for the day-to-day management of council's investment portfolio is delegated by the CEO to the Financial Services Manager with oversight by the General Manager Corporate and Community.

9) Investment objectives

Council's overall objective is to invest its surplus funds at the most advantageous rate of interest available at the time, and in a way that it considers most appropriate given the circumstances.

In order of priority, the objectives of undertaking investment activities shall be preservation of capital, maintenance of liquidity, and return on investments.

a) Preservation of capital

Preservation of capital shall be the principal objective of the investment portfolio, and investments are to be undertaken in a manner that seeks to ensure security of principal of the overall portfolio. This includes managing credit risk and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in council.

i) Credit risk

Council will evaluate and assess credit risk prior to undertaking an investment. Credit risk is the risk of loss due to the failure of an investment issuer or insurer. The investment officer will minimise credit risk by pre-qualifying all transactions and the brokers/securities dealers with whom they do business, diversifying the investment portfolio and limiting transactions to secure investments.

ii) Interest rate risk

The investment officers shall seek to minimise the risk of a change in the market value of the investment portfolio due to a change in interest rates, by considering the cash flow requirements of council and structuring the portfolio accordingly. This will avoid the need to sell securities prior to maturity in the open market. Interest rate risk can also be limited by investing in shorter term securities.

b) Maintenance of liquidity

Pursuant to section 31 of the *Statutory Bodies Financial Arrangements Act 1982*, Council maintains a deposit and withdrawal account with National Australia Bank for its day-to-day operating transaction requirements.

In addition to the balances held in its bank account, the investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of council as and when they fall due, without incurring significant transaction costs due to any need to sell an investment.

Illiquid investments are defined as investments that are not publicly traded in sufficient volume to facilitate, under most market conditions, prompt sale without severe market price effect. Examples include:

- investment in private placements,
- a security that is not supported or priced by at least two approved brokers or securities dealers,
- sub investment grade securities i.e., a lower than rating BBB- (Standard & Poor's) or equivalent, and
- unrated securities.

c) Return on investments

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

Council should ensure it achieves value for money or a competitive price after considering the costs of the investment.

d) Support of Local Business

While ensuring appropriate security, liquidity and return on investment, Council will, where possible, support the development of local businesses through the allocation of investment to locally based financial institutions

10) Portfolio implementation**a) Authorised personnel**

The Financial Services Manager is authorised to invest council's surplus funds in investments that are consistent with this policy and relevant legislation.

b) Internal controls

The Financial Services Manager, in consultation with the General Manager Corporate and Community, will establish and maintain internal controls and processes that will ensure investment objectives are met, and that the investment portfolio is protected from loss, theft, or misappropriation.

The internal controls will address the following:

- collusion,
- separation of transaction authority from accounting and record keeping,
- safekeeping of records,
- avoidance of physical delivery of securities,
- clear delegation of authority to investment officers,
- confirmation requirements for the settlement of securities,
- compliance and oversight of investment parameters, and

- reporting of breaches of this Policy.

The established processes will include quarterly reporting (including compliance reporting), as well as an annual review of this policy.

11) Investment parameters

a) Investable funds

The investable funds should match the cash flow needs of Council, as determined by the Financial Services Manager after preparing council's budget. In this regard, it is appropriate for the Financial Services Manager to be conservative so that where possible, investments should not be broken to meet cash flow obligations.

It is the responsibility of the Financial Services Manager to assess the cost of direct investment management by council relative to the return generated. This should be compared with the cost of investing funds with a capital guaranteed cash fund, such as the QTC Capital Guaranteed Cash Fund.

b) Authorised investments

Investments are limited to those prescribed by Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* for local governments with Category 1 investment power.

All investments will be either at call or for a fixed term of no more than one year.

c) Prohibited investments

This policy prohibits any investment carried out for speculative purposes. The following investments are prohibited:

- derivative based instruments (excluding floating rate notes),
- securitised debt instruments,
- structured products,
- principal only investments or securities that provide potentially nil or negative cash flow,
- stand-alone securities that have underlying futures, options, forward contracts, and swaps of any kind, and
- securities issued in non-Australian dollars.

d) Portfolio investment parameters and credit requirements

The following table shows the credit ratings and counterparty limits for council, as a percentage of the market value of the investment portfolio:

Short Term Rating (S&P's)	Individual Counterpart Limit	Total Limit
A1+	30%	100%
A1	15%	50%
A2 (Financial Institutions only)	10%	30%
A3 (Financial Institutions only)	5%	10%
Unrated	Nil	Nil
QIC/QTC Cash Funds	100%	100%

A maximum of 20 per cent of the investment portfolio is to be invested in Floating Rate Notes.

e) Maturity

The maturity structure of the investment portfolio will reflect a maximum term to maturity of one year and include an interest rate reset of no longer than six months (185 days).

f) Liquidity requirement

Given the nature of the funds invested, a maximum of 20 per cent of the investment portfolio will be held in illiquid securities, and at least 10 per cent of the portfolio will be held in investments that can be called at no cost or that will mature within 7 days.

g) New investment products

A new investment product requires a full risk assessment and approval by council.

h) Breaches

Any breach of this policy is to be immediately reported to the CEO and the General Manager Corporate and Community, with risk mitigation measures implemented to rectify the breach within 24 hours of the breach being identified.

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

i) Safekeeping of records

Each transaction will require written confirmation by the relevant financial institution. Council will hold all security documents, or alternatively a third-party custodian authorised by the CEO may hold security documents.

12) Investment Guidelines**a) Placement of Investment**

- i) When placing investments, consideration will be given to the relationship between credit rating and interest rate and Council's objectives. To minimise risk Council will manage investments so there is an acceptable range of institutions used. This being:
 - A) Not less than 60% of investment funds in AA long-term rating or above or Queensland Treasury Corporation
 - B) Up to 40% of investment funds within an institution within the A long-term rating range; and/or
 - C) Up to 10% of investment funds within an institution with not less than BB long-term rating

13) Reporting

The Financial Services Manager will prepare a monthly evaluation report of the transactions, concentrations, and performance of the investment portfolio. The report is to be provided to the CEO within 10 days of the end of the reporting period, and will include:

- a list of securities held by maturity date/call date,
- the weighted average yield to maturity,
- percentage held by investment type, and
- the performance of the investment portfolio relative to the UBS Index benchmark.

On a quarterly basis, the Financial Services Manager will provide the Audit and Risk Committee and council a detailed report on the investment portfolio, including a statement of compliance with the SBFA Act. The report is to list securities held by issue name, maturity date, par value, and dollar amount invested.

14) Performance measurement

The return for the investment portfolio shall be measured using the market value of the portfolio (which will include changes in the capital value of assets held, income from managed investment portfolio

assets, proceeds of sales of assets sold, and cost of assets acquired), and the total performance of the portfolio compared to the UBS Index.

The market value of the portfolio is to be calculated at least monthly to coincide with monthly reporting. In defining market value, at least two pricing sources should be included in the valuation of the securities.

ROLES AND RESPONSIBILITIES

15) The CEO, and/or delegate are responsible for ensuring that this policy is understood and adhered to by all employees involved in investments for Council.

16) The CEO has the authority to delegate Investment Officer responsibilities.

APPLICABLE LEGISLATION AND REGULATION

17) Applicable legislation and regulation:

- a) *Local Government Act 2009*
- b) *Local Government Regulation 2012*
- c) *Statutory Bodies Financial Arrangements Act 1982 (SBFA)*
- d) *Statutory Bodies Financial Arrangements Regulation 2007 (SBFAR)*

RELATED DOCUMENTS

18) Related documents are:

- a) Council Annual Budget 2024-2025
- b) Council Annual Financial Statements 2024-2025
- c) Operational Plan 2024-2025
- d) Investment Policy Guidelines for Local Governments July 2023 (external)

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Budget Meeting	07/07/2015	Revised for 2015/2016
2	Budget Meeting	08/07/2016	Revised for 2016/2017
3	General Meeting	21/06/2017	Revised for 2017/2018
4	General Meeting	27/06/2018	Revised for 2018/2019
5	Budget Meeting	17/07/2019	Revised for 2019/2020
6	General Meeting	24/06/2020	Revised for 2020/2021
7	Budget Meeting	30/06/2021	Revised for 2021/2022
8	Budget Meeting	27/06/2022	Revised for 2022/2023
9	Budget Meeting	28/06/2023	Revised for 2023/2024
10	Budget Meeting	TBC	Revised for 2024/2025

DRAFT - 1106 Debt

Statutory Policy



PURPOSE

- 1) Pursuant to section 192 of the *Local Government Regulation 2012* a local government must prepare and adopt a debt policy annually which documents borrowings planned for the new financial year and the following nine (9) financial years, including a repayment plan for existing and new borrowings. Council's borrowing activities are governed by the *Statutory Bodies Financial Arrangements Act 1982*.
- 2) The purpose of the policy is to inform the financial planning framework within which Council operates and sets out the principles used by Council in determining borrowing schedules.
- 4) ~~This policy outlines the debt strategy of Council and provides for the responsible management of borrowings by ensuring the level of Council debt is within acceptable limits to Council, its ratepayers and interested external parties.~~
- 3)

SCOPE

- 4) This policy will apply ~~wherever~~ when Council is considering borrowing funds externally. It does not apply to hire purchases or leasing arrangements.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC).
<u>Debt Servicing Capacity</u>	<u>The debt servicing capacity is calculated through the application of the leverage ratio in compliance with the State Government's Financial Management (Sustainability) Guideline 2024 (Department of Housing, Local Government, Planning and Public Works).</u>
Intergenerational Equity	Meeting the needs of the present without compromising the ability of future generations to meet their needs.

POLICY

OBJECTIVES

- 5) To maintain the financial sustainability of Council through the responsible management of debt and new borrowings, ensuring an acceptable debt servicing capacity is maintained.
- 2)6) ~~The Debt Policy must state~~ annual preparation of the policy in accordance with statutory obligations, outlining:
 - 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.

PRINCIPLES

- 3)7) ~~The level of debt in individual programs and in total is a matter for Council to decide from time to time~~ determined annually by Council as part of the budget process.

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 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; and
- Competing demands for funds.

8) 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 is appropriate to utilise debt to fund future infrastructure capacity. The appropriate mix of sources of funds will depend on the factors mentioned above.

4)–

~~Capital expenditure on general community facilities is usually funded from such revenue sources such as: general rates, special rates, grants, subsidies, and borrowings. Borrowings for capital expenditure will consider the principles of intergenerational equity to ensure fairness across present and future generations. Borrowings for 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 of the infrastructure 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 the time.~~

POLICY STATEMENT

9) Council restricts borrowings to expenditure on identified capital projects (including the acquisition of assets) that are considered by Council to be of the highest priority, and which cannot be funded from other sources of revenue.

10) Prior to supporting new borrowings, Council will consider the principles of intergenerational equity to ensure fairness across present and future generations. Borrowings should be limited to what can be repaid by the existing rate base and, in general, should be over a shorter period so current users of the infrastructure substantially contribute to the debt servicing and redemption. Debt should not become a burden on future generations who may not receive benefits from these facilities.

5)11) Council recognises the desirability of establishing reserves sufficient to fund future capital, particularly for water and sewerage, and to use funds when appropriate to avoid external borrowings for relatively minor acquisitions and ~~developments~~ capital works. 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.

6)12) Council will only borrow funds for the purpose of acquiring assets, improving facilities or infrastructure and / or substantially extending their useful life. Council may borrow to meet strategic needs, or to take advantage of opportunities for development, providing there is a demonstrable extension to the useful life of the assets. If necessary, Council may borrow funds to finance special projects where funding has been approved, the money is not yet received, and Council's working capital cash will not cover the project.

13) All redemption and interest charges on borrowings, including those relating to water, sewerage and plant are to be repaid from revenue generated in the area related to the capital expenditure funded. 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~~ ten (10) per cent of general rates revenue. Borrowings will only be made in accordance with the adopted budget.

7)14) Council's Leverage Ratio, as defined for a Tier 5 Council in the Financial Management (Sustainability) Guideline published by the State of Queensland (Department of Housing, Local Government, Planning and Public Works) 2024, will remain within the boundary of 0 to 3 times, both on an annual basis and a 5 year average ~~Council's total debt service ratio percentage should not exceed five (5)%.~~

- 15) Borrowings will be from the Queensland Treasury Corporation (QTC) or, if from another organisation, will be made with the approval of the Queensland Treasurer and [the Minister for](#) Department of Housing, Local Government, Planning and Public Works.
- 16) [Borrowings will be undertaken for capital works only where the interest and debt principal repayments can be serviced and relevant financial ratios and debt servicing capacity measures are maintained.](#)
- 17) [New loans will be taken up only if the subsequent increase in debt servicing payments allows the total debt servicing capacity to remain within Council's targets and measures.](#)
- 18) [Debt management is undertaken within approved guidelines, in accordance with Council's Enterprise Risk Management Framework and the *Statutory Bodies Financial Arrangements Act 1982*.](#)

NEW BORROWINGS

- 19) [Council has no planned new borrowings in 2024/25 or the following nine financial years at the time of adoption of this policy. ~~Borrowings will be for a maximum term of twenty years. Shorter borrowing periods will be taken where possible and appropriate. The term of any loan will not exceed the life of the asset.~~](#)

CURRENT BORROWINGS AND REPAYMENT SCHEDULE

- 8)20) ~~Debt management is undertaken within approved guidelines, in accordance with Council's Enterprise Risk Management Framework and the *Statutory Bodies Financial Arrangements Act 1982*. Refer Appendix 1~~

ROLES AND RESPONSIBILITIES

- 9)21) The Chief Executive Officer, and/or delegate are responsible for ensuring ~~that~~ this policy is understood and adhered to by all employees involved in borrowings for Council.

APPLICABLE LEGISLATION AND REGULATION

- 10)22) Applicable legislation and regulation:
- a) [Local Government Act 2009](#)
 - b) [Local Government Regulation 2012](#)
 - c) [Statutory Bodies Financial Arrangements Act 1982](#)
 - b)d) [Statutory Bodies Financial Arrangements Regulation 2019](#)

RELATED DOCUMENTS

- 11)23) Related documents are:
- a) [Council Annual Budget 2024-/2025](#)
 - a)b) [Council Annual Financial Statements 2024-2025](#)
 - c) [Operational Plan 2024-/2025](#)
 - b)d) [Financial Management \(Sustainability\) Guideline 2024 \(external\)](#)

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

~~dd/mm/yyyy~~TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
8	Budget Meeting	07/07/2015	Revised for 2015/2016

Debt Policy
Approved dd/mm/yyyy

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9	Budget Meeting	06/07/2016	Revised for 2016/2017
10	Policy & Planning Meeting	05/04/2017	Revised for Q2 2016/2017
11	Budget Meeting	04/07/2017	Revised for 2017/2018
12	General Meeting	27/06/2018	Revised for 2018/2019
13	Budget Meeting	17/07/2019	Revised for 2019/2020
14	General Meeting	24/06/2020	Revised for 2020/2021
15	Budget Meeting	30/06/2021	Revised for 2021/2022
16	Budget Meeting	27/06/2022	Revised for 2022/2023
17	Budget Meeting	28/06/2023	Revised for 2023/2024
18	Budget Meeting	TBC	Revised for 2024/2025

DRAFT

APPENDIX 1: BUDGETED LOAN MOVEMENTS 2024-2025 AND REPAYMENT SCHEDULE

Total Outstanding QTC loans as at 30th June 2025 (Projected) = \$ 1,332,536

Budgeted Loan Movements 2024-2025

Loan detail	Current Interest Rate	Opening Balance \$	Borrowing \$	Redemption \$	Closing Balance 30/06/2025 \$	Interest & Administration \$	2025 Total Repayments \$	Repayments % general rates
Mt Perry Special Levy	2.815%	100,334	-	32,511	67,823	2,483	34,994	0.29%
Water	3.622%	867,185	-	86,861	780,324	27,264	114,125	0.96%
Bridges	4.795%	534,844	-	50,455	484,389	24,748	75,203	0.63%
Total	3.744%	1,502,363	-	169,827	1,332,536	54,495	224,322	1.88%

Repayment Schedule

	Opening balance	Repayment	Interest charge	Administration charge	Closing Balance
2024_25	1,502,363	224,322	52,840	1,655	1,332,536
2025_26	1,332,536	224,322	45,743	1,457	1,155,414
2026_27	1,155,414	190,342	39,186	1,265	1,005,523
2027_28	1,005,523	155,348	34,197	1,105	885,477
2028_29	885,477	155,348	29,607	965	760,702
2029_30	760,702	155,348	24,827	819	631,000
2030_31	631,000	155,348	19,847	668	496,168
2031_32	496,168	155,348	14,659	511	355,990
2032_33	355,990	136,547	9,255	347	229,044
2033_34	229,044	80,145	5,850	232	154,980
2034_35	154,980	80,145	3,675	146	78,655
2035_36	78,655	80,145	1,433	57	0
Grand Total		1,792,706	281,118	9,225	

DRAFT - 1106 Debt**Statutory Policy****PURPOSE**

- 1) Pursuant to section 192 of the *Local Government Regulation 2012* a local government must prepare and adopt a debt policy annually which documents borrowings planned for the new financial year and the following nine (9) financial years, including a repayment plan for existing and new borrowings. Council's borrowing activities are governed by the *Statutory Bodies Financial Arrangements Act 1982*.
- 2) The purpose of the policy is to inform the financial planning framework within which Council operates and sets out the principles used by Council in determining borrowing schedules.
- 3) This policy outlines the debt strategy of Council and provides for the responsible management of borrowings by ensuring the level of Council debt is within acceptable limits to Council, its ratepayers and interested external parties.

SCOPE

- 4) This policy will apply when Council is considering borrowing funds externally. It does not apply to hire purchases or leasing arrangements.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC).
Debt Servicing Capacity	The debt servicing capacity is calculated through the application of the leverage ratio in compliance with the Financial Management (Sustainability) Guideline 2024 (Department of Housing, Local Government, Planning and Public Works).
Intergenerational Equity	Meeting the needs of the present without compromising the ability of future generations to meet their needs.

POLICY**OBJECTIVES**

- 5) To maintain the financial sustainability of Council through the responsible management of debt and new borrowings, ensuring an acceptable debt servicing capacity is maintained.
- 6) The annual preparation of the policy in accordance with statutory obligations, outlining:
 - 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.

PRINCIPLES

- 7) The level of debt in individual programs and in total is determined annually by Council as part of the budget process.

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 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; and
- Competing demands for funds.

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

POLICY STATEMENT

- 9) Council restricts borrowings to expenditure on identified capital projects (including the acquisition of assets) that are considered by Council to be of the highest priority, and which cannot be funded from other sources of revenue.
- 10) Prior to supporting new borrowings, Council will consider the principles of intergenerational equity to ensure fairness across present and future generations. Borrowings should be limited to what can be repaid by the existing rate base and, in general, should be over a shorter period so current users of the infrastructure substantially contribute to the debt servicing and redemption. Debt should not become a burden on future generations who may not receive benefits from these facilities.
- 11) Council recognises the desirability of establishing reserves sufficient to fund future capital, particularly for water and sewerage, and to use funds when appropriate to avoid external borrowings for relatively minor acquisitions and capital works. 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.
- 12) Council will only borrow funds for the purpose of acquiring assets, improving facilities or infrastructure and / or substantially extending their useful life. Council may borrow to meet strategic needs, or to take advantage of opportunities for development, providing there is a demonstrable extension to the useful life of the assets. If necessary, Council may borrow funds to finance special projects where funding has been approved, the money is not yet received, and Council's working capital cash will not cover the project.
- 13) All redemption and interest charges on borrowings, including those relating to water, sewerage and plant are to be repaid from revenue generated in the area related to the capital expenditure funded. 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 ten (10) per cent of general rates revenue. Borrowings will only be made in accordance with the adopted budget.
- 14) Council's Leverage Ratio, as defined for a Tier 5 Council in the Financial Management (Sustainability) Guideline published by the State of Queensland (Department of Housing, Local Government, Planning and Public Works) 2024, will remain within the boundary of 0 to 3 times, both on an annual basis and a 5 year average
- 15) Borrowings will be from the Queensland Treasury Corporation or, if from another organisation, will be made with the approval of the Queensland Treasurer and the Minister for Department of Housing, Local Government, Planning and Public Works.
- 16) Borrowings will be undertaken for capital works only where the interest and debt principal repayments can be serviced and relevant financial ratios and debt servicing capacity measures are maintained.
- 17) New loans will be taken up only if the subsequent increase in debt servicing payments allows the total debt servicing capacity to remain within Council's targets and measures.
- 18) Debt management is undertaken within approved guidelines, in accordance with Council's Enterprise Risk Management Framework and the *Statutory Bodies Financial Arrangements Act 1982*.

NEW BORROWINGS

- 19) Council has no planned new borrowings in 2024/25 or the following nine financial years at the time of adoption of this policy.

CURRENT BORROWINGS AND REPAYMENT SCHEDULE

20) Refer Appendix 1

ROLES AND RESPONSIBILITIES

21) The Chief Executive Officer, and/or delegate are responsible for ensuring this policy is understood and adhered to by all employees involved in borrowings for Council.

APPLICABLE LEGISLATION AND REGULATION

22) Applicable legislation and regulation:

- a) *Local Government Act 2009*
- b) *Local Government Regulation 2012*
- c) *Statutory Bodies Financial Arrangements Act 1982*
- d) *Statutory Bodies Financial Arrangements Regulation 2019*

RELATED DOCUMENTS

23) Related documents are:

- a) Council Annual Budget 2024-2025
- b) Council Annual Financial Statements 2024-2025
- c) Operational Plan 2024-2025
- d) Financial Management (Sustainability) Guideline 2024 (external)

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

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2034_35	154,980	80,145	3,675	146	78,655
2035_36	78,655	80,145	1,433	57	0
Grand Total		1,792,706	281,118	9,225	

DRAFT - 1111 Revenue Statutory Policy



PURPOSE

- 1) ~~Under Sections~~ Pursuant to section 193 ~~(2) (3)~~ of the *Local Government Regulation 2012* a local government must review its Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the Revenue Policy to be adopted for the next financial year, stating the ~~-and-states~~ guidelines that may be used for preparing the local government's revenue statement.
- 4)2) ~~The policy~~ 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.

SCOPE

3) A local government's Revenue Policy for a financial year must state:

- a) ~~The Revenue Policy identifies and demonstrates the~~ principles ~~that~~ Council intends to apply in the preparation and adoption of the budget include as follows:
- i) ~~—~~
 - ii) ~~i)~~ Levying rates and charges;
 - iii) ~~ii)~~ Granting concessions for rates and charges;
 - iv) ~~iii)~~ Recovering overdue rates and charges; ~~and~~
 - v) ~~iv)~~ Cost-recovery methods.
- a)b) ~~The is Policy must also address~~ following matters:
- i) If Council grant concessions for rates and charges, the ~~The~~ purpose for the granting of concessions; ~~and~~
 - ii) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)

POLICY

PRINCIPLES

2)4) ~~The P~~principles ~~used for the levying of rates and charges; to apply in the financial year include for:~~

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:

- a) Transparency in the making of rates and charges;
- b) Having in place a rating regime that is simple and inexpensive to administer;
- c) Responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans;
- d) Equity via a differential rating category;
- e) Flexibility to take account of changes in the local economy, adverse seasonal conditions and extraordinary circumstances;
- f) Maintaining valuation relativities within the council;
- g) Maintaining council services to an appropriate standard;
- h) Meeting the needs and expectations of the general community; ~~and~~
- i) Assessing availability of other revenue sources.

In levying rates Council will apply the principles of:

- a) Making clear what is the Council's and each ratepayer's responsibility to the rating system;
- b) Making the levying system simple and inexpensive to administer;
- c) Timing the levy of rates to assist with the financial sustainability of the region's economy ~~take into account the financial cycle of local economic activity in order to assist smooth running of the local economy;~~
and
- d) Equity through clear and transparent flexible payment arrangements for ratepayers with a lower capacity to pay.

Principles used for granting concessions for rates and charges

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

- a) ~~Similar treatment~~ Equitable treatment of ratepayers with similar circumstances;
- b) Transparency by making clear the requirements necessary to receive rebates and concessions; ~~and~~
- c) ~~F~~ flexibility to allow Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances; ~~and~~
- d) Fairness in considering the provision of community service rebates and concessions for properties used for community use, not for profit organisations, community halls and to encourage economic development in the region.

The predominant purposes for which Council grants concessions is:

- a) **Community ~~Not for Profit~~ Concessions**
Remission to religious organisations, sporting groups, community groups and community halls who provide a public service or community benefit throughout the region or encourage economic development – outlined in ~~Council's General Policy 1255 – Rates and Charges Concessions and Exemptions.~~ Concession for Community Not for Profit Organisations.
Concession for Subdivider
To support subdividers that contribute to Councils reticulated water and sewerage infrastructure
- b) **Water Consumption Charges**
Concessions for Partial Relief from Water Consumption Charges in accordance with Policy 1211 ~~–~~ Partial Relief from Water Consumption Charges.
- c) **Natural Disaster or Drought Relief**
Council may at its discretion grant some relief to rural and commercial ratepayers who are financially stressed by drought or have been affected by natural disaster.
- c)d) **Other**
Other remission or rate deferral requests will be assessed on their individual merits.

Principles used for recovering overdue rates and charges

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

- a) Transparency by making clear the obligations of ratepayers and the processes used by Council
- b) ~~In in a~~ Assisting ratepayers to meet their financial obligations
- c) Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective
- d) Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community
- e) ~~Providing the same treatment for~~ Equitable treatment of ratepayers with similar circumstances
- f) Flexibility by responding where necessary to changes in the local economy and environmental conditions (including recovery from drought and floods).

Principles used for ~~c~~Cost recovery methods

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees.

In making Cost-Recovery Fees Council will apply the principles of:

- a) Endeavouring to recover the full cost of the service provided for which the cost recovery fee is remitted ~~so as~~ to minimise the effect on ratepayers;
- b) Making the levying of cost-recovery fees simple, efficient, and inexpensive to administer ~~in order~~ to minimise costs; ~~and~~
- c) Clarity in the method of calculating the amounts payable by a user.

The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental, and other corporate goals.

This is considered to be the most equitable and effective revenue approach and is founded on the basis that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services. However, in setting its cost-recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking the action to which, the fee applies.

Principles used for Funding of Physical and Social Infrastructure Costs

~~As at 1 July 2017, Council does not have a mechanism to fund any infrastructure in accordance with the Planning Act 2016.~~

Pursuant to the mechanisms contained in the *Planning Act 2016*, Council requires the developer of a property to pay reasonable and relevant contributions as infrastructure charges towards the cost of infrastructure required to support a development.

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy Council will be guided by the principle of user pays in making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

APPLICABLE LEGISLATION AND REGULATION

- 5) Applicable legislation and regulation:
 - a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*

RELATED DOCUMENTS

- 6) Related documents are:
 - a) [Council Annual Budget 2024-2025](#)
 - b) [Council Annual Financial Statements 2024-2025](#)
 - c) [Operational Plan 2024-2025](#)
 - ~~a)d)~~ [Policy 2233 - Debt Recovery](#)
 - e) [Policy ~~211-1211~~ - Partial Relief from Water Consumption Charges](#)
 - ~~b)f)~~ [Policy 1255 - Rates and Charges Concessions and Exemptions](#)

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

dd/mm/yyyy TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
7	Budget Meeting	07/07/2014	Revised for 2014/2015
8	Budget Meeting	07/07/2015	Revised for 2015/2016
9	Budget Meeting	06/07/2016	Revised for 2016/2017
10	Budget Meeting	05/07/2017	Revised for 2017/2018
11	Budget Meeting	27/06/2018	Revised for 2018/2019
12	General Meeting	26/06/2019	Revised for 2019/2020
13	General Meeting	24/06/2020	Revised for 2020/2021
14	Budget Meeting	30/06/2021	Revised for 2021/2022
15	Budget Meeting	27/06/2022	Revised for 2022/2023
16	Budget Meeting	28/06/2023	Revised for 2023/2024
17	Budget meeting	TBC	Revised for 2024/2025

DRAFT

DRAFT - 1111 Revenue**Statutory Policy****PURPOSE**

- 1) Pursuant to section 193 of the *Local Government Regulation 2012* a local government must review its Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the Revenue Policy to be adopted for the next financial year, stating the guidelines that may be used for preparing the local government's revenue statement.
- 2) The policy sets out the principles Council will use to set its budget and identifies in broad terms the general strategy to be used for raising revenue.

SCOPE

- 3) A local government's Revenue Policy for a financial year must state:
 - a) The principles Council intends to apply in the preparation and adoption of the budget include:
 - i) Levying rates and charges
 - ii) Granting concessions for rates and charges
 - iii) Recovering overdue rates and charges
 - iv) Cost-recovery methods.
 - b) The following matters:
 - i) If Council grant concessions for rates and charges, the purpose for the granting of concessions.
 - ii) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)

POLICY**PRINCIPLES**

- 4) The principles to apply in the financial year include:

Levying Rates and Charges

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

Council will have regard to the principles of:

- a) Transparency in the making of rates and charges
- b) Having in place a rating regime that is simple and inexpensive to administer
- c) Responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans
- d) Equity via a differential rating category
- e) Flexibility to take account of changes in the local economy, adverse seasonal conditions and extraordinary circumstances
- f) Maintaining valuation relativities within the council
- g) Maintaining council services to an appropriate standard
- h) Meeting the needs and expectations of the general community
- i) Assessing availability of other revenue sources.

In levying rates Council will apply the principles of:

- a) Making clear what is the Council's and each ratepayer's responsibility to the rating system
- b) Making the levying system simple and inexpensive to administer
- c) Timing the levy of rates to assist with the financial sustainability of the region's economy
- d) Equity through clear and transparent flexible payment arrangements for ratepayers with a lower capacity to pay.

Granting concessions for rates and charges

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

- a) Equitable treatment of ratepayers with similar circumstances
- b) Transparency by making clear the requirements necessary to receive rebates and concessions
- c) Flexibility to allow Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances
- d) Fairness in considering the provision of rebates and concessions for properties used for community use, not for profit organisations, community halls and to encourage economic development in the region.

The predominant purposes for which Council grants concessions is:

- a) **Community Concessions**
Remission to religious organisations, sporting groups, community groups and community halls who provide a public service or community benefit throughout the region or encourage economic development – outlined in Policy 1255 - Rates and Charges Concessions and Exemptions.
- b) **Water Consumption Charges**
Concessions for Partial Relief from Water Consumption Charges in accordance with Policy 1211 - Partial Relief from Water Consumption Charges.
- c) **Natural Disaster or Drought Relief**
Council may at its discretion grant some relief to rural and commercial ratepayers who are financially stressed by drought or have been affected by natural disaster.
- d) **Other**
Other remission or rate deferral requests will be assessed on their individual merits.

Recovering overdue rates and charges

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

- a) Transparency by making clear the obligations of ratepayers and the processes used by Council
- b) Assisting ratepayers to meet their financial obligations
- c) Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective
- d) Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community
- e) Equitable treatment of ratepayers with similar circumstances
- f) Flexibility by responding where necessary to changes in the local economy and environmental conditions (including recovery from drought and floods).

Cost recovery methods

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees. In making Cost-Recovery Fees Council will apply the principles of:

- a) Endeavouring to recover the full cost of the service provided for which the cost recovery fee is remitted to minimise the effect on ratepayers
- b) Making the levying of cost-recovery fees simple, efficient, and inexpensive to administer to minimise costs
- c) Clarity in the method of calculating the amounts payable by a user.

The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental, and other corporate goals.

This is considered to be the most equitable and effective revenue approach and is founded on the basis that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services. However, in setting its cost-recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking the action to which, the fee applies.

Principles used for Funding of Physical and Social Infrastructure Costs

Pursuant to the mechanisms contained in the *Planning Act 2016*, Council requires the developer of a property to pay reasonable and relevant contributions as infrastructure charges towards the cost of infrastructure required to support a development.

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy Council will be guided by the principle of user pays in making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

APPLICABLE LEGISLATION AND REGULATION

- 5) Applicable legislation and regulation:
- a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*

RELATED DOCUMENTS

- 6) Related documents are:
- a) Council Annual Budget 2024-2025
 - b) Council Annual Financial Statements 2024-2025
 - c) Operational Plan 2024-2025
 - d) Policy 2233 - Debt Recovery
 - e) Policy 1211 - Partial Relief from Water Consumption Charges
 - f) Policy 1255 - Rates and Charges Concessions and Exemptions

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

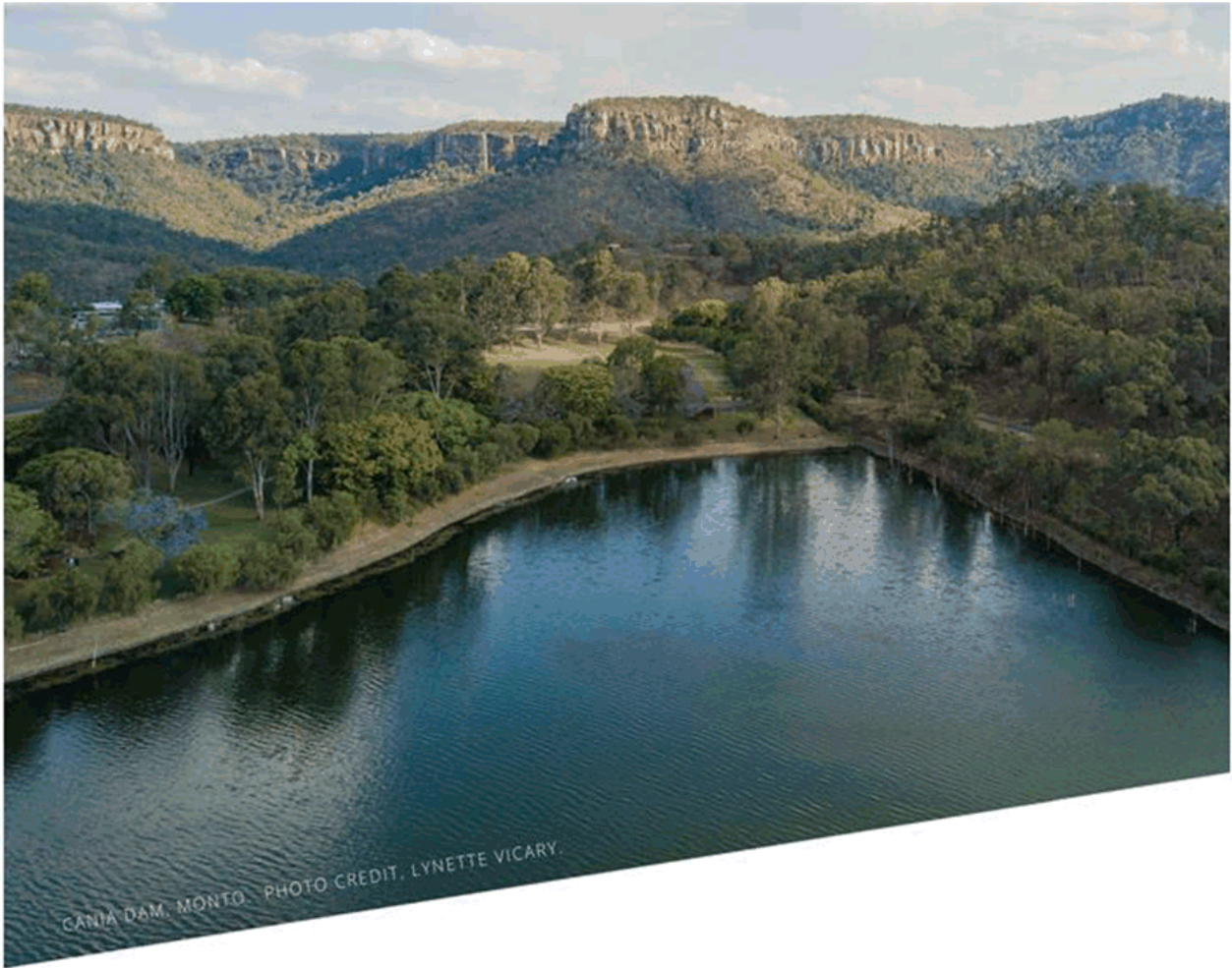
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8	Budget Meeting	07/07/2015	Revised for 2015/2016
9	Budget Meeting	06/07/2016	Revised for 2016/2017
10	Budget Meeting	05/07/2017	Revised for 2017/2018
11	Budget Meeting	27/06/2018	Revised for 2018/2019
12	General Meeting	26/06/2019	Revised for 2019/2020
13	General Meeting	24/06/2020	Revised for 2020/2021
14	Budget Meeting	30/06/2021	Revised for 2021/2022
15	Budget Meeting	27/06/2022	Revised for 2022/2023
16	Budget Meeting	28/06/2023	Revised for 2023/2024
17	Budget meeting	TBC	Revised for 2024/2025



NORTH BURNETT REGIONAL COUNCIL
DRAFT 2024-2025
**REVENUE
STATEMENT**

REVENUE STATEMENT 2024/2025
ADOPTED TBC



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PURPOSE

The purpose of this Revenue Statement to:

- Detail the methods used to achieve Council's objectives set out in Policy 1111 Revenue
- Explain material matters that guide the development and implementation of revenue practices within the Council.

DEFINITIONS

the Act – refers to the *Local Government Act 2009*

the Regulation – refers to the *Local Government Regulation 2012*

1 REVENUE STATEMENT

Section 104 of the Act and sections 169(2)(b) and 172 of the Regulation provide for the preparation of a Revenue Statement.

In accordance with section 172 of the Regulation this revenue statement states:

- the rating categories for rateable land and a description of each rating category
- the criteria used to decide the amount of a cost-recovery fee
- the outline and explanation of the rates and charges to be levied
- the outline and explanation of the concessions for rates and charges
- the outline and explanation of the limitation on increase of rates and charges.

2 REVENUE RAISING MEASURES

Revenue in the 2024-25 budget is comprised of rates and charges imposed by the Council, Commonwealth and State Government grants and subsidies 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
- set at a level which considers the current economic climate
- set at a level which considers the services which are to be provided to the community
- set at a level which is considered fair and equitable.

Council has followed the Department of Housing, Local Government, Planning and Public Work's guidelines on equity and fairness in rating for Queensland Local Governments, considering the following principles:

- Principle of equity for like properties
- Principle of user pays
- Principle of meaningful contribution
- Principle of predictability
- Principle of fairness.

3 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 rating categories (and applying differential general rates, accordingly) will be on one or more of the following criteria:

- the value of land, as determined by the Department of Resources
- the land use codes (LUC), as determined by the Department of Resources
- land area
- animal numbers
- tonnes of material extracted
- number of people employed
- number of rooms provided in commercial accommodation facilities
- production capacity.

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.

MINIMUM DIFFERENTIAL GENERAL RATES

A minimum general rate is applied to each category to recognise 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 value 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, descriptions and identification apply for the 2024-25 financial year:

Differential Category	Description	Identification
1	All vacant land, which is not otherwise categorised and is less than 1 Ha in size	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
2	All vacant land, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
3	All land used for residential purposes, which is not otherwise categorised and is less than 1 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
4	All land used for residential or rural residential purposes, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
5	All Land, which is not otherwise categorised, used for multi residential purposes such as, for example, units, flats, guest houses, private hotels and residential institutions.	Land with the following land use codes: 03 – Multi unit dwelling (flats) 07 – 09 – Guest house/private hotel, Building Units, Group Title 21 – Residential Institutions (Non-Medical Care)

COMMERCIAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
6	All land, which is not otherwise categorised, used for commercial purposes.	Land with the following land use codes: 10 – 27 – Retail Business/Comm (Excluding 21-Residential Institutions (Non-Medical Care)) 41 – 49 – Special Uses (excluding 48 – Sports clubs/Facilities) 96 – 99 – General Uses
7	All land, which is not otherwise categorised, used as a motel, with less than 15 motel units.	Land with the following land use codes: 43 – Motel
8	All land, which is not otherwise categorised, used as a motel, with 15 or more motel units.	Land with the following land use codes: 43 – Motel
9	All land, which is not otherwise categorised, used as a hotel with less than 15 accommodation units.	Land with the following land use codes: 42 – Hotel
10	All land, which is not otherwise categorised, used as a hotel with 15 or more accommodation units.	Land with the following land use codes: 42 – Hotel
11	All land, which is not otherwise categorised, used as a caravan park with less than 15 accommodation units.	Land with the following land use codes: 49 – Caravan Park
12	All land, which is not otherwise categorised, used as a caravan park with 15 or more accommodation units.	Land with the following land use codes: 49 – Caravan Park
13	All land, which is not otherwise categorised, used for not for profit uses.	Land with the following land use codes: 48 – 59 (excluding 49 - Caravan Park)

INDUSTRIAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
14	All land, which is not otherwise categorised, used for industrial purposes.	Land with the following land use codes: 28 – 36 – Transport & Storage, Industrial
15	All land, which is not otherwise categorised, whose predominate land use is for Commercial Electrical, Reticulation or Telecommunication purposes.	Land with the following land use codes: 91 – Transformers
16	All land, which is not otherwise categorised, used as an abattoir.	Land with the following land use codes: 37 – Noxious Industry (including Abattoirs)
17	All land, which is not otherwise categorised, less than 10 Ha in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description
18	All land, which is not otherwise categorised, 10 Ha or more in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description

RURAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
21	All land, which is not otherwise categorised, is less than 100 Ha and is used for sheep grazing, cattle grazing, dairying and other similar rural uses.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy 85 – 94 – Other Rural Uses (Excludes 91 – Transformers)
22	All land, which is not otherwise categorised, having an area of 100 Ha or more used for sheep grazing and cattle grazing.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy
23	All land, which is not otherwise categorised, used for rural cropping purposes.	Land with the following land use codes: 68 – 78 – Dairy, Agricultural 80 – 94 – Other Rural Uses (Excludes 91 – Transformers)
24	All land, which is not otherwise categorised, used for rural orcharding purposes.	Land with the following land use codes: 79 – Orchards
25	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.	Land with the following land use codes: 95 – Reservoir, dam bores
26	All land, which is not otherwise categorised and is used for the following miscellaneous rural purposes: <ul style="list-style-type: none"> • Pump Sites and Stock Grazing Permits • Road Licences • Co-operative dips • Land not exceeding 0.5 Ha in area used exclusively for a bore site. 	Land that fits the description

INTENSIVE RURAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
31	All land used for Cattle Feedlot intensive animal industry of 501 SCU or greater with, an approved capacity of no more than 2,000 SCU.	Land that fits the description
33	All land used for Cattle Feedlot intensive animal industry of 2,001 SCU or greater.	Land that fits the description

Differential Category	Description	Identification
41	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 2,501 SPU or greater, but no more than 15,000 SPU.	Land that fits the description
44	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 15,001 SPU or greater.	Land that fits the description

INTENSIVE BUSINESSES AND INDUSTRIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
51	Land, 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.	Land that fits the description
52	Land, 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 50 MW or more, but no more than 250 MW.	Land that fits the description
53	Land, 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 251 MW and greater.	Land that fits the description
55	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 for less than 5,000 tonnes production	Land that fits the description
56	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 for 5,001 to 100,000 tonnes production	Land that fits the description
57	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 for 100,001 tonnes of production or greater	Land that fits the description
58	Mining Leases that are less than 200 Ha and have less than 15 employees.	Land that fits the description
59	Mining Leases that are greater than 200 Ha and have less than 15 employees.	Land that fits the description
60	Mining Leases that have between 15 and 100 employees.	Land that fits the description
61	Mining Leases that have from 101 to 200 employees.	Land that fits the description
62	Mining Leases that have from 201 to 300 employees.	Land that fits the description
63	Mining Leases that have from 301 to 400 employees.	Land that fits the description
64	Mining Leases that have from 401 to 500 employees.	Land that fits the description
65	Mining Leases that have 501 or more employees.	Land that fits the description
71	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".	Land that fits the description

Differential Category	Description	Identification
72	Land used for providing intensive accommodation for more than 50 people but less than or equal to 100 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".	Land that fits the description
73	Land used for providing intensive accommodation for more than 100 people but less than or equal to 300 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".	Land that fits the description
74	Land used for providing intensive accommodation for more than 300 people but less than or equal to 500 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".	Land that fits the description
75	Land used for providing intensive accommodation for more than 500 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".	Land that fits the description

Differential Category	Description	Identification
81	Petroleum Leases with an area of less than 1,000 hectares.	Land that fits the description
82	Petroleum Leases with an area of 1,000 hectares or more but less than 10,000 hectares.	Land that fits the description
83	Petroleum Leases with an area of 10,000 hectares or more but less than 30,000 hectares.	Land that fits the description
84	Petroleum Leases with an area of 30,000 hectares or more.	Land that fits the description
85	Petroleum Leases for the extraction of shale oil that have less than 10 wells.	Land that fits the description
86	Petroleum Leases for the extraction of shale oil that have 10 wells or more but less than 30 wells.	Land that fits the description
87	Petroleum Leases for the extraction of shale oil that have 30 wells or more.	Land that fits the description
88	Land, 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.	Land that fits the description
89	Land, 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.	Land that fits the description
90	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of less than 20 MW.	Land that fits the description
91	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 20 MW or more, but no more than 50 MW.	Land that fits the description
92	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 50 MW or more, but no more than 100 MW.	Land that fits the description
93	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 100 MW or more, but no more than 200 MW.	Land that fits the description
94	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 200 MW or more, but no more than 500 MW.	Land that fits the description
95	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 500 MW and greater.	Land that fits the description

4 LEVY OF DIFFERENTIAL RATES

In accordance with section 94 of the Act and section 80 of the Regulation, North Burnett Regional Council will make and levy differential general rates on rateable land. Further, pursuant to section 77 of the Regulation, Council considers there should be a minimum charge for all rate categories. The following differential general rates, and minimum general rates, will be made and levied for the categories as listed:

Category	Short Description	Cent in Dollar	Minimum
1	Vacant Land < 1 Ha	1.594700	\$946
2	Large Vacant Land 1 – 1000 Ha	1.598050	\$968
3	Residential < 1 Ha	1.380300	\$946
4	Large Residential, Rural Lifestyle 1 – 1000 Ha	1.625060	\$968
5	Multi Residential	1.642290	\$1,275
6	Commercial	2.048160	\$1,275
7	Motel < 15 Units	2.014230	\$1,499
8	Motels > 15 Units	1.968500	\$1,875
9	Hotels < 15 Units	2.195460	\$1,499
10	Hotels > 15 Units	1.974040	\$1,875
11	Caravan Park < 15 Units	1.996660	\$1,499
12	Caravan Park > 15 Units	2.062850	\$1,875
13	Commercial Non-Profit	0.683910	\$364
14	Industrial	2.071520	\$1,275
15	Electrical, Reticulation and Telecommunication Infrastructure	1.159940	\$2,279
16	Abattoirs	1.420310	\$1,454
17	Industrial – Sawmill < 10 Ha	4.644200	\$1,896
18	Industrial – Sawmill > 10 Ha	1.888330	\$2,271
21	Small Rural < 100 Ha	0.821950	\$998
22	Rural Grazing	0.721200	\$1,277
23	Rural Cropping	0.982710	\$1,275
24	Rural Orchard	1.555280	\$1,405
25	Commercial Water	18.960380	\$4,540
26	Rural Exclusions	2.624850	\$98
31	Cattle Feedlot – 501 SCU to 2,000 SCU	0.687550	\$1,049
33	Cattle Feedlot – 2,001 SCU or greater	0.709380	\$4,201
41	Piggery – 2,501 SPU to 15,000 SPU	0.834260	\$1,049
44	Piggery – 15,001 SPU or greater	0.857340	\$6,594
51	Power Station < 50 MW	3.830697	\$19,116
52	Power Station 50 – 250 MW	6.472282	\$38,231
53	Power Station > 250 MW	4.804028	\$76,459
55	Extractive Industry < 5,000 tonnes	2.257200	\$1,528
56	Extractive Industry 5,000 -100,000 tonnes	4.898700	\$10,704
57	Extractive Industry 100,000 + tonnes	3.869246	\$39,748
58	Mining Lease < 15 employees and < 200 Ha	4.968760	\$2,526
59	Mining Lease < 15 employees and 200 + Ha	2.749600	\$10,706
60	Mining Leases that have between 15 and 100 employees	16.291373	\$39,758
61	Mining Leases that have between 101 and 200 employees	49.402805	\$114,687
62	Mining Leases that have between 201 and 300 employees	36.413370	\$191,141

Category	Short Description	Cent in Dollar	Minimum
63	Mining Leases that have between 301 and 400 employees	49.402805	\$267,597
64	Mining Leases that have between 401 and 500 employees	49.402805	\$344,054
65	Mining Leases that have 501 or more employees	49.402805	\$420,511
71	Intensive Accommodation 15 – 50 persons	13.294281	\$22,936
72	Intensive Accommodation 51 – 100 persons	13.294281	\$45,873
73	Intensive Accommodation 101 – 300 persons	13.294282	\$91,749
74	Intensive Accommodation 301 – 500 persons	13.294281	\$137,620
75	Intensive Accommodation 501 + persons	13.294282	\$183,497
81	Petroleum Lease – Gas < 1,000 Ha	6.647430	\$19,116
82	Petroleum Lease – Gas 1,000 Ha to 9,999 Ha	6.647430	\$38,231
83	Petroleum Lease – Gas 10,000 Ha to 29,999 Ha	6.647430	\$114,687
84	Petroleum Lease – Gas 30,000 + Ha	6.647430	229,370
85	Petroleum Lease – Shale Oil < 10 wells	6.647430	\$19,116
86	Petroleum Lease – Shale Oil 10 – 30 wells	6.647430	\$38,231
87	Petroleum Lease – Shale Oil 30 + Wells	6.647430	\$229,370
88	Petroleum Other < 400 Ha	6.647430	\$11,468
89	Petroleum Other 400 + Ha	6.647430	\$22,936
90	Renewable Energy < 20MW	2.331798	\$16,360
91	Renewable Energy 20MW to < 50MW	2.202270	\$44,405
92	Renewable Energy 50MW to < 100MW	2.086560	\$75,955
93	Renewable Energy 100MW to < 200MW	1.970640	\$191,841
94	Renewable Energy 200MW to < 500MW	1.738800	\$447,641
95	Renewable Energy 500MW or Greater	1.622880	\$767,363

5 UTILITY CHARGES

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

- Sewerage Schemes
- Water Supply Schemes
- Kerbside Waste Collection

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 (applies to contiguous parcel properties only):

- 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 Department of Resources land use code for the parcel, or which is identified through Council's own enquiries.
- Council will not levy sewerage charges against land:
 - i. effectively incapable of development (if vacant) by the erection of residential premises; or
 - ii. 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 exemption in any of the three preceding sub-paragraphs. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Council's 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 principles:

- 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.

The sewerage scheme charges shall be:

Sewerage Charge	Description	Charge
1 st Pedestal Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1 st pedestal at all other connected allotments.	\$720
Access Charge (un-connected or vacant)	Charge applied to each non-contiguous parcel of land in the seweraged area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$546
Additional Pedestal (non-residential)	After the 1 st Pedestal Charge, the Charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewerage scheme.	\$584
Access Charge Additional Contiguous Parcels	Charge applied to each additional contiguous parcel of land in the seweraged area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$247
Septic Charge	Charge applied to Assessments 60156-00000-000, 60157-00000-000, 60424-00000-000 and 60425-00000-000, these parcels of land are within the designated Mundubbera Sewerage Area but are unable to be connected to the sewerage scheme.	\$546

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 (applies to contiguous parcel properties only):

- 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 Department of Resources land use code for the parcel, or which is identified through Council's own enquiries.
- Council also will not levy water charges against land:
 - i. effectively incapable of development (if vacant) by the erection of residential premises; or
 - ii. 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 the three preceding sub-paragraphs. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Council's 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 principles:

- 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. North Burnett Regional Council reads the water meters in 6-monthly billing cycles. Meters are targeted to be read in sequence in the 5 weeks leading up to the end of each cycle. Cycles end on 31 December and 30 June each year. If there are issues with accessing, finding or being able to read the dials of the meter, the actual billing cycle will depend on the time taken to resolve the issue and obtain a reading.

The Water Scheme charges shall be:

Water Charge	Description	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.	\$754
Consumption Charge	Charge for each kilolitre of consumption through water meter reads.	\$2.46
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.	\$338

KERBSIDE WASTE COLLECTION

The Kerbside Waste Collection charge shall apply to the defined Waste collection areas, however Council has resolved that where a service has been established and on occasions the waste contractor determines it cannot and should not traverse a particular road the service will not be delivered and options available to the property effected are to leave the bin until the next available collection, take the bin to a Council landfill where the effected residents will not be charged or take the bin to a serviced sealed road where the truck can service it without danger or impact on roads.

The purpose of the Kerbside Waste Collection charging system is to fund the collection, operation and maintenance of the Kerbside Waste Collection Service performed within the Council area.

The objects of the Kerbside Waste Collection charging system are:

- To provide residents and staff with details of applicable charges associated with the Kerbside Waste Collection 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 Waste Function.

The annual Kerbside Collection 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. Each service shall be equal to one (1) unit and each additional service equal to one (1) unit. The charges are annual charges and credits cannot be allowed for periods of time when premises are unoccupied. The Service will be charged on the number of services provided as follows:

- Residential – Differential Rate Categories 1-5
- Commercial – Differential Rate Categories 6-18
- Premium – Opt in Service (Application must be made)
- Infirmid – Opt in Service (Application must be made).

Kerbside Waste Collection Charge	Description	Charge
Residential	Charge applied to each bin serviced for properties in Differential Rate Categories Other than 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$351
Commercial	Charge applied to each bin serviced for properties in Differential Rate Categories 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$426
Premium	Charge applies to each bin serviced. Application must be made for this service.	\$711
Infirmid	Charge applies to each bin serviced. Application must be made for this service.	\$351

6 SPECIAL RATES AND CHARGES

SPECIAL CHARGE – ROAD AND DRAINAGE WORKS SHAND STREET SUBDIVISION, MT PERRY (SHAND, HUNTER & MASON STREETS)

(a) **Reason**

The matter of pursuing the establishment of the uncompleted infrastructure within the unfinished Shand Street Subdivision Mt Perry was considered by Council at its General Meeting Gayndah 15 March 2016 and a resolution was carried 7-0 as follows:

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That Council receive and note the contents of the report and commence the implementation of the proposed benefitted area.

The benefitted parcels and the special charges are shown in this report at:

Schedule 1 – Properties and breakdown of costs in relation to the Special Levy for the Shand, Hunter & Mason Street Benefitted Area Roads and Drainage upgrades.

The special charge will be levied on the benefitted parcels commencing for the Levy Period 1 January to 30 June 2017 and all forward periods as outlined in Schedule 2.

(b) **Basis on which Special Charge – Road and Drainage Works Shand Street Subdivision, Mt Perry**
In accordance with section 92(3) of the Act and Chapter 4 Part 6 of Regulation Council will make and levy a special charge on each parcel of land contained in Schedule 1 to recoup the cost of finalisation of drainage and road works.

The respective plans are detailed below:

Internal Roadworks Overall Plan

The Overall Plan is as follows:

(a) Schedule 1 identifies the rateable land that will especially benefit from the service, facilities, and activities the subject of the plan.

(b) The service, facilities, and activities the subject of the plan comprises: Performance of the work (including provision of materials) to fund and construct:

- Shand Street;
- Hunter Street; and
- Mason Street.

Associated works involved in administering, project managing and consulting regarding the Benefitted Area Project.

(c) The estimated cost of implementing the overall plan is \$366,200. Break down for each respective property is in Schedule 1.

(d) Estimated time for implementing the overall plan is 10 years, commencing in or about July 2016.

(e) Reimbursement of work cost by affected properties is based on the following:

In setting the special levy it is necessary to consider the extent to which each property specially benefits from the works.

The term “benefit” also includes “the extent to which the land specially contributes to the need for the service or activity”. Thus the “benefit” may relate to the cost of providing the service to the particular parcel of land.

The works are identified as:

- Hunter Street from Mason Street to end;
- Mason Street from Hunter Street to Shand Street; and
- Shand Street.

There is also the intersection (which it is proposed should be funded from Council's general funds and not part of the special charge scheme).

The direct beneficiaries are those properties fronting the streets it is proposed to construct. Properties fronting the part of Mason St not to be constructed and the unnamed road beyond that will receive some benefit. It is assumed they will have benefit over the constructed road length as other properties, even though the sealed road will not extend all the way.

The benefit is access to the property using a constructed road.

It could be argued that the benefit to each property is equal (one access). It could also be argued that the benefit to each property (or the cost of providing that benefit) varies as follows:

- a) The cost of providing access to each property is a share based on the length of road required to access that property. Thus, a property facing Shand Street will benefit from the construction of Mason St and the part of Shand Street up to the property entrance. The property does not benefit from the part of Shand Street beyond its boundary towards the closed end. Included in setting the Special Levy
- b) The works will provide potential constructed road access to all the frontage of the property so the property will also benefit from the length of road running across its frontage. Included in setting the Special Levy

Council will make and levy for the 2024-25 financial year a special levy upon each of the benefited lots, to recoup the work cost and the associated borrowing costs it incurs.

Each benefited parcel will share with each other benefited parcel the Council borrowing costs (including interest) and work costs. For Land in Sales Processes the special levy will be noted by Council as part of these sales procedures so that future purchasers will understand rates liability of appropriate land parcels.

Full Cost Breakdown is in Schedule 2.

TO PAY FOR THIS LANDOWNERS WILL HAVE TWO OPTIONS AS FOLLOWS:

- Option 1 – Land Owners Paying Over a 10 Year Period
- Option 2 – early settlement of outstanding balances (penalty will apply for reducing council borrowings and a calculation will be undertaken at the point of request)

Details of the Annual Implementation Plan

It should be noted that over the period of 2014-2016 Council has invested in excess of \$120,000 of its own funds in road formation and civil works.

For the 2024-25 financial year, the annual implementation plan is as follows:

Council will:

- (a) recover from ratepayers the cost of undertaking the work (including borrowing costs)

SCHEDULE 1 - PROPERTIES AND BREAKDOWN OF COSTS IN RELATION TO THE SPECIAL LEVY FOR THE SHAND, HUNTER & MASON STREET BENEFITED AREA ROADS AND DRAINAGE UPGRADES.

Total Estimated Cost

Annual Repayment Option

	Hunter	Mason	Shand	Total	Hunter	Mason	Shand	Total Annual	Total 10 yrs
86rp28376	3,051.78	-	-	3,051.78	-	-	-	-	-
87rp28376	6,014.23	-	-	6,014.23	803.50	-	-	803.50	8,035.02
88rp28376	8,976.69	-	-	8,976.69	-	-	-	-	-
89rp28376	11,939.15	-	-	11,939.15	1,595.07	-	-	1,595.07	15,950.70
90rp28376	14,871.83	-	-	14,871.83	1,986.88	-	-	1,986.88	19,868.77
91rp28376	15,922.50	-	-	15,922.50	2,127.25	-	-	2,127.25	21,272.46
92rp28376	12,833.54	-	-	12,833.54	1,714.56	-	-	1,714.56	17,145.60
93rp28376	9,617.19	-	-	9,617.19	1,284.86	-	-	1,284.86	12,848.57
94rp28376	6,480.46	1,850.19	-	8,330.65	865.79	247.19	-	1,112.97	11,129.74
95rp28376	-	3,700.37	-	3,700.37	-	494.37	-	494.37	4,943.70
96rp28376	-	5,468.83	-	5,468.83	-	730.64	-	730.64	7,306.35
97rp28376	-	7,222.42	-	7,222.42	-	964.92	-	964.92	9,649.15
98rp28376	-	9,882.53	6,439.95	16,322.48	-	1,320.31	860.38	2,180.68	21,806.83
99rp28376	-	9,882.53	9,651.85	19,534.38	-	1,320.31	1,289.49	2,609.79	26,097.93
100rp28376	-	9,882.53	12,863.76	22,746.29	-	1,320.31	1,718.60	3,038.90	30,389.04
101rp28376	-	9,882.53	15,898.12	25,780.65	-	1,320.31	2,123.99	3,444.29	34,442.95
170rp28376	-	9,882.53	25,787.60	35,670.13	-	1,320.31	3,445.22	4,765.53	47,655.29
169rp28376	-	9,882.53	12,710.72	22,593.25	-	1,320.31	1,698.15	3,018.46	30,184.58
163rp28376	-	9,882.53	6,355.36	16,237.89	-	1,320.31	849.08	2,169.38	21,693.82
164rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
165rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
166rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
167rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
168rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
	89,707.37	136,832.17	89,707.36	316,246.90	10,377.91	18,280.84	11,984.91	40,643.66	406,435.80

***The amounts may change due to any payments received before the actual costs were finalised.

SCHEDULE 2 – LEVY PERIODS/YEARS FOR FUTURE CHARGES

Finance Year	Period Start	Period End	Charge Amount
2016-17	1/01/2017	30/06/2017	Half Yearly Charge
2017-18	1/07/2017	31/12/2017	Half Yearly Charge
2017-18	1/01/2018	30/06/2018	Half Yearly Charge
2018-19	1/07/2018	31/12/2018	Half Yearly Charge
2018-19	1/01/2019	30/06/2019	Half Yearly Charge
2019-20	1/07/2019	31/12/2019	Half Yearly Charge
2019-20	1/01/2020	30/06/2020	Half Yearly Charge
2020-21	1/07/2020	31/12/2020	Half Yearly Charge
2020-21	1/01/2021	30/06/2021	Half Yearly Charge
2021-22	1/07/2021	31/12/2021	Half Yearly Charge
2021-22	1/01/2022	30/06/2022	Half Yearly Charge
2022-23	1/07/2022	31/12/2022	Half Yearly Charge
2022-23	1/01/2023	30/06/2023	Half Yearly Charge
2023-24	1/07/2023	31/12/2023	Half Yearly Charge
2023-24	1/01/2024	30/06/2024	Half Yearly Charge
2024-25	1/07/2024	31/12/2024	Half Yearly Charge
2024-25	1/01/2025	30/06/2025	Half Yearly Charge
2025-26	1/07/2025	31/12/2025	Half Yearly Charge
2025-26	1/01/2026	30/06/2026	Half Yearly Charge
2026-27	1/07/2026	31/12/2026	Half Yearly Charge

These charges are above all other rates and charges applicable.

7 SEPARATE RATES AND CHARGES

LOCAL DISASTER MANAGEMENT LEVY

A Separate Charge, Local Disaster Management Levy (LDML), will be raised on all assessments within the North Burnett Region to assist in Councils capability to meet its obligations in times of a disaster and contribute toward the ongoing operation of disaster preparedness facilities. Refer to Policy 2261 Local Disaster Management Levy for further details.

Local Disaster Management Levy	Description	Charge
Local Disaster Management Levy	Charge applied on all assessments. No Discount to apply to this Levy.	\$21

NATURAL RESOURCE MANAGEMENT LEVY

The Natural Resource Management 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 weed and animal pest control measures combined with other Natural Resource functions within the regions.

Natural Resource Management Levy	Description	Charge
Natural Resource Management Levy	The levy applies to all assessments within the North Burnett Regional Council.	\$67

LANDFILL MANAGEMENT LEVY

The Landfill Management 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 Landfill Management, compliance and future close out provisions.

Landfill Management Levy	Description	Charge
Landfill Management Levy	The levy applies to all assessments within the North Burnett Regional Council.	\$256

8 ADMINISTRATION OF RATES

ISSUE DATES AND DUE DATES

Rates issue dates and due dates will be as follows:

Rate Period	Issue Date	Due Date
1 July 2024 to 31 December 2024	13 August 2024	13 September 2024
1 January 2025 to 30 June 2025	11 February 2025	14 March 2025

DISCOUNT FOR PROMPT PAYMENT

It is the policy of the Council that one (1) discount period will apply for each 6-month levy period. The discount period will commence on the date of notice and extend for a period of no less than 30 days.

In accordance with section 130 of the Regulation, the following Discount rates were adopted by the Council at its 2024-25 Budget Meeting:

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates);	5%
Water Charges (Excluding Water Consumption Charges)	0%
Water Consumption Charges	0%
Sewerage Charges	0%
Kerbside Garbage Bin Collection & Disposal Charge	0%
Land Fill Management Levy	0%
Natural Resource Management Levy	0%
Local Disaster Management Levy	0%
Special Charge – Road and Drainage Works Shand Street Subdivision Mt Perry	0%

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 6-month period will attract the percentage discount specified above.

A discount disallowed on a rate or charge for the first 6-month period is not eligible for allowance even if payment is made by the close of business on the specified due date of a rate or charge for the second 6-month period.

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

INTEREST ON OVERDUE RATES

Pursuant to section 133 of the Regulation, 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 financial year 1 July 2024 to 30 June 2025, any balances outstanding at the close of the discount period will incur interest at the rate of 12.35% per annum compounding daily, from that date.

PAYMENT OF OVERDUE RATE BY INSTALMENTS

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.

PAYMENT IN ADVANCE

Council accepts payments in advance by lump sum or by instalments. Interest is not paid to ratepayers on any credit balances.

PRO RATA RATES AND CHARGES

In respect of any rates that are applicable in respect to part only of the year ending 30 June 2025, the amount payable in respect thereof shall be assessed and charged on a pro-rata basis, with the pro-rata rate or charge to be set out in a supplementary notice with discount where applicable.

9 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 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 State government Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts. 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.**

CONCESSIONS FROM GENERAL RATES

Council will upon written application, consider the remission of whole or part of the general rate levied upon entities or organisations who meet the criteria detailed in section 120 of the Regulation. Further details are included in Council's Policy 1255 Rates and Charges Concessions and Exemptions.

CONCESSIONS FROM WATER CONSUMPTION CHARGES

Concessions for Partial Relief from Water Consumption Charges will only be allowed in accordance with Council's Policy 1211 – Partial Relief from Water Consumption Charges.

DECLARED DISASTER CIRCUMSTANCES

The Chief Executive Officer may at their discretion grant some relief to ratepayers significantly affected by a declared disaster who are financially stressed.

The relief will be in the form of an extension to the discount period. The discount period will be extended for a period of no longer than two months from the original due date. The ratepayer will be required to enter into a payment arrangement during the extended discount period. There will be no overdue interest charges during this extended discount period for current period rates and charges, if however, there were overdue rates and charges from previous periods, interest charges will still apply to these.

10 COST RECOVERY FEES

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

- an application for, or the issue of an approval, consent, licence, permission, registration or other authority under a local government Act*
- recording a change of ownership of land*
- giving information kept under a local government Act*
- 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.

11 COMMERCIAL CHARGES

Section 262(3)(c) of the Act 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.

12 LIMITATION OF INCREASES IN RATES OR CHARGES LEVIED

In accordance with section 172(2)(b) of the Regulation, Council records that for the 2024-25 financial year, it has not made a resolution pursuant to section 116 of the Regulation, limiting the increase in rates or charges.

DraftDRAFT - 1255 Rates and Charges Concessions and Exemptions – Concession for Community Not for Profit Organisations
Statutory Policy **General Policy**



PURPOSE

- 1) Pursuant to sections 119 and 120 of the *Local Government Regulation 2012* a local government may grant a ratepayer a concession for rates or charges for land, if it is satisfied the land is owned by an entity whose objects do not include making a profit.
- 2) Council will consider the application of a rates or charges concession where the property is identified as a community use, not-for-profit organisation, a community hall, encouraging economic development or as otherwise identified within the required criteria of this policy.
- 3) The purpose of this Policy is to provide Council with a framework for the provision of rates and charges concessions. ~~to community and not-for-profit organisations, community halls, economic development or as otherwise identified in this policy.~~
~~The purpose of this is Policy is to provide Council with a framework for allows for the provision of a concessions of the rates and charges (including utilities) to community not-for-profit organisations, community halls or as otherwise identified in this policy in accordance with the Local Government Regulation 2012, Chapter 4, Part 10 Concessions.~~

SCOPE

- 4) Council will provide ~~for~~ rates and charges based financial assistance to ~~community not for profit~~not-for-profit ~~community~~ organisations by way of a full ~~or partial~~ concession ~~of the total amount of the General Rate Payable on general rates in accordance with the~~ when an organisation is identified as meeting the ~~criteria following principles set out in~~ this policy.
~~Additionally c~~Community halls are provided an additional concession of 100% of the Natural Resource Management Levy, Landfill Management Levy and Local Disaster ~~Management~~ Levy. ~~To be eligible for this concession the organisation must be a community public hall and used for this purpose.~~
- 5)
- 6) Council will ~~also~~ provide a concession on ~~AA~~Additional ~~PP~~Pedestal ~~CC~~Charges for ~~other~~ eligible ~~community~~ organisations on application ~~according to the following principles~~ when an organisation is identified as meeting the criteria set out in this policy. ~~This applies to the concession of all Additional Pedestal Charges and, if applicable, the sewerage access charges for additional contiguous parcels. Eligible groups will still be required to pay the first pedestal charge.~~

DEFINITIONS

<u>Term</u>	<u>Definition</u>
<u>Council</u>	<u>Means North Burnett Regional Council (NBRC)</u>

POLICY

OBJECTIVES

- 7) This policy sets an equitable and transparent framework for Council to provide rates and charges concessions where ~~the a property is identified as Differential Rate Category 13 – Commercial Non-Profit,~~ is identified as a community use, not-for-profit organisation, a community hall, encouraging economic development and meets the requirements of the *Local Government Regulation 2012* and the criteria of this policy ~~is met.~~

POLICY STATEMENT

2) ~~ADMINISTRATION APPROACH~~

3) ~~—~~

4) ~~Application for concession on General Rate Charges are not necessary;~~

5) ~~Application for concession of Natural Resource Management Levy, Landfill Management Levy and Local Disaster Levy for Community Halls are not necessary;~~

6) ~~8) Eligibility of organisations for this concessions on General Rate Charges, and Natural Resource Management Levy, Landfill Management Levy and Local Disaster Management Levy for Community Halls will be determined prior to the adoption of the budget each year;~~

7) ~~A list of eligible organisations for concession on General Rate Charges, and Natural Resource Management Levy, Landfill Management Levy and Local Disaster Management Levy for Community Halls will be approved by Council for the budget year and is available inat Appendix 1 of this policy.~~

8) ~~9) Annual application is necessary for Concession on Additional Pedestal Charges.~~

PRINCIPLES

9) ~~—~~

10) To be eligible for a general rates concession under this policy the organisation must:

a) ~~Be categorised in Council's Differential Rate Category 13 – Commercial Non-Profit, in line with the . The criteria for Council's Differential Rate Category 13 is set out in the Revenue Statement as All Land, which is not otherwise categorised, used for not for profit uses; OR be identified as a show society in Appendix 1 of this policy; and~~AND be:

a) ~~Be categorised in Council's Differential Rate Category 13 – Commercial Non-Profit. The criteria for Council's Differential Rate Category 13 is set out in the Revenue Statement as All Land, which is not otherwise categorised, used for not for profit uses to which the following primary land use codes apply or should apply: 48-59 (excluding 49 – Caravan Park); and be~~

ii) ~~i) Be Identified by Council as A not for profitnot-for-profit organisation which exists primarily to undertake community service activities and relies mainly on volunteer labour; or~~

iii) ~~ii) Be aA not for profitnot-for-profit organisation which has a high level of paid labour and a low level of volunteer labour however a substantial community benefit is provided; or~~

iv) ~~iii) Be aA not for profitnot-for-profit recreation and sporting organisation which undertakes sporting or recreational activities;~~

b) Not hold a liquor licence;

c) Not derive income from Gaming Machines; and

d) Not involved in other significant commercial revenue generating activities that could be deemed to be commercial or commercial like in nature.

11) ~~—~~

12) ~~When an organisation is identified as meeting the criteria set out in Section 4. above Council will allow a concession of the total amount of the General Rate Payable for this property by way of credit applied directly to the organisation's rate card.~~

13) ~~—~~

14) ~~To be eligible for a concession on the Natural Resource Management Levy, Landfill Management Levy & Local Disaster Management Levy under this policy the organisation must be a community public hall and used for this purpose.~~

15) ~~11) To be eligible for a concession on Additional Pedestal cCharges the community organisation must:~~

~~b)a) _____ Be categorised in Council's Differential Rate Category 13 – Commercial Non- Profit. The, in line with the criteria ~~for Council's Differential Rate Category 13 is~~ set out in the Revenue Statement as *All Land, which is not otherwise categorised, to which the following primary land use codes apply or should apply: 48-59 (excluding 49 – Caravan Park); used for not for profit uses; OR be identified as a show society in Appendix 1 of this policy; and AND be:*~~

- ~~i) Be Identified by Council as A not for profit ~~not-for-profit~~ organisation which exists primarily to undertake community service activities and relies mainly on volunteer labour; or~~
- ~~ii) Be a A not for profit ~~not-for-profit~~ organisation which has a high level of paid labour and a low level of volunteer labour however a substantial community benefit is provided; or~~
- ~~iii) Be a A not -for -profit ~~recreation and sporting~~ organisation which undertakes sporting or recreational activities;.~~

~~e)b) _____ Not hold a liquor licence;~~

~~d)c) _____ Not derive income from Gaming Machines; ~~and~~~~

~~e)d) _____ Not involved in other significant commercial revenue generating activities that could be deemed to be commercial or commercial like in nature; and.~~

~~f)e) Apply for the concession supplying financial statements for the previous full financial year that show the group earned less than \$10,000.00 for that year.~~

~~— When an organisation is identified as meeting the criteria set out above Council will allow a concession of all Second Pedestal Charges and if applicable the sewerage access charges for additional contiguous parcels. Eligible groups will still be required to pay the first pedestal charge.~~

~~— To be eligible for a concession on the Natural Resource Management Levy, Landfill Management Levy & Local Disaster Management Levy under this policy the organisation must be a community public hall and used for this purpose.~~

POLICY APPEALS

~~1) Community organisations will have a right to appeal to be included on the list of organisations to receive concessions.~~

~~a) —~~

~~b) Between Budget Processes, the CEO will be delegated authority to review and approve appeals.~~

~~c) Appeals will be assessed by reviewing the above eligibility criteria.~~

~~d) The decision of the CEO will be defined as complete and absolute. However, all appeals will be included for review by Council in the following budget process.~~

~~12) This policy supersedes all other policies and Council resolutions in relation to cCommunity and not for profit general rates rebates/concessions ~~including resolutions made by the previous un-amalgamated councils.~~~~

APPLICABLE LEGISLATION AND REGULATION

16) RELEVANT LAW

13) Applicable legislation and regulation

a) Local Government Act 2009

b) Local Government Regulation 2012 (LGR)

RELATED DOCUMENTS

14) Related documents are:

a) Policy 1111 - Revenue

- [b\) Council Annual Budget 2024-2025](#)
- [c\) Council Annual Financial Statements 2024-2025](#)
- [d\) Operational Plan 2024-2025](#)

RESPONSIBLE OFFICER

~~Chief Executive Officer~~ [General Manager Corporate and Community](#)

APPROVAL DATE

~~dd/mm/yyyy~~TBC

REVIEW DATE

June 2025 (Annual Review)

APPROVAL

~~g) Council approved this policy on 5 July 2017.~~

REVIEW

~~h) This policy will be reviewed every two years by Corporate Services Manager, Corporate and Community and is due for review in July 2018.~~

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Policy & Planning Meeting	05/08/2014	New Policy
2	Budget Meeting	07/07/2015	2015/2016 Budget
3	Budget Meeting	06/07/2016	2016/2017 Budget
4	Budget Meeting	05/07/2017	2017/2018 Budget
5	General Meeting	27 June/06/ 2018	Review
6	Budget meeting	TBC	2024/2025 Budget

APPENDIX 1: List Schedule of Assessments eligible for Rates Concession under policy 1255 Rates and Charges Concessions and Exemptions Rates Concession for Community Not for Profit Organisations in 2017-24-2018-25

Assessments Exempt from General Rate				
Industry / Type	Property Assessment	Rate Payer	Street Address	Locality
CWA	10015-00000-000	QLD COUNTRY WOMEN'S ASSOCIATION	32 EDWARD STREET	BIGGENDEN
	20091-00000-000	PUBLIC HEALTH RESERVE	47 MORETON STREET	EIDSVOLD
	30422-00000-000	QLD COUNTRY WOMEN'S ASSOCIATION	5 PINEAPPLE STREET	GAYNDAH
	40004-00000-000	RESERVE FOR HEALTH PURPOSES	21 BANCROFT SCHOOL ROAD	BANCROFT
	40391-00000-000	HEALTH PURPOSES RESERVE - (MONTO QCWA)	9 RUTHERFORD STREET	MONTO
	40736-00000-000	RESERVE FOR HEALTH	14 PINE STREET	MULGILDIE
	50073-00000-000	THE QUEENSLAND COUNTRY WOMEN'S ASSOCIATION	73 HEUSMAN STREET	MOUNT PERRY
	60067-00000-000	THE QUEENSLAND COUNTRY WOMEN'S ASSOCIATION	79 LYONS STREET	MUNDUBBERA
	-	-	-	-
Kindy	10224-00000-000	BIGGENDEN & DISTRICT KINDERGARTEN INC.	CAROLINE STREET	BIGGENDEN
	60366-00000-000	MUNDUBBERA KINDERGARTEN ASSOCIATION	27 BAUER STREET	MUNDUBBERA
	-	-	-	-
General Hall	20092-00000-000	RESERVE FOR SOLDIERS MEMORIAL	49 MORETON STREET	EIDSVOLD
	30257-00000-000	GUIDES QUEENSLAND	13 MAUD STREET	GAYNDAH
	40101-00000-000	GUIDES QUEENSLAND	13135 GLADSTONE-MONTA ROAD	MONTA
	40390-10000-000	THE TRUSTEES OF THE RETURNED SERVICES LEAGUE	7 RUTHERFORD STREET	MONTA
	60365-00000-000	RETURNED SERVICES LEAGUE	29 BAUER STREET	MUNDUBBERA
	-	-	-	-
Sporting	10194-00000-000	BIGGENDEN & DISTRICT TENNIS ASSOC. INC.	ALICE STREET	BIGGENDEN
	10399-00000-000	DALLARNIL SPORTS CLUB INC	MAIN STREET	DALLARNIL
	10860-00000-000	DALLARNIL SPORTS CLUB INC	MAIN STREET	DALLARNIL
	20441-20000-000	SPORTING SHOOTERS ASSOCIATION OF AUSTRALIA EIDSVOLD BRANCH INC	51 RIFLE RANGE ROAD	EIDSVOLD
	30288-00000-000	GAYNDAH & DISTRICT TENNIS ASSOCIATION	25-31 BARROW STREET	GAYNDAH
	31110-55000-000	BURNETT RIVER PISTOL CLUB	461 GAYNDAH-MUNDUBBERA ROAD	MOUNT DEBATEABLE
	40535-00000-000	MONTA DISTRICT TENNIS ASSOCIATION INC	10 OXLEY STREET	MONTA
	40793-00000-000	MUNGUNGO SPORTS AND RECREATION CLUB INC	KNIGHTS ROAD	MUNGUNGO
	-	-	-	-

Show Societies - Council to allow a concession on a phasing out basis as follows*Year One - 2024-2025 - Council pay 80% of all rates and charges excluding water consumption**Year Two - 2025-2026 - Council pay 60% of all rates and charges excluding water consumption**Year Three - 2026-2027 - Council pay 40% of all rates and charges excluding water consumption**Year Four - 2027-2028 - Council pay 20% of all rates and charges excluding water consumption**Year Five - 2028-2029 - No Council Concession Show Societies pay in full*

Show Societies	10247-00000-000	BIGGENDEN & DISTRICT AGRICULTURAL & PASTORAL SOCIETY INC	13 WALSH STREET	BIGGENDEN
-	20309-00000-000	EIDSVOLD SHOW SOCIETY INC	23793 BURNETT HIGHWAY	EIDSVOLD
-	30219-00000-000	GAYNDAH SHOW SOCIETY INC	55-71 ARTHUR STREET	GAYNDAH
-	40536-00000-000	MONTO & DISTRICT SHOW SOCIETY INC	OXLEY STREET	MONTO
-	40588-00000-000	MONTO & DISTRICT SHOW SOCIETY INC	KENNEDY STREET	MONTO
-	50497-00000-000	MOUNT PERRY SHOW SOCIETY INC	5819 MONTO MOUNT PERRY ROAD	MOUNT PERRY
-	60232-00000-000	MUNDUBBERA SHOW SOCIETY INC	17 BUNCE STREET	MUNDUBBERA

Assessments exempt from the General Rate, Natural Resource Levy, Landfill Management Levy and Local Disaster Management Levy				
Community Halls	10374-00000-000	COALSTOUN LAKES & DISTRICT	34 MAIN STREET	COALSTOUN LAKES
-	10458-00000-000	DEGILBO HALL RESTORATION AND SOCIAL CLUB	RAINBOW STREET	DEGILBO
-	20003-00000-000	THE TRUSTEES – ABERCORN HALL	3 QUEEN STREET	ABERCORN
-	31425-00000-000	THE TRUSTEES – GOOROOLBA HALL	GOOROOLBA BIGGENDEN ROAD	GOOROOLBA

Assessments exempt from the General Rates, Environment Levy & Local Disaster Management Levy				
Public Halls	10374-00000-000	COALSTOUN LAKES & DISTRICT	34 MAIN STREET	COALSTOUN LAKES QLD
	10458-00000-000	DEGILBO HALL RESTORATION AND SOCIAL CLUB	RAINBOW STREET	DEGILBO QLD
	31425-00000-000	GOOROOLBA PUBLIC HALL	GOOROOLBA BIGGENDEN ROAD	GOOROOLBA QLD

Assessments Exempt from General Rates				
CWA	10015-00000-000	QLD COUNTRY WOMENS ASSOCIAT	32 EDWARD STREET	BIGGENDEN QLD
	20091-00000-000	PUBLIC HEALTH RESERVE	47 MORETON STREET	EIDSVOLD
	30422-00000-000	QLD COUNTRY WOMENS ASSOCIAT	5 PINEAPPLE STREET	GAYNDAH QLD
	40004-00000-000	RESERVE FOR HEALTH PURPOSES	21 BANCROFT SCHOOL ROAD	BANCROFT QLD
	40391-00000-000	HEALTH PURPOSES RESERVE - (MONTO CWA)	9 RUTHERFORD STREET	MONTO QLD
	40736-00000-000	RESERVE FOR HEALTH	14 PINE STREET	MULGILDIE QLD
	50073-00000-000	THE QUEENSLAND COUNTRY WOMEN'S	'QCWA'	73 HEUSMAN STREET
	60067-00000-000	THE QUEENSLAND COUNTRY WOMEN'S ASSOC	79 LYONS STREET	MUNDUBBERA QLD
Kindy	10224-00000-000	BIGGENDEN & DISTRICT KINDERGARTEN INC,	CAROLINE STREET	BIGGENDEN QLD
	20192-60000-000	EIDSVOLD KINDERGARTEN ASSOC. INC.	75 GOLDEN SPUR STREET	EIDSVOLD QLD
	40426-00000-000	MONTO KINDERGARTEN ASSOC. INC.	19 FLINDERS STREET	MONTO QLD
	60366-00000-000	MUNDUBBERA KINDERGARTEN ASSOCIATION	27 BAUER STREET	MUNDUBBERA QLD
General Hall	20092-00000-000	RESERVE FOR SOLDIERS MEMORIAL	49 MORETON STREET	EIDSVOLD
	20152-00000-000	EIDSVOLD ABORIGINAL HOUSING &	48 MORETON STREET	EIDSVOLD
	30257-00000-000	GUIDES QUEENSLAND	13 MAUD STREET	GAYNDAH QLD
	30337-50000-000	THE YOUNG MEN'S CHRISTIAN	24-26 FIELDING STREET	GAYNDAH QLD
	40101-00000-000	GUIDES QUEENSLAND	13135 GLADSTONE-MONTO ROAD	MONTO QLD
	60365-00000-000	RETURNED SERVICES LEAGUE	29 BAUER STREET	MUNDUBBERA QLD
Sporting	10194-00000-000	BIGGENDEN & DISTRICT TENNIS ASSOC. INC.	ALICE STREET	BIGGENDEN QLD
	10399-00000-000	DALLARNIL SPORTS CLUB INC AS TRUSTEE	MAIN STREET	DALLARNIL QLD
	10860-00000-000	DALLARNIL SPORTS CLUB INC	MAIN STREET	DALLARNIL QLD
	20441-20000-000	SPORTING SHOOTERS ASSOCIATION OF	51 RIFLE RANGE ROAD	EIDSVOLD QLD
	30288-00000-000	GAYNDAH & DISTRICT TENNIS ASSOCIATION	25-31 BARROW STREET	GAYNDAH QLD
	31110-55000-000	BURNETT RIVER PISTOL CLUB	461 GAYNDAH-MUNDUBBERA ROAD	MOUNT DEBATEABLE QLD
	40535-00000-000	MONTO DISTRICT TENNIS ASSOCIATION INC	LEICHHARDT STREET	MONTO QLD

Assessments in Differential Rating Category 13 - Community Not for Profit (Not eligible for concession under proposed policy)				
Masonic	10035-00000-000	THE TRUSTEES OF BIGGENDEN LODGE NO 136	EDWARD STREET	BIGGENDEN QLD
	10408-00000-000	MASONIC HALL - DALLARNIL	8 MAIN STREET	DALLARNIL QLD
	30041-00000-000	THE TRUSTEES OF GAYNDAH LODGE	75 CAPPER STREET	GAYNDAH QLD
	40384-00000-000	THE TRUSTEES OF THE MONTO LODGE	12 FARADAY STREET	MONTO QLD
Liquor Licence	10003-00000-000	BIGGENDEN BOWLS CLUB	EDWARD STREET	BIGGENDEN QLD
	10566-00003-000	BIGGENDEN GOLF CLUB	ISIS HIGHWAY	BIGGENDEN QLD
	20041-00000-000	EIDSVOLD BOWLS CLUB INC	5 ESPLANADE STREET	EIDSVOLD QLD
	30102-00000-000	GAYNDAH BOWLING CLUB	13 MESON STREET	GAYNDAH QLD
	30953-00000-000	BINJOUR BOWLS CLUB	18312 BURNETT HIGHWAY	BINJOUR QLD
	31108-00000-000	GAYNDAH GOLF CLUB INC	91 OLD NANANGO ROAD	GAYNDAH QLD
	40390-10000-000	THE TRUSTEES OF THE RETURNED SERVICES LEAGUE	RUTHERFORD STREET	MONTO QLD
	40946-00000-000	MONTO BOWLING CLUB	33 AIRPORT ROAD	MONTO QLD
	41009-00000-000	MONTO GOLF LINKS	9 RIFLE RANGE ROAD	MONTO QLD
	50517-00000-000	MOUNT PERRY GOLF CLUB AS TTE	268 SMOKERS GULLY ROAD	MOUNT PERRY QLD
	60357-60000-000	MUNDUBBERA BOWLS CLUB INC	1 SELIGMANN AVENUE	MUNDUBBERA QLD
	60472-00000-000	MUNDUBBERA GOLF CLUB INCORPORATED	2 FRANK MCCAULEY STREET	MUNDUBBERA QLD
	60496-00000-000	CENTRAL BURNETT GUN CLUB INCORPORATED	507 MUNDUBBERA-DURONG ROAD	BOYNEWOOD QLD
Commercial	40079-00000-000	ST VINCENT DE PAUL SOCIETY QUEENSLAND	44 LISTER STREET	MONTO QLD
	40086-00000-000	ST JOHN HOLDINGS LTD	26 LISTER STREET	MONTO QLD
Vacant Land	20232-90000-000	MUNDUBBERA COMMUNITY DEVELOPMENT	CROWN STREET	EIDSVOLD QLD

DRAFT - 1255 Rates and Charges Concessions and Exemptions Statutory Policy



PURPOSE

- 1) Pursuant to sections 119 and 120 of the *Local Government Regulation 2012* a local government may grant a ratepayer a concession for rates or charges for land, if it is satisfied the land is owned by an entity whose objects do not include making a profit.
- 2) Council will consider the application of a rates or charges concession where the property is identified as a community use, not-for-profit organisation, a community hall, encouraging economic development or as otherwise identified within the required criteria of this policy.
- 3) The purpose of this Policy is to provide Council with a framework for the provision of rates and charges concessions.

SCOPE

- 4) Council will provide rates and charges based financial assistance to community not-for-profit organisations by way of a full or partial concession of the total amount of the General Rate Payable when an organisation is identified as meeting the criteria set out in this policy.
- 5) Community halls are provided an additional concession of 100% of the Natural Resource Management Levy, Landfill Management Levy and Local Disaster Management Levy. To be eligible for this concession the organisation must be a community public hall and used for this purpose.
- 6) Council will provide a concession on Additional Pedestal Charges for other eligible organisations on application when an organisation is identified as meeting the criteria set out in this policy. This applies to the concession of all Additional Pedestal Charges and, if applicable, the sewerage access charges for additional contiguous parcels. Eligible groups will still be required to pay the first pedestal charge.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)

POLICY

OBJECTIVES

- 7) This policy sets an equitable and transparent framework for Council to provide rates and charges concessions where a property is identified as a community use, not-for-profit organisation, a community hall, encouraging economic development and meets the requirements of the *Local Government Regulation 2012* and the criteria of this policy.

POLICY STATEMENT

- 8) Eligibility of organisations for concessions on General Rate Charges, and Natural Resource Management Levy, Landfill Management Levy and Local Disaster Management Levy will be determined prior to the adoption of the budget each year.
- 9) A list of eligible organisations for concession on General Rate Charges, and Natural Resource Management Levy, Landfill Management Levy and Local Disaster Management Levy will be approved by Council for the budget year and is available at Appendix 1 of this policy.

PRINCIPLES

- 10) To be eligible for a general rates concession under this policy the organisation must:
 - a) Be categorised in Council's Differential Rate Category 13 – Commercial Non-Profit, in line with the criteria set out in the Revenue Statement as *All Land, which is not otherwise categorised, used for not for profit uses*; OR be identified as a show society in Appendix 1 of this policy; AND be:

- i) A not-for-profit organisation which exists primarily to undertake community service activities and relies mainly on volunteer labour; or
 - ii) A not-for-profit organisation which has a high level of paid labour and a low level of volunteer labour however a substantial community benefit is provided; or
 - iii) A not-for-profit organisation which undertakes sporting or recreational activities;
- b) Not hold a liquor licence;
 - c) Not derive income from Gaming Machines; and
 - d) Not involved in other significant commercial revenue generating activities that could be deemed to be commercial or commercial like in nature.
- 11) To be eligible for a concession on Additional Pedestal Charges the community organisation must:
- a) Be categorised in Council's Differential Rate Category 13 – Commercial Non- Profit, in line with the criteria set out in the Revenue Statement as *All Land, which is not otherwise categorised, used for not for profit uses*; OR be identified as a show society in Appendix 1 of this policy; AND be:
 - i) A not-for-profit organisation which exists primarily to undertake community service activities and relies mainly on volunteer labour; or
 - ii) A not-for-profit organisation which has a high level of paid labour and a low level of volunteer labour however a substantial community benefit is provided; or
 - iii) A not-for-profit organisation which undertakes sporting or recreational activities;
 - b) Not hold a liquor licence;
 - c) Not derive income from Gaming Machines;
 - d) Not involved in other significant commercial revenue generating activities that could be deemed to be commercial or commercial like in nature; and
 - e) Apply for the concession supplying financial statements for the previous full financial year that show the group earned less than \$10,000.00 for that year.
- 12) This policy supersedes all other policies and Council resolutions in relation to community and not for profit general rates rebates/concessions.

APPLICABLE LEGISLATION AND REGULATION

- 13) Applicable legislation and regulation
- a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*

RELATED DOCUMENTS

- 14) Related documents are:
- a) Policy 1111 - Revenue
 - b) Council Annual Budget 2024-2025
 - c) Council Annual Financial Statements 2024-2025
 - d) Operational Plan 2024-2025

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

TBC

REVIEW DATE

June 2025 (Annual Review)

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Policy & Planning Meeting	05/08/2014	New Policy
2	Budget Meeting	07/07/2015	2015/2016 Budget
3	Budget Meeting	06/07/2016	2016/2017 Budget
4	Budget Meeting	05/07/2017	2017/2018 Budget
5	General Meeting	27/06/2018	Review
6	Budget meeting	TBC	2024/2025 Budget

DRAFT

APPENDIX 1: Schedule of Assessments eligible for Rates Concession under policy 1255 Rates and Charges Concessions and Exemptions in 2024-2025

Assessments Exempt from General Rate				
Industry / Type	Property Assessment	Rate Payer	Street Address	Locality
CWA	10015-00000-000	QLD COUNTRY WOMEN'S ASSOCIATION	32 EDWARD STREET	BIGGENDEN
	20091-00000-000	PUBLIC HEALTH RESERVE	47 MORETON STREET	EIDSVOLD
	30422-00000-000	QLD COUNTRY WOMEN'S ASSOCIATION	5 PINEAPPLE STREET	GAYNDAH
	40004-00000-000	RESERVE FOR HEALTH PURPOSES	21 BANCROFT SCHOOL ROAD	BANCROFT
	40391-00000-000	HEALTH PURPOSES RESERVE - (MONTO QCWA)	9 RUTHERFORD STREET	MONTO
	40736-00000-000	RESERVE FOR HEALTH	14 PINE STREET	MULGILDIE
	50073-00000-000	THE QUEENSLAND COUNTRY WOMEN'S ASSOCIATION	73 HEUSMAN STREET	MOUNT PERRY
	60067-00000-000	THE QUEENSLAND COUNTRY WOMEN'S ASSOCIATION	79 LYONS STREET	MUNDUBBERA
Kindy	10224-00000-000	BIGGENDEN & DISTRICT KINDERGARTEN INC,	CAROLINE STREET	BIGGENDEN
	60366-00000-000	MUNDUBBERA KINDERGARTEN ASSOCIATION	27 BAUER STREET	MUNDUBBERA
General Hall	20092-00000-000	RESERVE FOR SOLDIERS MEMORIAL	49 MORETON STREET	EIDSVOLD
	30257-00000-000	GUIDES QUEENSLAND	13 MAUD STREET	GAYNDAH
	40101-00000-000	GUIDES QUEENSLAND	13135 GLADSTONE-MONTA ROAD	MONTA
	40390-10000-000	THE TRUSTEES OF THE RETURNED SERVICES LEAGUE	7 RUTHERFORD STREET	MONTA
	60365-00000-000	RETURNED SERVICES LEAGUE	29 BAUER STREET	MUNDUBBERA
Sporting	10194-00000-000	BIGGENDEN & DISTRICT TENNIS ASSOC. INC.	ALICE STREET	BIGGENDEN
	10399-00000-000	DALLARNIL SPORTS CLUB INC	MAIN STREET	DALLARNIL
	10860-00000-000	DALLARNIL SPORTS CLUB INC	MAIN STREET	DALLARNIL
	20441-20000-000	SPORTING SHOOTERS ASSOCIATION OF AUSTRALIA EIDSVOLD BRANCH INC	51 RIFLE RANGE ROAD	EIDSVOLD
	30288-00000-000	GAYNDAH & DISTRICT TENNIS ASSOCIATION	25-31 BARROW STREET	GAYNDAH
	31110-55000-000	BURNETT RIVER PISTOL CLUB	461 GAYNDAH-MUNDUBBERA ROAD	MOUNT DEBATEABLE
	40535-00000-000	MONTA DISTRICT TENNIS ASSOCIATION INC	10 OXLEY STREET	MONTA
40793-00000-000	MUNGUNGO SPORTS AND RECREATION CLUB INC	KNIGHTS ROAD	MUNGUNGO	

Show Societies - Council to allow a concession on a phasing out basis as follows

Year One - 2024-2025 - Council pay 80% of all rates and charges excluding water consumption

Year Two - 2025-2026 - Council pay 60% of all rates and charges excluding water consumption

Year Three - 2026-2027 - Council pay 40% of all rates and charges excluding water consumption

Year Four - 2027-2028 - Council pay 20% of all rates and charges excluding water consumption

Year Five - 2028-2029 - No Council Concession Show Societies pay in full

Show Societies	10247-00000-000	BIGGENDEN & DISTRICT AGRICULTURAL & PASTORAL SOCIETY INC	13 WALSH STREET	BIGGENDEN
	20309-00000-000	EIDSVOLD SHOW SOCIETY INC	23793 BURNETT HIGHWAY	EIDSVOLD
	30219-00000-000	GAYNDAH SHOW SOCIETY INC	55-71 ARTHUR STREET	GAYNDAH
	40536-00000-000	MONTO & DISTRICT SHOW SOCIETY INC	OXLEY STREET	MONTO
	40588-00000-000	MONTO & DISTRICT SHOW SOCIETY INC	KENNEDY STREET	MONTO
	50497-00000-000	MOUNT PERRY SHOW SOCIETY INC	5819 MONTO MOUNT PERRY ROAD	MOUNT PERRY
	60232-00000-000	MUNDUBBERA SHOW SOCIETY INC	17 BUNCE STREET	MUNDUBBERA

Assessments exempt from the General Rate, Natural Resource Levy, Landfill Management Levy and Local Disaster Management Levy				
Community Halls	10374-00000-000	COALSTOUN LAKES & DISTRICT	34 MAIN STREET	COALSTOUN LAKES
	10458-00000-000	DEGILBO HALL RESTORATION AND SOCIAL CLUB	RAINBOW STREET	DEGILBO
	20003-00000-000	THE TRUSTEES - ABERCORN HALL	3 QUEEN STREET	ABERCORN
	31425-00000-000	THE TRUSTEES - GOOROOLBA HALL	GOOROOLBA BIGGENDEN ROAD	GOOROOLBA

Draft - 1211 Partial Relief from Water Consumption Charges

Statutory Policy



PURPOSE

1) Pursuant to sections 119 and 120 of the *Local Government Regulation 2012*, this policy provides for a hardship concession through the partial relief of water consumption charges where a previously undetected unapparent plumbing failure has occurred, and the property owner will subsequently face financial hardship.

SCOPE

1)2) This policy applies to residential property owners only when an application for partial relief from water consumption charges has been made where water has been lost through an unapparent plumbing failure, or where a meter has been found to be defective in a manner that has led to overcharging.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)
Average Water Consumption	Average of four equivalent billing periods i.e. the same period in previous years where there has been no major excess water use detected. Where no prior billing history is available, the residential average for the Council area is used.
Excess Water	The water used over and above the average water consumption due to a concealed leak at the relevant consumption charge.
Residential Property	Properties classed as residential on Council rates notices.
Unapparent Plumbing Failure	Water escaping from pipework on the customer's side of the water meter in a location that is not readily visible or apparent eg such as underground, <u>under a structure</u> , or in a cavity wall.

POLICY

OBJECTIVES

2)3) This policy sets an equitable and transparent framework for Council to provide partial relief of water consumption charges for residential properties only where water has been lost through an unapparent plumbing failure.

POLICY STATEMENT

3)4) Consideration will only be given to the partial relief of water consumption charges where the following eligibility criteria ~~is~~ **are** met:

- The leak must be hidden and not visible, such as underground or in a cavity wall; ~~it~~ **and**
- Leaks must be identified and repaired within 30 days of becoming aware of the leak or being advised of a potential leak by Council; ~~it~~ **and**
- ~~Internal P~~ plumbing repairs must be completed by a licensed plumber and the necessary certificate/s completed; ~~and~~ ~~it~~ ~~Outside or irrigation plumbing will need confirmation from the ratepayer that it has been fixed~~ ~~and~~
- A completed Application for Partial Water Relief form must be submitted by the responsible ratepayer (together with a copy of the licensed plumbers invoice outlining the repairs **and including certification by the plumber that it was an unapparent leak with photographic/video evidence**) -within 60 days of the issue date on the rate notice in question.

- 6)5) Council will determine the average water consumption for the subject property ~~over~~for up to the prior four billing periods under current ownership and provide ~~75TBC~~20% of the difference as a refund.
- 7)6) This policy allows for one claim per property under current ownership only within a three-year period, except where the applicant can demonstrate to Council's satisfaction that usage has been monitored at least monthly since the prior application was made.
- 7) Partial relief of water consumption charges will not be granted where the following applies:
- a) The property on which the leak occurred has been the subject of development, excavation or construction in the previous six months.~~;-orand~~
 - b) The leak is~~is~~may have been caused by construction, excavation, building, renovation or other similar activity on the property.
 - c) The leak is related to an excluded location, including:
 - i) Water tanks
 - ii) Sprinklers and irrigation systems
 - iii) Swimming pools, spas, ponds or other water feature and the related fittings and pipe work
 - iv) Hoses, hose pipes, external taps and fittings
 - v) Solar panels or the pipe work supplying them.
- 8) Council undertakes proactive processes to identify high water usage and other evidence of potential leaks on customers properties. Potential water leak indicators will be drawn to the property owner's attention through their water and sewerage rates notice or through other forms of direct engagement, however the property owner maintains responsibility for ongoing consumption monitoring.
- 9) ~~If a water after all the checks are undertaken the~~leak is not identified as being the result of an unapparent plumbing failure~~ratepayer still feels there is an error,~~ the ratepayer can request the water meter be checked. ~~The ratepayer must pay the relevant fee as prescribed in Council's~~ current adopted Fees and Charges ~~— (Faulty Water Meter Testing by Council Staff / Water Meter Testing by NATA Accredited outside laboratory Check)~~ before the test will be undertaken. ~~If it is determined that~~ the meter is faulty a new meter will be installed, and a full refund of the ~~Faulty Water Meter Check~~relevant fee will be reimbursed to the ratepayer along with 100% of any overcharge calculated because of the meter error for the immediate past billing period (Supplier details form to be completed).

APPLICABLE LEGISLATION AND REGULATION

- 10) Applicable legislation and regulation:
- a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*

11) Related documents

- 12)11) Related documents are:
- ~~— Fees and Charges 2024-25~~
 - a) Policy 1111 – Revenue
 - b) Council Annual Budget 2024-2025
 - c) Council Annual Financial Statements 2024-2025
 - a)d) Operational Plan 2024-2025

RESPONSIBLE OFFICER

~~Chief Executive Officer~~General Manager Corporate and Community

Partial Relief from Water Charges
Approved dd/mm/yyyy

Page 2 of 3
Doc ID #####

APPROVAL DATE

dd/mm/yyyy [TBC](#)

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Budget meeting	TBC	

DRAFT

DRAFT - 1211 Partial Relief from Water Consumption Charges

Statutory Policy



PURPOSE

- 1) Pursuant to sections 119 and 120 of the *Local Government Regulation 2012*, this policy provides for a hardship concession through the partial relief of water consumption charges where a previously undetected unapparent plumbing failure has occurred, and the property owner will subsequently face financial hardship.

SCOPE

- 2) This policy applies to residential property owners only when an application for partial relief from water consumption charges has been made where water has been lost through an unapparent plumbing failure or where a meter has been found to be defective in a manner that has led to overcharging.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)
Average Water Consumption	Average of four equivalent billing periods i.e. the same period in previous years where there has been no major excess water use detected. Where no prior billing history is available, the residential average for the Council area is used.
Excess Water	The water used over and above the average water consumption due to a concealed leak at the relevant consumption charge.
Residential Property	Properties classed as residential on Council rates notices.
Unapparent Plumbing Failure	Water escaping from pipework on the customer's side of the water meter in a location that is not readily visible or apparent eg such as underground, under a structure, or in a cavity wall.

POLICY

OBJECTIVES

- 3) This policy sets an equitable and transparent framework for Council to provide partial relief of water consumption charges for residential properties only where water has been lost through an unapparent plumbing failure.

POLICY STATEMENT

- 4) Consideration will only be given to the partial relief of water consumption charges where the following eligibility criteria are met:
 - a) The leak must be hidden and not visible, such as underground or in a cavity wall; and
 - b) Leaks must be identified and repaired within 30 days of becoming aware of the leak or being advised of a potential leak by Council; and
 - c) Plumbing repairs must be completed by a licensed plumber and the necessary certificate/s completed; and
 - d) A completed Application for Partial Water Relief form must be submitted by the responsible ratepayer (together with a copy of the licensed plumbers invoice outlining the repairs and including certification by the plumber it was an unapparent leak with photographic/video evidence) within 60 days of the issue date on the rate notice in question.

- 5) Council will determine the average water consumption for the subject property for up to the prior four billing periods under current ownership and provide 20% of the difference as a refund.
- 6) This policy allows for one claim per property under current ownership only within a three-year period, except where the applicant can demonstrate to Council's satisfaction that usage has been monitored at least monthly since the prior application was made.
- 7) Partial relief of water consumption charges will not be granted where the following applies:
 - a) The property on which the leak occurred has been the subject of development, excavation or construction in the previous six months.
 - b) The leak may have been caused by construction, excavation, building, renovation or other similar activity on the property.
 - c) The leak is related to an excluded location, including:
 - i) Water tanks
 - ii) Sprinklers and irrigation systems
 - iii) Swimming pools, spas, ponds or other water feature and the related fittings and pipe work
 - iv) Hoses, hose pipes, external taps and fittings
 - v) Solar panels or the pipe work supplying them.
- 8) Council undertakes proactive processes to identify high water usage and other evidence of potential leaks on customers properties. Potential water leak indicators will be drawn to the property owner's attention through their water and sewerage rates notice or through other forms of direct engagement, however the property owner maintains responsibility for ongoing consumption monitoring.
- 9) If a water leak is not the result of an unapparent plumbing failure the ratepayer can request the water meter be checked. The ratepayer must pay the relevant fee as prescribed in Council's current adopted Fees and Charges (Water Meter Testing by Council Staff / Water Meter Testing by NATA Accredited outside laboratory) before the test will be undertaken. If it is determined the meter is faulty a new meter will be installed, and a full refund of the relevant fee will be reimbursed to the ratepayer along with 100% of any overcharge calculated because of the meter error for the immediate past billing period (Supplier details form to be completed).

APPLICABLE LEGISLATION AND REGULATION

- 10) Applicable legislation and regulation:
 - a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*
- 11) Related documents are:
 - a) Policy 1111 – Revenue
 - b) Council Annual Budget 2024-2025
 - c) Council Annual Financial Statements 2024-2025
 - d) Operational Plan 2024-2025

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
1	Budget meeting	TBC	

6.4 2024-2025 FEES AND CHARGES

Doc Id: 1233464

Author: Kim Mahoney, General Manager Corporate & Community

Authoriser: Anna Scott, Acting Chief Executive Officer

Attachments: 1. 2024-25 Draft Fees and Charges.pdf [1233510]

EXECUTIVE SUMMARY

As part of the preparation of Council's annual budget, the Fees and Charges have been developed in consultation with management and Councillors through a range of workshops for consideration and adoption.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council:

1. In accordance with section 97 and 262(3)(c) of the *Local Government Act 2009*, Council adopt the 2024-2025 Fees and Charges as presented at Attachment 1 to take effect from 1 August 2024, with the exception of fees levied against long term caravan park guests, and;
2. In accordance with Section 93 of the *Residential Tenancies and Rooming Accommodation Act 2008* the new fees for long term caravan park guests will take effect from 1 October 2024.

REPORT

Fees and charges are one of the revenue raising measures which forms part of Council's Operational Budget. Council's estimated revenue is:

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

Council has limited revenue sources available to pay for growing demand for the provision of services. The main sources of revenue include rates and charges, government grants, and user fees and charges. Council is experiencing growing pressure on rates and charges revenue sources, and it is appropriate it should recoup some or all of the cost of providing services through direct user fees and charges where appropriate.

It is usual practice to set fees and changes in line with the financial year i.e., 1 July to 30 June. However, this report recommends the fees and charges, with the exception of fees for long term caravan park guests, come into effect from 1 August 2024. This will allow time for changes to the fees and charges to be communicated to the community and align commencement with the end date of the current fees and charges which is 31 July 2024. Long term caravan park guests will require at least two months' notice of any proposed fee increase. For this reason, the long-term caravan park fees will come into effect 1 October 2024. For clarity all other caravan park fees will increase on 1 August 2024.

Fees and Charges consist of two types being either:

1. Cost Recovery Fees (Regulatory) - Section 97 of the *Local Government Act 2009* (the Act), empowers the Council to fix, by local law or resolution, a fee for any of the following:

- an application for, or the issue of an approval, consent, license,
- permission, registration or other authority under a Local Government Act
- recording a change of ownership of land
- giving information kept under a Local Government Act
- seizing property or animals under a Local Government Act; and
- 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*.

2. Commercial Fees (Commercial)

Section 262(3)(c) of the Act, 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 obligations and the principle of social equity.

CONSULTATION

There has been internal consultation with officers and engagement via Councillor Information Workshops with Councillors where the proposed fees and charges were explained, discussed or an opportunity provided to raise questions; including workshops held on 1 May, 29 May and 19 June 2024.

RISK IMPLICATIONS

Reputation / Political

Council has considered the impact the proposed changes to the fees and charges have on the community, recommending the fees and charges come into effect 1 August 2024 to enable lead time for communications with businesses and community members, and ensure commencement is aligned with the end date of the current fees and charges, which is 31 July 2024.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

On average a 3.6% increase has been applied to the fees, although individual variations apply. Fees and charges represent approximately 3.4% (\$1,832,884) of Council's total operational income.

Legal & Regulatory

Complying with legislative requirements ensures Council mitigates any regulatory or reputational risk. The recommended Fees and Charges have been developed in accordance with Section 97 and Section 262(3)(c) of the Act.

Consideration has also been given to the *Residential Tenancies and Rooming Accommodation Act 2008* regarding the timing of fee increases for long term caravan park guests.

Environmental

Not Applicable.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Fees and charges, as part of Council's operating revenue, support the funding of Council's delivery of services to the community.

Climate

Not Applicable.

KEY MESSAGE

Fees and charges form part of Council's operating revenue within the annual budget. To enable lead time to communicate changes to the community, the 2024-2025 Fees and Charges will take effect on 1 August 2024 as presented, or 1 October 2024 for long term caravan park guests.



2024-25 Fees & Charges

01 AUGUST 2024 TO 30 JUNE 2025

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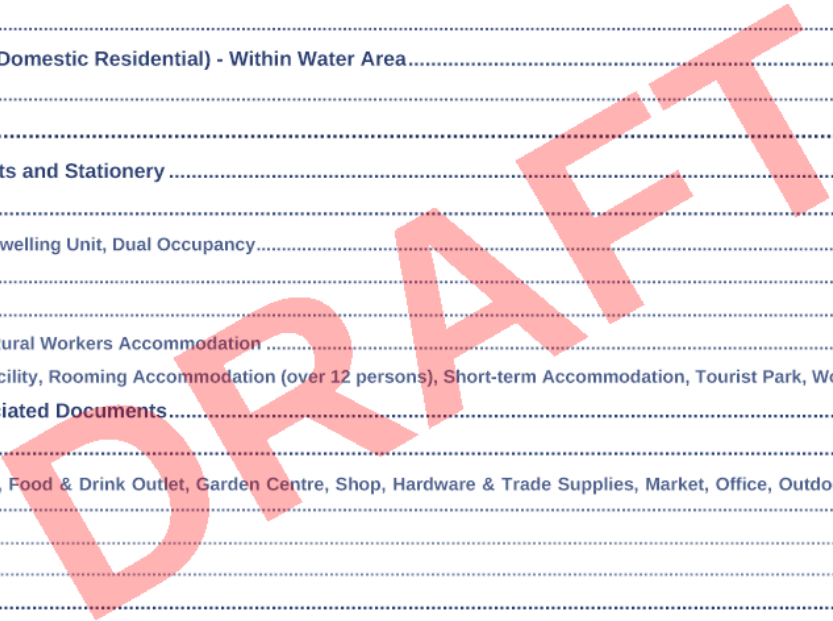


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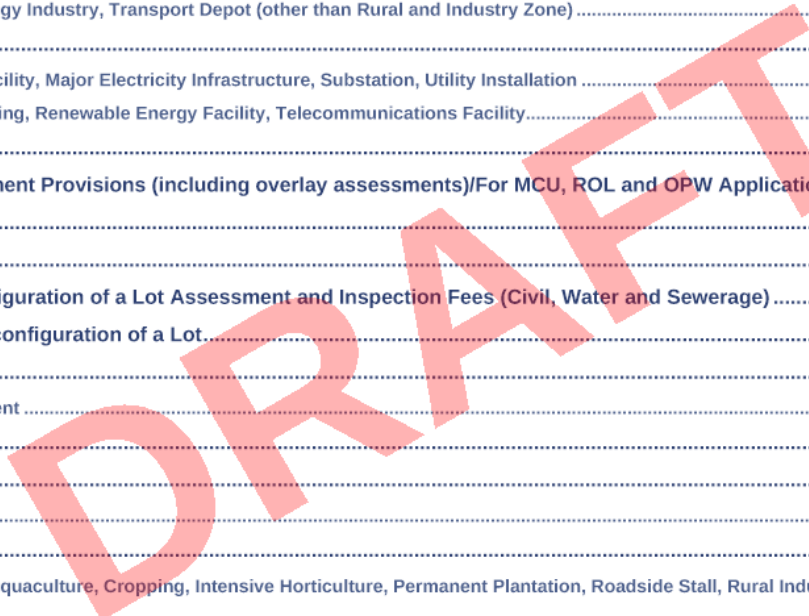


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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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North Burnett Regional Council

Building

1. Building application fee is made up from the total of the following:- Lodgement Fee + Assessment + Inspections = TOTAL. The lodgement fee covers Council's administration and archive functions.
 2. For projects 'out of the ordinary' or not covered in this fee schedule and cannot be reasonably included in one of the activity groups, the fee for the application will be set by the CEO, General Manager or Manager having regard to the likely reasonable costs to assess the application.
 3. Fees maybe negotiable under special circumstances e.g. removal house bonds
 4. All documentation must be submitted with an application. Consult with Council's 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. Referral agency fees, e.g. QFES, are additional to those herein and are to be paid by the applicant directly to the appropriate government department.
 9. Unless stated otherwise, the total fee or bond listed against an individual item/description is for one application, permit etc. only
 10. 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.
 11. All cost recovery fees for applications and related functions and for giving of information kept by Council have been adopted by Council under Section 97 of the *Local Government Act 2009*, the *Planning Act 2016* and the *Building Act 1975*. All commercial fees for the provision of services which require a GST payment have been adopted by Council under Section 262(3)(c) of the *Local Government Act 2009*.
 12. Refer to planning fees section for all applications where Council is a referral agency including but not limited to local heritage, siting variations, relaxations, building over or near relevant infrastructure (sewer, water and storm water mains) and building matters assessable against Queensland Development Code (QDC).
13. INSPECTIONS
- (a) Class 1a & 1b (dwelling)
- three (3) inspections are required for dwelling on stumps (building inspections only)

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Building [continued]

- 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.
- (b) Class 2 to 9 buildings – normally three (3) inspections (building inspections only). Exact number of inspections to be confirmed and applicant advised.
- (c) 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.
- (d) 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 Certifier unless they agree to these inspections being done by others (competent person).
- (e) If slab and frame inspections are done by others, Council's fee for accepting each certification and administration thereof = \$30.00. Each certification is to be received by Council within 5 business days of inspection date.
- (f) The footing and final building inspection must be done by Council's Building Certifier if the application has been lodged with and approved by Council.
- (g) If any inspection is non-compliant a re-inspection is required. Refer inspection fees.
- (h) 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.
- (i) Where an application involves two (2) or more buildings – eg. additions to dwelling and detached shed a lodgement fee is required for each structure.
- (j) Council reserves the right to refuse to undertake inspections for a third party.

ABBREVIATIONS

cf = commercial fee with gst being recoverable except for the lodgement fee component which is GST exempt
 rf = regulatory fee being gst exempt
 POA = price on application

Building Bonds

Removal house - The building bond is to ensure the completion of removal houses located in the region and is to be compiled from the following and are used as a guide when releasing bond amount in stages

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

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Building Bonds [continued]

Provide structural tie-down and bracing with wind rating N3 or as determined, Install smoke detectors, Refurbish bathroom including wet seal, Comply with energy efficiency requirements of the Building Code of Australia, Install stairs & make good damage from relocation, Paint exterior of house (min prime/seal), Provide battening to underside of house on sides visible from street & Provide downpipes as required & direct stormwater away from building of approved point/method of discharge.	Total \$12,000 plus admin fee \$305			Please Contact Finance for a number	N
Administration of a bond or Bank Guarantee in Connection with any Development	\$305.00	Each		255151000	N

Building Fees Refund

When application is cancelled prior to processing	80% of fees (excluding lodgement fee)	Application		refer to original receipt	Y
When application is cancelled after part processing completed (building)	60% of fees (excluding lodgement fee)	Application		refer to original receipt	Y
When application is cancelled after processing complete	40% of fees (excluding lodgement fee)	Application		refer to original receipt	Y

Building Inspections Undertaken by Council

Domestic	\$295.00	Inspection		255150000	Y
Commercial	\$405.00	Inspection		255150000	Y

Change to a Development Permit

Class 10a/10b	\$125.00			255150000	Y
Class 1a	\$375.00			255150000	Y
Class 2-9	\$500.00			255150000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Class 1A & B – Enclosed Alterations & Additions to Dwelling (3 Inspections) (cf)

Note: if the assessment of any additional floor area also requires an assessment of the entire building for fire safety issues etc. - fee to be advised. Minimum fee applies

Assessment & Inspection

Up to 50m2	\$885.00			255150000	Y
51 to 100m2	\$1,260.00			255150000	Y
> 100m2	As for new dwelling			255150000	Y

Class 1A & B – New Dwellings/Duplexes/Removal Dwellings (On Stumps or Footing/Slab as one) (3 Inspections) (cf)

Note: if the assessment of any additional floor area also requires an assessment of the entire building for fire safety issues etc. - fee to be advised. Minimum fee applies

Assessment & Inspection

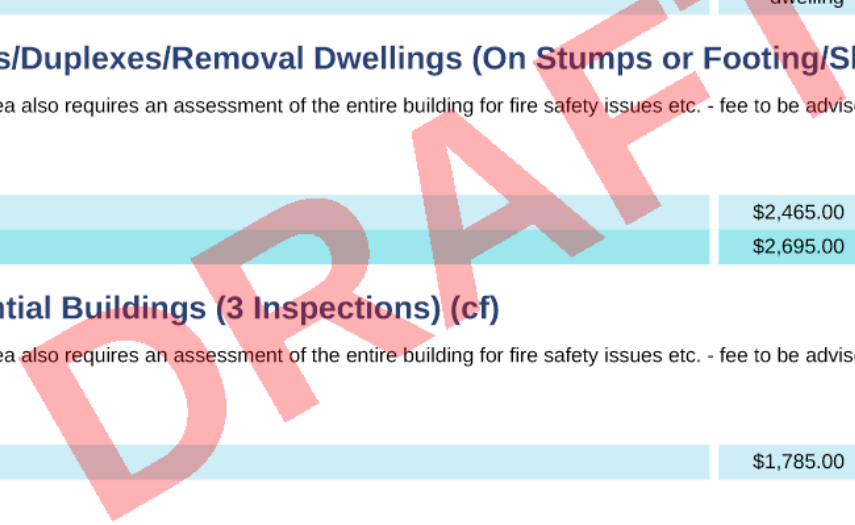
Dwelling	\$2,465.00			255150000	Y
Duplex	\$2,695.00			255150000	Y

Class 2, 3 & 4 - Other Residential Buildings (3 Inspections) (cf)

Note: if the assessment of any additional floor area also requires an assessment of the entire building for fire safety issues etc. - fee to be advised. Minimum fee applies

Assessment & Inspection

Minimum Fee	\$1,785.00			255150000	Y
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Class 5, 6, 7, 8 & 9 Commercial/Industrial (3 Inspections) (cf)

Note: if the assessment of any additional floor area also requires an assessment of the entire building for fire safety issues etc. - fee to be advised. Minimum fee applies

Assessment & Inspection

New and alterations / additions up to 299m2	\$2,720.00			255150000	Y
New and alterations / additions 300 - 499m2	\$3,225.00			255150000	Y
New and alterations / additions 500m2 and greater	POA			255150000	Y
Tenancy Fitout and/or the like	\$730.00			255150000	Y

Class 7/8 Farm Sheds and Buildings

Assessment & Inspection

Up to 500m2	\$1,200.00			255150000	Y
>500m2	\$2,395.00			255150000	Y

Class 10A (1 Inspection) (cf)

Assessment & Inspection

Category 1 Garden Sheds, Shade Structures, Pergolas up to 20m ²	\$430.00			255150000	Y
Category 2 Garages, Carports, Patios/Verandahs, Toilet Blocks, Silos	\$625.00			255150000	Y

Class 10B (cf)

Assessment & Inspection

Above ground pool (1 inspections)	\$645.00			255150000	Y
Inground pool (2 inspections)	\$755.00			255150000	Y
Retaining Walls > 1.0m high	\$620.00			255150000	Y
Fences > 2.0m high, Signs, Antenna etc. - class 10b (1 inspection)	\$620.00			255150000	Y
Minor Gantries, Hoists	\$455.00			255150000	Y
Batching Plants & Mixing Plants (2 inspections - structure only)	\$720.00			255150000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Flood Level Search

Refer to NBRC Website or Dept. of Natural Resource and Mines

Flood Level Search Fee	Refer to NBRC website or Dept. of Natural Resource and Mines			TBA	N
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Lodgement

All Building Applications	\$190.00			2551510000	N
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New and Enclosed Alterations / Additions

Assessment & Inspection

Up to 299m2	\$2,580.00			255150000	Y
300m2 to 499m2	\$3,310.00			255150000	Y
> 500m2	POA			255150000	Y

Other Fees

Assessment & Inspection

Demolition (cf)	\$620.00			255150000	Y
Tennis Court (cf)	\$620.00			255150000	Y
Restumping or Reroofing of dwelling/ building (cf)	\$760.00			255150000	Y
Restumping of dwelling/ building (within flood zone)	POA			255150000	Y
Special Structures (cf)	POA			255150000	Y
Inspection & Assess of suitability to relocate dwelling or building within Region (cf)	POA			255150000	Y
Removal of dwelling / building from Shire (cf)	\$620.00			255150000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Other Related Fees and Charges

If an application "To Carry Out Building Work" is required, normal fees will be applicable for that type of building

Application for extension of time	\$290.00	Application		255151000	N
Bonds (e.g. to be held against rectification costs of any damage to Council infrastructure)	POA			Please Contact Finance for a number	N
Certificate of Classification Inspection	\$510.00			255151000	Y
Copy of Certificates of Classification (Previously Issued)	\$85.00			255150000	Y
Reclassification of existing building where no structural changes or additions are proposed	\$730.00	Application		255150000	Y
Inspect of Budget Accommodation Buildings and Residential Tenancy Buildings	\$710.00			255151000	Y

Assessment of Bushfire Level

Council assessed applications	\$600.00			255150000	Y
Nomination of Road Frontage	\$300.00			255151000	N

Private Certifier Lodgement

Private Certifier Lodgement of Plans with Council per decision notice	\$190.00	Decision Notice	Local Government Act 2009 Section 262(3)(c)	255151000	N
Private Certifier information request - Form 19	\$260.00	Application		255151000	N
Engaging Council after disengagement from Private Certifier and decision notice issued	80% of application fee (excludes lodgement fee)		Building Act 1975 s 144	255151000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Re-Approval of Development Permit

Assessment & Inspection

All classes (where no work commenced)	\$535.00			255150000	Y
All classes (when commenced)	60% of base fee			255150000	Y

Request to View File/Documents

Under the Planning Act 2016	\$135.00	Request	Planning Act 2016 All	255151000	N
Under Right of Information (State Government Fee, may be subject to change)	As per legislation	Request		220150000	N
Photocopy of Documents	Per Copy Fees	Copy		300155000	N

For drawings greater than A3 size, charge to be advised

Searches and Reports

A) Pool / Spas (search of Council Records)	\$520.00			255151000	N
B) Swimming Pool Safety Barrier Inspection Report (up to 10km from PO)	\$400.00			255150000	Y
The State Government's Pool Safety Inspection Certificate Number must be added to the cost of the Pool Safety Inspection - this fee is subject to change annually as stipulated by the State Government	As per State Gov Fees			255151000	N
Reinspection (up to 10km from PO) and Annual Shared Pool Inspections	\$220.00			255150000	Y
C) Building Approvals Report - Class 1 and 10	\$255.00			255151000	N
D) Building Approvals Report - Class 2 to 9	\$385.00			255151000	N
E) Building Approval Search for existing property owner	\$125.00			255151000	N
F) Property Inspection Report - Class 1 and 10 (including pool fence)	\$500.00			255151000	N
G) Property Inspection Report - Class 2 to 9	\$555.00			255151000	N
H) Building Approvals Statistics Report (subject to privacy restrictions)	\$85.00			255151000	N
I) Vacant Property Search	\$125.00			255151000	N

This is a record search only on the request of owner for QLD First Home Owners' Grant when building a new home

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Temporary Development (cf)

Assessment & Inspection

A) Assessment (2 inspections)	\$620.00			255150000	Y
B) Performance Bond	POA			255151000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Compliance

Registration Period - 1 October to 30 September (12 months)

Discounts applicable to Animal Registration Fees

* 10% Discount for on time payment of Dog Registration Renewals (excludes working dog and pensioner concession fees); and

* Pet Owners that hold a current Pensioner Concession Card, Department of Veteran Affairs Card or Queensland Seniors Card are entitled to pensioner concession registration fees (copy of current card must be provided at time of animal registration)

* Prorata fees apply for NEW animal registrations during the year leading up to the new registration period

Abandoned Vehicles

Release of impounded vehicle (towing fees to be added at cost + CITEC search fees or similar)	\$340.00	Per Vehicle		260170000	N
Vehicle Storage Fees (applicable after 12 weeks storage in NBRC facility)	\$52.00	Per Week		260170000	N
Vehicle Storage Fees (applicable 72hrs after vehicle has been auctioned/tendered)	\$25.00	Per Day		260170000	N
Sale of Impounded Vehicle	Price on Advice	Per Vehicle		260160000	N

Animal Permits - Other than Dogs & Cats

Allotment less than 6,000m2

Horse, Cattle, Donkey, Goat, Sheep, Camel, Deer, Llama or similar	\$85.00	Per Animal		2601000130	N
Rooster	\$85.00	Per Bird		2601000130	N
Poultry (more than 20)	\$85.00	Per Permit		2601000130	N
Ducks, Turkey, Geese or similar	\$85.00	Per Permit		2601000130	N
Caged Birds (cockatoo or similar)	\$85.00	Per Bird		2601000130	N
Caged Birds (Budgerigar or similar - more than 20)	\$85.00	Per Permit		2601000130	N
Racing Pigeons (more than 20)	\$219.00	Per Permit		2601000130	N
Bees - 1 hive on less than 1000m2 or 2 hives on allotments between 1000m2 and 4000m2	\$85.00	Per Permit		2601000130	N
Annual Renewal fee for permit applicable to (Animals other than dogs or cats)	\$62.00	Renewal		2601000130	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Caravan Parks and Camping Grounds

New application for licences	\$252.00	Application	Local Law No 1 Schedule 11 & 13	260170000	N
Annual renewal of licences	\$252.00	Application	Local Law No 1 Schedule 11 & 13	260170000	N
Reinspection following non-compliance report	\$379.00	Inspection	Local Law No 1 Schedule 11 & 13	260170000	N

Deceased Dog

Registration will be transferred if a new animal is acquired within the Registration period.	Registration transferred	Dog	Animal Management (Cats and Dogs) Act 2008 All		N
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No refunds of Animal Registrations

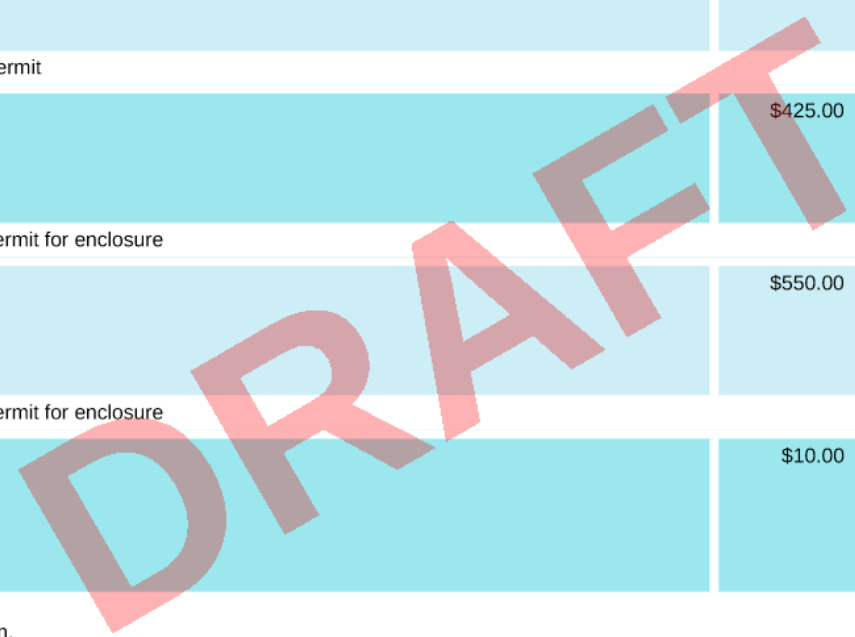
Dog Registrations - Applicable When 3 Months or Older

Dog - Entire	\$138.00	Dog	Animal Management (Cats and Dogs) Act 2008 s 44(2)		N
Dog - Desexed (Proof Required)	\$42.00	Dog	Animal Management (Cats and Dogs) Act 2008 s 44(2)		N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Dog Registrations - Applicable When 3 Months or Older [continued]

Regulated Dog - Restricted (must have permit)	\$550.00	Dog	Animal Management (Cats and Dogs) Act 2008 s 44(2)	2601000130	N
Includes Application assessment and issue of permit					
Regulated Dog - Menacing	\$425.00	Dog	Animal Management (Cats and Dogs) Act 2008 All	2601000130	N
Includes application assessment and issue of permit for enclosure					
Regulated Dog - Dangerous	\$550.00	Dog	Animal Management (Cats and Dogs) Act 2008 All	2601000130	N
Includes application assessment and issue of permit for enclosure					
Working Dog	\$10.00	Dog	Animal Management (Cats and Dogs) Act 2008 s 44(2)	2601000130	N
Tag fee only. Proof must be provided at the time of registration. * Rates notice identifying a rural property address in the animal owners name where the dog is kept, and information supporting the customer is a primary producer (E.g. PIC number or ABN); or * Letter from an employer signed and stating what the dog/s is used for.					



Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Dog Registrations - Applicable When 3 Months or Older [continued]

New Dog Registrations during the year leading up to the new registration period (October 2024) (Does not apply to late renewals on previously registered dogs including regulated, menacing or dangerous dogs)	April-June 50% of applicable fee July- September 25% of applicable fee	Dog	Animal Managemen t (Cats and Dogs) Act 2008 All	2601000130	N
Certified Guide, Hearing and/or Assistance dogs (proof required)	FREE	Dog	Animal Managemen t (Cats and Dogs) Act 2008 All	2601000130	N
Late Registration fee for Regulated Dog (additional to regulated registration fee)	\$200.00	Dog	Animal Managemen t (Cats and Dogs) Act 2008 All	2601000130	N

Dog Registration (Pensioner Rate)

'Nil Pensioner Concession applies to working, restricted and regulated dog fees'

Dog - Entire	\$47.00	Dog	Animal Managemen t (Cats and Dogs) Act 2008 s 44(2)		N
Dog - Desexed (Proof Required)	\$15.00	Dog	Animal Managemen t (Cats and Dogs) Act 2008 s 44(2)		N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Domestic Animal Impoundment Fees

Unregistered dog	\$152.00	Per Animal		2601500110	N
Sustenance charge - per animal per day	\$28.00	Per Animal Per Day		2601500110	N
Animals released on same day of impoundment do not incur sustenance fee					
Registered dog – first impound (once per animal)	\$0.00	Per Animal		2601500110	N
Registered dog – second impound	\$207.00	Per Animal		2601500110	N
Registered dog – third & subsequent impounds	\$259.00	Per Animal		2601500110	N
Request for collection and private impoundment of a cat or dog by the owner (i.e. surrender), during business hours (by arrangement only).	\$103.00	Per Animal		2601500110	Y
Does not apply to matters currently undergoing enforcement action by the Compliance Team					

Footpaths/Roadside Vending (Refer to Relevant Local Laws)

'CEO has the authority to waive or reduce a fee for applications by bona fide charitable or community organisations fulfilling a significant community role'

Footpath Obstruction Permit - 3 Year licence to display goods/signs on footpath (per business)	\$95.00	Application		260165000	N
Outdoor Dining Permit - 3 Year licence for footpath dining (per business)	\$95.00	Application		260165000	N
Footpath Obstruction Permit - NFP groups / organisations listed on NBRC's NFP register	\$0.00			260165000	N
Groups / organisations must be listed on the North Burnett Regional Council's not-for-profit register					
Footpath Obstruction Permit - 3 month licence for busking, touting, hawking, small business utilising the footpath etc	\$104.00	Application		260165000	N
Applicable to customers wishing to use the footpath for busking, touting, hawking, selling goods etc who do not fall under any other category in the fees and charges schedule					
Monthly Busking Permit - applies to North Burnett local organisations and individuals	Free	Application		260165000	N
Applicant to complete busking licence application form and footpath obstruction application form					
Roadside Vending Permit - 1 year licence (per site)	\$308.00	Application		260165000	N
Roadside Vending permit - 3 month licence (per site)	\$104.00	Application		260165000	N

Impounding Fees - Horses, Cattle, Goats, Sheep, Pigs, Birds & Poultry

Impounding Fee - Horses, Cattle, Donkey, Camel, Deer, Llama or similar	\$672.00	Per Call Out & First Head		810150000	N
Additional Impounding Fee - Horses, Cattle, Donkey, Camel, Deer, Llama or similar (for more than one head)	\$70.00	Per Head		810150000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Impounding Fees - Horses, Cattle, Goats, Sheep, Pigs, Birds & Poultry [continued]

Impounding Fee - Goats, Sheep & Pigs	\$92.00	Per Head		810150000	N
Impounding Fees - Birds & Poultry	\$27.00	Per Head		810150000	N
Driving or Transport Costs	Actual Cost plus 25%			810150000	N
Transport and Driving /Leading Charges	Actual Cost plus 25%			810150000	N

Sustenance Charge

Per Head Per Day

Horses/Cattle - per head per day or fodder costs	\$40.00	Per Head		810150000	N
Goats/Sheep/Pigs – per head per day or fodder costs	\$35.00	Per Head		810150000	N

Other Animal Registration Fees

Registered Breeders Permit (copy of proof required) plus tag fee per dog applies	\$276.00	Per Breeder	Animal Management (Cats and Dogs) Act 2008 s 44(2)	2601000130	N
Application for excess animals (not interchangeable between animals)	\$95.00	Per Permit	Animal Management (Cats and Dogs) Act 2008 s 44(2)	2601000130	N
Standard registration fee for each dog or cat to be charged, in addition to the permit fee <i>(if applicable)</i>					
Excess animal permit renewal (not interchangeable between animals)	\$50.00	Per Permit	Animal Management (Cats and Dogs) Act 2008 All	2601000130	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Other Animal Registration Fees [continued]

Registration replacement tag	\$10.00	Tag	Animal Management (Cats and Dogs) Act 2008 s 44(2)	2601000130	N
Reciprocal registration (transfer of animal registration from another QLD Council)	\$0.00				N

Customer needs to provide current proof of animal registration from another Council in QLD for reciprocal registration to apply. Note: Reciprocal registration is valid until the end of our (NBRC) current animal registration period.

Other Compliance Charges

Administration Charge - Entry Notice

Administration charges relating to the clearing of overgrown and/or unsightly allotment plus contractor fee (at cost)	\$90.00	Per Notice		260170000	N
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Temporary Entertainment Event

** FREE for not-for-profit groups/organisations listed on the North Burnett Regional Council's not-for-profit register*

Application for Temporary Entertainment Event	\$350.00	Per Event		800151000	N
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Temporary Homes

Application for permit to establish and occupy a temporary home	\$252.00	Application		800151000	N
Application to extend Temporary Home Permit (extension)	\$342.00	Extension		800151000	N

Other Fees Applicable

Processing fee (consideration of a permit to amend or vary circumstances contrary to an existing Local Law)	\$50.00	Per Application		260170000	N
Local Law Permit/Approval Application (Not for Profit Organisation \$100.00)	\$200.00	Per Application		260170000	N
Contractor (vet, musterer, cartage etc)	At Cost + 15%	At Cost		260170000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Pest Animal Products

Cat Trap or Myna Bird Trap Per Week (Excludes the cost of Bond)	\$10.00	Per Week		2601000120	Y
Pig Traps - maximum 2 months	\$17.00	Per Week		810100000	Y
Dog Trap Hire (Excludes the cost of Bond)	\$10.00	Per Trap/ Week		810100000	Y
Bond (All Traps)	\$75.00	Bond		930518011 0	N

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Environmental Health

Licences, Inspections, Permits

Environmental Protection Act 1994

Environmentally Relevant Activities

Application for NEW Registration Certificate inc Annual Fee	\$568.00	Licence	EPA Regulations 2019 All	800151000	N
Continuing Registration	\$330.00	Renewal		Debtors Only	N
Amendment of Registration Certificate	\$330.00	Application	EPA Regulations 2019 All	800151000	N

Food Businesses as defined in the Food Act 2006

New Applications (Licence Fee Reduced Pro-Rata after 31 Dec)

Refer to Guidelines for determining a food business licence

Fee includes design assessment of plans, pre-opening and annual inspection of premises and issue of current financial year licence

New Application Category 1	\$185.00	Application / Inspection / Licence	Food Act 2006 All	800151000	N
New Application Category 2	\$520.00	Application / Inspection / Licence	Food Act 2006 All	800151000	N
New Application Category 3	\$550.00	Application / Inspection / Licence	Food Act 2006 All	800151000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Annual Licence Renewal (Licence renewal fee not reduced for renewals not paid by the due date)					
Fee includes annual licence of premise and issue of current licence					
Licence Renewal Category 1	\$100.00	Inspection / Licence	Food Act 2006 All	Debtors Only	N
Licence Renewal Category 2	\$315.00	Inspection / Licence	Food Act 2006 All	Debtors Only	N
Licence Renewal Category 3	\$335.00	Inspection / Licence	Food Act 2006 All	Debtors Only	N
Accreditation for Food Safety Program (FSP) Category 1 Written advice obtained by business	\$176.00	Application	Food Act 2006 All	Debtors Only	N
Accreditation for Food Safety Program (FSP) Category 2 Written advice obtained by business	\$176.00	Application	Food Act 2006 All	Debtors Only	N
Accreditation for Food Safety Program (FSP) Category 3 Written advice obtained by business	\$176.00	Application	Food Act 2006 All	Debtors Only	N
Re-Inspection Fee (non-compliance)	\$189.00	Per Hour	Food Act 2006 All	Debtors Only	N
Restoration/Late Fee	\$278.00	Application	Food Act 2006 All	Debtors Only	N
Fee includes full inspection and report. To be paid in addition to annual licence renewal					
Alteration of Food Premise - Minor (including licence transfer) For example change of business name or minor renovation	\$122.00	Application	Food Act 2006 All	Debtors Only	N
Alteration of Food Premise - Major For example major renovation	\$242.00	Application	Food Act 2006 All	Debtors Only	N
Alteration of a Food Safety Program (FSP)	\$182.00	Application	Food Act 2006 All	Debtors Only	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Health Search Food Premises					
Health Search Category 1 Food Premise	\$170.00	Inspection	Food Act 2006 All	800151000	N
Health Search Category 2 Food Premise	\$446.00	Inspection	Food Act 2006 All	800151000	N
Health Search Category 3 Food Premise	\$570.00	Inspection	Food Act 2006 All	800151000	N
Urgent Health Inspection Report (within 48 hours) - Category 1 Food Premise	\$305.00	Inspection	Food Act 2006 All	800151000	N
Urgent Health Inspection Report (within 48 hours) - Category 2 Food Premise	\$570.00	Inspection	Food Act 2006 All	800151000	N
Urgent Health Inspection Report (within 48 hours) - Category 3 Food Premise	\$685.00	Inspection	Food Act 2006 All	800151000	N
Natural Resource Management Compliance Charges					
Natural Resources - Entry Notice Follow-up (Inspection Costs)	\$267.00	Per Notice	Biosecurity Act 2014 All	806150000	N
Charges associated with the Enter and Clear process as per provisions under the <i>Biosecurity Act 2014</i>					
Noxious Weeds Property Inspection	\$267.00	Per Request		806150000	N
Skin Penetration					
Application for licensing/new premises	\$580.00	Application	Public Health Act 2005 All	800151000	N
Includes design assessment , pre-opening and annual inspection, and licence fee					
Annual Licence Fee (includes inspection fee)	\$347.00	Application	Public Health Act 2005 All	Debtors Only	N
Inspection fee following remedial notice	\$197.00	Per Hour	Public Health Act 2005 All	800151000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Stock Routes

Stock Route Grazing Agistment Fee	Refer to <i>Stock Route Management Act 2002</i>	Per Head Per Week	Stock Route Management Act 2002 All	808100000	Y
Stock Route Travel Permits	Refer to <i>Stock Route Management Act 2002</i>	Per Permit	Stock Route Management Act 2002 All	808100000	N
Stock Route Travel Fees	Refer to <i>Stock Route Management Act 2002</i>	Per Head Per Week	Stock Route Management Act 2002 All	808200000	N
Stock Route Application Fee	\$30.00	Per Application	Stock Route Management Act 2002 All	808100000	Y
Stock Grazing Sign (Minimum 2 Signs)	\$15.00	Each	Stock Route Management Act 2002 All	808100000	Y

Temporary Food Business

No more than 5 days (Fee does NOT include food licence if product made off site)	\$50.00	Inspection	Food Act 2006 All	800151000	N
No more than 12 events per financial year (Fee does NOT include food licence if product made off site)	\$110.00	Inspection	Food Act 2006 All	800151000	N
More than 12 but not more than 52 days (Fee does NOT include food licence if product made off site)	\$176.00	Inspection	Food Act 2006 All	800151000	N
Community Group (Exceeds 12 events per year) - Low Risk. Licence fee for up to 3 months	\$50.00	Per Licence	Food Act 2006 All	800151000	N
Community Event - incorporated not for Profit groups	Fee waiver	Application	Food Act 2006 All	800151000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Vehicle Washdown Inspections

Light Plant/Machinery (Trucks) (Min Charge 1 hours)	\$98.00	Per Hour		806150000	Y
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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General

Accommodation Facilities

For long-term park guests fee increases come into effect from 1 October 2024.

Eidsvold Caravan Park

Non Powered Sites

Overnight (up to 2 people)	\$25.00	Per Night		3751500120	Y
Extra adult	\$11.00	Per Night		3751500120	Y
Extra child	\$6.00	Per Night		3751500120	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$150.00	6 Nights		3751500120	Y

Powered Sites

Overnight (up to 2 people)	\$37.00	Per Night		3751500120	Y
Long term (over 28 days)(up to 2 people)	\$222.00	Per Week		3751500120	Y
Extra adult	\$12.00	Per Night		3751500120	Y
Extra child	\$7.00	Per Night		3751500120	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$222.00	6 Nights		3751500120	Y

Washing Machine & Dryer

Washing Machine Fee	\$5.00	Each		3751500120	Y
Dryer Fee	\$5.00	Per Cycle		3751500120	Y

Small Cabin

Overnight (up to 2 people)	\$100.00	Per Night		3751500120	Y
Long term (over 28 days)(up to 2 people)	\$600.00	Per Week		3751500120	Y
Extra adult	\$25.00	Per Night		3751500120	Y
Extra child	\$14.00	Per Night		3751500120	Y
Long term (over 28 days) (up to 2 people) half week only (applies to 3 week nights only - weekends not included)	\$300.00	3 Nights		3751500120	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Small Cabin [continued]

Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$600.00	6 Nights		3751500120	Y
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Large Cabin

Overnight (up to 2 people)	\$120.00	Per Night		3751500120	Y
Long term (over 28 days)(up to 2 people)	\$720.00	Per Week		3751500120	Y
Extra adult	\$25.00	Per Night		3751500120	Y
Extra child	\$14.00	Per Night		3751500120	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$720.00	6 Nights		3751500120	Y

Gooroolba Sporting Oval - Rv Sites Only

Non Powered Sites (Unserviced)

Non Powered non Serviced sites - Overnight	\$10.00	Night/ Person		515150000	Y
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Mingo Crossing Caravan Park

Non Powered Sites

Overnight (Single)	\$15.00	Per Night		3751500170	Y
Overnight (up to 2 people)	\$25.00	Per Night		3751500170	Y
Extra adult	\$11.00	Per Night		3751500170	Y
Extra child	\$6.00	Per Night		3751500170	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$150.00	6 Nights		3751500170	Y

Powered Sites

Overnight (up to 2 people)	\$37.00	Per Night		3751500170	Y
Extra adult	\$12.00	Per Night		3751500170	Y
Extra child	\$7.00	Per Night		3751500170	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$222.00	6 Nights		3751500170	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Washing Machine & Dryer					
Washing Machine Fee	\$5.00	Each		3751500170	Y
Dryer Fee	\$5.00	Per Cycle		3751500170	Y
Glamping Accommodation - Standard					
Security Bond	50% of Total Booking Fee	Bond		3751550170	N
Deposit - Non-Refundable if less than 2 weeks notice of cancellation	30% of Total Booking Fee	Per Booking		3751500170	Y
Standard glamping overnight (up to 2 people)	\$110.00	Per Night		3751500170	Y
extra adult	\$25.00	Per Night		3751500170	Y
extra child	\$14.00	Per Night		3751500170	Y
Discount Rate - Pay 6 stay 7 nights	\$660.00	6 Nights		3751500170	Y
Glamping Accommodation - Deluxe					
Security Bond	50% of Total Booking Fee	Bond		3751550170	N
Deposit - Non-Refundable if less than 2 weeks notice of cancellation	30% of Total Booking Fee	Per Booking		3751500170	Y
Deluxe glamping overnight (up to 2 people)	\$140.00	Per Night		3751500170	Y
extra adult	\$25.00	Per Night		3751500170	Y
extra child	\$14.00	Per Night		3751500170	Y
Discount Rate - Pay 6 stay 7 nights	\$840.00	6 Nights		3751500170	Y
Glamping Accommodation - Family					
Security Bond	50% of Total Booking Fee	Bond		3751550170	N
Deposit - Non-Refundable if less than 2 weeks notice of cancellation	30% of Total Booking Fee	Per Booking		3751500170	Y
Family glamping overnight (up to 2 adults and 2 children)	\$190.00	Per Night		3751500170	Y
extra adult	\$25.00	Per Night		3751500170	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Glamping Accommodation - Family [continued]					
extra child	\$14.00	Per Night		3751500170	Y
Discount Rate - pay 6 stay 7 nights	\$1,140.00	6 Nights		3751500170	Y
Mountain View Caravan Park					
Non Powered Sites					
Overnight (up to 2 people)	\$25.00	Per Night		3751500110	Y
Extra adult	\$11.00	Per Night		3751500110	Y
Extra child	\$6.00	Per Night		3751500110	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$150.00	6 Nights		3751500110	Y
Powered Sites					
Overnight (up to 2 people)	\$37.00	Per Night		3751500110	Y
Long term (over 28 days)(up to 2 people)	\$222.00	Per Week		3751500110	Y
Extra adult	\$12.00	Per Night		3751500110	Y
Extra child	\$7.00	Per Night		3751500110	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$222.00	6 Nights		3751500110	Y
Cabins					
Overnight (up to 2 people)	\$140.00	Per Night		3751500110	Y
Long term (over 28 days)(up to 2 people)	\$840.00	Per Week		3751500110	Y
Long term (over 28 days) (up to 2 people) half week only (applies to 3 week nights only - weekends not included)	\$420.00	3 Nights		3751500110	Y
Extra adult	\$25.00	Per Night		3751500110	Y
Extra child	\$14.00	Per Night		3751500110	Y
Discount Rate - Pay for 6 nights get 7th night free (up to 2 people)	\$840.00	6 Nights		3751500110	Y
Washing Machine & Dryer					
Fee	\$5.00	Each		3751500110	Y
Dryer Fee	\$5.00	Per Cycle		3751500110	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Mt Perry Caravan Park

Unpowered Site	\$25.00	Per Night		3751500150	Y
Powered Site (stay 7 nights and pay for 6)	\$222.00	6 nights		3751500150	Y
Ensuite Site (Stay 7 nights and pay for 6)	\$270.00	6 nights		3751500150	Y
Single Room (site)	\$83.00	Per Night		3751500150	Y
Cabin 2 People (extra adult \$25.00)	\$140.00	Per Night		3751500150	Y
Miners Camp Single Room	\$75.00	Per Night		3751500150	Y
Ensuite Room	\$90.00	Per Night		3751500150	Y
Evolution Rate (7-night stay)	\$375.00	Per Week		3751500150	Y
Washing Machine Fee	\$5.00	Each		3751500150	Y
Dryer Fee	\$5.00	Per Cycle		3751500150	Y

Reginald Murray Williams RV Sites

Overnight RV Parking at the Reginald Murray Williams Centre	\$10.00	Per Night Per RV		3901600140	Y
Overnight RV Parking, including 2 x adult admissions	\$25.00	Per Night Per RV		3901600140	Y

Vehicle/Van Storage

If you have a vehicle and van that you require storage for then you will pay a fee for both

This is not a covered locked up facility

Vehicle storage (where space is available only)	\$56.50	Per Month			Y
Vehicle storage (where space is available only)	\$599.00	Per Year			Y
Caravan storage (where space is available only)	\$54.50	Per Month			Y
Caravan storage (where space is available only)	\$599.00	Per Year			Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Wolca Reserve - Camping

Please note that Facility Hire Fees are listed on Page 52, this is Camping Fees only.

Facilities Located on Resrve 426, Parish of Wolca

Camping

RV Sites Only

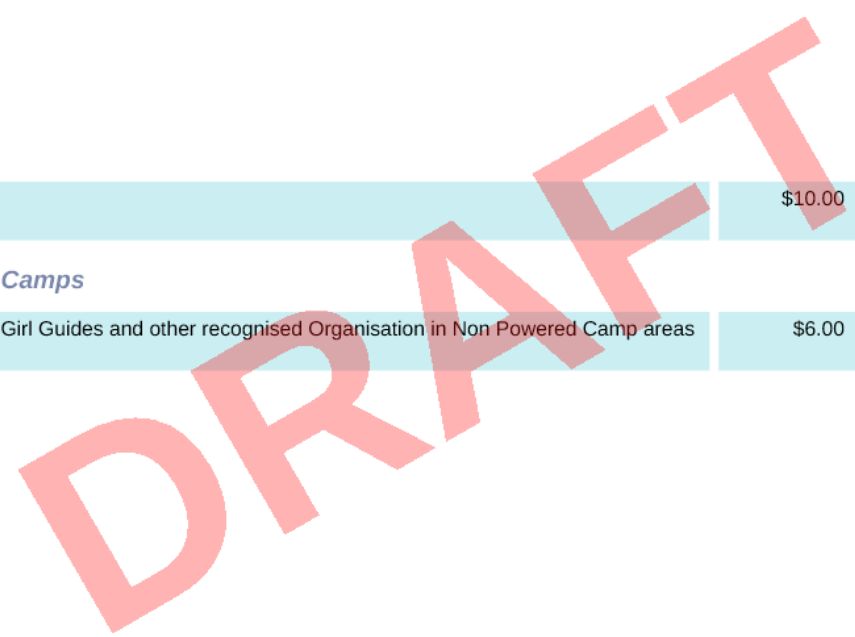
Maximum period of 2 Weeks in any one period

Non Powered Sites

Non Powered non Serviced sites - Overnight	\$10.00	Per Night/ Person		3751500180	Y
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Organised and Supervised Childrens Camps

Organised by Churches, Schools, Boys Scouts, Girl Guides and other recognised Organisation in Non Powered Camp areas	\$6.00	Per Night/ Person		3751500180	Y
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Administration

Customer Service Centres and Library Fees

Binding

Binding with/without Coversheet	\$6.60	Per Coil	Local Government Act 2009 Section 262(3)(c)	300155000	Y
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Council Publications

Fee does not include any postage if applicable

Ceratodus The Long Journey	\$12.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y
Burnett Country 150 years (MON)	\$12.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y
Perry's Past (PER)	\$15.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A Close Settlement, A New Province - Monto (MON)	\$15.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y
Mundubbera In Focus (MUN)	\$31.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Council Publications [continued]					
Years - 75 Images Photo Book (MON)	\$25.00	Per Book	Local Government Act 2009 Section 262(3)(c)	300155000	Y
2013 Flood Book	Free	Per Book			Y
Laminating					
A5 (if Available)	\$2.50	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A4	\$3.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A3	\$3.50	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
North Burnett Wi-Fi Access					
Council supplied Library Public Access Computers - including internet access	Free	Per Use	Local Government Act 2009 Section 262(3)(c)	300155000	Y
Library Wi-Fi	Free	Per Device	Local Government Act 2009 Section 262(3)(c)	300155000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Photocopies/Printing - General Public

* Funeral (Obituary) Booklets - printed at not-for profit rates, for burials within the region

General Public - Black & White

A4 Single Side	\$0.70	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A4 Both Sides	\$0.80	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A3 Single Side	\$1.50	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A3 Both Sides	\$2.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y

General Public - Colour

A4 Single Side	\$0.90	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A4 Both Sides	\$1.10	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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General Public - Colour *[continued]*

A3 Single Side	\$2.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y
A3 Both Sides	\$3.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300155000	Y

Photocopies/Printing - Registered Community Not-For-Profit Organisations

* Funeral (Obituary) Booklets - printed at not-for profit rates, for burials within the region

Not-For-Profit - Black & White

A4 Single Side	\$0.20	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A4 Both Sides	\$0.30	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A3 Single Side	\$0.50	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A3 Both Sides	\$1.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y



Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Not-For-Profit - Colour					
A4 Single Side	\$0.40	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A4 Both Sides	\$0.60	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A3 Single Side	\$1.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
A3 Both Sides	\$2.00	Per Sheet	Local Government Act 2009 Section 262(3)(c)	300120000	Y
Scanning					
Scanning / Email - up to 25 pages	\$1.65	Min Charge Per Scan Includes 25 Pages	Local Government Act 2009 Section 262(3)(c)	300155000	Y
Scanning / Email - Additional pages over initial 25	\$0.35	Additional Pages Over 25	Local Government Act 2009 Section 262(3)(c)	300155000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Rate Searches

- (i) The owner (or his Agent authorise in writing) may inspect the Rate Book in respect of land of which the owner, lessee, or occupier, and / or land adjoining there to without charge
- (ii) Rate information is NOT to be given by telephone

Short Rates Search	\$60.00	Each	Local Government Regulation 2012 s 155(1)	221103000	N
Rate Search Fee All Categories less than 5 working days	\$204.00	Per Assessment	Local Government Regulation 2012 s 155(1)	221103000	N
Includes a water meter read where applicable					
Rate Search Fee All Categories urgent less than 3 working days	\$324.00	Per Assessment	Local Government Regulation 2012 s 155(1)	221103000	N
Includes a water meter read where applicable					
Water Meter Reading - less than 5 working days	\$78.50	Per Reading		525140000	N
Special Meter Reads Only - The rate search fee includes a water meter read					
Water Meter Reading - Urgent less than 3 working days	\$178.50	Per Reading		525140000	N
Special Meter Reads Only - The rate search fee includes a water meter read					

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Right to Information

Right to Information (Right to Information Act 2009)

Please Note: Photocopies of documents are provided at cost in accordance with Council's Schedule of Fees and Charges

Application Fee	As per legislation	Application	Right to Information Act 2009 All	220150000	N
Should the application take longer than five (5) hours to process an addition charge will apply	As per legislation	15 Minutes or Part Of	Right to Information Act 2009 All	220150000	N

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Aerodromes

Gayndah Aerodrome

Maximum take off weight (MTOW)

All fees are per aircraft, per tonne or part thereof, per MTOW.

The following uses are are **exempt** from charges:

- Queensland Police Service engaged aircraft
- Queensland Fire and Emergency Service engaged aircraft
- Aircraft associated with patient transport
- Department of Defence engaged aircraft
- Mail Plane

Landing Fees General Aviation (per tonne) MTOW	Minimum charge \$13.20	Per Tonne	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Landing Fees Gliders (per tonne) MTOW	Minimum charge \$5.50	Per Tonne	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Landing Fees for approved community/charity operators (per tonne) MTOW	Minimum charge \$5.50	Per Tonne	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Training flights maximum one charge (per hour + per tonne) for unlimited landings	Minimum charge \$13.20	Per Hour + Per Tonne	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Aircraft parking fee	\$10.00 per week or part thereof		Local Government Act 2009 Section 262(3)(a)	505170000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Annual Access Pass Commercial Lessee (per aircraft; per tonne/pro rata; MTOW; paid in advance)	\$1,000.00	Per aircraft; per tonne/ pro rata; MTOW	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Annual Access Pass Private Lessee (per aircraft; per tonne/pro rata; MTOW; paid in advance)	\$500.00	Per aircraft; per tonne/ pro rata; MTOW	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Annual Access Pass Member of Eligible Community Groups (per aircraft; per tonne/pro rata; MTOW; paid in advance)	\$500.00	Per aircraft; per tonne/ pro rata; MTOW	Local Government Act 2009 Section 262(3)(a)	505170000	Y
Annual Access Pass Residents of the North Burnett Regional Council (per aircraft; per tonne/pro rata; MTOW; paid in advance)	\$500.00	Per aircraft; per tonne/ pro rata; MTOW	Local Government Act 2009 Section 262(3)(a)	505170000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Cemeteries

Ashes

First interment of ashes into an unused plot	Full interment fee applies	Per Interment		365150000	Y
Second interment (ashes only) into existing plot (plaque at cost)	\$150.00	Per Interment		365150000	Y
Also subject to each town's requirement for plaques on graves					

Columbarium

Full fee minus any pre-paid reservations. Interment fee includes a \$100.00 (inc GST) contribution towards the plaque (non-refundable/non-transferable), if ordered through Council within 24 months following interment.

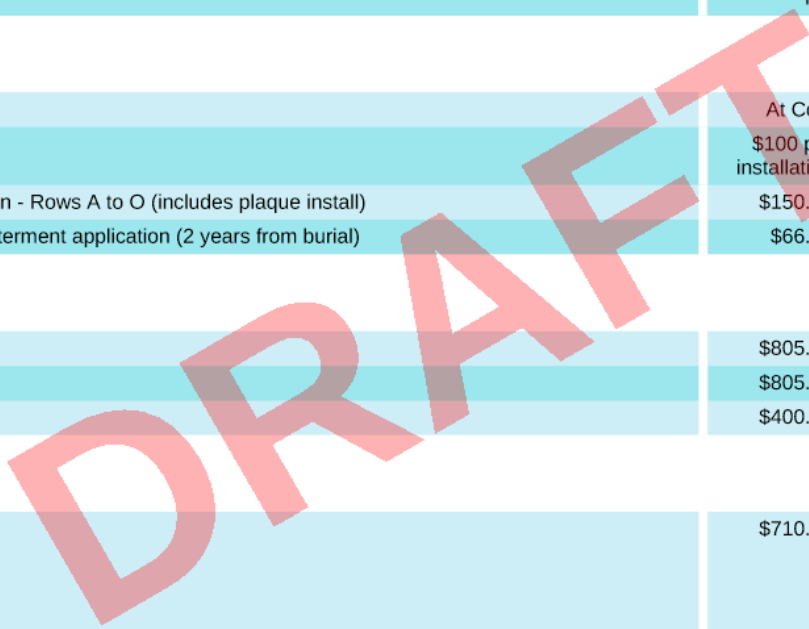
Single niche	\$870.00	Per Niche		365150000	Y
Double niche	\$1,100.00	Per Niche		365150000	Y
Interment of a minor (0-17 years)	50% reduction off full interment fee	Per Niche		365150000	Y

Interments

NOTE: Interments on a weekend, public holiday or after 2pm Weekdays will attract an additional Surcharge as per below.

Lawn section	\$1,850.00	Per Interment		365150000	Y
Full fee minus any pre-paid reservations. Interment fee includes a \$200.00 (inc GST) contribution towards the plaque (non-refundable/non-transferable), if ordered through Council within 24 months following interment.					
Monumental section	\$2,100.00	Per Interment		365150000	Y
Full fee minus any pre-paid reservations. If a reserve fee has been paid and neither party can locate a receipt, a \$50 deduction may be offered to the customer.					
Interment where an existing monument is already constructed (plus applicable interment fee)	\$1,230.00	Per Interment		365150000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Interments [continued]					
Interment of a minor (0-17 years) in the lawn or monumental cemetery	50% reduction off full interment fee	Per Interment		365150000	Y
Plaques					
Cemetery Plaques	At Cost	Each		365150000	Y
Installation	\$100 per installation	Per Installation		365150000	Y
Gayndah Lawn Cemetery Second Slab Installation - Rows A to O (includes plaque install)	\$150.00	Per Slab		365150000	Y
Administration costs for requests outside initial interment application (2 years from burial)	\$66.00	Per Request			Y
Reservations					
Purchase of Lawn Section reserve	\$805.00	Per Reserve		365150000	Y
Purchase of Monumental Section reserve	\$805.00	Per Reserve		365150000	Y
Purchase of Columbarium reserve	\$400.00	Per Reserve		365150000	Y
Surcharges					
Saturday, Sunday & Public Holiday	\$710.00	Per Interment	Local Law No. X (Administration) 2011 s 5	365150000	Y
Funerals Starting at 2pm onwards Weekdays	\$550.00	Per Interment		365150000	Y



Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Halls & Other Facilities

All Facilities

Replacement Fees

Replacement fee for any item i.e. lost, stolen, broken or misplaced following a function	Replacement Cost	Item		360150000	Y
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Cania Dam Recreation Precinct Catering Facility

Refundable bond for ALL Functions	\$500.00	Bond		9305180120	N
Not-for-profit Organisations	\$95.00	Per Day		725150000	Y
Organisations and Individuals	\$250.00	Per Day		725150000	Y

Disaster Management Co-ordination Centre - Hire Charges

Use of Facility (Regardless of rooms used) - <4hrs	\$75.00	< 4 Hours		105165000	Y
Use of Facility (Regardless of rooms used) - >4hrs	\$125.00	> 4 Hours		105165000	Y
Use of Council Linen (per bed)	\$15.00	Per Bed		105165000	Y

Halls

Bonds

Refundable Bond for ALL functions where alcohol is consumed (in addition to appropriate facility hire charges)	\$500.00	Bond	Local Government Act 2009 Section 262(3)(c)	9305180120	N
Equipment Hire Bond - refundable when all items are returned and no damage caused	\$100.00	Bond	Local Government Act 2009 Section 262(3)(c)	9305180120	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Registered Community Not-For-Profit Organisations - Per Room, including kitchen and accessories	\$13.00	5 Hours/ Room	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Registered Community Not-For-Profit Organisations - Per Room including kitchen and accessories	\$20.00	Day/Room	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Registered Community Not-For-Profit Organisations - Main Hall, including kitchen and accessories	\$30.00	5 Hours/ Main Hall	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Registered Community Not-For-Profit Organisations - Main Hall, including kitchen and accessories	\$50.00	Day/Main Room	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Registered Community Not-For-Profit Organisations - Entire Complex	\$60.00	5 Hours/ Complex	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Registered Community Not-For-Profit Organisations - Entire Complex	\$80.00	Day/ Complex	Local Government Act 2009 Section 262(3)(c)	360120000	Y
Organisations and individuals - Per Room, including kitchen and accessories	\$90.00	5 Hours/ Room	Local Government Act 2009 Section 262(3)(c)	360150000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Organisations and individuals - Per Room including kitchen and accessories	\$135.00	Day/Room	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Organisations and individuals - Main Hall, including kitchen and accessories	\$200.00	5 Hours/ Main Hall	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Organisations and individuals - Main Hall, including kitchen and accessories	\$300.00	Day/Main Hall	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Organisations and individuals - Entire Complex	\$330.00	5 Hours/ Complex	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Organisations and individuals - Entire Complex	\$460.00	Day/ Complex	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Tables (used at other venues) (varies from community to community)	\$6.00	Per Table	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Chairs (used at other venues) (varies from community to community)	\$1.25	Per Chair	Local Government Act 2009 Section 262(3)(c)	360150000	Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Hire Charges [continued]

Cleaning fee if hall is not left in a clean manner following event	\$260.00	Per Event	Local Government Act 2009 Section 262(3)(c)	360150000	Y
Invoice Fee	\$17.00	Per Invoice		360150000	Y

Reginald Murray Williams Australian Bush Learning Centre

Admissions

Admission into Centre - Families (2 adults, 2 children)	\$25.00	Per Family		3901000110	Y
Additional Child (for Family Rate)	\$3.00	Per Child		3901000110	Y
General Admissions	\$10.00	Each		3901000110	Y
Children (under 15)	\$5.00	Each		3901000110	Y
Children (under 5)	Free	Each		3901000110	Y

Merchandise

Reginald Murray Williams Long Sleeve Shirts	\$50.00	Each		3901000120	Y
Reginald Murray Williams Polo Shirts	\$42.00	Each		3901000120	Y
Coaster sets	\$20.00	Each		3901000120	Y
Reginald Murray Williams Tote Bag	\$5.00	Each		3901000120	Y
Kimba's Kreations - Tomato Relish/Mustard Pickles/Mango Chutney	\$11.00	Each		3901000120	Y
Kimba's Kreations - Lemon Butter/Blueberry Jam/Passion Butter	\$9.00	Each		3901000120	Y

Refreshments

Takeaway Coffee (Regular)	\$4.00	Per Coffee		3901000130	Y
Takeaway Coffee (Large)	\$5.00	Per Coffee		3901000130	Y
Water - 600ml	\$4.00	Each		3901000130	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Tour Groups

Morning/Afternoon Tea Catering (Tea/Coffee/Water & Light Snacks eg:biscuits)	\$15.00	Per Person		390130150	Y
Light Lunch (eg Sandwiches & Fruit Platter) with Tea/Coffee/Water	\$25.00	Per Person		390130150	Y

Wolca Reserve - Facility Hire

Please note that camping fees are listed on Page 36, this is Facility Hire only

Bond	\$250.00	Per Function		9305180120	N
Facility Hire - per day	\$110.00	Per Function		725150000	Y

North Burnett Transport Service

North Burnett Transport Service

Bus Fares	As per published fares and timetable at www.northburnett.qld.gov.au/north-burnett-transport			245150000	Y
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Sporting Facilities

*Free hire of public North Burnett Regional Council community facilities for funerals/wakes for a current or past resident of the North Burnett Local Government Area includes Halls, the Eidsvold Sports Shed and Local Sports Complexes (Mundubbera & Monto).

Eidsvold Sports Shed - Showgrounds

Refundable Bond for ALL events and activities where alcohol is consumed (in addition to appropriate facility hire charges)	\$500.00	Bond		9305180120	N
Organisations and Individuals - Hire	\$300.00	Per Day		515150000	Y
Registered Community Not-For-Profit Organisations - Hire	\$150.00	Per Day		515150000	Y
Table Hire (external function/venue)	\$6.00	Per Table		515150000	Y
Chair Hire (external function/venue)	\$1.25	Per Chair		515150000	Y
Bond for table/chairs hire (external functions) - refundable when all items are returned and no damage caused	\$100.00	Per Hire		9305180120	N

NBRC Gym Membership - Eidsvold/Mundubbera Archer Park Gym

Weekly Gym Membership - Individual	\$12.50	Per Week Per Individual		346160000	Y
1 Week - 2 month					
6 Month Individual Membership	\$160.00	Individual		346160000	Y
12 Month Individual Membership	\$320.00	Individual		346160000	Y
Replacement of Lost Gym Access Card	\$20.00	Per Card		346160001	Y

Sports Grounds

Includes Archer Park Mundubbera - Gayndah Sportsground, Eidsvold Sportsground, Monto Sportsground & Biggenden Combined Sports & Recreation Grounds

Refundable Bond for ALL events and activities where alcohol is consumed (in addition to appropriate facility hire charges)	\$500.00	Each Function		9305180120	N
Refundable if Grounds, Buildings etc are left cleaned and no damage caused					
Annual Sport and Recreation Fee for North Burnett NFP groups - unlimited use of fields and buildings (excluding light fees). Fee payable by 31 August each financial year.	\$200.00	Per Annum		515150000	Y
Fields and Buildings < 4 hours - Organisations and Individuals	\$55.00	< 4 Hours		515150000	Y
Fields and Buildings > 4 hours - Organisations and Individuals	\$110.00	> 4 Hours		515150000	Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Sports Grounds [continued]					
Fields and Buildings < 4 hours - Registered Not-For-Profit Organisations	\$30.00	< 4 Hours		515150000	Y
Fields and Buildings > 4 hours - Registered Not-For-Profit Organisations	\$55.00	> 4 Hours		515150000	Y
Hire of Recreation Centre (Gayndah, Monto and Mundubbera)	\$35.00	Per Day		515150000	Y
Multi-purpose Court Lights - Eidsvold and Archer Park (Mundubbera)	\$7.00	Per Hour		515150000	Y
100 Lux lights (Musco) - Archer Park (Mundubbera), Gayndah and Monto Sports Grounds, and Monto Netball (new courts)	\$7.00	Per Hour		515150000	Y
500 Lux lights (Musco) - Archer Park (Mundubbera)	\$17.00	Per Hour		515150000	Y
Halligan Lights - Biggenden, Eidsvold, Gayndah and Monto Sport Grounds	\$7.00	Per Hour		515150000	Y
Cricket Training Lights (Musco) - Archer Park (Mundubbera)	\$5.00	Per Hour		515150000	Y
Lighting Administration fee per month (sporting groups)	\$3.00	Per Month		515150000	Y
Cleaning fee if facility is not left clean after booking	\$250.00	Each		515150000	Y

Swimming Pools

Biggenden / Eidsvold / Gayndah / Monto / Mundubbera

Private Hire (including operator)	\$56.50	Per Hour + Entry Fee			Y
Private Hire per lifeguard as per Royal Life Saving quota guidelines	\$51.00	Per Hour + Entry Fee			Y
Children 3 – 12 years of age	\$3.00	Per Entry			Y
Adults and children 13 years of age and over	\$4.00	Per Entry			Y
Spectator - Non Swimming entry fee	\$1.00	Per Entry			Y
Full Season Pass - Individual	\$132.00	Per Ticket			Y
Half Season Pass – Individual (after 1st January)	\$79.00	Per Ticket			Y
Family Full Season Pass (2 adults, up to 4 children)	\$276.00	Per Ticket			Y
Children from 0-12 years. All names must be included at time of purchase.					
Family Full Season Pass - Additional Children	\$27.50	Each			Y
Family Half Season Pass - after 1st January (2 adults, up to 4 children)	\$168.00	Per Ticket			Y
Children from 0-12 years. All names must be included at time of purchase					

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Biggenden / Eidsvold / Gayndah / Monto / Mundubbera [continued]					
Family Half Season Pass - Additional children	\$16.80	Each			Y
School Swimming (organised sessions 9am-3pm)	Private hire and private hire per lifeguard fees apply as appropriate	Per Ticket			Y
Disability / Pensioner	\$3.00	Per Ticket			Y
Carer (with carer's card) accompanying client	No Charge				Y
10 Visit Pass	Buy 10 pay for 9	Per Pass			Y

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Infrastructure

Infrastructure Charges

Where Council approves connection of water and/or sewerage to a lot outside of the existing water and sewerage area, infrastructure charges shall apply in addition to connection costs	POA	Per Connection	Water Supply Safety and Reliability Act 2008 All		N
Ergon Connect Application Fee - Street Light (max 5 Lights)	\$1,082.00	Application			Y
Ergon Connect Application Fee - Street Light (>5)	At Cost	Application			Y
Processing fee (Consideration of a permit to amend or vary circumstances contrary to an existing Local Law)	(Non-Refundable) @ Cost	Per Application		70510000	N

Sewerage Connections

Connections & Disconnections

Domestic

Connections/disconnections need to be undertaken by a Licensed Plumber at Applicants cost

Please contact Council for the inspection

Supply of standard sewer connection point (<1.5m and <150mm)	\$1,035.00	Item	Water Act 2000 All	575140000	N
Supply and installation of connection point in sewer <1.5m deep and 150mm diameter for new subdivision or newly accepted into Sewer Service Area. Standard connection point for sewer on new block or block newly accepted into Sewer Connection Area.					
Supply and installation of Sewer connection point >1.5m or >150mm	\$2,445.00	Item	Water Act 2000 All	575140000	N
Inspection of Connection/Disconnections	\$78.50	Per Inspection	Water Act 2000 All	575140000	N
Council requires all sewer connections to be inspected before trenches are closed. Reasonable notice is to be given for programming of inspections.					
Locating a Sewer Onsite	\$171.00	Per Site Visit	Water Act 2000 All	57514000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Connections & Disconnections [continued]

CCTV Sewage Network Pipe Inspection by Council	\$450.00/ section Min. Fee excl. GST: \$450.00	Each		575140000	N
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Fee to inspect Sewage network pipelines for acceptance onto asset register or to establish condition before development commences.
Council does not inspect house drains,combined drains or plumbing.

Additional charges (Callouts/Overtime)	Cost +15%. Minimum Charge \$78 Min. Fee excl. GST: \$78.00	Per Hour		575140000	N
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Apply after hours (call out & penalty rates) Cost + 15%
Additional costs to standard fees or charges requiring callouts or overtime of staff to be charged at Cost+15%
Min Rate \$78

Water Connections - (Commercial, Rural or Domestic Residential) - Within Water Area

Connections & Disconnections

Commercial, Rural or Domestic Residential

Connections/disconnections need to be undertaken by a Licensed Plumber at Applicants cost

Please contact Council for the inspection

STANDPIPE FEES & CHARGES GENERAL LEDGER NUMBERS BY TOWN

- BIG - Fees & Charges 530151000
- EID - Fees & Charges 535151000
- GAY - Fees & Charges 540151000
- MON - Fees & Charges 545151000
- MON - Washdown Bay 5201610140
- PER - Fees & Charges 555151000
- MUN - Fees & Charges 560151000

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Install standard short 20mm Water Service inside water service area and supply of 20mm water meter Customer's plumber required onsite for meter fitting and connection inspection at time of instalation Standard domestic conection on same side of street as main inside water service area only	\$1,035.00	Installation	Water Supply Safety and Reliability Act 2008 All	525140000	N
Install standard domestic long 20mm water service in water service area and supply of 20mm meter Customer's plumber required to attend to install meter for inspection during works. Distribution mains only (<200mm).	\$3726.00 Min. Fee excl. GST: \$3,726.00	Per Installation		525140000	N
Install long non-standard service in water service area (excludes cost of meter) This fee does not include supply of meter or testable devices. Minimum cost \$3800.00 Not including meter, testable devices. Min. cost \$3800 payable in advance.	\$3930.00 (min) plus meter cost Min. Fee excl. GST: \$3,930.00	Installation		525140000	N
Install non-standard short water service in water supply area minimum charge Install short non-standard water service in water service area, excludes meter and testable device. Minimum charge. Customer's plumber to attend to fit meter. Install short non-standard water service in water service area, excludes meter and testable device. Minimum charge Customer's plumber required to attend to fit meter for inspection during service provision	\$1035 (min) plus cost of meter Min. Fee excl. GST: \$1,035.00	Per Meter/ Per Test		525140000	N
Inspection of Connection/Disconnections	\$80.00	Per Inspection	Water Act 2000 All	525140000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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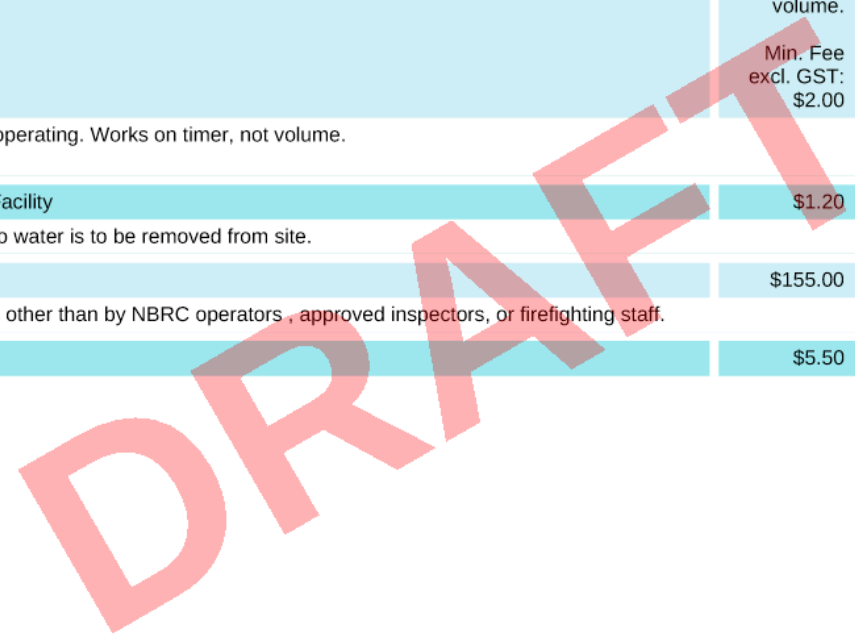
Connections & Disconnections [continued]

Water Meter Testing by Council - Refundable if meter reads >2.5% over volume	\$370.00	Per Meter/ Per Test		525140000	N
Water Meter Testing by Council staff. Refundable if meter reads >2.5% of volume All meter sizes					
Water Meter Testing by NATA Accredited outside laboratory (Refundable if faulty)	\$550.00 Min. Fee excl. GST: \$530.00	Per Meter/ Per Test		525140000	N
Minimum Fee for Water Meter Testing at 3rd Party lab- meter considered accurate (or in customer's favour) if under +2% range. Payment required in advnce.					
Connection/disconnection of existing service	\$136.00	Each	Water Act 2000 All	525140000	N
Request to isolate service or main for private works	\$310.00	Per Meter/ Per Test		525140000	N
Request to isolate service at main ferrule and/or to turn on at ferrule.					
Infrastructure repairs to damaged Council infrastructure (to be undertaken only under Council direction)	POA- At cost +15% Min. Fee excl. GST: \$250.00				N
Water from Bulk Water Standpipes and Dispensers	\$5.50	Cost Per KL	Local Government Act 2009 Section 262(3)(c)		N
Bond for key for Water Standpipe	\$40.00	Bond			N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Connections & Disconnections [continued]

Non-Potable Water- (if available)	Per coin. Machine operates on timer, not volume. Min. Fee excl. GST: \$2.00	Cost Per 150L (approximate only-works on timer)	Water Supply Safety and Reliability Act 2008 All		N
Mount Perry Coin Operated Water Point only if operating. Works on timer, not volume. Superseded by Potable Water dispenser.					
1 minute's use of water at a Public Washdown Facility	\$1.20	1 Minute			Y
Use of water is provided for washdowns only. No water is to be removed from site.					
Pool Filling from Hydrant Access Charge	\$155.00	Unit Charge			N
No hydrants may be inserted in NBRC networks other than by NBRC operators, approved inspectors, or firefighting staff.					
Bulk Water used for Pool Filling from Hydrant	\$5.50	Per KL			N



Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Planning

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 circumstances. 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 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 will be charged at the higher application fee only (involving 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 *Planning Act 2016* (PA) 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 a development application.
6. The Planning fees nominated for Material Change of Use (MCU), Reconfiguration of a Lot (ROL) and Operational Works (OPW) are inclusive of the lodgement fee (\$190), assessment fee and inspection fees.
7. Inspections of completed projects are mandatory. If any inspection of such is failed and a reinspection is required the fee will be \$190.00 for sites within 10km of the post office. For distances greater than 10km - fee to be advised.
8. 48 hours notice is required before any inspection.
9. 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. Any additional costs are to be paid by the enquirer
10. Referral Agency fees are additional to those listed herein and are to be paid by the applicant directly to the appropriate Government agency/Department.
11. Request to change development approval / negotiated decision notice. Note: Maximum fee will not exceed the original application fee. Where the proposed modification does not constitute a permissible change in the terms of the *Planning Act 2016*, a new application must be lodged together with the prescribed fee.
12. All Cost Recovery fees for applications and related functions and for giving of information kept by Council have been adopted by Council under Section 97 of the *Local Government Act 2009* and the *Planning Act 2016*. All commercial fees for the provision of services which require a GST payment have been adopted by council under Section 262(3)(c) of the *Local Government Act 2009*.
13. Undefined uses: Where an application involves a use not specifically provided for in this fee schedule and cannot be reasonably included in one of the activity groups, the fee for the application will be set by the CEO, General Manager or Manager having regard to the likely reasonable costs to assess the application.

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Administration: Planning Scheme Documents and Stationery

Planning Scheme (Hard Copy)	\$270.00	Per Copy	Planning Act 2016 All	250152000	N
Maps in current Planning Scheme (colour) A4 single side	Per p/copy fees	Per Sheet	Planning Act 2016 All	250152000	N
Maps in current Planning Scheme (colour) A3 single side	Per p/copy fees	Per Sheet	Planning Act 2016 All	250152000	N

Accommodation Activities

Caretakers Accommodation, Dwelling House, Dwelling Unit, Dual Occupancy

Code Assessable	\$2,135.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$2,985.00		Planning Act 2016 All	250153000	N

Home Based Business

If cannot comply with 1 to 3 assessment benchmarks for accepted requirements (for 4+ refer to fee for code development)	\$500.00		Planning Act 2016 All	250153000	N
Code Assessable	\$1,595.00		Planning Act 2016 All	250153000	N

Multiple Dwelling

Code Assessable - less than 5 units or dwellings	\$2,630.00		Planning Act 2016 All	250153000	N
Code Assessable - plus each additional unit or dwelling/s	\$240.00	Each	Planning Act 2016 All	250153000	N
Impact Assessable - less than 5 units or dwellings	\$3,560.00		Planning Act 2016 All	250153000	N
Impact Assessable - plus each additional unit or dwelling/s	\$240.00	Each	Planning Act 2016 All	250153000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Rooming Accommodation (up to 12 persons), Rural Workers Accommodation

Code Assessable - up to 2 units	\$1,450.00		Planning Act 2016 All	250153000	N
Code Assessable - plus each additional unit or dwelling/s	\$250.00	Each	Planning Act 2016 All	250153000	N
Impact Assessable - up to 2 units	\$2,025.00		Planning Act 2016 All	250153000	N
Impact Assessable - plus each additional unit or dwelling/s	\$250.00	Each	Planning Act 2016 All	250153000	N

Hostel, Residential Care Facility, Retirement Facility, Rooming Accommodation (over 12 persons), Short-term Accommodation, Tourist Park, Workforce Accommodation

Code Assessable - expansion of existing use (max \$9,060)	\$2,755.00		Planning Act 2016 All	250153000	N
Code Assessable - plus per unit/site/cabin	\$160.00	Per Unit/ Site/Cabin	Planning Act 2016 All	250153000	N
Code Assessable (Max \$9,060)	\$3,860.00		Planning Act 2016 All	250153000	N
Code Assessable - plus per unit/site/cabin	\$160.00	Per Unit/ Site/Cabin	Planning Act 2016 All	250153000	N
Impact Assessable (Max \$12,320)	\$8,835.00		Planning Act 2016 All	250153000	N
Impact Assessable - plus per unit/site/cabin	\$160.00	Per Unit/ Site/Cabin	Planning Act 2016 All	250153000	N

Approval of Plans of Subdivision and Associated Documents

Endorsement Fee for Legal Documents not associated with a Council Approval (e.g. amalgamation of lots, easement documentation, building unit or group title subdivision) Not included in ROL application fees or if no associated ROL application	\$280.00	Per Document	Planning Act 2016 s 51(1)(b)(ii)	250152000	N
Survey Plan Approval and Endorsement (per survey plan which may include more than one sheet)	\$470.00	Application/ Lot	Planning Act 2016 All	250152000	N
Simple - 1 into 4 lots - (Not included in ROL application fees)					

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Approval of Plans of Subdivision and Associated Documents [continued]

Survey Plan Approval and Endorsement (per survey plan which may include more than one sheet) Significant - 5 or more lots (Not included in ROL application fees)	\$865.00	Application/ Lot	Planning Act 2016 All	250152000	N
Re-endorsement of certified Plan of Survey	\$305.00	Application/ Lot	Planning Act 2016 All	250152000	N

Business Activities

Adult Store, Brothel, Bulk Landscape Supplies, Food & Drink Outlet, Garden Centre, Shop, Hardware & Trade Supplies, Market, Office, Outdoor Sales, Sales Office, Service Station, Shopping Centre, Showroom, Veterinary Services

Code Assessable

Up to 500m2	\$3,135.00		Planning Act 2016 All	250153000	N
Over 500m2	\$4,395.00		Planning Act 2016 All	250153000	N

Impact Assessable

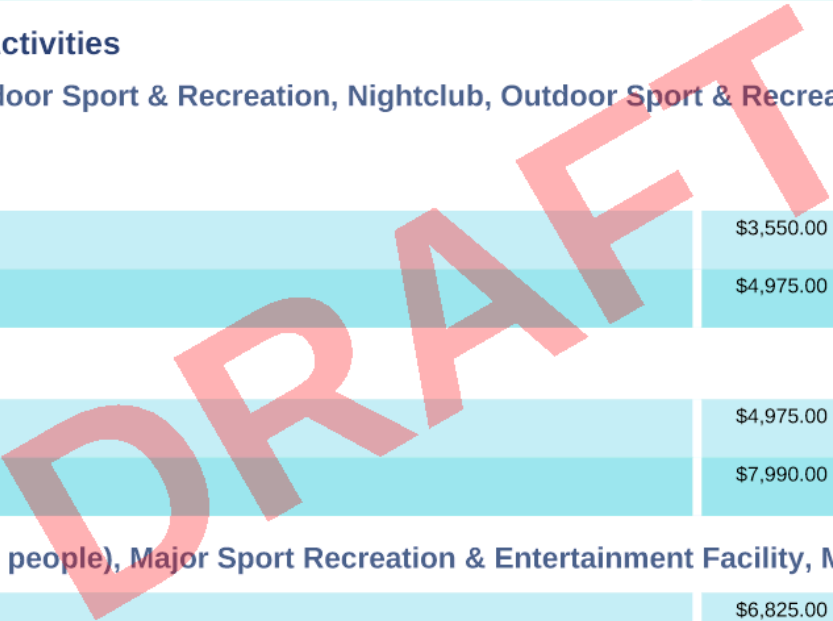
Up to 500m2	\$4,395.00		Planning Act 2016 All	250153000	N
Over 500m2	\$8,310.00		Planning Act 2016 All	250153000	N

Community Activities

Cemetery, Child Care Centre, Community Care Centre, Community Residence, Community Use, Crematorium, Emergency Services, Funeral Parlour, Health Care Services, Place of Worship

Code Assessable	\$3,450.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$4,830.00		Planning Act 2016 All	250153000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Correctional Facility, Educational Establishment, Hospital					
Code Assessable	\$5,475.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$7,660.00		Planning Act 2016 All	250153000	N
Entertainment / Recreational Activities					
Club, Function Facility, Hotel, Indoor Sport & Recreation, Nightclub, Outdoor Sport & Recreation, Resort Complex, Theatre, Tourist Attraction					
Code Assessable					
Up to 500m2	\$3,550.00		Planning Act 2016 All	250153000	N
> 500m2	\$4,975.00		Planning Act 2016 All	250153000	N
Impact Assessable					
Up to 500m2	\$4,975.00		Planning Act 2016 All	250153000	N
> 500m2	\$7,990.00		Planning Act 2016 All	250153000	N
Large Function Facility (over 200 people), Major Sport Recreation & Entertainment Facility, Motor Sport Facility.					
Code Assessable	\$6,825.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$9,555.00		Planning Act 2016 All	250153000	N



Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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General Planning Regulatory Items

Preliminary Approval

Preliminary Approval (PA s49) - Code & Impact	100% of Application Fee		Planning Act 2016 All	250152000	N
Subsequent application where consistent with current preliminary approval - code or impact	25% of application fee		Planning Act 2016 All	250152000	N
Subsequent application where not consistent with current preliminary approval - code or impact	100% of Application Fee		Planning Act 2016 All	250152000	N

Request to change development/Negotiated Decision Notice

Request to change or cancel conditions - up to 2 conditions (PA Ch 3, Div 2)	\$420.00		Planning Act 2016 All	250152000	N
Request to change or cancel conditions - for every condition over 2 - Maximum fee will not exceed the original application fee. Where a proposed modification does not constitute a permissible change in the terms of the PA, a new application must be lodged together with the prescribed fee.	\$120.00	Per Condition	Planning Act 2016 All	250152000	N
Change - minor (PA Sch 2)	\$900.00		Planning Act 2016 All	250152000	N
Change - Other - treated as a new application	100% of Application Fee		Planning Act 2016 All	250152000	N
Change - Applicant initiated prior to decision (PA s52)	POA		Planning Act 2016 All	250152000	N
Re-submission of a Lapsed Application	75% of Application fee		Planning Act 2016 All	250152000	N

Where a development application has lapsed and a new development application is:
 (a) resubmitted within 6 months of the application lapsing,
 (b) the proposal is generally in accordance with the former proposal,
 (c) there have been no changes to the planning scheme provision.
 Note: Council will not accept the re-submission of a lapsed application more than once

Extension of the relevant period (lapsing time) (PA s86)	\$395.00		Planning Act 2016 All	250152000	N
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Industry Activities

Extractive Industry, High Impact Industry, Noxious & Hazardous Industry

Code Assessable	\$6,985.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$9,775.00		Planning Act 2016 All	250153000	N
Impact Assessable - Extractive Industry Under 1000T material/Annum	\$3,495.00			250153000	N

Low Impact Industry, Service Industry, Transport Depot (Rural and Industry Zone), Warehouse

Code Assessable

Up to 2000m2	\$3,360.00		Planning Act 2016 All	250153000	N
Over 2000m2	\$4,700.00		Planning Act 2016 All	250153000	N

Impact Assessable

Up to 2000m2	\$4,700.00		Planning Act 2016 All	250153000	N
Over 2000m2	\$6,330.00		Planning Act 2016 All	250153000	N

Medium Impact Industry, Research & Technology Industry, Transport Depot (other than Rural and Industry Zone)

Code Assessable	\$4,950.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$6,920.00		Planning Act 2016 All	250153000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Infrastructure Activities

Air Services (Commercial), Battery Storage Facility, Major Electricity Infrastructure, Substation, Utility Installation

Code Assessable	\$5,985.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$8,380.00		Planning Act 2016 All	250153000	N

Air Services (Domestic/Private), Carpark, Landing, Renewable Energy Facility, Telecommunications Facility

Code Assessable	\$4,850.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$6,790.00		Planning Act 2016 All	250153000	N

Material Change of Use

- Note: Undefined Use - where an application involves a use not specifically provided for in this fee schedule and cannot be reasonably included in one of the Activity Groups, the fee for the application will be set by the CEO, General Manager Corporate & Community, or Planning & Environment Manager having regard to the likely reasonable costs to assess the application.
- Note: Review of Technical and Other Reports - any application that includes additional technical or other reports shall pay the prescribed fee PLUS an additional fee for assessment of additional reports.

Non Compliance with Acceptable Development Provisions (including overlay assessments)/For MCU, ROL and OPW Applications

1 - 3 acceptable outcomes	\$710.00		Planning Act 2016 All	250152000	N
4 + acceptable outcomes	\$1,150.00		Planning Act 2016 All	250152000	N

Other Bonds / Bank Guarantees

Per Application

If identified in conditions

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Other Bonds / Bank Guarantees [continued]

Landscaping (Bond)	Commensurate with the value of the work. Min \$1,500			Please Contact Finance for a number	N
Vehicle Access - 6m entry (Bond)	\$1,770.00			Please Contact Finance for a number	N

Other Planning Fees

Council acting as a Referral Agency - includes NBRC Local Heritage referral, siting variations, minor relaxation, building related matters including QDC & Building over sewer mains	\$500.00	Per Referral	Planning Act 2016 All	250152000	N
Concurrence Agency Referrals - Amenity and Aesthetics	\$500.00		Planning Act 2016 All	250152000	N
Request for Exempt Certificate (PA s46)	\$500.00	Per Application	Planning Act 2016 All	250152000	N
Prelodgement Advice - Identification of Codes and overlays applicable to development	\$300.00	Per Development Type Enquiry	Planning Act 2016 All	250152000	N

Prelodgement Advice Value over \$300 (consultant costs and staff time) will be charged to the applicant by the hour/s spent assessing the enquiry and providing advice to applicant

Operational Works Associated with Reconfiguration of a Lot Assessment and Inspection Fees (Civil, Water and Sewerage)

Up to \$20,000 - Value of operational work	\$1,375.00		Planning Act 2016 All	250151500	N
Over \$20,0001 - Value of operational work	\$1,800 + 2.5% of excess over \$20,000		Planning Act 2016 All	250151500	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Operational Works not Associated with Reconfiguration of a Lot

a. Carpark, Excavating and Filling etc. - Up to \$20,000 - value of operational work	\$675.00		Planning Act 2016 All	250151500	N
Includes assessment and inspections					
b. Carpark, Excavating and Filling etc. - Over \$20,000 - value of operational work	\$1,330.00		Planning Act 2016 All	250151500	N
c. Advertisement Device (per sign) and the like	\$460.00		Planning Act 2016 All	250151500	N

Reconfiguration of a Lot

Reconfiguration of a Lot | Boundary Realignment

Boundary realignment, Easement, Lease, Reconfiguration of a lot (one additional lot) - Base Fee	\$2,600.00		Planning Act 2016 All	250151000	N
Reconfiguring a lot (Base fee plus each additional lot created from 2-15 lots)	\$740.00		Planning Act 2016 All	250151000	N
Reconfiguring a lot (Base fee plus for each additional lot created over 15 lots)	\$500.00		Planning Act 2016 All	250151000	N
Impact assessable ROL	1.3 times the fee applicable to code assessable		Planning Act 2016 All	250151000	N

Refund of Fees

Application part and/or not responding to an Action Notice (DAR s3)	80%		Planning Act 2016 All	refer to original receipt	N
Information or referral part has commenced	50%		Planning Act 2016 All	refer to original receipt	N
Notification part commenced	25%		Planning Act 2016 All	refer to original receipt	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Refund of Fees [continued]

Decision Stage (Decision Notice not issued)	10%		Planning Act 2016 All	refer to original receipt	N
After Decision Noticed issued	Nil		Planning Act 2016 All	refer to original receipt	N

Regulatory Services

Planning and Development Certificates

Limited Planning & Development Certificate per property (5 business days)	\$315.00	Lot/ Certificate	Planning Act 2016 All	250150000	N
Standard Planning & Development Certificate per property (10 business days)	\$635.00	Lot/ Certificate	Planning Act 2016 All	250150000	N
Full Planning & Development Certificate per property (30 business days)	\$1,260.00	Lot/ Certificate	Planning Act 2016 All	250150000	N
Urgent Fee - Standard (5 days) and Full (15 days)	An additional fee of 20% of the original fee		Planning Act 2016 All	250150000	N

Rural Activities

Agricultural Supplies Store, Animal Industry, Aquaculture, Cropping, Intensive Horticulture, Permanent Plantation, Roadside Stall, Rural Industry, Wholesale Nursery, Winery

Code Assessable	\$3,360.00		Planning Act 2016 All	250153000	N
Impact Assessable	\$6,270.00		Planning Act 2016 All	250153000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
Animal Keeping, Intensive Animal Industry					
Code Assessable - Animal Keeping	\$3,260.00		Planning Act 2016 All	250153000	N
Impact Assessable - Animal Keeping	\$4,565.00		Planning Act 2016 All	250153000	N
Code Assessable - Feedlot 150 SCU or less; Piggery 200 SPU or less, Poultry 1000 birds or less	\$4,560.00		Planning Act 2016 All	250153000	N
Code Assessable - Feedlot greater 150 SCU ; Piggery greater 200 SPU, Poultry greater 1000 birds	\$5,590.00		Planning Act 2016 All	250153000	N
Impact Assessable - Feedlot 150 SCU or less; Piggery 200 SPU or less, Poultry 1000 birds or less	\$6,380.00		Planning Act 2016 All	250153000	N
Impact Assessable - Feedlot greater 150 SCU ; Piggery greater 200 SPU, Poultry greater 1000 birds	\$7,825.00		Planning Act 2016 All	250153000	N

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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Plumbing

1. Plumbing and Drainage Application fee is made up from the total of the following fees: Lodgement + Assessment + Inspection = Total. Connection fees for water and sewerage are separate and additional.
2. Projects "out of the ordinary" that are not covered in this fee schedule and cannot be reasonably included in one of the activity groups, the fee for the application will be set by the CEO, General Manager or Manager having regard to the likely reasonable costs to assess the application.
3. All documents and fees MUST be submitted with an application. Consult with Council Development Services staff regarding the information/documentation required.
4. INSPECTIONS
 - a) All Inspections for Plumbing and Drainage work must be undertaken by Council
 - b) Plumbing and Drainage inspections are MANDATORY and are required at the following stages: underslab, elevated pipework, external trenching, plumbing rough in, final and/or as determined by the Plumbing Inspector
 - c) A minimum of 48 hours notice is required before any inspection day/time.
5. The number of inspections 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 stipulated by Council.
6. If any inspection is non-compliant, a reinspection will be required. Refer inspection fees.
7. Large projects to be Registered Professional Engineer of Queensland (RPEQ) designed and certified.
8. For trade waste fees and charges refer to "Environmental Health" section of the Fees & Charges.
9. If a dwelling has more than 10 fixtures and/or more than one treatment plant an additional fee may apply.
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 applicant.
11. All cost recovery fees for applications and related functions and for giving of information kept by Council have been adopted by Council under Section 97 of the *Local Government Act 2009*, the *Planning Act 2016* and the *Plumbing and Drainage Act 2018*. All commercial fees for the provision of services which require a GST payment have been adopted by Council under Section 262(3)(c) of the *Local Government Act 2009*.
12. The Plumbing fees nominated for new and alterations/additions are inclusive of the lodgement fee (\$190), assessment fee and inspections fees.
13. Refer to planning fees section for all applications where Council is a referral agency including but not limited to local heritage, siting variations, relaxations, building over or near relevant infrastructure (sewer, water and storm water mains) and building matters assessable against Queensland Development Code (QDC).

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Compliance Searches

Plumbing Approvals Report

Class 1 and 10	\$255.00	Application		255153000	N
Class 2 and 9	\$385.00	Application		255153000	N

Plumbing Inspection Reports (Onsite Inspection)

Urban/Rural Class 1 & 10	\$540.00	Application		255153000	N
Urban/Rural Class 2 to 9	\$630.00	Application		255153000	N
Plumbing and Drainage Information for Designers, Private Certifiers etc. (e.g. location of sewer line)	\$91.00	Application		255153000	N

Miscellaneous Plumbing

Amend / Alter onsite sewerage facility - Reassessment	\$420.00	Set		255153000	N
Drainage Project: Minimum Fee	\$475.00			255153000	N
Extension of Time Request	\$275.00	Per Request		255153000	N

New and Alterations/Additions

Dwelling - (Up to 10 Fixtures) - Unsewered	\$1,685.00			255153000	N
Dwelling - Sewered	\$1,520.00			255153000	N
Shed - 3 Fixtures	\$1,115.00			255153000	N
Solar Hot Water Systems, Rainwater Tank etc.	\$494.00			255153000	N
Multiple Dwelling - Unsewered	\$1370 + \$115/fixture			255153000	N
Multiple Dwelling - Sewered	\$1225 + \$115/fixture			255153000	N
Commercial Projects	TBA + \$190+ \$115/ fixture			255153000	N

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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New and Alterations/Additions [continued]

Commercial Grease traps and assoc. drainage - e.g. Trade Waste	\$678.00		Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)	255153000	N
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Plumbing Fees Refund

Application lodged, initial processing, assessment not commenced	80% of assessment fees and all inspection fees	Application		255153000	N
Application assessed, approved not granted	60% of assessment fees and all inspection fees	Application		255153000	N
Approval issued, no inspections completed	Inspection fees only	Application		255153000	N

Plumbing Inspections

Inspections, including re-inspection	\$280.00	Inspection		255153000	N
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Waste Management

Waste Services landfill disposal fees and charges may be subject to individual negotiations to support environmental, operational or service level improvements. Council reserves the right to weigh loads into and out of the landfill.

Clean Fill

Uncontaminated material suitable for landfill cover and placed where requested Contact Environmental Services	No Charge	m3			Y
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Dead Animals

Small (small dog, cat etc.)	\$20.00	Per Animal			Y
Medium (medium goat, sheep, calf etc.)	\$40.00	Per Animal			Y
Large (large horse, cow, bull etc.)	\$230.00	Per Animal			Y
Animal Weighed (Mundubbera Waste Facility Only - minimum charge of \$20 will apply)	\$230.00	Per Tonne			Y

Construction and Demolition (Domestic and Commercial)

Excluding Tyres / Asbestos

Construction & Demolition - Car/SUV	\$10.00	Per Vehicle			Y
Construction & Demolition - Car towing a trailer	\$30.00	Per Vehicle			Y
Construction & Demolition - Van/Ute/Trailer Only	\$30.00	Per Vehicle			Y
Construction & Demolition - Van or Ute towing a trailer	\$50.00	Per Vehicle			Y
Weighbridge - Construction & Demolition - Truck under 4.5t and over 4.5t	\$230.00	Per Tonne			Y

General Waste (Bulky Waste) - includes Lounge Chairs, Sofa Beds, Bookshelves, Tables, Wardrobes, Desks, TV Units, Cabinets, Wall Units, Outdoor Furniture, Pallets and items not listed that requiring crushing

Bulky Waste - Car/SUV	\$10.00	Per Vehicle			Y
Bulky Waste - Car towing a trailer	\$20.00	Per Vehicle			Y
Bulky Waste - Van/Ute/Trailer Only	\$20.00	Per Vehicle			Y
Bulky Waste - Van or Ute towing a trailer	\$50.00	Per Vehicle			Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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General Waste (Bulky Waste) - includes Lounge Chairs, Sofa Beds, Bookshelves, Tables, Wardrobes, Desks, TV Units, Cabinets, Wall Units, Outdoor Furniture, Pallets and items not listed that requiring crushing [continued]

Weighbridge - Bulky Waste - Truck less than 4.5t and over 4.5t	\$230.00	Per Tonne			Y
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General Waste (Commercial & Industrial) - Excluding Tyres/ Asbestos/Construction & Demolition Waste and Including Green Waste

Commercial and Industrial Waste

Proof of current residency/ratepayer MUST be supplied at each visit to landfill

LANDFILL FEES & CHARGES GENERAL LEDGER NUMBERS BY TOWN

- BIG - Fees & Charges - Waste Management 820151000
- EID - Fees & Charges - Waste Management 825151000
- GAY - Fees & Charges - Waste Management 830151000
- MON - Fees & Charges - Waste Management 835151000
- PER - Fees & Charges - Waste Management 845151000
- MUN - Fees & Charges - Waste Management 850151000

Commercial & Industrial General Waste - (Includes contaminated green waste) - Car/SUV	\$10.00	Per Vehicle			Y
Commercial & Industrial General Waste - (Includes contaminated green waste) - Car towing a trailer	\$25.00	Per Vehicle			Y
Commercial & Industrial General Waste - (Includes contaminated green waste) - Van/Ute/Trailer Only	\$20.00	Per Vehicle			Y
Commercial & Industrial General Waste - (Includes contaminated green waste) - Van or ute towing a trailer	\$40.00	Per Vehicle			Y
Commercial & Industrial General Waste - (Includes contaminated green waste) - Light Truck less than 4.5t	\$70.00	Per Vehicle			Y
Weighbridge - Commercial & Industrial General Waste (Includes contaminated green waste) - Truck etc. greater than 4.5t	\$230.00	Per Tonne			Y
Weighbridge - Commercial & Industrial General Waste (Includes contaminated green waste) - Truck etc. greater than 4.5t with recyclables back loaded to point of origin	\$115.00	Per Tonne			Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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General Waste (Domestic) - Excluding Tyres / Asbestos/Construction & Demolition Waste and Including Green Waste

Domestic Waste Only

LANDFILL FEES & CHARGES GENERAL LEDGER NUMBERS BY TOWN

- BIG - Fees & Charges - Waste Management 820151000
- EID - Fees & Charges - Waste Management 825151000
- GAY - Fees & Charges - Waste Management 830151000
- MON - Fees & Charges - Waste Management 835151000
- PER - Fees & Charges - Waste Management 845151000
- MUN - Fees & Charges - Waste Management 850151000

Domestic Waste (Including Contaminated Green Waste) - Car/SUV	\$5 per vehicle	Per Vehicle			Y
Domestic Waste - Car towing a trailer	\$15.00	Per Vehicle			Y
Domestic Waste (Including Contaminated Green Waste) - Van/Ute/Trailer Only	\$10 per vehicle	Per Vehicle			Y
Domestic Waste - Van or Ute towing a trailer	\$20.00	Per Vehicle			Y
Domestic Waste - Light truck less than 4.5t	\$50.00	Per Vehicle			Y
Weighbridge - Domestic Waste - Truck etc. greater than 4.5t	\$200.00	Per Tonne			Y
Green Waste (Uncontaminated) including tree waste and grass clippings - Car/SUV/Van/Ute/Trailer Only/Car towing a trailer	\$5.00	Per Vehicle			Y
Green Waste (Uncontaminated) including tree waste and grass clippings - Van/ute towing a trailer	\$10.00	Per Vehicle			Y
Green Waste (Uncontaminated) including tree waste and grass clippings - Light truck less than 4.5t	\$30.00	Per Vehicle			Y
Weighbridge - Green Waste (Uncontaminated) including tree waste and grass clippings - All Trucks	\$150.00	Per Tonne			Y

Grease Trap Waste

Grease trap waste per KL - not accepted	Service not available	Per KL			N
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Liquid Trade Waste

Discharged to the Treatment Plant by Licenced Trade Waste Contractors

Minimum Charge per kL or part thereof	\$71.50	Per KL		575140000	N
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Miscellaneous

Call Out Fee (for disposal outside normal hours based on min 3hrs) - subject to staff availability	\$250.00	Call Out			Y
Invoice Fee where customer does not pay at time disposal charges of disposal	\$17.00	Per Invoice			Y
Mattress - Foam and Innerspring (Fee is for whole mattress. Domestic/C&I waste fees will apply if mattress is disassembled and separated into steel and foam.)	\$15.00	Each			Y
Solar Panels in vehicle under 4.5T (Mundubbera Waste Facility Only)	Price upon application only	Per Panel			Y
Weighed Solar Panels charged at Commercial and Industrial Rate	\$250.00	Per Tonne			Y

Oily Waters

Oily waters (includes bilge/boiler cooling town waters)	Service not available	Per KL			N
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Subject to approval by Manager Environmental Services prior to disposal

Resource Recovery

Clean loads of the following items are deemed recyclables by North Burnett Regional Council and are accepted at no charge

All other items are not classed as recyclable and fees will be charged accordingly

Clean load means a load which contains one or all of the above items ONLY. It does not include any other waste which is chargeable

LANDFILL FEES & CHARGES GENERAL LEDGER NUMBERS BY TOWN

- BIG - Fees & Charges - Waste Management 820151000
- EID - Fees & Charges - Waste Management 825151000
- GAY - Fees & Charges - Waste Management 830151000
- MON - Fees & Charges - Waste Management 835151000
- PER - Fees & Charges - Waste Management 845151000
- MUN - Fees & Charges - Waste Management 850151000

E-Waste	No Charge				Y
Batteries	No Charge				Y
Waste Engine Oil (domestic quantities < 150ltrs)	No Charge				Y
Waste Engine Oil (domestic quantities > 150ltrs)	\$0.50	Per Litre			Y
Waste Engine Oil - Commercial	\$1.00	Per Litre			Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Resource Recovery [continued]

Drum Muster (Chemical Drums) - approved containers only triple rinsed	No Charge				Y
Cardboard and Paper Waste	No Charge if flattened Domestic Waste charges apply if unflattened				Y
Ferrous and Non-Ferrous Metals	No Charge				Y
Container Refund Scheme Plastics	No charge for Container Refund Scheme Plastics or Plastics included in onsite recycling programs. All other plastic not covered within a recycling program is charged at domestic waste fees.				Y
Refer Plastic Recycling Fact Sheet on Council's website					
Disposal of LPG Gas Bottles up to 9KGs (empty only) - Gas Bottles over 9KGs are not accepted	Free	Bottle	EPA Act 1994 All		Y

Regulated Waste

Weighbridge - Asbestos (minimum charge of \$50 will apply)	\$230.00	Per Tonne			Y
Category 1 Regulated Waste - Mundubbera Only & Subject to Approval by Environment Team	\$360.00	Per Tonne			Y

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Regulated Waste [continued]

Category 2 Regulated Waste - Mundubbera Only & Subject to Approval by Environment Team	\$300.00	Per Tonne			Y
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Septage Waste

Septage Receiveal: Min charge per KL or part thereof sourced within Region Rate for septage sourced within region only (All compliance paperwork to completed in presence of NBRC staff).	\$70.00	Per KL		575140000	N
Septage Receiveal: Min charge per KL or part thereof (sourced outside region) (All compliance paperwork to completed in presence of NBRC staff).	\$164.00	Per KL		575140000	N

Trade Waste

Please Refer to Trade Waste Policy for more information

Application for Trade Waste Permit - Category 1, 2, and 3	\$315.00	Year	Local Government Act 2009 All	805150000	N
Fee includes issue of current financial year licence					
Annual Trade Waste Permit - Category 1	\$194.50	Year		805150000	N
Annual Trade Waste Permit - Category 2	\$321.00	Year		805150000	N
Annual Trade Waste Permit - Category 3	\$637.00	Year		805150000	N
Additional inspection fee for non-compliance with permit. (\$157.00 per Hour)	\$171.00	Hour		805150000	N
Fee for additional trade waste sample and analysis costs following non-compliance with permit	At Cost	Per Sample		805150000	N
No arrestor charge – Category 1 and 2	\$1,670.00	Year		805150000	N
No arrestor charge – Category 3	\$2,550.00	Year		805150000	N
Discharged Tradewaste to the Treatment Plant by Licenced Regulated Waste Operator (per kL and subject to approval) of waste sourced within region.	\$71.50	Per KL		575140000	N
Regulated trade waste accepted at treatment plants by arrangement and individual approval only and only during operating hours. Testing at Operator's cost.					
Discharg Trade Waste to the Treatment Plant by Licenced Regulated Waste Operator per KL or part thereof from outside of region (subject to approval)	\$217.50	Per KL		575140000	N
All DOckets must be completed and signed in the presence of NBRC staff					

Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Trade Waste [continued]

Application to discharge Trade Waste to Treatment	\$164.00	Unit Cost		805150000	N
Testing of Trade Waste (arranged by Council for investigations)	\$450.00	Per Attendance		805150000	N

Where Council must test quality because generator cannot prove compliance the cost of external lab and transport, plus 15% for overheads, will be passed onto the generator. A minimum fee of \$450 will apply.
At cost+15% (min \$450)

Tyres (Per Single Tyre Unit)

Motorbike/Car/Utility	\$10.00	Per Tyre			Y
4WD	\$15.00	Per Tyre			Y
Truck to Super Single	\$30.00	Per Tyre			Y
Tractor	\$90.00	Per Tyre			Y
Cost for Tyre with Rims + Cost of Tyre	\$20.00	Per Tyre			Y
Tyres weighed per tonne (Mundubbera Waste Facility Only - tyres delivered in a vehicle over 4.5GVM)	\$1,000.00	Per Tonne			Y
Other Tyres At Cost	POA	Per Tyre			Y
	Min. Fee excl. GST: \$90.00				

Water Testing - Domestic Rainwater Tanks

Domestic Rainwater Tanks - Water Testing Fees Contact Environmental Services for info/cost for water samples. Includes sample and labour.	\$70 per test	Sample	Public Health Act 2005 All	805150000	Y
	Min. Fee excl. GST: \$30.00				

Within Town

Wheelie Bin Hire

Wheelie Bin Hire	\$13.00	Per Week or Part Thereof		816100000	Y
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Name	Year 24/25 Fee (incl. GST)	Unit	Leg	GL	GST
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Wheelie Bin Hire [continued]

Event Bins/Hired Bins not returned	\$50.00	Per Bin		816100000	Y
Delivery at Cost (Plant & Labour)	At Cost	Per Hour		816100000	Y
If bins need to be emptied during hire - at cost (labour + ute)/or applicable waste contractor fees	At Cost	Per Hour		816100000	Y

Wheelie Bin Purchase - 240L

Replacement bin following ongoing repair/replacement due to neglect (collected by customer)	\$155.00	Per Bin		816100000	N
Replacement bin following ongoing repair/replacement due to neglect (delivered by Council)	\$155.00 + Labour and Plant	Per Bin + Private works request for job		816100000	N
Replacement Part - Axle and Wheels	\$55.00	Each Axle and Wheels		816100000	N
Replacement Part - Pins	\$5.00	Each		816100000	N
Replacement Part - Lid	\$50.00	Each		816100000	N

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Bulky Waste - Car/SUV	[General Waste (Bulky Waste) - includes Lounge Chairs, Sofa Beds, Bookshelves, Tables, Wardrobes, Desks, TV Units, Cabinets, Wall Units, Outdoor Furniture, Pallets and items not listed that requiring crushing]	76
Bulky Waste - Van or Ute towing a trailer	[General Waste (Bulky Waste) - includes Lounge Chairs, Sofa Beds, Bookshelves, Tables, Wardrobes, Desks, TV Units, Cabinets, Wall Units, Outdoor Furniture, Pallets and items not listed that requiring crushing]	76
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Code Assessable - plus per unit/site/cabin	[Hostel, Residential Care Facility, Retirement Facility, Rooming Accommodation (over 12 persons), Short-term Accommodation, Tourist Park, Workforce Accommodation]	63
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Dryer Fee	[Washing Machine & Dryer]	33
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Extra child	[Powered Sites]	34
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Extra child	[Non Powered Sites]	31
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Impact Assessable	[Cemetery, Child Care Centre, Community Care Centre, Community Residence, Community Use, Crematorium, Emergency Services, Funeral Parlour, Health Care Services, Place of Worship]	64
Impact Assessable	[Correctional Facility, Educational Establishment, Hospital]	65
Impact Assessable	[Large Function Facility (over 200 people), Major Sport Recreation & Entertainment Facility, Motor Sport Facility.]	65

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Impact Assessable	[Extractive Industry, High Impact Industry, Noxious & Hazardous Industry]	67
Impact Assessable	[Air Services (Domestic/Private), Carpark, Landing, Renewable Energy Facility, Telecommunications Facility]	68
Impact Assessable	[Air Services (Commercial), Battery Storage Facility, Major Electricity Infrastructure, Substation, Utility Installation]	68
Impact Assessable	[Agricultural Supplies Store, Animal Industry, Aquaculture, Cropping, Intensive Horticulture, Permanent Plantation, Roadside Stall, Rural Industry, Wholesale Nursery, Winery]	71
Impact Assessable - Animal Keeping	[Animal Keeping, Intensive Animal Industry]	72
Impact Assessable - Extractive Industry Under 1000T material/Annum	[Extractive Industry, High Impact Industry, Noxious & Hazardous Industry]	67
Impact Assessable - Feedlot 150 SCU or less; Piggery 200 SPU or less, Poultry 1000 birds or less	[Animal Keeping, Intensive Animal Industry]	72
Impact Assessable - Feedlot greater 150 SCU ; Piggery greater 200 SPU, Poultry greater 1000 birds	[Animal Keeping, Intensive Animal Industry]	72
Impact Assessable - less than 5 units or dwellings	[Multiple Dwelling]	62
Impact Assessable - plus each additional unit or dwelling/s	[Multiple Dwelling]	62
Impact Assessable - plus each additional unit or dwelling/s	[Rooming Accommodation (up to 12 persons), Rural Workers Accommodation]	63
Impact Assessable - plus per unit/site/cabin	[Hostel, Residential Care Facility, Retirement Facility, Rooming Accommodation (over 12 persons), Short-term Accommodation, Tourist Park, Workforce Accommodation]	63
Impact Assessable - up to 2 units	[Rooming Accommodation (up to 12 persons), Rural Workers Accommodation]	63
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Impounding Fee - Horses, Cattle, Donkey, Camel, Deer, Llama or similar	[Impounding Fees - Horses, Cattle, Goats, Sheep, Pigs, Birds & Poultry]	22
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Landing Fees Gliders (per tonne) MTOW	[Gayndah Aerodrome]	44
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Lighting Administration fee per month (sporting groups)	[Sports Grounds]	54
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Long term (over 28 days)(up to 2 people)	[Powered Sites]	34
Long term (over 28 days)(up to 2 people)	[Cabins]	34
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Monumental section	[Interments]	46
More than 12 but not more than 52 days (Fee does NOT include food licence if product made off site)	[Temporary Food Business]	29
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New Dog Registrations during the year leading up to the new registration period (October 2024) (Does not apply to late renewals on previously registered dogs including regulated, menacing or dangerous dogs)	[Dog Registrations - Applicable When 3 Months or Older]	21
No arrestor charge – Category 1 and 2	[Trade Waste]	81
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No more than 12 events per financial year (Fee does NOT include food licence if product made off site)	[Temporary Food Business]	29

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Nomination of Road Frontage	[Assessment of Bushfire Level]	15
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Non Powered non Serviced sites - Overnight	[Non Powered Sites]	36
Non-Potable Water- (if available)	[Connections & Disconnections]	60
Not-for-profit Organisations	[Cania Dam Recreation Precinct Catering Facility]	48
Notification part commenced	[Refund of Fees]	70
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O		
Oily waters (includes bilge/boiler cooling town waters)	[Oily Waters]	79
Organisations and Individuals	[Cania Dam Recreation Precinct Catering Facility]	48
Organisations and individuals - Entire Complex	[Hire Charges]	50
Organisations and individuals - Entire Complex	[Hire Charges]	50
Organisations and Individuals - Hire	[Eidsvold Sports Shed - Showgrounds]	53
Organisations and individuals - Main Hall, including kitchen and accessories	[Hire Charges]	50
Organisations and individuals - Main Hall, including kitchen and accessories	[Hire Charges]	50
Organisations and individuals - Per Room including kitchen and accessories	[Hire Charges]	50
Organisations and individuals - Per Room, including kitchen and accessories	[Hire Charges]	49
Organised by Churches, Schools, Boys Scouts, Girl Guides and other recognised Organisation in Non Powered Camp areas	[Organised and Supervised Childrens Camps]	36
Other Tyres At Cost	[Tyres (Per Single Tyre Unit)]	82
Outdoor Dining Permit - 3 Year licence for footpath dining (per business)	[Footpaths/Roadside Vending (Refer to Relevant Local Laws)]	22
Over \$20,0001 - Value of operational work	[Operational Works Associated with Reconfiguration of a Lot Assessment and Inspection Fees (Civil, Water and Sewerage)]	69
Over 2000m2	[Code Assessable]	67
Over 2000m2	[Impact Assessable]	67
Over 500m2	[Code Assessable]	64
Over 500m2	[Impact Assessable]	64
Overnight (Single)	[Non Powered Sites]	32
Overnight (up to 2 people)	[Non Powered Sites]	34
Overnight (up to 2 people)	[Powered Sites]	34
Overnight (up to 2 people)	[Cabins]	34
Overnight (up to 2 people)	[Non Powered Sites]	31
Overnight (up to 2 people)	[Powered Sites]	31
Overnight (up to 2 people)	[Small Cabin]	31
Overnight (up to 2 people)	[Large Cabin]	32
Overnight (up to 2 people)	[Non Powered Sites]	32
Overnight (up to 2 people)	[Powered Sites]	32
Overnight RV Parking at the Reginald Murray Williams Centre	[Reginald Murray Williams RV Sites]	35
Overnight RV Parking, including 2 x adult admissions	[Reginald Murray Williams RV Sites]	35

Fee Name	Parent Name	Page
P		
Perry's Past (PER)	[Council Publications]	37
Photocopy of Documents	[Request to View File/Documents]	16
Pig Traps - maximum 2 months	[Pest Animal Products]	25
Planning Scheme (Hard Copy)	[Administration: Planning Scheme Documents and Stationery]	62
Plumbing and Drainage Information for Designers, Private Certifiers etc. (e.g. location of sewer line)	[Plumbing Inspection Reports (Onsite Inspection)]	74
Pool Filling from Hydrant Access Charge	[Connections & Disconnections]	60
Poultry (more than 20)	[Allotment less than 6,000m2]	18
Powered Site (stay 7 nights and pay for 6)	[Mt Perry Caravan Park]	35
Preliminary Approval (PA s49) - Code & Impact	[Preliminary Approval]	66
Prelodgement Advice - Identification of Codes and overlays applicable to development	[Other Planning Fees]	69
Private Certifier information request - Form 19	[Private Certifier Lodgement]	15
Private Certifier Lodgement of Plans with Council per decision notice	[Private Certifier Lodgement]	15
Private Hire (including operator)	[Biggenden / Eidsvold / Gayndah / Monto / Mundubbera]	54
Private Hire per lifeguard as per Royal Life Saving quota guidelines	[Biggenden / Eidsvold / Gayndah / Monto / Mundubbera]	54
Processing fee (consideration of a permit to amend or vary circumstances contrary to an existing Local Law)	[Other Fees Applicable]	24
Processing fee (Consideration of a permit to amend or vary circumstances contrary to an existing Local Law)	[Infrastructure Charges]	56
Provide structural tie-down and bracing with wind rating N3 or as determined, Install smoke detectors, Refurbish bathroom including wet seal, Comply with energy efficiency requirements of the Building Code of Australia, Install stairs & make good damage from relocation, Paint exterior of house (min prime/seal), Provide battening to underside of house on sides visible from street & Provide downpipes as required & direct stormwater away from building of approved point/method of discharge.	[Building Bonds]	11
Purchase of Columbarium reserve	[Reservations]	47
Purchase of Lawn Section reserve	[Reservations]	47
Purchase of Monumental Section reserve	[Reservations]	47
R		
Racing Pigeons (more than 20)	[Allotment less than 6,000m2]	18
Rate Search Fee All Categories less than 5 working days	[Rate Searches]	42
Rate Search Fee All Categories urgent less than 3 working days	[Rate Searches]	42
Reciprocal registration (transfer of animal registration from another QLD Council)	[Other Animal Registration Fees]	24
Reclassification of existing building where no structural changes or additions are proposed	[Other Related Fees and Charges]	15
Reconfiguring a lot (Base fee plus each additional lot created from 2-15 lots)	[Reconfiguration of a Lot Boundary Realignment]	70
Reconfiguring a lot (Base fee plus for each additional lot created over 15 lots)	[Reconfiguration of a Lot Boundary Realignment]	70
Re-endorsement of certified Plan of Survey	[Approval of Plans of Subdivision and Associated Documents]	64

Fee Name	Parent Name	Page
R [continued]		
Refundable Bond for ALL events and activities where alcohol is consumed (in addition to appropriate facility hire charges)	[Eidsvold Sports Shed - Showgrounds]	53
Refundable Bond for ALL events and activities where alcohol is consumed (in addition to appropriate facility hire charges)	[Sports Grounds]	53
Refundable bond for ALL Functions	[Cania Dam Recreation Precinct Catering Facility]	48
Refundable Bond for ALL functions where alcohol is consumed (in addition to appropriate facility hire charges)	[Bonds]	48
Reginald Murray Williams Long Sleeve Shirts	[Merchandise]	51
Reginald Murray Williams Polo Shirts	[Merchandise]	51
Reginald Murray Williams Tote Bag	[Merchandise]	51
Registered Breeders Permit (copy of proof required) plus tag fee per dog applies	[Other Animal Registration Fees]	23
Registered Community Not-For-Profit Organisations - Entire Complex	[Hire Charges]	49
Registered Community Not-For-Profit Organisations - Entire Complex	[Hire Charges]	49
Registered Community Not-For-Profit Organisations - Hire	[Eidsvold Sports Shed - Showgrounds]	53
Registered Community Not-For-Profit Organisations - Main Hall, including kitchen and accessories	[Hire Charges]	49
Registered Community Not-For-Profit Organisations - Main Hall, including kitchen and accessories	[Hire Charges]	49
Registered Community Not-For-Profit Organisations - Per Room including kitchen and accessories	[Hire Charges]	49
Registered Community Not-For-Profit Organisations - Per Room, including kitchen and accessories	[Hire Charges]	49
Registered dog – first impound (once per animal)	[Domestic Animal Impoundment Fees]	22
Registered dog – second impound	[Domestic Animal Impoundment Fees]	22
Registered dog – third & subsequent impounds	[Domestic Animal Impoundment Fees]	22
Registration replacement tag	[Other Animal Registration Fees]	24
Registration will be transferred if a new animal is acquired within the Registration period.	[Deceased Dog]	19
Regulated Dog - Dangerous	[Dog Registrations - Applicable When 3 Months or Older]	20
Regulated Dog - Menacing	[Dog Registrations - Applicable When 3 Months or Older]	20
Regulated Dog - Restricted (must have permit)	[Dog Registrations - Applicable When 3 Months or Older]	20
Reinspection (up to 10km from PO) and Annual Shared Pool Inspections	[Searches and Reports]	16
Re-Inspection Fee (non-compliance)	[Annual Licence Renewal (Licence renewal fee not reduced for renewals not paid by the due date)]	27
Reinspection following non-compliance report	[Caravan Parks and Camping Grounds]	19
Release of impounded vehicle (towing fees to be added at cost + CITEC search fees or similar)	[Abandoned Vehicles]	18
Removal of dwelling / building from Shire (cf)	[Assessment & Inspection]	14
Replacement bin following ongoing repair/replacement due to neglect (collected by customer)	[Wheelie Bin Purchase - 240L]	83
Replacement bin following ongoing repair/replacement due to neglect (delivered by Council)	[Wheelie Bin Purchase - 240L]	83
Replacement fee for any item i.e. lost, stolen, broken or misplaced following a function	[Replacement Fees]	48

Fee Name	Parent Name	Page
R [continued]		
Replacement of Lost Gym Access Card	[NBRC Gym Membership - Eidsvold/Mundubbera Archer Park Gym]	53
Replacement Part - Axle and Wheels	[Wheelie Bin Purchase - 240L]	83
Replacement Part - Lid	[Wheelie Bin Purchase - 240L]	83
Replacement Part - Pins	[Wheelie Bin Purchase - 240L]	83
Request for collection and private impoundment of a cat or dog by the owner (i.e. surrender), during business hours (by arrangement only).	[Domestic Animal Impoundment Fees]	22
Request for Exempt Certificate (PA s46)	[Other Planning Fees]	69
Request to change or cancel conditions - for every condition over 2 - Maximum fee will not exceed the original application fee. Where a proposed modification does not constitute a permissible change in the terms of the PA, a new application must be lodged together with the prescribed fee.	[Request to change development/Negotiated Decision Notice]	66
Request to change or cancel conditions - up to 2 conditions (PA Ch 3, Div 2)	[Request to change development/Negotiated Decision Notice]	66
Request to isolate service or main for private works	[Connections & Disconnections]	59
Restoration/Late Fee	[Annual Licence Renewal (Licence renewal fee not reduced for renewals not paid by the due date)]	27
Restumping of dwelling/ building (within flood zone)	[Assessment & Inspection]	14
Restumping or Reroofing of dwelling/ building (cf)	[Assessment & Inspection]	14
Re-submission of a Lapsed Application	[Request to change development/Negotiated Decision Notice]	66
Retaining Walls > 1.0m high	[Assessment & Inspection]	13
Roadside Vending Permit - 1 year licence (per site)	[Footpaths/Roadside Vending (Refer to Relevant Local Laws)]	22
Roadside Vending permit - 3 month licence (per site)	[Footpaths/Roadside Vending (Refer to Relevant Local Laws)]	22
Rooster	[Allotment less than 6,000m ²]	18
S		
Sale of Impounded Vehicle	[Abandoned Vehicles]	18
Saturday, Sunday & Public Holiday	[Surcharges]	47
Scanning / Email - Additional pages over initial 25	[Scanning]	41
Scanning / Email - up to 25 pages	[Scanning]	41
School Swimming (organised sessions 9am-3pm)	[Biggenden / Eidsvold / Gayndah / Monto / Mundubbera]	55
Second interment (ashes only) into existing plot (plaque at cost)	[Ashes]	46
Security Bond	[Glamping Accommodation - Standard]	33
Security Bond	[Glamping Accommodation - Deluxe]	33
Security Bond	[Glamping Accommodation - Family]	33
Septage Reveal: Min charge per KL or part thereof (sourced outside region)	[Septage Waste]	81
Septage Reveal: Min charge per KL or part thereof sourced within Region	[Septage Waste]	81
Shed - 3 Fixtures	[New and Alterations/Additions]	74
Short Rates Search	[Rate Searches]	42
Should the application take longer than five (5) hours to process an addition charge will apply	[Right to Information (Right to Information Act 2009)]	43
Single niche	[Columbarium]	46
Single Room (site)	[Mt Perry Caravan Park]	35
Small (small dog, cat etc.)	[Dead Animals]	76
Solar Hot Water Systems, Rainwater Tank etc.	[New and Alterations/Additions]	74
Solar Panels in vehicle under 4.5T (Mundubbera Waste Facility Only)	[Miscellaneous]	79

Fee Name	Parent Name	Page
S [continued]		
Special Structures (cf)	[Assessment & Inspection]	14
Spectator - Non Swimming entry fee	[Biggenden / Eidsvold / Gayndah / Monto / Mundubbera]	54
Standard glamping overnight (up to 2 people)	[Glamping Accommodation - Standard]	33
Standard Planning & Development Certificate per property (10 business days)	[Planning and Development Certificates]	71
Stock Grazing Sign (Minimum 2 Signs)	[Stock Routes]	29
Stock Route Application Fee	[Stock Routes]	29
Stock Route Grazing Agistment Fee	[Stock Routes]	29
Stock Route Travel Fees	[Stock Routes]	29
Stock Route Travel Permits	[Stock Routes]	29
Subsequent application where consistent with current preliminary approval - code or impact	[Preliminary Approval]	66
Subsequent application where not consistent with current preliminary approval - code or impact	[Preliminary Approval]	66
Supply and installation of Sewer connection point >1.5m or >150mm	[Connections & Disconnections]	56
Supply of standard sewer connection point (<1.5m and <150mm)	[Connections & Disconnections]	56
Survey Plan Approval and Endorsement (per survey plan which may include more than one sheet)	[Approval of Plans of Subdivision and Associated Documents]	63
Survey Plan Approval and Endorsement (per survey plan which may include more than one sheet)	[Approval of Plans of Subdivision and Associated Documents]	64
Sustenance charge - per animal per day	[Domestic Animal Impoundment Fees]	22
T		
Table Hire (external function/venue)	[Eidsvold Sports Shed - Showgrounds]	53
Tables (used at other venues) (varies from community to community)	[Hire Charges]	50
Takeaway Coffee (Large)	[Refreshments]	51
Takeaway Coffee (Regular)	[Refreshments]	51
Tenancy Fitout and/or the like	[Assessment & Inspection]	13
Tennis Court (cf)	[Assessment & Inspection]	14
Testing of Trade Waste (arranged by Council for investigations)	[Trade Waste]	82
The State Government's Pool Safety Inspection Certificate Number must be added to the cost of the Pool Safety Inspection - this fee is subject to change annually as stipulated by the State Government	[Searches and Reports]	16
Tractor	[Tyres (Per Single Tyre Unit)]	82
Training flights maximum one charge (per hour + per tonne) for unlimited landings	[Gayndah Aerodrome]	44
Transport and Driving /Leading Charges	[Impounding Fees - Horses, Cattle, Goats, Sheep, Pigs, Birds & Poultry]	23
Truck to Super Single	[Tyres (Per Single Tyre Unit)]	82
Tyres weighed per tonne (Mundubbera Waste Facility Only - tyres delivered in a vehicle over 4.5GVM)	[Tyres (Per Single Tyre Unit)]	82

6.5 2024-2025 STATUTORY FINANCIAL BUDGET DOCUMENTS

Doc Id: 1233815

Author: Kim Mahoney, General Manager Corporate & Community

Authoriser: Anna Scott, Acting Chief Executive Officer

Attachments: 1. Budget Papers FY 2024-2025.pdf [1233812]
2. Proposed Capital Budget FY 2024-2025.pdf [1233813]

EXECUTIVE SUMMARY

Under Section 104 of the *Local Government Act 2009*, the system of financial management established by a local government must include – an annual budget. Under section 170(1)(a) and (b) of the *Local Government Regulation 2012*, a local government must adopt its budget for a financial year after 31 May in the year before the financial year; but before 1 August in the financial year; or a later day decided by the Minister.

The Budget has been developed in consultation with management and Councillors through a range of workshops conducted over a number of months. The 2024-25 Budget, and Rates and Charges have been developed to be consistent with the Corporate Plan (2021-2026), the Operational Plan (2024-2025) and the Long-term Financial Forecast. Adoption of the Budget and Rates and Charges give authority to Council's revenue raising powers and outlines the planned expenditure to fund the delivery of services to the community and investment in new and existing infrastructure.

This report is presented to enable adoption of Council's annual Budget for 2024-2025 and provides Council's financial position for the current financial year of 2023/2024 for noting.

A summary of the nineteen (19) Officers Recommendations is below with further detail provided in the body of the report.

Officers Recommendation 1 - Differential General Rates

That pursuant to section 81 of the *Local Government Regulation 2012*, the categories within which rateable land is categorised and the description of those categories.

Officers Recommendation 2 - Identification of Rating Category

That Council note the Chief Executive Officer has been delegated 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.

Officers Recommendation 3 - Levying of Differential General Rates

That 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, which equates to 5% rate increase (rounded) in the 2024/2025 financial year for each differential general rate category.

Officers Recommendation 4 - Special Charge – Road and Drainage Works Shand Street Subdivision, Mt Perry (Shand, Hunter & Mason Streets)

That, in accordance with Section 94(1)(b)(i) of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, Council will levy a special charge (to be known as the "Special Charge – Road and Drainage Works Shand Street Subdivision Mt Perry") to recoup the work cost and the associated borrowing cost incurred by Council in completing (previously incomplete) road and drainage works in and around the Shand Street subdivision, Mt Perry as per Council's Revenue Statement.

Officers Recommendation 5 - Local Disaster Management Levy

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the "Local Disaster Management Levy"), in the sum of \$21.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of maintaining Council's capability to meet its obligations in times of a disaster and contribute toward the ongoing operation of disaster preparedness facilities.

Officers Recommendation 6 - Natural Resources Management Levy

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the "Natural Resources Levy"), in the sum of \$67.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of funding Council's ongoing weed and animal pest control measures, and other natural resource management functions.

Officers Recommendation 7 - Landfill Management Levy

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the "Landfill Management Levy"), in the sum of \$256.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of funding Council's ongoing landfill management, compliance and future close out provisions.

Officers Recommendation 8 - Sewerage Schemes

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy the sewerage utility charges, for the supply of sewerage services by the Council, which equates to a 3% rate increase (rounded) in the 2024/2025 financial year.

Officers Recommendation 9 - Water Supply Schemes

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 and 101 of the *Local Government Regulation 2012*, Council make and levy the water supply utility charges, which equates to a 5% increase (rounded) for access charges and 14% increase (rounded) for consumption charges, for the supply of a water service by the Council.

Officers Recommendation 10 - Kerbside Waste Collection

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy the kerbside waste collection utility charges, for the supply of waste management services by the Council, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year.

Officers Recommendation 11 - Concessions for pensioners

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, a rebate of the differential general rate of 20%, up to \$200.00 per annum be granted to all ratepayers who are pensioners and who are eligible for the State Government pensioner rates subsidy. The concession for pensioners will be granted in accordance with Council's Revenue Statement – section 9.

Officers Recommendation 12 - Community Use, Not-For-Profit Organisations, Community Halls, Economic Development

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, a rebate of rates and charges will be granted to eligible ratepayers in accordance with Council's Policy 1255 – Rates and Charges Concessions and Exemptions.

Officers Recommendation 13 - Water Charge Relief

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012* a concession will be granted to eligible ratepayers for water consumption charges in accordance with Policy 1211 – Partial Relief from Water Consumption Charges.

Officers Recommendation 14 - Discount

That pursuant to section 130 of the *Local Government Regulation 2012*, certain rates and charges levied shall be subject to a discount.

Officers Recommendation 15 - Levy and Payment of Rates and Charges

That pursuant to section 107 and 118 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 are to be levied by rates notice issued and due for payment.

Officers Recommendation 16 - Interest on Overdue Rates and Charges

That pursuant to section 133 of the *Local Government Regulation 2012*, compound interest on daily rests at the rate of 12.35% per annum is to be charged on all overdue rates or charges from the day the rates or charges become overdue.

Officers Recommendation 17 - Statement of Estimated Financial Position

That pursuant to section 205 of the *Local Government Regulation 2012*, the statement of the financial operations and financial position of the Council in respect of the 2023-2024 financial year, titled "*the Statement of Estimated Financial Position*" be received and its contents noted.

Officers Recommendation 18 - Adoption of 2024-2025 Budget

That pursuant to section 169, 170, and 171 of the *Local Government Regulation 2012*, Council's Budget for the 2024-2025 financial year.

Officers Recommendation 19 – Capital Projects

That Council note the Capital Projects that form the basis of capital expenditure in the annual Budget as detailed in Attachment 2.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION 1 - DIFFERENTIAL GENERAL RATES

That pursuant to section 81 of the *Local Government Regulation 2012*, the categories within which rateable land is categorised and the description of those categories is as follows:

Residential Categories - The following differential rating categories, descriptions and identification apply for the 2024-25 financial year:

Differential Category	Description	Identification
1	All vacant land, which is not otherwise categorised and is less than 1 Ha in size	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
2	All vacant land, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
3	All land used for residential purposes, which is not otherwise categorised and is less than 1 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
4	All land used for residential or rural residential purposes, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
5	All Land, which is not otherwise categorised, used for multi residential purposes such as, for example, units, flats, guest houses, private hotels and residential institutions.	Land with the following land use codes: 03 – Multi unit dwelling (flats) 07 – 09 – Guest house/private hotel, Building Units, Group Title 21 – Residential Institutions (Non-Medical Care)

Commercial Categories - The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
6	All land, which is not otherwise categorised, used for commercial purposes.	Land with the following land use codes: 10 – 27 – Retail Business/Comm (Excluding 21-Residential Institutions (Non-Medical Care) 41 – 49 – Special Uses (excluding 48 – Sports clubs/Facilities) 96 – 99 – General Uses
7	All land, which is not otherwise categorised, used as a motel, with less than 15 motel units.	Land with the following land use codes: 43 – Motel
8	All land, which is not otherwise categorised, used as a motel, with 15 or more motel units.	Land with the following land use codes: 43 – Motel
9	All land, which is not otherwise categorised, used as a hotel with less than 15 accommodation units.	Land with the following land use codes: 42 – Hotel
10	All land, which is not otherwise categorised, used as a hotel with 15 or more accommodation units.	Land with the following land use codes: 42 – Hotel

Differential Category	Description	Identification
11	All land, which is not otherwise categorised, used as a caravan park with less than 15 accommodation units.	Land with the following land use codes: 49 – Caravan Park
12	All land, which is not otherwise categorised, used as a caravan park with 15 or more accommodation units.	Land with the following land use codes: 49 – Caravan Park
13	All land, which is not otherwise categorised, used for not-for-profit uses.	Land with the following land use codes: 48 – 59 (excluding 49 - Caravan Park)

Industrial Categories - The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
14	All land, which is not otherwise categorised, used for industrial purposes.	Land with the following land use codes: 28 – 36 – Transport & Storage, Industrial
15	All land, which is not otherwise categorised, whose predominate land use is for Commercial Electrical, Reticulation or Telecommunication purposes.	Land with the following land use codes: 91 – Transformers
16	All land, which is not otherwise categorised, used as an abattoir.	Land with the following land use codes: 37 – Noxious Industry (including Abattoirs)
17	All land, which is not otherwise categorised, less than 10 Ha in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description
18	All land, which is not otherwise categorised, 10 Ha or more in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description

Rural Categories - The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
21	All land, which is not otherwise categorised, is less than 100 Ha and is used for sheep grazing, cattle grazing, dairying and other similar rural uses.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy 85 – 94 – Other Rural Uses (Excludes 91 – Transformers)
22	All land, which is not otherwise categorised, having an area of 100 Ha or more used for sheep grazing and cattle grazing.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy
23	All land, which is not otherwise categorised, used for rural cropping purposes.	Land with the following land use codes: 68 – 78 – Dairy, Agricultural 80 – 94 – Other Rural Uses (Excludes 91 – Transformers)

Differential Category	Description	Identification
24	All land, which is not otherwise categorised, used for rural orcharding purposes.	Land with the following land use codes: 79 – Orchards
25	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.	Land with the following land use codes: 95 – Reservoir, dam bores
26	All land, which is not otherwise categorised and is used for the following miscellaneous rural purposes: <ul style="list-style-type: none"> • Pump Sites and Stock Grazing Permits • Road Licences • Co-operative dips • Land not exceeding 0.5 Ha in area used exclusively for a bore site. 	Land that fits the description

Intensive Rural Categories - The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
31	All land used for Cattle Feedlot intensive animal industry of 501 SCU or greater with, an approved capacity of no more than 2,000 SCU.	Land that fits the description
33	All land used for Cattle Feedlot intensive animal industry of 2,001 SCU or greater.	
41	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 2,501 SPU or greater, but no more than 15,000 SPU.	
44	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 15,001 SPU or greater.	

Intensive Businesses and Industries - The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
51	Land, 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.	Land that fits the description
52	Land, 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 50 MW or more, but no more than 250 MW.	
53	Land, 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 251 MW and greater.	
55	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 for less than 5,000 tonnes production	
56	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 for 5,001 to 100,000 tonnes production	
57	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 for 100,001 tonnes of production or greater	
58	Mining Leases that are less than 200 Ha and have less than 15 employees.	
59	Mining Leases that are greater than 200 Ha and have less than 15 employees.	
60	Mining Leases that have between 15 and 100 employees.	
61	Mining Leases that have from 101 to 200 employees.	
62	Mining Leases that have from 201 to 300 employees.	
63	Mining Leases that have from 301 to 400 employees.	
64	Mining Leases that have from 401 to 500 employees.	
65	Mining Leases that have 501 or more employees.	
71	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".	
72	Land used for providing intensive accommodation for more than 50 people but less than or equal to 100 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".	
73	Land used for providing intensive accommodation for more than 100 people but less than or equal to 300 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".	

Differential Category	Description	Identification
74	Land used for providing intensive accommodation for more than 300 people but less than or equal to 500 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".	Land that fits the description
75	Land used for providing intensive accommodation for more than 500 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".	
81	Petroleum Leases with an area of less than 1,000 Ha.	
82	Petroleum Leases with an area of 1,000 Ha or more but less than 10,000 Ha.	
83	Petroleum Leases with an area of 10,000 Ha or more but less than 30,000 Ha.	
84	Petroleum Leases with an area of 30,000 Ha or more.	
85	Petroleum Leases for the extraction of shale oil that have less than 10 wells.	
86	Petroleum Leases for the extraction of shale oil that have 10 wells or more but less than 30 wells.	
87	Petroleum Leases for the extraction of shale oil that have 30 wells or more.	
88	Land, 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 Ha.	
89	Land, 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 Ha or more.	
90	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of less than 20 MW.	
91	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 20 MW or more, but no more than 50 MW.	
92	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 50 MW or more, but no more than 100 MW.	
93	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 100 MW or more, but no more than 200 MW.	
94	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 200 MW or more, but no more than 500 MW.	
95	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 500 MW and greater.	

OFFICERS RECOMMENDATION 2 - IDENTIFICATION OF RATING CATEGORY

That Council note the Chief Executive Officer has been delegated 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.

OFFICERS RECOMMENDATION 3 - LEVYING OF DIFFERENTIAL GENERAL RATES

That 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, which equates to 5% rate increase (rounded) in the 2024/2025 financial year for each differential general rate category, is as follows:

Category	Short Description	Cent in Dollar	Minimum
1	Vacant Land < 1 Ha	1.594700	\$946
2	Large Vacant Land 1 – 1000 Ha	1.598050	\$968
3	Residential < 1 Ha	1.380300	\$946
4	Large Residential, Rural Lifestyle 1 – 1000 Ha	1.625060	\$968
5	Multi Residential	1.642290	\$1,275
6	Commercial	2.048160	\$1,275
7	Motel < 15 Units	2.014230	\$1,499
8	Motels > 15 Units	1.968500	\$1,875
9	Hotels < 15 Units	2.195460	\$1,499
10	Hotels > 15 Units	1.974040	\$1,875
11	Caravan Park < 15 Units	1.996660	\$1,499
12	Caravan Park > 15 Units	2.062850	\$1,875
13	Commercial Non-Profit	0.683910	\$364
14	Industrial	2.071520	\$1,275
15	Electrical, Reticulation and Telecommunication Infrastructure	1.159940	\$2,279
16	Abattoirs	1.420310	\$1,454
17	Industrial – Sawmill < 10 Ha	4.644200	\$1,896
18	Industrial – Sawmill > 10 Ha	1.888330	\$2,271
21	Small Rural < 100 Ha	0.821950	\$998
22	Rural Grazing	0.721200	\$1,277
23	Rural Cropping	0.982710	\$1,275
24	Rural Orchard	1.555280	\$1,405
25	Commercial Water	18.960380	\$4,540

Category	Short Description	Cent in Dollar	Minimum
26	Rural Exclusions	2.624850	\$98
31	Cattle Feedlot – 501 SCU to 2,000 SCU	0.687550	\$1,049
33	Cattle Feedlot – 2,001 SCU or greater	0.709380	\$4,201
41	Piggery – 2,501 SPU to 15,000 SPU	0.834260	\$1,049
44	Piggery – 15,001 SPU or greater	0.857340	\$6,594
51	Power Station < 50 MW	3.830697	\$19,116
52	Power Station 50 – 250 MW	6.472282	\$38,231
53	Power Station > 250 MW	4.804028	\$76,459
55	Extractive Industry < 5,000 tonnes	2.257200	\$1,528
56	Extractive Industry 5,000 -100,000 tonnes	4.898700	\$10,704
57	Extractive Industry 100,000 + tonnes	3.869246	\$39,748
58	Mining Lease < 15 employees and < 200 Ha	4.968760	\$2,526
59	Mining Lease < 15 employees and 200 + Ha	2.749600	\$10,706
60	Mining Leases that have between 15 and 100 employees	16.291373	\$39,758
61	Mining Leases that have between 101 and 200 employees	49.402805	\$114,687
62	Mining Leases that have between 201 and 300 employees	36.413370	\$191,141
63	Mining Leases that have between 301 and 400 employees	49.402805	\$267,597
64	Mining Leases that have between 401 and 500 employees	49.402805	\$344,054
65	Mining Leases that have 501 or more employees	49.402805	\$420,511
71	Intensive Accommodation 15 – 50 persons	13.294281	\$22,936
72	Intensive Accommodation 51 – 100 persons	13.294281	\$45,873
73	Intensive Accommodation 101 – 300 persons	13.294282	\$91,749
74	Intensive Accommodation 301 – 500 persons	13.294281	\$137,620
75	Intensive Accommodation 501 + persons	13.294282	\$183,497
81	Petroleum Lease – Gas < 1,000 Ha	6.647430	\$19,116
82	Petroleum Lease – Gas 1,000 Ha to 9,999 Ha	6.647430	\$38,231
83	Petroleum Lease – Gas 10,000 Ha to 29,999 Ha	6.647430	\$114,687
84	Petroleum Lease – Gas 30,000 + Ha	6.647430	229,370

Category	Short Description	Cent in Dollar	Minimum
85	Petroleum Lease – Shale Oil < 10 wells	6.647430	\$19,116
86	Petroleum Lease – Shale Oil 10 – 30 wells	6.647430	\$38,231
87	Petroleum Lease – Shale Oil 30 + Wells	6.647430	\$229,370
88	Petroleum Other < 400 Ha	6.647430	\$11,468
89	Petroleum Other 400 + Ha	6.647430	\$22,936
90	Renewable Energy < 20MW	2.331798	\$16,360
91	Renewable Energy 20MW to < 50MW	2.202270	\$44,405
92	Renewable Energy 50MW to < 100MW	2.086560	\$75,955
93	Renewable Energy 100MW to < 200MW	1.970640	\$191,841
94	Renewable Energy 200MW to < 500MW	1.738800	\$447,641
95	Renewable Energy 500MW or Greater	1.622880	\$767,363

Special Rates and Charges

OFFICERS RECOMMENDATION 4 - SPECIAL CHARGE – ROAD AND DRAINAGE WORKS SHAND STREET SUBDIVISION, MT PERRY (SHAND, HUNTER & MASON STREETS)

That, in accordance with Section 94(1)(b)(i) of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, Council will levy a special charge (to be known as the “Special Charge – Road and Drainage Works Shand Street Subdivision Mt Perry”) to recoup the work cost and the associated borrowing cost incurred by Council in completing (previously incomplete) road and drainage works in and around the Shand Street subdivision, Mt Perry as per Council’s Revenue Statement.

Separate Rates and Charges

OFFICERS RECOMMENDATION 5 - LOCAL DISASTER MANAGEMENT LEVY

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the “Local Disaster Management Levy”), in the sum of \$21.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of maintaining Council’s capability to meet its obligations in times of a disaster and contribute toward the ongoing operation of disaster preparedness facilities.

OFFICERS RECOMMENDATION 6 - NATURAL RESOURCES MANAGEMENT LEVY

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the “Natural Resources Levy”), in the sum of \$67.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of funding Council’s ongoing weed and animal pest control measures, and other natural resource management functions.

OFFICERS RECOMMENDATION 7 - LANDFILL MANAGEMENT LEVY

That pursuant to section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council make and levy a separate charge (to be known as the "Landfill Management Levy"), in the sum of \$256.00 per rateable assessment, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year to be levied equally on all rateable land in the region, for the purposes of funding Council's ongoing landfill management, compliance and future close out provisions.

Utility Charges**OFFICERS RECOMMENDATION 8 - SEWERAGE SCHEMES**

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy the sewerage utility charges, for the supply of sewerage services by the Council, which equates to a 3% rate increase (rounded) in the 2024/2025 financial year as follows:

Sewerage Charge	Description	Charge
1 st Pedestal Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1 st pedestal at all other connected allotments.	\$720
Access Charge (un-connected or vacant)	Charge applied to each non-contiguous parcel of land in the sewerage area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$546
Additional Pedestal (non-residential)	After the 1 st Pedestal Charge, the Charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewerage scheme.	\$584
Access Charge Additional Contiguous Parcels	Charge applied to each additional contiguous parcel of land in the sewerage area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$247
Septic Charge	Charge applied to Assessments 60156-00000-000, 60157-00000-000, 60424-00000-000 and 60425-00000-000, these parcels of land are within the designated Mundubbera Sewerage Area but are unable to be connected to the sewerage scheme.	\$546

OFFICERS RECOMMENDATION 9 - WATER SUPPLY SCHEMES

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 and 101 of the *Local Government Regulation 2012*, Council make and levy the water supply utility charges, which equates to a 5% increase (rounded) for access charges and 14% increase (rounded) for consumption charges, for the supply of a water service by the Council as follows:

Water Charge	Description	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.	\$754
Consumption Charge	Charge for each kilolitre of consumption through water meter reads.	\$2.46
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.	\$338

OFFICERS RECOMMENDATION 10 - KERBSIDE WASTE COLLECTION

That pursuant to section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy the kerbside waste collection utility charges, for the supply of waste management services by the Council, which equates to a 5% rate increase (rounded) in the 2024/2025 financial year as follows:

Kerbside Waste Collection Charge	Description	Charge
Residential	Charge applied to each bin serviced for properties in Differential Rate Categories Other than 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$351
Commercial	Charge applied to each bin serviced for properties in Differential Rate Categories 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$426
Premium	Charge applies to each bin serviced. Application must be made for this service.	\$711
Infirmid	Charge applies to each bin serviced. Application must be made for this service.	\$351

Concessions on Rates and Charges**OFFICERS RECOMMENDATION 11 - CONCESSIONS FOR PENSIONERS**

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, a rebate of the differential general rate of 20%, up to \$200.00 per annum be granted to all ratepayers who are pensioners and who are eligible for the State Government pensioner rates subsidy. The concession for pensioners will be granted in accordance with Council's Revenue Statement – section 9.

OFFICERS RECOMMENDATION 12 - COMMUNITY USE, NOT-FOR-PROFIT ORGANISATIONS, COMMUNITY HALLS, ECONOMIC DEVELOPMENT

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, a rebate of rates and charges will be granted to eligible ratepayers in accordance with Council's Policy 1255 – Rates and Charges Concessions and Exemptions.

OFFICERS RECOMMENDATION 13 - WATER CHARGE RELIEF

That pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012* a concession will be granted to eligible ratepayers for water consumption charges in accordance with Policy 1211 – Partial Relief from Water Consumption Charges.

OFFICERS RECOMMENDATION 14 - DISCOUNT

That pursuant to section 130 of the *Local Government Regulation 2012*, certain rates and charges levied shall be subject to a discount as follows:

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates)	5%
Water Charges (Excluding Water Consumption Charges)	0%
Water Consumption Charges	0%
Sewerage Charges	0%
Kerbside Garbage Bin Collection & Disposal Charge	0%
Land Fill Management Levy	0%
Natural Resource Management Levy	0%
Local Disaster Management Levy	0%
Special Charge – Road and Drainage Works Shand Street Subdivision Mt Perry	0%

OFFICERS RECOMMENDATION 15 - LEVY AND PAYMENT OF RATES AND CHARGES

That pursuant to section 107 and 118 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 are to be levied by rates notice issued and due for payment as follows:

Rate Period	Issue Date	Due Date
1 July 2024 to 31 December 2024	13 August 2024	13 September 2024
1 January 2025 to 30 June 2025	11 February 2025	14 March 2025

OFFICERS RECOMMENDATION 16 - INTEREST ON OVERDUE RATES AND CHARGES

That pursuant to section 133 of the *Local Government Regulation 2012*, compound interest on daily rests at the rate of 12.35% per annum is to be charged on all overdue rates or charges from the day the rates or charges become overdue.

OFFICERS RECOMMENDATION 17 - STATEMENT OF ESTIMATED FINANCIAL POSITION

That pursuant to section 205 of the *Local Government Regulation 2012*, the statement of the financial operations and financial position of the Council in respect of the 2023-2024 financial year, titled "*the Statement of Estimated Financial Position*" be received and its contents noted.

OFFICERS RECOMMENDATION 18 - ADOPTION OF 2024-2025 BUDGET

That pursuant to section 169, 170, and 171 of the *Local Government Regulation 2012*, Council's Budget for the 2024-2025 financial year, incorporating:

- a) The statement of estimated financial position for the financial year for which it is prepared and the next two financial years;
- b) The statement of cash flow for the financial year and the next two financial years;
- c) The statement of income and expenditure for the financial year and the next two financial years;
- d) The statement of changes in equity for the financial year and the next two financial years;
- e) The long-term financial forecast;
- f) The relevant measures of financial sustainability; and
- g) 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 (excluding discounts and remissions) levied in the previous budget, as tabled,

as detailed in Attachment 1, be adopted.

OFFICERS RECOMMENDATION 19 – Capital Projects

That Council note the Capital Projects that form the basis of capital expenditure in the annual Budget as detailed in Attachment 2.

REPORT

Key Financial Statistics

In relation to the 2024-25 budget, key financial statistics include:

- Recurrent revenue – \$54.13m
- Recurrent expenditure – \$62.74m
- Operating result – \$8.6m deficit
- Capital revenue – \$35.73m
- Capital expenditure for property, plant and equipment – \$41.87m
- Projected non-current assets (property, plant and equipment) at 30 June 2025 – \$987.62m.

A new range of financial sustainability ratios, presented in the budget documents, have been completed for the 2024-25 budget and the following 9 years. Council has been allocated a Tier 5 ranking for these ratios based on a remoteness area factor described as Outer Regional Remote and a population band of 10,000-19,999.

There are 8 ratios active for Tier 5 in the current budget, 2 being of a contextual nature only. Of the remaining 6 ratios Council is forecast to be in a sound position for 5. The operating surplus ratio, defined as operating result divided by total operating revenue, remains out of range at -16%, but improving year on year to an acceptable result in 2030-2031.

Budget Formulation Process

Key drivers of this budget include:

- Increased engagement and ownership of budgets by budget operators (executive and department management).
- Extensive workshops with Councillors to discuss acceptable service levels, identify future direction for the community, consider operational areas that may be successful with reduced expenditure and consider community return for investment in the property plant and equipment asset base.

Council's operational budgets are formulated and forecast based on:

- reviewing prior year actual expenditure, current year actual expenditure, prior period budget allocations and forecast expenditure based on comparison and trends;
- allowing for expenditure required by any new statutory obligations;
- identifying services which may have less relevance in current and future years;
- supporting a user pays methodology where appropriate;
- considering operational areas which may be conducted more efficiently;
- factoring in known or forecast cost increases e.g. electricity, insurance, fuel costs etc. and no increase for items other than those justified with known increase;
- projecting requirements based on the established and/or revised level of service provision.

Council's capital budgets are formulated and forecast based on:

- priority to renewing existing assets where future need continues to be identified;
- considering statutory obligations in relation to providing community infrastructure;
- planning for future and effective asset management;
- maximising funding from other levels of Government where the objective is consistent with Council priorities;
- considering services provided from the assets in terms of future need;
- estimating future costs such as maintenance and depreciation relevant to the benefit provided before investing in any new asset.

This budget has involved extensive work and difficult decisions being conscious of future sustainability whilst delivering a liveable community environment. Council will commence early preparation for the 2025-26 year budget to ensure time is allowed for due consideration and community consultation when considering changes in service delivery.

CONSULTATION

The budget has been undertaken collaboratively with all managers and Councillors. During April and May 2024, workshops were held with Councillors to review various budget options and parameters.

RISK IMPLICATIONS**Reputation / Political**

Council has undertaken a service delivery review and had extensive consultation with the community as to sustainable delivery of services. This operational budget will underpin levels of service as outlined in community forums.

Occupational Health & Safety (WHS)

The operational budget enables funding to improve Council's compliance with workplace, health and safety.

Financial Impact

The 2024-2025 operational budget continues to guide North Burnett Regional Council towards financial sustainability. Council continues to review its service delivery and to incorporate further efficiencies into its operations.

Legal & Regulatory

Local Government Regulation 2012, Section 169, 170 and 171.

Environmental

Environmental matters have been supported, with the budget containing elements of operational and/or capital expenditure related to waste management, environmental health and land protection functions.

Property & Infrastructure

The capital expenditure budget allows for a program in accordance with respective infrastructure asset management plans.

Human Resources

This operational budget enables resourcing to achieve Council's Corporate Plan objectives.

Information Communications Technology

The capital expenditure budget includes an asset replacement program for information communication technology infrastructure to be maintained at a required standard.

Service Delivery

Revenue is set at a level that considers the services which are to be provided to the community.

Climate

Waste to landfill results in methane production and contributes to climate change. This budget generally provides for the continued responsible management of waste and recognises the importance of encouraging resource recovery.

KEY MESSAGE

This operational budget has been formulated to enable Council to continue to provide services to the community.



2024/25

Budget & Revenue Statement



Budgeted Financial Statements Budget 2024/25

**NORTH BURNETT REGIONAL COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
BUDGET 2024/25**



Income and Expenditure	Budget 2024-25 \$'000	Forecast 2025-26 \$'000	Forecast 2026-27 \$'000
Recurrent revenue			
Gross rates, levies and charges	24,154	25,313	26,579
Discounts and remissions	(543)	(571)	(599)
	23,611	24,742	25,980
Fees and charges	1,833	1,925	2,021
Interest received	1,317	1,317	1,317
Rental income	302	317	333
Sales revenue	7,990	8,390	8,809
Other income	1,195	1,255	1,318
Grants, subsidies, contributions and donations	17,884	17,884	17,884
	30,521	31,087	31,682
Total recurrent revenue	54,132	55,830	57,661
Recurrent expenses			
Employee benefits	(17,135)	(17,459)	(17,808)
Materials and services	(27,704)	(28,258)	(28,823)
Finance costs	(106)	(98)	(92)
Depreciation	(17,792)	(17,792)	(18,148)
Total recurrent expenses	(62,737)	(63,607)	(64,871)
Net operating result profit/(loss)	(8,604)	(7,778)	(7,210)
Capital revenue			
Grants, subsidies, contributions and donations	35,729	19,079	12,729
Contributions from developers			
Total capital revenue	35,729	19,079	12,729
Capital income/(expenses)	-	-	-
Net result profit/(loss)	27,125	11,301	5,520
Rates, levies and charges			
In accordance with the <i>Local Government Regulation 2012</i> , S169 (7) & (8) the percentage change in the Rates, levies and charges before discounts and remissions compared to the 2023/24 budget is 5%.			

**NORTH BURNETT REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
BUDGET 2024/25**



Financial Position	Budget 2024-25 \$'000	Budget 2025-26 \$'000	Budget 2026-27 \$'000
Assets			
Current assets			
Cash and cash equivalents	45,747	46,667	51,558
Contract assets	-	-	-
Trade and other receivables	2,484	2,484	2,484
Other assets	34	34	34
Inventories	508	508	508
Total current assets	48,774	49,694	54,584
Non current assets			
Property, plant and equipment	987,620	993,832	994,284
Revaluation			
Total non current assets	987,620	993,832	994,284
Total assets	1,036,394	1,043,525	1,048,868
Liabilities			
Current liabilities			
Trade and other payables	700	700	700
Contract liabilities	4,000	-	-
Borrowings	170	177	150
Provisions	4,561	4,561	4,561
Other current liabilities	502	502	502
Total current liabilities	9,932	5,940	5,912
Non current liabilities			
Borrowings	1,163	986	836
Provisions	12,153	12,153	12,153
Other liabilities	1,315	1,315	1,315
Total non current liabilities	14,631	14,454	14,304
Total liabilities	24,563	20,393	20,216
Net community assets	1,011,831	1,023,132	1,028,652
Community equity			
Asset revaluation surplus	239,795	239,795	239,795
Retained surplus deficiency	772,036	783,337	788,857
Total community equity	1,011,831	1,023,132	1,028,652

NORTH BURNETT REGIONAL COUNCIL
STATEMENT OF CASH FLOWS
BUDGET 2024/25



	Budget 2024-25 \$'000	Forecast 2025-26 \$'000	Forecast 2026-27 \$'000
Cash flows from operating activities			
Receipts from customers	52,815	54,513	56,344
Payments to suppliers and employees	(44,400)	(45,717)	(46,631)
	8,415	8,796	9,713
Interest received	1,317	1,317	1,317
Finance costs	(106)	(98)	(92)
Net cash inflow (outflow) from operating activities	9,627	10,015	10,938
Cash flows from investing activities			
Proceeds from sale of property plant and equipment	400	400	400
Capital grants subsidies, contributions and donations	35,516	15,079	12,729
Purchase/construction of property, plant and equipment	(41,865)	(24,404)	(19,000)
Net cash inflow (outflow) from investing activities	(5,949)	(8,925)	(5,871)
Cash flows from financing activities			
Proceeds from borrowing	-	-	-
Repayment of borrowings	(170)	(170)	(177)
Net cash inflow (outflow) from financing activities	(170)	(170)	(177)
Net increase (decrease) for the year	3,507	920	4,891
Cash and cash equivalents at the beginning of the financial year	42,240	45,747	46,667
Total cash and cash equivalents at the end of the financial year	45,747	46,667	51,558

NORTH BURNETT REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
BUDGET 2024/25



	Budget 2024-25 \$'000	Forecast 2025-26 \$'000	Forecast 2026-27 \$'000
Asset revaluation surplus			
Opening balance	239,795	239,795	239,795
Increase in asset revaluation surplus	-	-	-
Closing Balance	239,795	239,795	239,795
Retained surplus/(deficiency)			
Opening balance	(39,245)	(12,220)	(919)
Net result	27,125	11,301	5,520
Closing balance	(12,120)	(919)	4,601
Capital			
	784,156	784,156	784,156
Total			
Opening balance	984,706	1,011,831	1,023,132
Net result	27,125	11,301	5,520
Increase in asset revaluation surplus	-	-	-
Closing balance	1,011,831	1,023,132	1,028,652



Long Term Financial Forecast

Budget 2024/25

**NORTH BURNETT REGIONAL COUNCIL
LONG TERM FINANCIAL FORECAST
BUDGET 2024/25**



	Budget 2024-25 \$'000	Forecast 2025-26 \$'000	Forecast 2026-27 \$'000	Forecast 2027-28 \$'000	Forecast 2028-29 \$'000	Forecast 2029-30 \$'000	Forecast 2030-31 \$'000	Forecast 2031-32 \$'000	Forecast 2032-33 \$'000	Forecast 2033-34 \$'000
Income & expenditure										
Recurrent revenue	54,132	55,830	57,661	60,544	63,571	66,750	70,088	73,592	77,271	81,135
Recurrent expenses										
Employee costs	(17,135)	(17,459)	(17,808)	(18,164)	(18,527)	(18,898)	(19,276)	(20,047)	(21,049)	(21,470)
Material and services	(27,810)	(28,356)	(28,915)	(29,493)	(30,083)	(30,685)	(31,298)	(32,550)	(34,178)	(34,861)
Depreciation	(17,792)	(17,792)	(18,148)	(18,511)	(18,881)	(19,259)	(19,644)	(20,430)	(20,838)	(21,255)
Total recurrent expenses	(62,737)	(63,607)	(64,871)	(66,168)	(67,492)	(68,841)	(70,218)	(73,027)	(76,066)	(77,587)
Net operating result profit/(loss)	(8,604)	(7,778)	(7,210)	(5,624)	(3,920)	(2,091)	(131)	565	1,206	3,548
Capital grants & subsidies	35,729	19,079	12,729	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Capital income/expense	-	-	-	-	-	-	-	-	-	-
Net result	27,125	11,301	5,520	7,376	9,080	10,909	12,869	13,565	14,206	16,548
Other comprehensive income										
Movement in asset revaluation reserve					29,418				53,854	
Total comprehensive income	27,125	11,301	5,520	7,376	38,498	10,909	12,869	13,565	68,060	16,548
Cash flow										
Operating revenue	54,132	55,830	57,661	60,544	63,571	66,750	70,088	73,592	77,271	81,135
Capital revenue	35,516	15,079	12,729	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Proceeds from sale of assets	400	400	400	400	400	400	400	400	400	400
Operating expenditure excluding depreciation	(44,506)	(45,815)	(46,723)	(47,657)	(48,610)	(49,583)	(50,574)	(52,597)	(55,227)	(56,332)
Capital expenditure	(42,035)	(24,573)	(19,177)	(26,358)	(26,617)	(26,881)	(31,080)	(31,787)	(32,155)	(32,530)
Bank Increase/(decrease)	3,507	920	4,891	(71)	1,744	3,686	1,834	2,608	3,290	5,674
Balance at beginning of year	42,240	45,747	46,667	51,558	51,487	53,231	56,917	58,751	61,359	64,649
Bank balance at end of year	45,747	46,667	51,558	51,487	53,231	56,917	58,751	61,359	64,649	70,322
Financial Position										
Assets	1,042,644	1,047,316	1,052,582	1,059,958	1,098,455	1,109,364	1,122,233	1,135,798	1,203,858	1,220,406
Liabilities	(30,913)	(24,386)	(24,236)	(24,236)	(24,236)	(24,236)	(24,236)	(24,236)	(24,236)	(24,236)
Equity	1,011,731	1,022,930	1,028,346	1,035,722	1,074,219	1,085,128	1,097,997	1,111,562	1,179,622	1,196,170



Type	Measure	Target (Tier 5)	Description	Budget 2024_25	Budget 2025_26	Budget 2026_27	Budget 2027_28	Budget 2028_29	Budget 2029_30	Budget 2030_31	Budget 2031_32	Budget 2032_33	Budget 2033_34
Financial Capacity	Council Controlled Revenue	No target - contextual measure	Net Rates, Levies and Charges add Fees and Charges ----- Total Operating Revenue	✓ 47%	✓ 48%	✓ 49%	✓ 49%	✓ 49%	✓ 49%	✓ 49%	✓ 49%	✓ 49%	✓ 49%
	Population Growth	No target - contextual measure	(Prior year Estimated Population ----- Previous Year Estimated Population) -1	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%	✓ 0.73%
Operating Performance	Operating Surplus Ratio	Greater than -2%	Operating Result ----- Total Operating Revenue	✗ -16%	✗ -14%	✗ -13%	✗ -9%	✗ -6%	✗ -3%	✓ 0%	✓ 1%	✓ 2%	✓ 4%
	Operating Cash Ratio	Greater than 0%	Operating Result add Depreciation and Amortisation add Finance Costs ----- Total Operating Revenue	✓ 17%	✓ 17%	✓ 19%	✓ 21%	✓ 24%	✓ 26%	✓ 28%	✓ 29%	✓ 29%	✓ 31%
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 Months	(Total Cash and Equivalents add Current Investments add Available Ongoing QTC Working Capital Facility Limit less Finance Costs less externally restricted cash) ----- x12 (Total Operating Expenditure less Depreciation and Amortisation less Finance Costs)	✓ 8.54	✓ 9.49	✓ 10.04	✓ 9.29	✓ 9.6	✓ 9.73	✓ 9.39	✓ 10.17	✓ 9.81	✓ 11.28
Asset Management	Asset Sustainability Ratio	Greater than 90%	Capital Expenditure on Replacement of Infrastructure Assets (Renewals) ----- Depreciation Expenditure on Infrastructure Assets	✓ 137%	✓ 85%	✓ 78%	✓ 114%	✓ 99%	✓ 98%	✓ 111%	✓ 109%	✓ 108%	✓ 107%
	Asset Consumption Ratio	Greater than 60%	Written Down Replacement Cost of Depreciable Infrastructure Assets ----- Current Replacement Cost of Depreciable Infrastructure Assets	✓ 75%	✓ 75%	✓ 74%	✓ 73%	✓ 73%	✓ 72%	✓ 71%	✓ 70%	✓ 71%	✓ 70%
	Asset Renewal Funding Ratio	Commencing 2026-27	Not applicable										
Debt Servicing Capacity	Leverage Ratio	0 - 3 times	Book Value of Debt ----- Operating Results add Depreciation and Amortisation and Finance Costs	✓ 0.14	✓ 0.12	✓ 0.09	✓ 0.07	✓ 0.05	✓ 0.04	✓ 0.03	✓ 0.02	✓ 0.01	✓ 0.01



Revenue Policy & Revenue Statement Budget 2024/25

DRAFT - 1111 Revenue**Statutory Policy****PURPOSE**

- 1) Pursuant to section 193 of the *Local Government Regulation 2012* a local government must review its Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the Revenue Policy to be adopted for the next financial year, stating the guidelines that may be used for preparing the local government's revenue statement.
- 2) The policy sets out the principles Council will use to set its budget and identifies in broad terms the general strategy to be used for raising revenue.

SCOPE

- 3) A local government's Revenue Policy for a financial year must state:
 - a) The principles Council intends to apply in the preparation and adoption of the budget include:
 - i) Levying rates and charges
 - ii) Granting concessions for rates and charges
 - iii) Recovering overdue rates and charges
 - iv) Cost-recovery methods.
 - b) The following matters:
 - i) If Council grant concessions for rates and charges, the purpose for the granting of concessions.
 - ii) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)

POLICY**PRINCIPLES**

- 4) The principles to apply in the financial year include:

Levying Rates and Charges

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

Council will have regard to the principles of:

- a) Transparency in the making of rates and charges
- b) Having in place a rating regime that is simple and inexpensive to administer
- c) Responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans
- d) Equity via a differential rating category
- e) Flexibility to take account of changes in the local economy, adverse seasonal conditions and extraordinary circumstances
- f) Maintaining valuation relativities within the council
- g) Maintaining council services to an appropriate standard
- h) Meeting the needs and expectations of the general community
- i) Assessing availability of other revenue sources.

In levying rates Council will apply the principles of:

- a) Making clear what is the Council's and each ratepayer's responsibility to the rating system
- b) Making the levying system simple and inexpensive to administer
- c) Timing the levy of rates to assist with the financial sustainability of the region's economy
- d) Equity through clear and transparent flexible payment arrangements for ratepayers with a lower capacity to pay.

Granting concessions for rates and charges

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

- a) Equitable treatment of ratepayers with similar circumstances
- b) Transparency by making clear the requirements necessary to receive rebates and concessions
- c) Flexibility to allow Council to respond to local economic issues, adverse seasonal conditions and extraordinary circumstances
- d) Fairness in considering the provision of rebates and concessions for properties used for community use, not for profit organisations, community halls and to encourage economic development in the region.

The predominant purposes for which Council grants concessions is:

- a) **Community Concessions**
Remission to religious organisations, sporting groups, community groups and community halls who provide a public service or community benefit throughout the region or encourage economic development – outlined in Policy 1255 - Rates and Charges Concessions and Exemptions.
- b) **Water Consumption Charges**
Concessions for Partial Relief from Water Consumption Charges in accordance with Policy 1211 - Partial Relief from Water Consumption Charges.
- c) **Natural Disaster or Drought Relief**
Council may at its discretion grant some relief to rural and commercial ratepayers who are financially stressed by drought or have been affected by natural disaster.
- d) **Other**
Other remission or rate deferral requests will be assessed on their individual merits.

Recovering overdue rates and charges

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

- a) Transparency by making clear the obligations of ratepayers and the processes used by Council
- b) Assisting ratepayers to meet their financial obligations
- c) Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective
- d) Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community
- e) Equitable treatment of ratepayers with similar circumstances
- f) Flexibility by responding where necessary to changes in the local economy and environmental conditions (including recovery from drought and floods).

Cost recovery methods

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees. In making Cost-Recovery Fees Council will apply the principles of:

- a) Endeavouring to recover the full cost of the service provided for which the cost recovery fee is remitted to minimise the effect on ratepayers
- b) Making the levying of cost-recovery fees simple, efficient, and inexpensive to administer to minimise costs
- c) Clarity in the method of calculating the amounts payable by a user.

The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental, and other corporate goals.

This is considered to be the most equitable and effective revenue approach and is founded on the basis that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services. However, in setting its cost-recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking the action to which, the fee applies.

Principles used for Funding of Physical and Social Infrastructure Costs

Pursuant to the mechanisms contained in the *Planning Act 2016*, Council requires the developer of a property to pay reasonable and relevant contributions as infrastructure charges towards the cost of infrastructure required to support a development.

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy Council will be guided by the principle of user pays in making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

APPLICABLE LEGISLATION AND REGULATION

- 5) Applicable legislation and regulation:
- a) *Local Government Act 2009*
 - b) *Local Government Regulation 2012*

RELATED DOCUMENTS

- 6) Related documents are:
- a) Council Annual Budget 2024-2025
 - b) Council Annual Financial Statements 2024-2025
 - c) Operational Plan 2024-2025
 - d) Policy 2233 - Debt Recovery
 - e) Policy 1211 - Partial Relief from Water Consumption Charges
 - f) Policy 1255 - Rates and Charges Concessions and Exemptions

RESPONSIBLE OFFICER

General Manager Corporate and Community

APPROVAL DATE

TBC

REVIEW DATE

30/06/2025

REVISION HISTORY

Version	Meeting	Approval Date	History
7	Budget Meeting	07/07/2014	Revised for 2014/2015
8	Budget Meeting	07/07/2015	Revised for 2015/2016
9	Budget Meeting	06/07/2016	Revised for 2016/2017
10	Budget Meeting	05/07/2017	Revised for 2017/2018
11	Budget Meeting	27/06/2018	Revised for 2018/2019
12	General Meeting	26/06/2019	Revised for 2019/2020
13	General Meeting	24/06/2020	Revised for 2020/2021
14	Budget Meeting	30/06/2021	Revised for 2021/2022
15	Budget Meeting	27/06/2022	Revised for 2022/2023
16	Budget Meeting	28/06/2023	Revised for 2023/2024
17	Budget meeting	TBC	Revised for 2024/2025



NORTH BURNETT REGIONAL COUNCIL
DRAFT 2024-2025
**REVENUE
STATEMENT**

REVENUE STATEMENT 2024/2025
ADOPTED TBC



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PURPOSE

The purpose of this Revenue Statement to:

- Detail the methods used to achieve Council's objectives set out in Policy 1111 Revenue
- Explain material matters that guide the development and implementation of revenue practices within the Council.

DEFINITIONS

the Act – refers to the *Local Government Act 2009*

the Regulation – refers to the *Local Government Regulation 2012*

1 REVENUE STATEMENT

Section 104 of the Act and sections 169(2)(b) and 172 of the Regulation provide for the preparation of a Revenue Statement.

In accordance with section 172 of the Regulation this revenue statement states:

- the rating categories for rateable land and a description of each rating category
- the criteria used to decide the amount of a cost-recovery fee
- the outline and explanation of the rates and charges to be levied
- the outline and explanation of the concessions for rates and charges
- the outline and explanation of the limitation on increase of rates and charges.

2 REVENUE RAISING MEASURES

Revenue in the 2024-25 budget is comprised of rates and charges imposed by the Council, Commonwealth and State Government grants and subsidies 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
- set at a level which considers the current economic climate
- set at a level which considers the services which are to be provided to the community
- set at a level which is considered fair and equitable.

Council has followed the Department of Housing, Local Government, Planning and Public Work's guidelines on equity and fairness in rating for Queensland Local Governments, considering the following principles:

- Principle of equity for like properties
- Principle of user pays
- Principle of meaningful contribution
- Principle of predictability
- Principle of fairness.

3 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 rating categories (and applying differential general rates, accordingly) will be on one or more of the following criteria:

- the value of land, as determined by the Department of Resources
- the land use codes (LUC), as determined by the Department of Resources
- land area
- animal numbers
- tonnes of material extracted
- number of people employed
- number of rooms provided in commercial accommodation facilities
- production capacity.

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.

MINIMUM DIFFERENTIAL GENERAL RATES

A minimum general rate is applied to each category to recognise 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 value 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, descriptions and identification apply for the 2024-25 financial year:

Differential Category	Description	Identification
1	All vacant land, which is not otherwise categorised and is less than 1 Ha in size	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
2	All vacant land, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 01 – Vacant Urban Land 04 – Large Home site-vacant 72 – Section 25 Valuation
3	All land used for residential purposes, which is not otherwise categorised and is less than 1 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
4	All land used for residential or rural residential purposes, which is not otherwise categorised and is 1 Ha or greater but less than 1000 Ha in size.	Land with the following land use codes: 02 – Single Unit Dwelling 05 – Large Home site-dwelling 06 – Outbuildings
5	All Land, which is not otherwise categorised, used for multi residential purposes such as, for example, units, flats, guest houses, private hotels and residential institutions.	Land with the following land use codes: 03 – Multi unit dwelling (flats) 07 – 09 – Guest house/private hotel, Building Units, Group Title 21 – Residential Institutions (Non-Medical Care)

COMMERCIAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
6	All land, which is not otherwise categorised, used for commercial purposes.	Land with the following land use codes: 10 – 27 – Retail Business/Comm (Excluding 21-Residential Institutions (Non-Medical Care)) 41 – 49 – Special Uses (excluding 48 – Sports clubs/Facilities) 96 – 99 – General Uses
7	All land, which is not otherwise categorised, used as a motel, with less than 15 motel units.	Land with the following land use codes: 43 – Motel
8	All land, which is not otherwise categorised, used as a motel, with 15 or more motel units.	Land with the following land use codes: 43 – Motel
9	All land, which is not otherwise categorised, used as a hotel with less than 15 accommodation units.	Land with the following land use codes: 42 – Hotel
10	All land, which is not otherwise categorised, used as a hotel with 15 or more accommodation units.	Land with the following land use codes: 42 – Hotel
11	All land, which is not otherwise categorised, used as a caravan park with less than 15 accommodation units.	Land with the following land use codes: 49 – Caravan Park
12	All land, which is not otherwise categorised, used as a caravan park with 15 or more accommodation units.	Land with the following land use codes: 49 – Caravan Park
13	All land, which is not otherwise categorised, used for not for profit uses.	Land with the following land use codes: 48 – 59 (excluding 49 - Caravan Park)

INDUSTRIAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
14	All land, which is not otherwise categorised, used for industrial purposes.	Land with the following land use codes: 28 – 36 – Transport & Storage, Industrial
15	All land, which is not otherwise categorised, whose predominate land use is for Commercial Electrical, Reticulation or Telecommunication purposes.	Land with the following land use codes: 91 – Transformers
16	All land, which is not otherwise categorised, used as an abattoir.	Land with the following land use codes: 37 – Noxious Industry (including Abattoirs)
17	All land, which is not otherwise categorised, less than 10 Ha in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description
18	All land, which is not otherwise categorised, 10 Ha or more in size and is used, approved for use, or should be approved for the use, as a sawmill and associated purposes.	Land that fits the description

RURAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
21	All land, which is not otherwise categorised, is less than 100 Ha and is used for sheep grazing, cattle grazing, dairying and other similar rural uses.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy 85 – 94 – Other Rural Uses (Excludes 91 – Transformers)
22	All land, which is not otherwise categorised, having an area of 100 Ha or more used for sheep grazing and cattle grazing.	Land with the following land use codes: 60 – 70 – Sheep & Cattle Grazing, Dairy
23	All land, which is not otherwise categorised, used for rural cropping purposes.	Land with the following land use codes: 68 – 78 – Dairy, Agricultural 80 – 94 – Other Rural Uses (Excludes 91 – Transformers)
24	All land, which is not otherwise categorised, used for rural orcharding purposes.	Land with the following land use codes: 79 – Orchards
25	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.	Land with the following land use codes: 95 – Reservoir, dam bores
26	All land, which is not otherwise categorised and is used for the following miscellaneous rural purposes: <ul style="list-style-type: none"> • Pump Sites and Stock Grazing Permits • Road Licences • Co-operative dips • Land not exceeding 0.5 Ha in area used exclusively for a bore site. 	Land that fits the description

INTENSIVE RURAL CATEGORIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
31	All land used for Cattle Feedlot intensive animal industry of 501 SCU or greater with, an approved capacity of no more than 2,000 SCU.	Land that fits the description
33	All land used for Cattle Feedlot intensive animal industry of 2,001 SCU or greater.	Land that fits the description

Differential Category	Description	Identification
41	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 2,501 SPU or greater, but no more than 15,000 SPU.	Land that fits the description
44	All land used whole or part for a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and has an approved capacity of 15,001 SPU or greater.	Land that fits the description

INTENSIVE BUSINESSES AND INDUSTRIES

The following differential rating categories, descriptions and identification criteria apply for the 2024-25 financial year:

Differential Category	Description	Identification
51	Land, 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.	Land that fits the description
52	Land, 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 50 MW or more, but no more than 250 MW.	Land that fits the description
53	Land, 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 251 MW and greater.	Land that fits the description
55	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 for less than 5,000 tonnes production	Land that fits the description
56	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 for 5,001 to 100,000 tonnes production	Land that fits the description
57	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 for 100,001 tonnes of production or greater	Land that fits the description
58	Mining Leases that are less than 200 Ha and have less than 15 employees.	Land that fits the description
59	Mining Leases that are greater than 200 Ha and have less than 15 employees.	Land that fits the description
60	Mining Leases that have between 15 and 100 employees.	Land that fits the description
61	Mining Leases that have from 101 to 200 employees.	Land that fits the description
62	Mining Leases that have from 201 to 300 employees.	Land that fits the description
63	Mining Leases that have from 301 to 400 employees.	Land that fits the description
64	Mining Leases that have from 401 to 500 employees.	Land that fits the description
65	Mining Leases that have 501 or more employees.	Land that fits the description
71	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".	Land that fits the description

Differential Category	Description	Identification
72	Land used for providing intensive accommodation for more than 50 people but less than or equal to 100 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".	Land that fits the description
73	Land used for providing intensive accommodation for more than 100 people but less than or equal to 300 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".	Land that fits the description
74	Land used for providing intensive accommodation for more than 300 people but less than or equal to 500 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".	Land that fits the description
75	Land used for providing intensive accommodation for more than 500 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".	Land that fits the description

Differential Category	Description	Identification
81	Petroleum Leases with an area of less than 1,000 hectares.	Land that fits the description
82	Petroleum Leases with an area of 1,000 hectares or more but less than 10,000 hectares.	Land that fits the description
83	Petroleum Leases with an area of 10,000 hectares or more but less than 30,000 hectares.	Land that fits the description
84	Petroleum Leases with an area of 30,000 hectares or more.	Land that fits the description
85	Petroleum Leases for the extraction of shale oil that have less than 10 wells.	Land that fits the description
86	Petroleum Leases for the extraction of shale oil that have 10 wells or more but less than 30 wells.	Land that fits the description
87	Petroleum Leases for the extraction of shale oil that have 30 wells or more.	Land that fits the description
88	Land, 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.	Land that fits the description
89	Land, 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.	Land that fits the description
90	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of less than 20 MW.	Land that fits the description
91	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 20 MW or more, but no more than 50 MW.	Land that fits the description
92	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 50 MW or more, but no more than 100 MW.	Land that fits the description
93	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 100 MW or more, but no more than 200 MW.	Land that fits the description
94	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 200 MW or more, but no more than 500 MW.	Land that fits the description
95	Land, used or intended to be used in whole or part for Renewable Energy Production with an output capacity of 500 MW and greater.	Land that fits the description

4 LEVY OF DIFFERENTIAL RATES

In accordance with section 94 of the Act and section 80 of the Regulation, North Burnett Regional Council will make and levy differential general rates on rateable land. Further, pursuant to section 77 of the Regulation, Council considers there should be a minimum charge for all rate categories. The following differential general rates, and minimum general rates, will be made and levied for the categories as listed:

Category	Short Description	Cent in Dollar	Minimum
1	Vacant Land < 1 Ha	1.594700	\$946
2	Large Vacant Land 1 – 1000 Ha	1.598050	\$968
3	Residential < 1 Ha	1.380300	\$946
4	Large Residential, Rural Lifestyle 1 – 1000 Ha	1.625060	\$968
5	Multi Residential	1.642290	\$1,275
6	Commercial	2.048160	\$1,275
7	Motel < 15 Units	2.014230	\$1,499
8	Motels > 15 Units	1.968500	\$1,875
9	Hotels < 15 Units	2.195460	\$1,499
10	Hotels > 15 Units	1.974040	\$1,875
11	Caravan Park < 15 Units	1.996660	\$1,499
12	Caravan Park > 15 Units	2.062850	\$1,875
13	Commercial Non-Profit	0.683910	\$364
14	Industrial	2.071520	\$1,275
15	Electrical, Reticulation and Telecommunication Infrastructure	1.159940	\$2,279
16	Abattoirs	1.420310	\$1,454
17	Industrial – Sawmill < 10 Ha	4.644200	\$1,896
18	Industrial – Sawmill > 10 Ha	1.888330	\$2,271
21	Small Rural < 100 Ha	0.821950	\$998
22	Rural Grazing	0.721200	\$1,277
23	Rural Cropping	0.982710	\$1,275
24	Rural Orchard	1.555280	\$1,405
25	Commercial Water	18.960380	\$4,540
26	Rural Exclusions	2.624850	\$98
31	Cattle Feedlot – 501 SCU to 2,000 SCU	0.687550	\$1,049
33	Cattle Feedlot – 2,001 SCU or greater	0.709380	\$4,201
41	Piggery – 2,501 SPU to 15,000 SPU	0.834260	\$1,049
44	Piggery – 15,001 SPU or greater	0.857340	\$6,594
51	Power Station < 50 MW	3.830697	\$19,116
52	Power Station 50 – 250 MW	6.472282	\$38,231
53	Power Station > 250 MW	4.804028	\$76,459
55	Extractive Industry < 5,000 tonnes	2.257200	\$1,528
56	Extractive Industry 5,000 -100,000 tonnes	4.898700	\$10,704
57	Extractive Industry 100,000 + tonnes	3.869246	\$39,748
58	Mining Lease < 15 employees and < 200 Ha	4.968760	\$2,526
59	Mining Lease < 15 employees and 200 + Ha	2.749600	\$10,706
60	Mining Leases that have between 15 and 100 employees	16.291373	\$39,758
61	Mining Leases that have between 101 and 200 employees	49.402805	\$114,687
62	Mining Leases that have between 201 and 300 employees	36.413370	\$191,141

Category	Short Description	Cent in Dollar	Minimum
63	Mining Leases that have between 301 and 400 employees	49.402805	\$267,597
64	Mining Leases that have between 401 and 500 employees	49.402805	\$344,054
65	Mining Leases that have 501 or more employees	49.402805	\$420,511
71	Intensive Accommodation 15 – 50 persons	13.294281	\$22,936
72	Intensive Accommodation 51 – 100 persons	13.294281	\$45,873
73	Intensive Accommodation 101 – 300 persons	13.294282	\$91,749
74	Intensive Accommodation 301 – 500 persons	13.294281	\$137,620
75	Intensive Accommodation 501 + persons	13.294282	\$183,497
81	Petroleum Lease – Gas < 1,000 Ha	6.647430	\$19,116
82	Petroleum Lease – Gas 1,000 Ha to 9,999 Ha	6.647430	\$38,231
83	Petroleum Lease – Gas 10,000 Ha to 29,999 Ha	6.647430	\$114,687
84	Petroleum Lease – Gas 30,000 + Ha	6.647430	229,370
85	Petroleum Lease – Shale Oil < 10 wells	6.647430	\$19,116
86	Petroleum Lease – Shale Oil 10 – 30 wells	6.647430	\$38,231
87	Petroleum Lease – Shale Oil 30 + Wells	6.647430	\$229,370
88	Petroleum Other < 400 Ha	6.647430	\$11,468
89	Petroleum Other 400 + Ha	6.647430	\$22,936
90	Renewable Energy < 20MW	2.331798	\$16,360
91	Renewable Energy 20MW to < 50MW	2.202270	\$44,405
92	Renewable Energy 50MW to < 100MW	2.086560	\$75,955
93	Renewable Energy 100MW to < 200MW	1.970640	\$191,841
94	Renewable Energy 200MW to < 500MW	1.738800	\$447,641
95	Renewable Energy 500MW or Greater	1.622880	\$767,363

5 UTILITY CHARGES

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

- Sewerage Schemes
- Water Supply Schemes
- Kerbside Waste Collection

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 (applies to contiguous parcel properties only):

- 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 Department of Resources land use code for the parcel, or which is identified through Council's own enquiries.
- Council will not levy sewerage charges against land:
 - i. effectively incapable of development (if vacant) by the erection of residential premises; or
 - ii. 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 exemption in any of the three preceding sub-paragraphs. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Council's 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 principles:

- 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.

The sewerage scheme charges shall be:

Sewerage Charge	Description	Charge
1 st Pedestal Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1 st pedestal at all other connected allotments.	\$720
Access Charge (un-connected or vacant)	Charge applied to each non-contiguous parcel of land in the seweraged area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$546
Additional Pedestal (non-residential)	After the 1 st Pedestal Charge, the Charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewerage scheme.	\$584
Access Charge Additional Contiguous Parcels	Charge applied to each additional contiguous parcel of land in the seweraged area that has the potential to be connected to the sewerage scheme, whether connected or not.	\$247
Septic Charge	Charge applied to Assessments 60156-00000-000, 60157-00000-000, 60424-00000-000 and 60425-00000-000, these parcels of land are within the designated Mundubbera Sewerage Area but are unable to be connected to the sewerage scheme.	\$546

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 (applies to contiguous parcel properties only):

- 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 Department of Resources land use code for the parcel, or which is identified through Council's own enquiries.
- Council also will not levy water charges against land:
 - i. effectively incapable of development (if vacant) by the erection of residential premises; or
 - ii. 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 the three preceding sub-paragraphs. Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Council's 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 principles:

- 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. North Burnett Regional Council reads the water meters in 6-monthly billing cycles. Meters are targeted to be read in sequence in the 5 weeks leading up to the end of each cycle. Cycles end on 31 December and 30 June each year. If there are issues with accessing, finding or being able to read the dials of the meter, the actual billing cycle will depend on the time taken to resolve the issue and obtain a reading.

The Water Scheme charges shall be:

Water Charge	Description	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.	\$754
Consumption Charge	Charge for each kilolitre of consumption through water meter reads.	\$2.46
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.	\$338

KERBSIDE WASTE COLLECTION

The Kerbside Waste Collection charge shall apply to the defined Waste collection areas, however Council has resolved that where a service has been established and on occasions the waste contractor determines it cannot and should not traverse a particular road the service will not be delivered and options available to the property effected are to leave the bin until the next available collection, take the bin to a Council landfill where the effected residents will not be charged or take the bin to a serviced sealed road where the truck can service it without danger or impact on roads.

The purpose of the Kerbside Waste Collection charging system is to fund the collection, operation and maintenance of the Kerbside Waste Collection Service performed within the Council area.

The objects of the Kerbside Waste Collection charging system are:

- To provide residents and staff with details of applicable charges associated with the Kerbside Waste Collection 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 Waste Function.

The annual Kerbside Collection 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. Each service shall be equal to one (1) unit and each additional service equal to one (1) unit. The charges are annual charges and credits cannot be allowed for periods of time when premises are unoccupied. The Service will be charged on the number of services provided as follows:

- Residential – Differential Rate Categories 1-5
- Commercial – Differential Rate Categories 6-18
- Premium – Opt in Service (Application must be made)
- Infirmid – Opt in Service (Application must be made).

Kerbside Waste Collection Charge	Description	Charge
Residential	Charge applied to each bin serviced for properties in Differential Rate Categories Other than 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$351
Commercial	Charge applied to each bin serviced for properties in Differential Rate Categories 6,7,8,9,10,11,12,13,14,15,16,17 and 18	\$426
Premium	Charge applies to each bin serviced. Application must be made for this service.	\$711
Infirmid	Charge applies to each bin serviced. Application must be made for this service.	\$351

6 SPECIAL RATES AND CHARGES

SPECIAL CHARGE – ROAD AND DRAINAGE WORKS SHAND STREET SUBDIVISION, MT PERRY (SHAND, HUNTER & MASON STREETS)

(a) **Reason**

The matter of pursuing the establishment of the uncompleted infrastructure within the unfinished Shand Street Subdivision Mt Perry was considered by Council at its General Meeting Gayndah 15 March 2016 and a resolution was carried 7-0 as follows:

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That Council receive and note the contents of the report and commence the implementation of the proposed benefitted area.

The benefitted parcels and the special charges are shown in this report at:

Schedule 1 – Properties and breakdown of costs in relation to the Special Levy for the Shand, Hunter & Mason Street Benefitted Area Roads and Drainage upgrades.

The special charge will be levied on the benefitted parcels commencing for the Levy Period 1 January to 30 June 2017 and all forward periods as outlined in Schedule 2.

(b) **Basis on which Special Charge – Road and Drainage Works Shand Street Subdivision, Mt Perry**
In accordance with section 92(3) of the Act and Chapter 4 Part 6 of Regulation Council will make and levy a special charge on each parcel of land contained in Schedule 1 to recoup the cost of finalisation of drainage and road works.

The respective plans are detailed below:

Internal Roadworks Overall Plan

The Overall Plan is as follows:

(a) Schedule 1 identifies the rateable land that will especially benefit from the service, facilities, and activities the subject of the plan.

(b) The service, facilities, and activities the subject of the plan comprises: Performance of the work (including provision of materials) to fund and construct:

- Shand Street;
- Hunter Street; and
- Mason Street.

Associated works involved in administering, project managing and consulting regarding the Benefitted Area Project.

(c) The estimated cost of implementing the overall plan is \$366,200. Break down for each respective property is in Schedule 1.

(d) Estimated time for implementing the overall plan is 10 years, commencing in or about July 2016.

(e) Reimbursement of work cost by affected properties is based on the following:

In setting the special levy it is necessary to consider the extent to which each property specially benefits from the works.

The term “benefit” also includes “the extent to which the land specially contributes to the need for the service or activity”. Thus the “benefit” may relate to the cost of providing the service to the particular parcel of land.

The works are identified as:

- Hunter Street from Mason Street to end;
- Mason Street from Hunter Street to Shand Street; and
- Shand Street.

There is also the intersection (which it is proposed should be funded from Council's general funds and not part of the special charge scheme).

The direct beneficiaries are those properties fronting the streets it is proposed to construct. Properties fronting the part of Mason St not to be constructed and the unnamed road beyond that will receive some benefit. It is assumed they will have benefit over the constructed road length as other properties, even though the sealed road will not extend all the way.

The benefit is access to the property using a constructed road.

It could be argued that the benefit to each property is equal (one access). It could also be argued that the benefit to each property (or the cost of providing that benefit) varies as follows:

- a) The cost of providing access to each property is a share based on the length of road required to access that property. Thus, a property facing Shand Street will benefit from the construction of Mason St and the part of Shand Street up to the property entrance. The property does not benefit from the part of Shand Street beyond its boundary towards the closed end. Included in setting the Special Levy
- b) The works will provide potential constructed road access to all the frontage of the property so the property will also benefit from the length of road running across its frontage. Included in setting the Special Levy

Council will make and levy for the 2024-25 financial year a special levy upon each of the benefited lots, to recoup the work cost and the associated borrowing costs it incurs.

Each benefited parcel will share with each other benefited parcel the Council borrowing costs (including interest) and work costs. For Land in Sales Processes the special levy will be noted by Council as part of these sales procedures so that future purchasers will understand rates liability of appropriate land parcels.

Full Cost Breakdown is in Schedule 2.

TO PAY FOR THIS LANDOWNERS WILL HAVE TWO OPTIONS AS FOLLOWS:

- Option 1 – Land Owners Paying Over a 10 Year Period
- Option 2 – early settlement of outstanding balances (penalty will apply for reducing council borrowings and a calculation will be undertaken at the point of request)

Details of the Annual Implementation Plan

It should be noted that over the period of 2014-2016 Council has invested in excess of \$120,000 of its own funds in road formation and civil works.

For the 2024-25 financial year, the annual implementation plan is as follows:

Council will:

- (a) recover from ratepayers the cost of undertaking the work (including borrowing costs)

SCHEDULE 1 - PROPERTIES AND BREAKDOWN OF COSTS IN RELATION TO THE SPECIAL LEVY FOR THE SHAND, HUNTER & MASON STREET BENEFITED AREA ROADS AND DRAINAGE UPGRADES.

Total Estimated Cost

Annual Repayment Option

	Hunter	Mason	Shand	Total	Hunter	Mason	Shand	Total Annual	Total 10 yrs
86rp28376	3,051.78	-	-	3,051.78	-	-	-	-	-
87rp28376	6,014.23	-	-	6,014.23	803.50	-	-	803.50	8,035.02
88rp28376	8,976.69	-	-	8,976.69	-	-	-	-	-
89rp28376	11,939.15	-	-	11,939.15	1,595.07	-	-	1,595.07	15,950.70
90rp28376	14,871.83	-	-	14,871.83	1,986.88	-	-	1,986.88	19,868.77
91rp28376	15,922.50	-	-	15,922.50	2,127.25	-	-	2,127.25	21,272.46
92rp28376	12,833.54	-	-	12,833.54	1,714.56	-	-	1,714.56	17,145.60
93rp28376	9,617.19	-	-	9,617.19	1,284.86	-	-	1,284.86	12,848.57
94rp28376	6,480.46	1,850.19	-	8,330.65	865.79	247.19	-	1,112.97	11,129.74
95rp28376	-	3,700.37	-	3,700.37	-	494.37	-	494.37	4,943.70
96rp28376	-	5,468.83	-	5,468.83	-	730.64	-	730.64	7,306.35
97rp28376	-	7,222.42	-	7,222.42	-	964.92	-	964.92	9,649.15
98rp28376	-	9,882.53	6,439.95	16,322.48	-	1,320.31	860.38	2,180.68	21,806.83
99rp28376	-	9,882.53	9,651.85	19,534.38	-	1,320.31	1,289.49	2,609.79	26,097.93
100rp28376	-	9,882.53	12,863.76	22,746.29	-	1,320.31	1,718.60	3,038.90	30,389.04
101rp28376	-	9,882.53	15,898.12	25,780.65	-	1,320.31	2,123.99	3,444.29	34,442.95
170rp28376	-	9,882.53	25,787.60	35,670.13	-	1,320.31	3,445.22	4,765.53	47,655.29
169rp28376	-	9,882.53	12,710.72	22,593.25	-	1,320.31	1,698.15	3,018.46	30,184.58
163rp28376	-	9,882.53	6,355.36	16,237.89	-	1,320.31	849.08	2,169.38	21,693.82
164rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
165rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
166rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
167rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
168rp28376	-	9,882.53	-	9,882.53	-	1,320.31	-	1,320.31	13,203.06
	89,707.37	136,832.17	89,707.36	316,246.90	10,377.91	18,280.84	11,984.91	40,643.66	406,435.80

***The amounts may change due to any payments received before the actual costs were finalised.

SCHEDULE 2 – LEVY PERIODS/YEARS FOR FUTURE CHARGES

Finance Year	Period Start	Period End	Charge Amount
2016-17	1/01/2017	30/06/2017	Half Yearly Charge
2017-18	1/07/2017	31/12/2017	Half Yearly Charge
2017-18	1/01/2018	30/06/2018	Half Yearly Charge
2018-19	1/07/2018	31/12/2018	Half Yearly Charge
2018-19	1/01/2019	30/06/2019	Half Yearly Charge
2019-20	1/07/2019	31/12/2019	Half Yearly Charge
2019-20	1/01/2020	30/06/2020	Half Yearly Charge
2020-21	1/07/2020	31/12/2020	Half Yearly Charge
2020-21	1/01/2021	30/06/2021	Half Yearly Charge
2021-22	1/07/2021	31/12/2021	Half Yearly Charge
2021-22	1/01/2022	30/06/2022	Half Yearly Charge
2022-23	1/07/2022	31/12/2022	Half Yearly Charge
2022-23	1/01/2023	30/06/2023	Half Yearly Charge
2023-24	1/07/2023	31/12/2023	Half Yearly Charge
2023-24	1/01/2024	30/06/2024	Half Yearly Charge
2024-25	1/07/2024	31/12/2024	Half Yearly Charge
2024-25	1/01/2025	30/06/2025	Half Yearly Charge
2025-26	1/07/2025	31/12/2025	Half Yearly Charge
2025-26	1/01/2026	30/06/2026	Half Yearly Charge
2026-27	1/07/2026	31/12/2026	Half Yearly Charge

These charges are above all other rates and charges applicable.

7 SEPARATE RATES AND CHARGES

LOCAL DISASTER MANAGEMENT LEVY

A Separate Charge, Local Disaster Management Levy (LDML), will be raised on all assessments within the North Burnett Region to assist in Councils capability to meet its obligations in times of a disaster and contribute toward the ongoing operation of disaster preparedness facilities. Refer to Policy 2261 Local Disaster Management Levy for further details.

Local Disaster Management Levy	Description	Charge
Local Disaster Management Levy	Charge applied on all assessments. No Discount to apply to this Levy.	\$21

NATURAL RESOURCE MANAGEMENT LEVY

The Natural Resource Management 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 weed and animal pest control measures combined with other Natural Resource functions within the regions.

Natural Resource Management Levy	Description	Charge
Natural Resource Management Levy	The levy applies to all assessments within the North Burnett Regional Council.	\$67

LANDFILL MANAGEMENT LEVY

The Landfill Management 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 Landfill Management, compliance and future close out provisions.

Landfill Management Levy	Description	Charge
Landfill Management Levy	The levy applies to all assessments within the North Burnett Regional Council.	\$256

8 ADMINISTRATION OF RATES

ISSUE DATES AND DUE DATES

Rates issue dates and due dates will be as follows:

Rate Period	Issue Date	Due Date
1 July 2024 to 31 December 2024	13 August 2024	13 September 2024
1 January 2025 to 30 June 2025	11 February 2025	14 March 2025

DISCOUNT FOR PROMPT PAYMENT

It is the policy of the Council that one (1) discount period will apply for each 6-month levy period. The discount period will commence on the date of notice and extend for a period of no less than 30 days.

In accordance with section 130 of the Regulation, the following Discount rates were adopted by the Council at its 2024-25 Budget Meeting:

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates);	5%
Water Charges (Excluding Water Consumption Charges)	0%
Water Consumption Charges	0%
Sewerage Charges	0%
Kerbside Garbage Bin Collection & Disposal Charge	0%
Land Fill Management Levy	0%
Natural Resource Management Levy	0%
Local Disaster Management Levy	0%
Special Charge – Road and Drainage Works Shand Street Subdivision Mt Perry	0%

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 6-month period will attract the percentage discount specified above.

A discount disallowed on a rate or charge for the first 6-month period is not eligible for allowance even if payment is made by the close of business on the specified due date of a rate or charge for the second 6-month period.

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

INTEREST ON OVERDUE RATES

Pursuant to section 133 of the Regulation, 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 financial year 1 July 2024 to 30 June 2025, any balances outstanding at the close of the discount period will incur interest at the rate of 12.35% per annum compounding daily, from that date.

PAYMENT OF OVERDUE RATE BY INSTALMENTS

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.

PAYMENT IN ADVANCE

Council accepts payments in advance by lump sum or by instalments. Interest is not paid to ratepayers on any credit balances.

PRO RATA RATES AND CHARGES

In respect of any rates that are applicable in respect to part only of the year ending 30 June 2025, the amount payable in respect thereof shall be assessed and charged on a pro-rata basis, with the pro-rata rate or charge to be set out in a supplementary notice with discount where applicable.

9 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 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 State government Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts. 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.**

CONCESSIONS FROM GENERAL RATES

Council will upon written application, consider the remission of whole or part of the general rate levied upon entities or organisations who meet the criteria detailed in section 120 of the Regulation. Further details are included in Council's Policy 1255 Rates and Charges Concessions and Exemptions.

CONCESSIONS FROM WATER CONSUMPTION CHARGES

Concessions for Partial Relief from Water Consumption Charges will only be allowed in accordance with Council's Policy 1211 – Partial Relief from Water Consumption Charges.

DECLARED DISASTER CIRCUMSTANCES

The Chief Executive Officer may at their discretion grant some relief to ratepayers significantly affected by a declared disaster who are financially stressed.

The relief will be in the form of an extension to the discount period. The discount period will be extended for a period of no longer than two months from the original due date. The ratepayer will be required to enter into a payment arrangement during the extended discount period. There will be no overdue interest charges during this extended discount period for current period rates and charges, if however, there were overdue rates and charges from previous periods, interest charges will still apply to these.

10 COST RECOVERY FEES

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

- an application for, or the issue of an approval, consent, licence, permission, registration or other authority under a local government Act*
- recording a change of ownership of land*
- giving information kept under a local government Act*
- 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.

11 COMMERCIAL CHARGES

Section 262(3)(c) of the Act 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.

12 LIMITATION OF INCREASES IN RATES OR CHARGES LEVIED

In accordance with section 172(2)(b) of the Regulation, Council records that for the 2024-25 financial year, it has not made a resolution pursuant to section 116 of the Regulation, limiting the increase in rates or charges.



Estimated Financial Position

Budget 2024/25

Pursuant to section 205 of the Local Government Regulation 2012

NORTH BURNETT REGIONAL COUNCIL
BUDGET DOCUMENTS 2024/25
STATEMENT OF ESTIMATED FINANCIAL POSITION 2023-2024



	Estimated Actual 30 June 2024 \$'000	Original Budget 2023/24 \$'000	Revised Budget 2023/24 \$'000
Financial operations			
Income and expenditure			
Recurrent revenue			
Gross rates, levies and charges	22,622	22,466	22,930
Discounts and remissions	(834)	-	(464)
	21,788	22,466	22,466
Fees and charges	1,769	1,538	1,538
Interest received	1,452	714	714
Rental income	206	362	362
Sales revenue	3,623	3,251	7,251
Other income	1,124	1,185	1,185
Grants, subsidies, contributions and donations	16,077	15,958	16,316
	24,251	23,008	27,367
Total recurrent revenue	46,039	45,474	49,832
Recurrent expenses			
Employee benefits	(15,548)	(16,257)	(15,560)
Materials and services	(19,275)	(16,979)	(21,670)
Finance costs	(89)	(215)	(215)
Depreciation	(18,848)	(16,583)	(16,583)
Total recurrent expenses	(53,761)	(50,034)	(54,028)
Net operating result profit/(loss)	(7,721)	(4,560)	(4,196)
Capital revenue			
Grants, subsidies, contributions and donations	8,563	17,278	26,806
Contributions from developers			
Total capital revenue	8,563	17,278	26,806
Capital income/(expenses)	(71)	-	-
Net result profit/(loss)	771	12,718	22,610

NOTE: These estimated actual financial statements for the year ended 30 June 2024, have been based on the premise that the Financial Assistance Grant provided by the Federal Government to Local Government for the 2024-2025 financial year would be received as a prepayment in the 2023-2024 financial year, as has been the process for a number of years.

For the 2023-2024 financial year Council's representative body the Local Government Association of Queensland have received notification that prepayment was again the intent of the Federal Government. The actual grant however was not received by Council until 30 June 2024.

This situation leads to accounting issues on revenue recognition which cannot be resolved without further visibility.

The grant to be recongnised whether in the 2023-24 or 2024-25 financial year will be 85% of the full year allocation and the dollar amount is unknown at this point.

NORTH BURNETT REGIONAL COUNCIL
STATEMENT OF ESTIMATED FINANCIAL POSITION 2023-2024



	Estimated Actual 30 June 2024 \$'000	Original Budget 2023-24 \$'000	Revised Budget 2023-24 \$'000
Financial position			
Assets			
Current assets			
Cash and cash equivalents	42,240	29,018	26,134
Contract assets	6,136	2,787	2,787
Trade and other receivables	2,484	2,626	2,626
Other assets	34	718	718
Inventories	508	515	515
	51,402	35,664	32,780
Non current assets			
Property, plant and equipment	963,948	929,331	941,171
	963,948	929,331	941,171
Total assets	1,015,350	964,995	973,951
Liabilities			
Current liabilities			
Trade and other payables	261	2,620	2,620
Contract liabilities	10,349	2,500	2,500
Borrowings	170	170	170
Provisions	4,561	3,209	2,274
Other current liabilities	502	1,724	1,724
Total current liabilities	15,843	10,223	9,288
Non current liabilities			
Borrowings	1,333	1,333	1,333
Provisions	12,153	7,263	7,263
Other liabilities	1,315	876	876
Total non current liabilities	14,800	9,472	9,472
Total liabilities	30,644	19,695	18,760
Net community assets	984,706	945,300	955,191
Community equity			
Asset revaluation surplus	239,795	176,757	176,757
Retained surplus (deficiency)	744,911	768,543	778,434
Total community equity	984,706	945,300	955,191

NORTH BURNETT REGIONAL COUNCIL
CAPITAL BUDGET 2024-2025



Responsible Section	Project Description	New, Upgrade, Renewal	Carry Over from Prior Year Budget \$'000	Project Costs New Nominations 2024_25 \$'000	Grant & Subsidy Funded \$'000	Council Funded \$'000	Total \$'000	
WORKS DEPARTMENT								
Water & Wastewater	Backflow Prevention Program (Public Health)	N		60		60	60	
Water & Wastewater	Mundubbera Raw Water Potassium Permanganate Dosing (Regulatory Compliance)	N		45	24	21	45	
Water & Wastewater	Mundubbera Reservoir Aeration and mixing (Regulatory Compliance)	N		120	120	-	120	
Water & Wastewater	Monto SPS 1 0 Well Macerator (WHS)	N		90		90	90	
Water & Wastewater	Switchboard Replacement Program (WHS)	R		60		60	60	
Water & Wastewater	Gayndah Raw Water Potassium Permanganate dosing shed	N		60		60	60	
Water & Wastewater	Biggenden SPS 1 & 2 switchboard upgrades (WHS & Operational)	U		160		160	160	
Water & Wastewater	Biggenden STP Compliance Upgrade (Environmental compliance)	U		450	450	-	450	
Water & Wastewater	Monto STP Anaerobic Digester Lid Repairs (WHS and Environmental Compliance)	R		150		150	150	
Water & Wastewater	Eidsvold Trunk Water valve Installation	N		60		60	60	
Water & Wastewater	Replacement of Mundubbera Hillift Pumps	R		50		50	50	
Water & Wastewater	Replacement of Mundubbera Transfer Pumps	R		40		40	40	
Water & Wastewater	Mundubbera Filter Refurbishment	R		80		80	80	
Water & Wastewater	Gayndah STP Rock Wash, Floating wetland and hexadisks	N		140	110	30	140	
Water & Wastewater	Gayndah STP Stairs and Concrete Inlet works repairs/replacement (WHS)	R		40		40	40	
Water & Wastewater	Manhole Refurbishing Program	R		150		150	150	
Water & Wastewater	Biggenden SPS 2 Pump upgrade	U		30		30	30	
Water & Wastewater	Water Emergency Capital Repair Program	R		60		60	60	
Water & Wastewater	Eidsvold Water Main Extension-Saleyards	N		80		80	80	
Water & Wastewater	Rod CCTV Camera (1 of 2)	N		40		40	40	
Water & Wastewater	Tecta Unit (1 of 2)	N		45		45	45	
Water & Wastewater	Sewer Emergency Capital Repair Program	R		150		150	150	
Water & Wastewater	Sewage SPS Bypass Valve Installation Program (Disaster Management)	N		50		50	50	
Water & Wastewater	Pump Well Lid Replacement Program (WHS)	R		60		60	60	
Water & Wastewater	Biggenden SPS 2 upgrade	U		20		20	20	
Water & Wastewater	Gayndah Clear Water Pump 2 Refurbishment	R		35		35	35	
Water & Wastewater	Eidsvold STP Storage Shed construction	N		30		30	30	
Water & Wastewater	Eidsvold STP Rock Wash, floating wetland, Hexadisks	N		210	100	110	210	
Water & Wastewater	Monto STP Sludge Storage pad	N		50		50	50	
Water & Wastewater	Spare Sewerage Pump SPS 1	N		30		30	30	
Water & Wastewater	Design for future projects	N		100		100	100	
Water & Wastewater	Eidsvold Recycled Water Extension and Sewer Highway Underbore	N		180	180	-	180	
Water & Wastewater	Water Safety & Reliability Program - regional water security project	R	493		493	-	493	
Civil Works	Gravel Resheet & Patch Program - LRCIP 4A	R		792	460	332	792	
Civil Works	Gravel Resheet & Patch Program - LRCIP 4B	R		168	168	-	168	
Civil Works	Gravel Resheet & Patch Program - R2R	R		1,840	1,840	-	1,840	
Civil Works	Reseal Program - LRCIP 4A	R		78	78	-	78	
Civil Works	Reseal Program - R2R	R		1,422	1,422	-	1,422	
Civil Works	Gayndah CBD Infrastructure Plan	N		300		300	300	
Civil Works	Monto Drainage	U		500	500	-	500	
Civil Works	Foothpaths	R		400	400	-	400	
Civil Works	Flood damage - February 2022 REPA	R		2,477	2,477	-	2,477	
Civil Works	Flood damage - July 2022 REPA	R		19,366	19,366	-	19,366	
Civil Works	Mount Perry Stairs	R		40		40	40	
Civil Works	Bon Accord Bridge	R	1,911		1,911	-	1,911	
Civil Works	Bridge Refurbishments	R	652		483	169	652	
Assets, facilities & fleet	Fleet	R	140			140	140	
Assets, facilities & fleet	Fleet	N		1,100		1,100	1,100	
Assets, facilities & fleet	Fleet	R		1,910		1,910	1,910	
Assets, facilities & fleet	A/C feasibility Gayndah Hall	U		50		50	50	
Assets, facilities & fleet	Develop design for operational centre in Gayndah	N		100		100	100	
Assets, facilities & fleet	Pool electrical bonding	U		50	50	-	50	
Assets, facilities & fleet	Eidsvold Pool cover over the filters	U		35	35	-	35	
Assets, facilities & fleet	Monto Pool acid shed replacement	R		50	50	-	50	
Assets, facilities & fleet	Air Conditioner replacement	R		50		50	50	
Assets, facilities & fleet	Relocate solar panels - Biggenden Caravan Park	U		75		75	75	
Assets, facilities & fleet	Forward Planning Buildings	N		100		100	100	
Assets, facilities & fleet	Cania Dam Caretaker Residence Refurbishment	U		150		150	150	
Assets, facilities & fleet	Eidsvold Hall repair and paint	R		100	100	-	100	
Assets, facilities & fleet	Monto Pool 25m and toddler pool repaint and reseal	R		300	300	-	300	
Assets, facilities & fleet	Monto Hall Meeting Room Repairs	R		100	100	-	100	
Assets, facilities & fleet	Monto Administration Building	R	187			187	187	
Assets, facilities & fleet	Mount Perry Art Gallery (Pat Augustine Building) repaint external	R		50	50	-	50	
Assets, facilities & fleet	Gayndah Animal Pound Refurbishments	R		100	86	14	100	
Assets, facilities & fleet	Staff Housing (3 year project)			900	900		900	
	Sub Total Works			3,384	35,528	32,253	6,659	38,912

NORTH BURNETT REGIONAL COUNCIL
CAPITAL BUDGET 2024-2025



Responsible Section	Project Description	New, Upgrade, Renewal	Carry Over from Prior Year Budget \$'000	Project Costs New Nominations 2024_25 \$'000	Grant & Subsidy Funded \$'000	Council Funded \$'000	Total \$000
CORPORATE & COMMUNITY DEPARTMENT							
Environment & Planning	Entry road to landfill site Munduberra	U	650			650	650
Environment & Planning	Project Superintendent & CQA Landfill Capping Munduberra	U		200		200	200
Environment & Planning	Project Superintendent & CQA Landfill Capping Monto & Mount Perry	R		200		200	200
Environment & Planning	Mt Perry Landfill, Closure Plan & Capping of Site	R	935			935	935
Environment & Planning	Monto Landfill, Closure Plan & Capping of Site	R		2,500		2,500	2,500
Environment & Planning	Munduberra Landfill, Regional Expansion Stage 1 incl Capping	U	3,226		3,226	-	3,226
Environment & Planning	Washdown Bay Upgrade - Stage 1 & 2	U	380			380	380
ICT	WWAN Replacement - Year 6 (AC Rock / Hawkwood, MUN Tower / MUN Depot, Mt PER / PER Admin)	N		66		66	66
ICT	Power Replacement - UPS (8y life)	R		21		21	21
ICT	Power Replacement - PDU (8y life)	N/R		8		8	8
ICT	Solar Power - Eidsvold WMF Office	N		50	50	-	50
ICT	Solar Power - Mt Perry WMF Office	N		50	50	-	50
Customer Experience & Communities	Counter upgrade Munduberra & Biggendon Libraries	U		150	150	-	150
Customer Experience & Communities	Planning for sporting facilities if grant funded - council contribution	N		42		42	42
Sub Total Corporate and Community			5,191	3,287	3,476	5,002	8,478
Total Projects			8,575	38,815	35,729	11,660	47,390
Less provision for work in progress to be completed in 2025_2026						(5,525)	-5,525
Budgeted Capital expenditure 2024_25					35,729	6,136	41,865

7 CLOSURE OF MEETING