



SOUTHERN DOWNS REGIONAL COUNCIL SPECIAL MEETING OF COUNCIL

Dear Councillors

Your attendance is hereby requested at the Special Meeting of Council to be held in the Council Chambers, Southern Downs Regional Council, 64 Fitzroy Street, Warwick on **Wednesday, 13 June 2018 at 9:00AM**.

Notice is hereby given of the business to be transacted at the meeting.

David Keenan

CHIEF EXECUTIVE OFFICER

8 June 2018

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PRAYER

- 1. ATTENDANCE**
- 2. APOLOGIES**
- 3. DECLARATIONS OF CONFLICTS OF INTEREST**

4. EXECUTIVE

4.1 Adoption of Southern Downs Regional Council Budget, Revenue Statement and Revenue Policy for the 2018/2019 Financial Year

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Special Council Meeting	
	Reporting Officer:	Meeting Date: 13 June 2018
	Manager Finance & Information Technology Revenue Coordinator	ECM Function No/s:

Recommendation

THAT Council adopt:-

1. The Budget, Revenue Statement and Revenue Policy for the 2018/19 Financial Year;
2. Differential General Rates for the 2018/2019 Financial Year;
3. Special Charge – Rural Fire Equipment Levy for the 2018/2019 Financial Year;
4. Special Charge – Invasive Pests Control Levy for the 2018/2019 Financial Year;
5. Water Utility Charges for the 2018/2019 Financial Year;
6. Wastewater Utility Charges for the 2018/2019 Financial Year;
7. Waste Management Utility Charges for the 2018/2019 Financial Year;
8. Trade Waste Utility Charges for the 2018/2019 Financial Year;
9. Discount for the 2018/2019 Financial Year;
10. Interest for the 2018/2019 Financial Year;
11. Levy and Payment for the 2018/2019 Financial Year;
12. Paying Rate or Charges by Instalments for the 2018/2019 Financial Year;
13. Rate Concessions for the 2018/2019 Financial Year;
14. Total Value of Change in Rates and Charges;
15. Statement of Estimated Financial Position.

Report

The purpose of this report to introduce, and table for adoption, the Budget and Revenue Statement for the 2018/19 Financial Year included in or attached to this report.

Section 170 of the *Local Government Regulation 2012* requires that 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. Council's Budget and Revenue Statement for the 2018/19 financial year have been prepared in accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012* and are presented for Council's consideration and adoption.

The Annual Budget has been prepared in consultation with the community, the Mayor, Councillors, the Executive Management Team and Managers prior to being submitted to Council.

Budget Implications

The Budget and Revenue Statement for the 2018/19 Financial Year has been prepared in accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Policy Consideration

PL-FS013 – Revenue Policy

Community Engagement

A report was presented to Council on 28 March 2018 outlining the process proposed to allow the community to provide feedback on key aspects of the Draft 2018/2019 Budget.

Councillors and Council Officers attended six Draft Budget information sessions across the region at Warwick, Stanthorpe, Allora, Killarney, Maryvale and Wallangarra during the month of April.

These Sessions outlined the key aspects of the 2018/2019 Draft Budget that related to services, capital works, debt management, and charges to the Waste water proposed charging. It also provided the community with a clear indication of where Council sources income in the form of grants, fees and charges and the delivery of services.

The community was given the opportunity to provide feedback on the Draft Budget via Feedback Forms on Council's Website and Community Contact Centres, as well as the capacity to lodge submissions for Council's consideration in writing and/or by making a presentation to Council.

A total of thirty submissions were received from the public.

Legislation/Local Law

Approval of Budget

Section 107A(1) of the *Local Government Act 2009* requires Council to consider the budget presented by the Mayor and, by resolution, adopt the budget with or without amendment. In accordance with section 107A(2) of the *Local Government Act 2009*, the Mayor provided a copy of the budget to each Councillor two weeks prior to this meeting to consider the adoption of the budget.

Preparation and Content of Budget

Section 169 of the *Local Government Regulation 2012* details the requirements for the preparation and content of the budget.

Adoption of Budget

Section 170 of the *Local Government Regulation 2012* details the requirements for the timing of the adoption of the budget.

Levy of Rates and Charges

Section 94 of the *Local Government Act 2009* requires that Council must decide, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year.

Other

Section 171 of the *Local Government Regulation 2012* details the requirements for the long-term financial forecast. Section 172 of the *Local Government Regulation 2012* details the requirements for the revenue statement.

Options

1. That Council adopt the Budget and Revenue Statement for the 2017/18 Financial Year.

Council's Budget for the 2018/19 financial year, incorporating:

1. The statements of financial position;
2. The statements of cash flow;
3. The statements of income and expenditure;
4. The statements of changes in equity;
5. The long-term financial forecast;
6. The revenue statement;
7. The revenue policy;
8. The relevant measures of financial sustainability;
9. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget; and
10. The debt policy;

as tabled, including the rates and charges to be levied for the 2018/19 financial year and other matters as particularised in clauses 3 to 15 inclusive, be adopted.

2. That Council does not adopt the Budget and/or Revenue Statement and/or one, all or a combination of the clauses 3 to 15.

3. Differential General Rates For The 2018/2019 Financial Year

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

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Residential 1	Lands where the dominant use is residential, that are required to pay water access charges according to the SDRC Revenue Statement and the assessment size is less than or equal to 4,047 m ²	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Residential 2	Lands where the dominant use is residential, that are required to pay water access charges according to the SDRC Revenue Statement and the assessment size is greater than 4,047 m ²	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Residential 3	Lands where the dominant use is residential, that are not required to pay water access charges according to the SDRC Revenue Statement and the assessment size is less than or equal to 4.4 ha	01A, 02, 03, 06A, 07B, 08A, 09A, 72A

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Residential 4	Lands where the dominant use is residential, that are not required to pay water access charges according to the SDRC Revenue Statement and assessment size is greater than 4.4 ha	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Major Shopping Facility	Lands where the dominant use is as a major shopping facility, including shopping centres, a group of shops or supermarkets with car parking provided	12, 14, 16
Commercial and Industrial – CBD	Land where the dominant use or intended use is for commercial and/or industrial purposes, not rated within a Solar/Wind Farm category and where any part of the land is: <ul style="list-style-type: none"> • Facing Palmerin Street, located between Victoria Street and Percy Street in Warwick, and • Facing High Street and Maryland Street, located between Davadi and Corundum Streets and the northern end of Carnarvon Bridge in Stanthorpe 	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Commercial and Industrial – Town	Land where the dominant use or intended use is for commercial and/or industrial purposes located within the locality boundaries of Warwick, Morgan Park, Rosenthal Heights and Stanthorpe and not rated within the Commercial and Industrial CBD or a Solar/Wind Farm category. The locality boundary is defined by the use of the locality on the official property address.	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Commercial and Industrial - Rural	Land where the dominant use or intended use is for commercial and/or industrial purposes and not rated within the Commercial and Industrial – CBD, the Commercial and Industrial – Town or a Solar/Wind Farm category	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Solar / Wind Farm 1 < 30MW	Land used or intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity at greater or equal to 1 MW but less than 30 MW.	91B

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Solar / Wind Farm 30 < 75MW	Land used or intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity at greater or equal to 30 MW but less than 75 MW.	91B
Solar / Wind Farm 75MW and above	Land used or intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity of greater than 75 MW.	91B
Agriculture and farming 1 Value between \$0 - \$325,000	Lands with a value of less than or equal to \$325,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A
Agriculture and farming 2 Value between \$325,001 - \$850,000	Lands with a value of greater than \$325,000 and less than or equal to \$850,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Agriculture and farming 3 Value greater than \$850,000	Lands with a value of greater than \$850,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A
Horticulture 1 Value between \$0 - \$50,000	Lands with a value of less than or equal to \$50,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82
Horticulture 2 Value between \$50,001 - \$100,000	Lands with a value of greater than \$50,000 and less than or equal to \$100,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82
Horticulture 3 Value greater than \$100,000	Lands with a value of greater than \$100,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Extractive	Lands where the purpose of use or intended use is to extract quarry, mining and minerals from the ground and related activities. Assessments that are a lease for mining activities are included in this category.	40A, 40B
Noxious and Hazardous Industry	Lands where the purpose of use or intended use is a fuel dump or storage, oil refinery or industry which in Council's opinion emanates offensive noise, odour, dust etc, including abattoirs	31, 37B
Private Forestry	Lands where the use or intended use is for the growing or harvesting of natural and/or plantation hardwood or softwood and located within the boundary of Map A.	88P
Special Uses	Lands where the use or intended use is Religious, community, welfare or defence oriented including aged residential institutions, nursing or convalescent homes, hospitals, sports clubs, cemeteries, showgrounds, airfields, libraries, educational, parks and gardens, defence force and community protection centres. This category excludes lands where the use or intended use is to generate a profit, such as licensed clubs.	11B, 18B, 27, 48, 50, 51, 52, 55, 56, 57, 58, 92, 96, 97, 99
Other	All other lands	00, 91A, 95, and all other

Definitions for words used in this table

“mining”

Land that was used, is used, or intended to be used:

- as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, stockpiling and loading, haulage, water storage, buffering and rehabilitation); or
- in conjunction with other land as part of an integrated mining operation.

For the purposes of the definition of mining, “integrated mining operation” means land contained in more than one rateable assessment which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, stockpiling and loading, haulage, water storage, buffering and rehabilitation.

“land use code”

The land use codes referred to in column 3 above are prepared and adopted by the Southern Downs Regional Council for use in conjunction with the differential rating

categorisation, description and identification table appearing above. Similarly, the definitions of these land use codes are prepared and adopted by the Southern Downs Regional Council for use in conjunction with the differential rating categorisation, description and identification table appearing above. A full list of the land use codes and their definitions are attached to Council's 2018/19 Revenue Statement.

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

Category	Rate in the Dollar	Minimum Differential General Rate
Residential 1	1.43	\$1,115.00
Residential 2	1.236	\$1,115.00
Residential 3	1.168	\$1,115.00
Residential 4	1.098	\$1,115.00
Major Shopping Facility	1.761	\$12,165.00
Commercial and Industrial – CBD	1.615	\$1,205.00
Commercial and Industrial – Town	1.472	\$1,205.00
Commercial and Industrial - Rural	1.367	\$1,205.00
Solar / Wind Farm 1 < 30MW	9.227	\$15,000.00
Solar / Wind Farm 30 < 75MW	10.000	\$30,000.00
Solar / Wind Farm 75MW and above	11.392	\$45,000.00
Agriculture and farming 1 Value between \$0 - \$325,000	1.284	\$1,115.00
Agriculture and farming 2 Value between \$625,001 - \$850,000	0.982	\$4,175.00
Agriculture and farming 3 Value greater than \$850,000	0.931	\$8,350.00
Horticulture 1 Value between \$0 - \$50,000	4.433	\$1,115.00
Horticulture 2	3.408	\$2,215.00

Category	Rate in the Dollar	Minimum Differential General Rate
Value between \$50,001 - \$100,000		
Horticulture 3 Value greater than \$100,000	3.094	\$3,410.00
Extractive	4.781	\$3,635.00
Noxious and Hazardous Industry	1.622	\$1,525.00
Private Forestry	1.494	\$835.00
Special Uses	1.082	\$1,005.00
Other	4.781	\$1,115.00

- d) Pursuant to section 116 of the *Local Government Regulation 2012*, Council will limit the amount of general rate to be levied for the 2018/19 financial year for land that meets the following criteria:
- i) the land has direct frontage to the Quart Pot Creek parkland; and
 - ii) prior to the Quart Pot Creek parkland development the land formed part of a parcel of land of which a part was donated to Council for the purpose of developing the creek parkland corridor; and
 - iii) the land is still owned by the original owner who made the donation to the Council or is owned by a related member of the family of the original owner who made the donation and the land was gifted to that family member by the original owner.

The general rate to be levied will be an amount no more than an amount equal to the amount of general rate levied on that land in the 2018/19 financial year increased by 2.75%.

The purpose of applying the 'cap' to these particular properties is to acknowledge the contribution the ratepayers made by voluntarily donation a portion of their land to the Quart Pot Creek parkland development.

4. Special Charge – Rural Fire Equipment Levy for the 2018/2019 Financial Year;

Pursuant to section 94 of the *Local Government Regulation 2012* and section 128A of the *Fire and Emergency Services Act 1990*, Council make and levy a special charge (to be known as the 'Rural Fire Equipment Levy') of \$37.00, on all rateable land within the region, that also attracts a Class E Emergency Management Levy (pursuant to Part 3 of the *Fire and Emergency Services Regulation 2011*), to fund the ongoing provision and maintenance of rural firefighting equipment, operations and buildings for the rural fire brigades that operate throughout the rural areas of the region.

The overall plan for the Rural Fire Equipment Levy is as follows:

- a) The rateable land to which the plan applies is all rateable land within the region that is liable to pay a Class E Emergency Management Levy (pursuant to Part 3 of the *Fire and Emergency Services Regulation 2011*).

- b) The service, facility or activity for which the plan is made is the ongoing provision and maintenance of rural firefighting equipment, operations and buildings for the rural fire brigades that operate throughout the rural areas of the region.
- c) The time for implementing the overall plan is 1 year.
- d) The estimated cost of implementing the overall plan is \$437,000.

The rateable land to be levied with the special charge specially benefits from the fire emergency response capability that is provided by the rural fire brigades, which capability would be substantially (if not completely) diminished if the rural fire brigades did not receive the funding provided to them by Council as a direct consequence of the levying of the special charge.

5. Special Charge – Invasive Pests Control Levy for the 2018/2019 Financial Year;

Pursuant to section 94 of the *Local Government Regulation 2012* Council will make and levy a special rate (to be known as the 'Invasive Pests Control Special Rate) on all rateable land within the rating categories of:

- Residential 4;
- Commercial and Industrial – Rural;
- Agriculture and Farming 1, 2 & 3;
- Horticulture 1, 2 & 3;
- Extractive;
- Private Forestry;
- Special Uses; and
- Other

Specifically, in relation to the rateable land to which the special rate applies, the special rate will fund: -

- a) Promoting the Invasive Pests Control Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
- b) Enhanced invasive pests control activities on the rateable land;
- c) Tracking the existence of invasive pests on the rateable land; and
- d) Tracking the removal of invasive pests from the rateable land.

The overall plan for the Invasive Pests Control Levy is as follows:

- a) The rateable land to which the plan applies is all rateable land within the rating categories of:
 - Residential 4;
 - Commercial and Industrial – Rural;
 - Agriculture and Farming 1, 2 & 3;
 - Horticulture 1, 2 & 3;
 - Extractive;
 - Private Forestry;
 - Special Uses; and
 - Other

- b) The service, facility or activity for which the plan is made is:
- Promoting the Invasive Pests Control Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
 - Enhanced invasive pests control activities on the rateable land;
 - Tracking the existence of invasive pests on the rateable land; and
 - Tracking the removal of invasive pests from the rateable land.
- c) The time for implementing the overall plan is 3 years.
- d) The estimated cost of implementing the overall plan is \$16,400,000.
- e) The rateable land to be levied with the special charge specially benefits from the Invasive Pest Control Scheme by the tracking, control removal and enhanced pest control activities of invasive weeds and pests.
- f) The annual implementation plan for the Invasive Pests Control Levy for 2018/19 financial year is:
- Promoting the Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
 - Tracking the existence of invasive pests on the rateable land; and
 - Tracking the removal of invasive pests from the rateable land.
 - The estimated cost of carrying out the overall plan in the 2018/19 financial year is \$5,310,000.
 - Amount of special rate
- In accordance with: -
- section 94(12) of the *Local Government Regulation 2012*, Council has determined that the amount of the special rate will be different for different types of rateable land, as identified in columns 1 and 2 of the table below; and
 - section 94(10) of the *Local Government Regulation 2012*, Council has fixed a minimum amount of the special rate, as identified in column 3 of the table below.

Column 1 Description of Land (Differential Rating Categories)	Column 2 Cents per dollar of Rateable Value (annual)	Column 3 Minimum (annual)
Residential 4; Commercial and Industrial – Rural; Extractive; Special Uses; Other.	0.30	\$500.00
Agriculture and farming 1; Agriculture and farming 2; Agriculture and farming 3; Horticulture 1; Horticulture 2; Horticulture 3; Private Forestry.	0.50	\$500.00

6. Water Utility Charges for the 2018/2019 Financial Year;

- Pursuant to section 99 of *Local Government Regulation 2012*, water charges be made and levied by the Council upon all lands within the water area for the supply of water services by the Council.

- b) The basis and principles of the water charges be -
 - i) an annual access charge which applies to all lands within the water area; and
 - ii) a consumption charge for each kilolitre consumed which shall be based on the consumption registered by the meter or meters installed by the Council on the water service or water services to the land.
- c) Council has split the utility charges for water service into two supply areas:
 - i) Supply Area 1 will be properties within the water reticulation service areas of: Allora, Warwick, Yangan, Killarney, Stanthorpe and Wallangarra.
 - ii) Supply Area 2 will be properties within the water reticulation service areas of: Dalveen, Karara, Leyburn and Pratten.
- d) The following be adopted as the basis for making and levying the access charge:
 - i) An access charge (see Clause 5(f)(i)) be made and apply -
 - A) to each property connected to the Council's reticulated water supply system through a normal water service connection (other than lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*).
 - B) to each property which is not connected to the Council's reticulated water supply system other than any land that is greater than 4 hectares and has an Agriculture and Farming or Horticulture type Differential Rating Category.
 - C) to each lot created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*.
 - ii) Notwithstanding anything hereinbefore contained:
 - A) Where a single residential building; a single commercial building or any sporting infrastructure 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.
 - B) Council may elect to not levy water charges against land that is effectively incapable of further development (if unconnected).
 - C) The ratepayer of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs (a) to (b). Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Councils obligation to other ratepayers.
- e) The following be adopted as the basis for making and levying the consumption charge—
 - i) Water consumption is charged for each kilolitre used on land to which water is supplied and measured by meter, per kilolitre or part thereof for that quantity of water used or estimated to be used.
 - ii) In respect of lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997* -
 - A) Where the supply of water to each lot and to the common property is separately measured, the water consumption be separately charged in the manner specified in the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*.
 - B) Where the supply of water to each lot and to the common property is not separately measured, the consumption charge applicable to the water

consumed through the primary access meter be apportioned between the lots comprised in the parcel of land in accordance with the lot entitlements of the respective lots unless an arrangement pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997* is in existence.

- f) The water charges as set out hereunder be made and levied in accordance with the several bases as set out above for the supply of water services by the Council -

- i) In respect of the water access charge:

For each connection		
Service type	Supply Area 1 Charge per annum	Supply Area 2 Charge per annum
20 mm	\$567.60	\$480.50
25 mm	\$879.80	\$744.80
30 mm	\$1,277.10	\$1,081.10
40 mm	\$2,270.40	\$1,922.00
50 mm	\$3,547.50	\$3,003.10
75 mm	\$7,974.80	\$6,751.00
80 mm	\$9,081.60	\$7,688.00
100 mm	\$14,190.00	\$12,012.50
150 mm	\$31,785.60	\$26,908.00
Unconnected lots	\$425.7	\$360.40
Community Title Schemes, Building Units and Group Title Units not individually metered	\$567.60	\$480.50
For each connection to a Restricted Flow main, % of the applicable service type charges as per above	70%	

- ii) Unconnected Charge: each lot within 100 metres of a treated water main; not connected to the treated water supply system; and is capable of being connected; or

each lot within 100 metres of a Restricted Flow water main; not connected to the water supply system; is capable of being connected and is not capable of being connected to a full water main.

The maximum number of contiguous lots on which unconnected water charges may be levied shall be four (4).

iii) In respect of the water consumption charge:

Service type	Supply Area 1 Charge per kilolitre	Supply Area 2 Charge per kilolitre
For each connection on land; supplying water, except untreated water, and measured by meter, per kilolitre or part thereof for that quantity of water used or estimated to be used	\$1.92	\$1.55
For each connection on non-domestic land; supplying treated water; has a water consumption of 2,500kls or greater per water reading period and measured by meter, per kilolitre or part thereof for that quantity of water used	\$1.82	
For each connection on land; supplying untreated water and measured by meter, per kilolitre or part thereof for that quantity of water used	\$0.90	

- g) Nothing contained herein prejudice the rights or powers of the Council to supply water to any consumer within, or, subject to section 10 of *Local Government Regulation 2012*, outside the area of the Southern Downs Regional Council for specific purposes under any special agreement and on such reasonable terms and conditions as to payment and otherwise as may be arranged between such consumer and the Council and specified in such agreement.
- h) For the purpose of this Clause 5 -
- i) 'Water reticulation service area' means land in the Southern Downs Regional Council area abutting a road in which water mains are laid down, from which a supply of water by the Council is or may be given to such land. The term includes land adjacent to any trunk or supply main from which a supply of water by the Council is or may be given to such land.
 - ii) 'Water reading period' means, for the purpose of measuring and charging water consumption, a term of approximately six (6) months ending in the period August/September 2018 or February/March 2019.
 - iii) Council delegates to the Chief Executive Officer, for the purposes of determining an access charge, the ability to deem a non-residential water service connection greater than 25mm to be a lesser size where the Chief Executive Officer is satisfied that a lesser sized meter would be adequate to meet the water supply demands of the property in question.
 - iv) 'Restricted Flow Water Supply' means a water supply provided by Council that is deemed low flow by Council.
 - v) 'Untreated Water' means a water supply provided by Council that is deemed non potable by Council.

7. Wastewater Utility Charges for the 2018/2019 Financial Year;

- a) Pursuant to section 99 of the *Local Government Regulation 2012*, sewerage charges, as set out hereunder, be made and levied in accordance with the several bases as set out hereunder, for the supply of a sewerage system (other than a common effluent drainage system) by the Council:
- i) A sewerage charge upon all improved lands which are connected to the Council's sewerage system and are either:

- A) contained either wholly or partly within the declared sewerage area; or
- B) outside the declared sewerage area but nevertheless connected to Council's sewerage system,

Based as follows –

- 1) a charge per annum for the first W.C. pedestal installed in each property, and in addition;
- 2) a charge per annum per W.C. pedestal for the second and for each and every subsequent pedestal installed in each property with the exception of -
 - A) single detached dwellings; and
 - B) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; and
 - C) a Dual Occupancy property or Multiple Dwelling Units property; and
 - D) an individual unit dwelling within a retirement type village in which case, the following shall apply -

there shall be no charge for the additional pedestal installed in the circumstances referred to in Clause 6(a)(i)(2)(A), Clause 6(a)(i)(2)(B), and Clause 6(a)(i)(2)(D) and no charge for additional pedestals per tenement in the circumstances referred to in Clause 6(a)(i)(2)(C).

- ii) A wastewater charge per annum upon all parcels (lots) of land contained either wholly or partly within the declared wastewater area but which are not connected to Council's wastewater system.
- iii) Notwithstanding anything hereinbefore contained:
 - A) Where a single residential building; a single commercial building or any sporting infrastructure 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 wastewater charge.
 - B) Council may elect to not levy wastewater charges against land that is effectively incapable of further development (if unconnected).
 - C) The ratepayer of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs (a) to (b). 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.
- iv) The wastewater charges as set out hereunder be made and levied in accordance with the several bases as set out above for the supply of wastewater services by the Council -

For land in the Stanthorpe Wastewater Network Area

			Total charge per annum
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$658.00
b.	Residential CED	For each CED (Septic) connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$598.00
c.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks -	
		First 10 pedestals per pedestal:	\$598.00
		Additional pedestals per pedestal:	\$228.00
d.	Showgrounds	For each pedestal installed on land used for showgrounds -	
		First 10 pedestals per pedestal:	\$658.00
		Additional pedestals per pedestal:	\$288.00
e.	Commercial	For each pedestal installed on land used for commercial purposes other than overnight accommodation. In the event of no pedestals being installed on improved land per connection	\$658.00
f.	Non-Profit	For each pedestal installed on land used for non-profit purposes other than showgrounds. In the event of no pedestals being installed on improved land per connection	\$658.00
g.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to and capable of being connected to wastewater. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$329.00

For land in the Warwick Wastewater Network Area

			Total charge per annum
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$696.00
b.	Residential CED	For each CED (Septic) connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$540.00
c.	Commercial and Government	For each pedestal installed on land used for business premises, government business premises or Council premises or the like, In the event of no pedestals being installed on improved land per connection	\$923.00
d.	Hotels and tenement buildings	For each pedestal installed on land used for hotels and tenement buildings. In the event of no pedestals being installed on improved land per connection	\$863.00
e.	Non-Profit	For each pedestal installed on land used for hospitals, schools, churches, church halls, clubs, ambulance, fire brigade, red cross, showgrounds or the like. In the event of no pedestals being installed on improved land per connection	\$658.00
f.	Hotel/Motels and Motels	For each pedestal installed on land used for hotel/motel and motels	\$598.00
g.	Kindergarten	For each pedestal installed on land used for kindergartens or the like	\$469.00
h.	Boarding Houses and Hostels	For each pedestal installed on land used for boarding houses and hostels or the like	\$636.00
i.	Caravan Dump Points	For each caravan dump point installed on land where caravans or the like are connected to the wastewater system in a registered caravan park	\$454.00
j.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$462.00

- b) Pursuant to section 99 of *Local Government Regulation 2012*, wastewater charges, as set out hereunder, be made and levied in accordance with the several bases as set out hereunder, for the supply of a common effluent drainage wastewater system (CED) by the Council:

- i) A CED wastewater charge upon all improved lands which are connected to the Council's CED wastewater system and are either:
- A) contained either wholly or partly within the declared CED wastewater area; or
 - B) outside the declared CED wastewater area but nevertheless connected to Council's CED sewerage system,

based as follows –

- 1) a charge per annum for the first W.C. pedestal installed in each property, and in addition;
- 2) a charge per annum per W.C. pedestal for the second and for each and every subsequent pedestal installed in each property with the exception of -
 - A) single detached dwellings; and
 - B) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; and
 - C) a Dual Occupancy property or Multiple Dwelling Units property; and
 - D) an individual unit dwelling within a retirement type village in which case, the following shall apply -

there shall be no charge for the additional pedestal installed in the circumstances referred to in Clause 6(a)(i)(2)(A), Clause 6(a)(i)(2)(B), and Clause 6(a)(i)(2)(D) and no charge for additional pedestals per tenement in the circumstances referred to in Clause 6(a)(i)(2)(C).

- ii) A CED wastewater charge per annum upon all parcels (lots) of land contained either wholly or partly within the declared wastewater area but which are not connected to Council's wastewater system.
- iii) Notwithstanding anything hereinbefore contained:
 - A) Where a single residential building; a single commercial building or any sporting infrastructure 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 CED wastewater charge.
 - B) Council may elect to not levy CED wastewater charges against land that is effectively incapable of further development (if unconnected).
 - C) The ratepayer of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs (a) to (b). Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Councils obligation to other ratepayers.
- v) The wastewater charges as set out hereunder be made and levied in accordance with the several bases as set out above for the supply of wastewater services by the Council -

For land in the Dalveen Common Effluent Drainage Scheme Area

			Total charge per annum
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$540.00
b.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks	495.00
c.	Other Premises	For each pedestal installed on land not used for single unit dwellings, individual residential units (including Flats), or overnight accommodation. In the event of no pedestals being installed on improved land per connection	540.00
d.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$305.00

For land in the Killarney Common Effluent Drainage Scheme Area

			Total charge per annum
The following waste water charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$736.00
b.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks	691.00
c.	Other Premises	For each pedestal installed on land not used for single unit dwellings, individual residential units (including Flats), or overnight accommodation. In the event of no pedestals being installed on improved land per connection	736.00
d.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$506.00

For land in the Wallangarra Common Effluent Drainage Scheme area

			Total charge per annum
The following wastewater charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$524.00
b.	Commercial	For each pedestal installed on land used for commercial purposes other than childcare or overnight accommodation. In the event of no pedestals being installed on improved land per connection	\$524.00
c.	Childcare	For each pedestal installed on land used for childcare facilities or the like. In the event of no pedestals being installed on improved land per connection	\$328.00
d.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Hotels, Motels, Caravan Parks or the like. In the event of no pedestals being installed on improved land per connection	\$410.00
e.	Non-Profit	For each pedestal installed on land used for non-profit or government purposes. In the event of no pedestals being installed on improved land per connection	524.00
f.		School (excluding residence)	\$386.00
g.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to and capable of being connected to wastewater the following charges apply:	
		Unconnected lots not held contiguously with a connected building	
		For the first unconnected lot	\$262.00
		For each additional lot	\$175.00
		Single unconnected lot contiguous with a single unit dwelling or Hotel	\$90.00
		Multiple unconnected lots contiguous with a single unit dwelling	\$175.00

c) For the purpose of this Clause 6 the following terms are defined:

- i) The term 'W.C. pedestal' shall include each urinal connected to Council's sewerage systems.

- ii) The term 'wastewater system' for the purpose of this Clause 6 has the same meaning as a sewerage system stated in the *Plumbing and Drainage Act 2002*.
- iii) The term 'common effluent drainage system' for the purposes of this Clause 6 has the same meaning as stated in the *Plumbing and Drainage Act 2002*.
- iv) The term 'declared wastewater area' for the purpose of this Clause 6 means any lands that benefit or may benefit from the wastewater system.
- v) The term 'declared CED wastewater area' for the purpose of this Clause 6 means any lands that benefit or may benefit from the common effluent drainage wastewater system.
- vi) The term . "Tenement" includes any premises used as a separate domicile such as, for example -
 - A) a single unit private dwelling; or
 - B) premises containing 2 or more flats, apartments or other dwelling units, each used as a separate domicile; or
 - C) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; or
 - D) a private (non-commercial) boarding house, hostel, lodging house, or guest house.

8. Waste management Utility Charges for the 2018/2019 Financial Year;

- a) Pursuant to section 99 of *Local Government Regulation 2012*, waste management charges be made and levied by the Council upon all lands within the Council area for the supply of waste collection services by the Council.
- b) A waste management charge upon all residential dwelling and tenements which are either:
 - i) located within a defined compulsory waste collection area.; or
 - ii) outside a defined compulsory waste connection area but nevertheless, receive a waste collection service on a voluntary basis.
- c) Council has split the utility charges for water service into three supply areas:
 - i) Supply Area 1 will be properties in a compulsory waste collection area north of and including the Dalveen collection area.
 - ii) Supply Area 2 will be properties in a compulsory waste collection area south of the Dalveen collection area.
 - iii) Supply Area 3 will be properties outside of a compulsory waste collection area receiving a voluntary collection service

The waste management charges as set out hereunder be made and levied in accordance with the several bases as set out above for the supply of water services by the Council -

Supply Area 1					
	Collection Service Type	Collection Frequency	Collection Day	Bin Type	Charge Amount per annum
a	Waste Collection Service (first services is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$362.40 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$134.10 Waste Service Only
c	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$240.00 Recycling Service Only
Supply Area 2					
a.	Waste Collection Service (first services is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$423.70 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b.	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$213.10 Waste Service Only
c.	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$247.60 Recycling Service Only
Supply Area 3					
a.	Waste Collection Service (first services is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$431.30 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b.	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$218.30 Waste Service Only
c.	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$252.70 Recycling Service Only

For the purpose of this Clause 7 the following terms are defined:

- i) The term “Tenement” includes any premises used as a separate domicile such as, for example -
 - A) a single unit private dwelling; or
 - B) premises containing 2 or more flats, apartments or other dwelling units, each used as a separate domicile; or
 - C) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; or
 - D) a private (non-commercial) boarding house, hostel, lodging house, or guest house.

9. Trade Waste Charges for the 2018/2019 Financial Year;

- a) Pursuant to section 99 of the *Local Government Regulation 2012*, trade waste charge/s be made and levied by the Council upon all properties discharging trade waste to Council’s sewer.
- b) The following be adopted as the basis for making and levying the trade waste charge:
The charge is based on waste volume and quality and will be charged on land occupied by trade waste generators discharging high volume, high strength waste.

The following charges will apply:

Flow	0.515 \$/kl
BOD5	0.567 \$/kl
SS	0.431 \$/kl

The charge is calculated as follows:

$$C = Q \times C_q + M_{bod} \times C_{bod} + M_{ss} \times C_{ss}$$

C is the total charge in \$

Q is the total flow in kl

C_q is the unit charge for flow in \$/kl

M_{bod} is the total mass of BOD5 (5 day biochemical oxygen demand) in kg

C_{bod} is the unit charge for BOD5 (5 day biochemical oxygen demand) in \$/kl

M_{ss} is the total mass of SS (Suspended Solids) in kg

C_{ss} is the unit charge for SS (Suspended Solids) in \$/kg

10. Discount for the 2018/2019 Financial Year;

Pursuant to section 130 of the *Local Government Regulation 2012*, the Rates and Charges made and levied pursuant to Clause 5.2 (differential general rates) be subject to a discount of seven and a half percent (7.5%) provided that:

- a) all of the aforementioned rates and charges are paid within 30 days of the date of issue of the rate notice;
- b) all other rates and charges appearing on the rate notice (that are not subject to a 7.5% discount) are paid within 30 days after the date of issue of the rate notice; and
- c) all other overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the rate notice.

11. Interest for the 2018/2019 Financial Year;

Pursuant to section 133 of the *Local Government Regulation 2012*, compound interest be charged on all overdue rates, as that term is defined in the *Local Government Regulation*

2012, five (5) days from the due date at the rate of eleven percent (11%) per annum, calculated on daily rests.

12. Levy and Payment for the 2018/2019 Financial Year;

- a) Pursuant to section 104 of the *Local Government Regulation 2012*, Council's Rates and Charges (other than Council's Water Access Charges and Water Consumption Charges), and the State Government's Emergency Management Levy will be levied for the full year 1 July 2018 to 30 June 2019 in July/August 2018.
- b) Pursuant to section 104 of the *Local Government Regulation 2012*, Council's Wastewater Charges, Water Access Charges and Water Consumption Charges will be levied in October/November 2018 and April/May 2019.
- c) Pursuant to section 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 Levy, be paid within 30 days of the date of the issue of the rate notice.
- d) Pursuant to section 104 of the *Local Government Regulation 2012*, Council provides that Rates and Charges may be paid at any of Council's Service Centres (located throughout the region), at any Australia Post Office, BPAY, Direct Debit, Centrepay and Paying Online via Council's website.

13. Paying Rate or Charges by Instalments for the 2018/2019 Financial Year;

Pursuant to Section 129 of the *Local Government Regulation 2012*, Council shall allow payment of the annual rate notice by two instalments as follows:-

- half of the annual notice plus any overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the annual rate notice - August/ September 2018; and
- the remaining balance of the annual notice is paid within 6 months of the due date of the annual notice - February/March 2019

Payment of the annual rate notice by two instalments will:

- a) Not attract interest on unpaid instalments unless the instalment payment is overdue; and
- b) Not qualify for a discount for prompt payment by this method of instalment payments; and
- c) Qualify for a discount for prompt payment on notices (if discount is applicable) issued subsequent to the instalment issue date if no other rates or charges are overdue; and
- d) Require immediate full payment of all overdue rates and charges and instalments and/or subsequent rates or charges.

14. Rate Concessions for the 2018/2019 Financial Year

- a) Unapparent Plumbing Failures

Pursuant to sections 120 and 122 of the *Local Government Regulation 2012*, if a ratepayer:

- i) incurs water consumption charges by reason of an unapparent plumbing failure; and
- ii) satisfies the criteria set down in Council's Water Charges Remission Policy,

Council is satisfied that such circumstances justify the exercise of the remission power. The quantum of the remission of water consumption charges is to be determined in

accordance with Council's Water Charges Remission Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for consumption in circumstances where an unapparent plumbing failure has occurred (through no fault of the ratepayer) would result in hardship.

b) Home Haemodialysis Treatment

Pursuant to sections 120 and 122 of the *Local Government Regulation 2012*, if a ratepayer:

- i) incurs higher water consumption charges as a result of home haemodialysis treatment; and
- ii) satisfies the criteria set down in Council's Water Charges Remission (Home Haemodialysis) Policy.

Council is satisfied that such circumstances justify the exercise of the remission power. The quantum of the remission of water consumption charges is to be determined in accordance with Council's Water Charges Remission (Home Haemodialysis) Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for consumption in circumstances where home haemodialysis treatment is being provided would result in hardship.

c) Not-For-Profit/Charitable Organisations

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of a percentage of the water access and wastewater charges to approved organisations who:

- i) has objectives which do not include the making of profit and who provide services to their membership and the community; and
- ii) satisfies the criteria set down in Council's Rate Concession Policy.

The quantum of the remission of water access and wastewater charges is to be determined in accordance with Council's Rate Concession Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for water access and wastewater charges certain not for profit objectives is being provided would result in hardship.

d) Public Amenities on Leased Government Property

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of wastewater charges where a property is levied more than three (3) pedestals and satisfies the criteria set down in Council's Rate Concession Policy. Upon receipt and approval of the evidence noted within Council's Rate Concession Policy, Council will allow a rebate of 100% of the wastewater charges over the first three (3) pedestals.

e) Permits to Occupy Pump Sites and Separate Pump Site Assessments

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 50% of the general rate be granted to all ratepayers who hold a permit to occupy for a pump site, the permit is not valued with other rateable land and the total assessment area is 25 square meters or less.

f) Leased Council Vacant Land

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 100% of the general rates, separate charges and special charges be granted to all ratepayers who lease Council land and satisfies the criteria set down in Council's Rate Concession Policy.

g) Invasive Pests Control Special Rate

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 100% Invasive Pests Control Special Rate ('the special rate'), be granted to all ratepayers who satisfies the criteria set down in Council's Rate Concession Policy.

The remission will only be maintained whilst the ratepayer satisfies the criteria set down in Council's Rate Concession Policy. The remission may be removed if any of the criteria is no longer met.

h) Water Tank Rebate

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of a percentage of the water access charges to approved ratepayers who:

- i) were approved for a water tank rebate in a previous year; or
- ii) a ratepayer purchases a water and satisfies the criteria set down in Council's Rate Concession Policy.

The quantum of the remission of water access charges is to be determined in accordance with Council's Rate Concession Policy.

i) Financial Hardship

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission to ratepayers who are having difficulty in paying their rates in one of the following circumstances:

- i) major medical situations; or
- ii) unusual and severe circumstances.

and where the ratepayers situation satisfies the criteria set down in Council's Rate Concession Policy,

Council is satisfied that such circumstances justify the exercise of the remission power.

The remission is granted by way of deferral of all interest charges and legal recovery from the date of application until 30 June of the current financial year. Council grants this remission on the basis that to require the ratepayer to pay interest charges and be subject to legal recovery action in circumstances where financial hardship has occurred (through no fault of the ratepayer) would result in hardship.

j) Other remissions and deferrals

Other remission or rate deferral requests will be assessed on their individual merits.

15. Total Value of Change in Rates and Charges

Pursuant to sections 169(6) and 169(7) of the *Local Government Regulation 2012*, the total value of the change, expressed as a percentage, in the rates and charges budgeted to be levied for the 2018/19 financial year compared with the rates and charges budgeted to be levied in the 2018/19 financial year is 2.75%. For the purpose of this calculation any discounts and rebates are excluded

Attachments

1. Annual Budget 2018/2019 [View](#)
2. Revenue Statement [View](#)
3. Revenue Policy [View](#)
4. Debt Policy [View](#)



Southern Downs Regional Council

ANNUAL BUDGET 2018-2019

***Incorporating the 10 year Long
Term Financial Forecast***

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Mayor's Budget Statement 2018/2019

It is with great pride I present the 2018/2019 Council Budget. This is my third budget of this Council term. I believe this budget strikes the right balance in regards to financial sustainability, replacing and upgrading essential infrastructure and investing in our communities. The 2018/19 Budget reflects the dedication and commitment this Council has shown for the past two years to move the region towards financial sustainability and prosperity.

Over the last year Council has undertaken an unprecedented level of community engagement with residents and local community groups. This is to ensure Council is on track with a vision for the future. Community consultation has commenced on our plan for the future, *Shaping Southern Downs*, a plan which is aimed at preparing the region for the future, whilst protecting the uniqueness of the past.

Significant development is happening within the region in the agricultural, aged care, retail and food processing sectors. This activity, coupled with future growth, will support a wider range of businesses, industries and services to provide a variety of employment options and support infrastructure improvements. The Southern Downs is a great place to live, work and play. It is recognised for its friendly and relaxed lifestyle and we want to keep it that way.

In 2018 Council again undertook engagement with different communities to discuss the draft Budget, with a number of public submissions being received throughout the consultation period. I would like to thank everyone in the community who took part in those sessions or made a submission as part of the Budget process. Council values your input and it is pleasing to note that much of the feedback and the content of the submissions have been incorporated in the 2018/19 Budget.

The Budget delivers an improved outcome than was originally forecast in the Long Term Financial Forecast with a 2.75% rise across the general rate and the utility charges for water, wastewater and waste collection. Projected rates increases in the Long Term Financial Forecast have been lowered to 3%, indicating Council's intention to continue to restrict expenditure. Fees and charges have remained unchanged from the 2017/18 year where possible.

Council provides a wide range of services to residents and businesses throughout the region, including roads, water, waste water, waste management, parks and libraries along with community housing, aerodromes and saleyards. In recent years Council has invested in critical infrastructure such as roads, water treatment and waste water treatment facilities and this will continue in 2018/19.

The largest capital project in this year's budget will be the Upgrade of the Trunk Raw Water Main from Storm King Dam to Mt Marlay in Stanthorpe. The \$6.6M project is being jointly funded from the Queensland State Government and Council, and represents the most significant investment in water infrastructure in Stanthorpe for more than a decade.

There are other important capital works projects including:-

- \$7M of betterment work on the region's unsealed roads;
- \$2M replacement of Palmer Bridge on Freestone Road;
- \$2.7M widening and rehabilitation of Amiens, Forest Plains, Inverramsay and Sundown Roads;
- Improving the drainage from Easey Street;
- Ongoing resealing of bitumen roads and re-sheeting of gravel roads across the region.

Council is investing back into the community through:

- Better cycle-ways and walking and running paths;
- Maintenance of swimming pools,
- Road sealing in Hendon;
- Rehabilitating the streetscapes in Warwick and Stanthorpe;
- Encouraging economic development through an extension of the Stanthorpe Industrial Estate;
- Design for the next stage of the Stanthorpe streetscape;
- Urban design initiatives for Wallangarra;
- Better signage throughout the region;
- Enhancements to public toilets,
- Replacement of sections of the wild dog spur fence.

These are just a few of the many other positive projects Council has planned.

The Budget forecasts a moderate operating surplus of \$146,000 as well as a further reduction of Council's debt by \$1.5M. Council is in a good position financially and will continue to provide a comprehensive Community Grants Program. The 7.5% discount for early payment of general rates will remain, as well as the subsidy on the General Rates for pensioners.

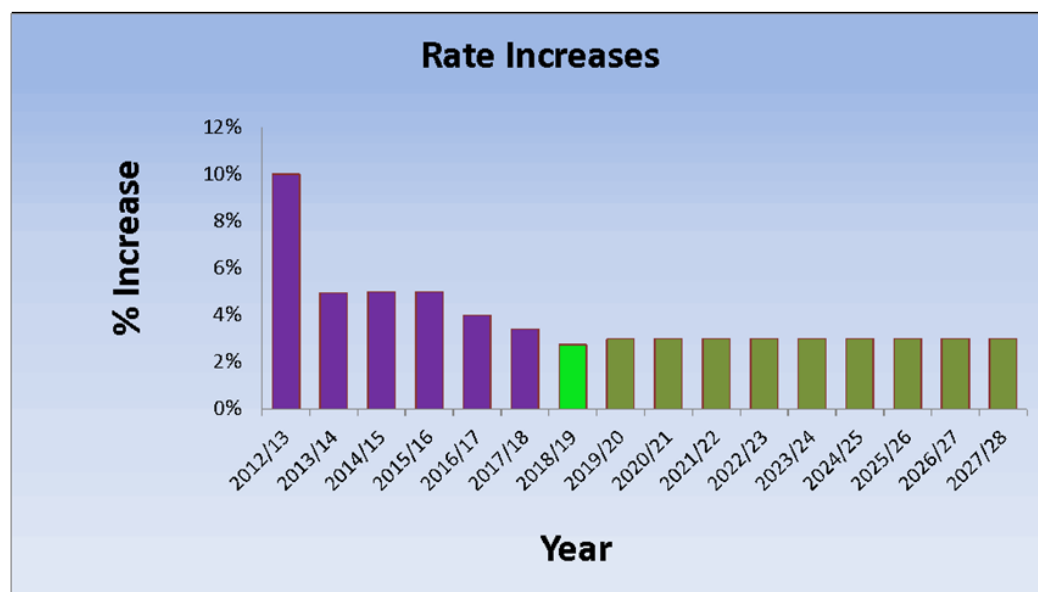
Council will continue to deliver outcomes that will ensure that the Southern Downs grows, connects with its communities, prospers and sustains local communities.

Yours sincerely
Mayor, Cr Tracy Dobie

Executive Summary

Council has prepared a Budget for the 2018/19 financial year, which seeks a balance between the demand for quality services and provision of infrastructure. Key budget information is provided below about the rate increase, operating result, cash position, cash from operations, capital expenditure, borrowings and financial sustainability of the Council.

Rates

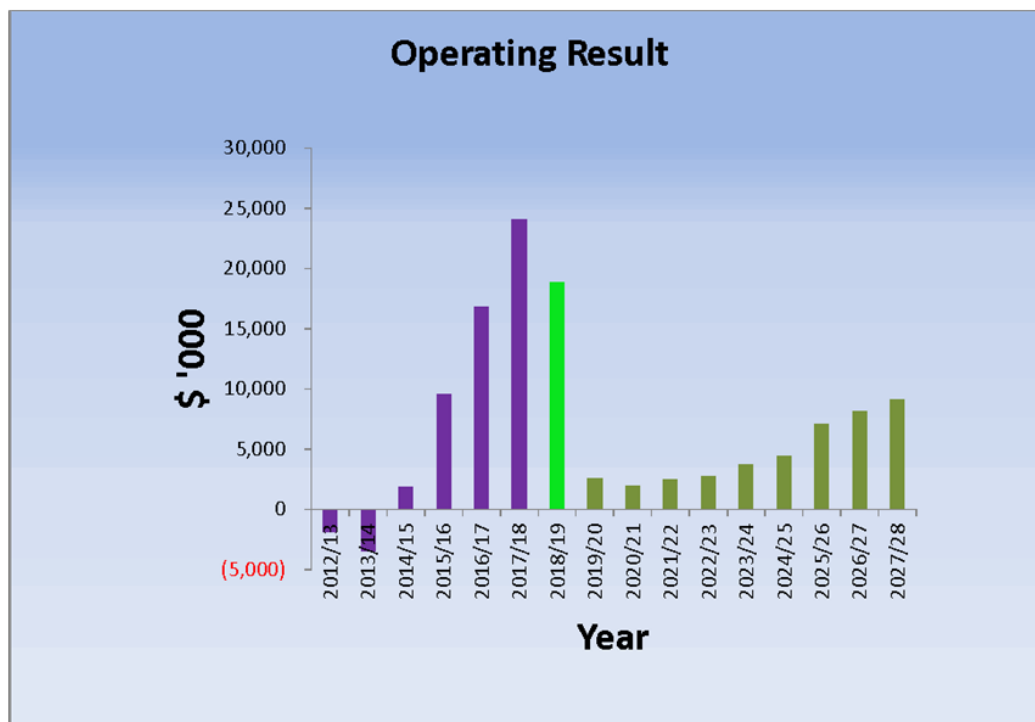


The general rate for 2018/19 will increase by 2.75% with all the other charges for Waste, Water and Waste Water also to increase by 2.75%. It is projected that total rates and charges income will increase by 2.75% over the base that was raised last year to \$55.57 million.

The rate Increase for the 2017/18 financial year was 3.4%.

Council has budgeted for a 3% increase from 2019/20 going forward in its Long Term Financial Forecast.

Operating result

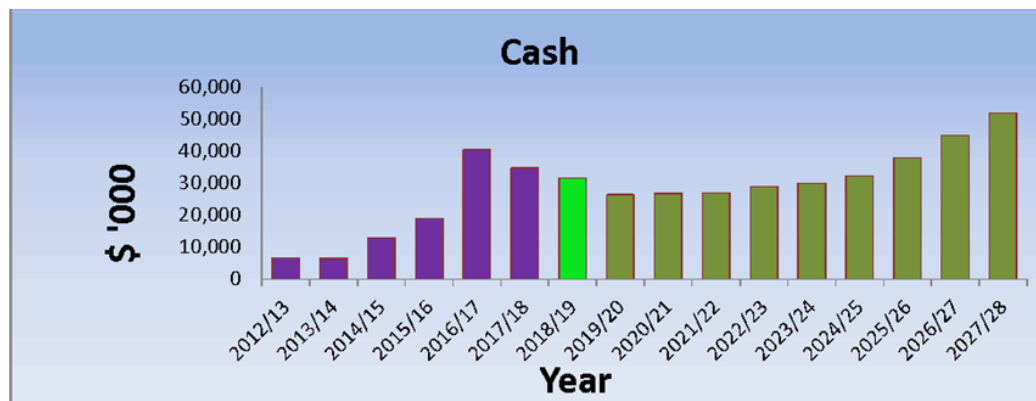


The expected operating result for the 2018/19 year is a surplus of \$18.89m which is less than the projected \$24.14m surplus result for 2017/18. Please note that this is as per the second quarter budget review for the 2017/18 financial year as at 31 December 2017.

The projected operating results in the forward budget remain relatively stable for a number of years.

In the later years of the Forecast the projected operating result has a gradual upward trend. This is due to a consistent approach taken to ensure that expenditure is contained going forward.

Cash position



The cash position is expected to decrease during the year to \$31.59m as at 30 June 2019. It is projected to be \$34.77m as at 30 June 2018. Of this cash as at 30 June 2018, \$12.62m is restricted to meet Council's short term commitments. This consists of \$4.21m for staff provisions, \$6.57m for trade creditor's payable, \$1.43 to meet Council's Loan repayments and a small amount of funds to ensure other short term commitments are cash backed of \$408,000.

The decrease in the cash level in the 2018/19 budget year is directly related to Council's budgeted Capital Works Program within that year. The strengthening of cash in the future years is in line with Council's Long Term Financial Strategies. It provides funding capacity that is periodically released for capital works requirements in later years. It also provides some financial capacity for unavoidable cost events and strategic opportunities that may occur or present in the later years of the plan.

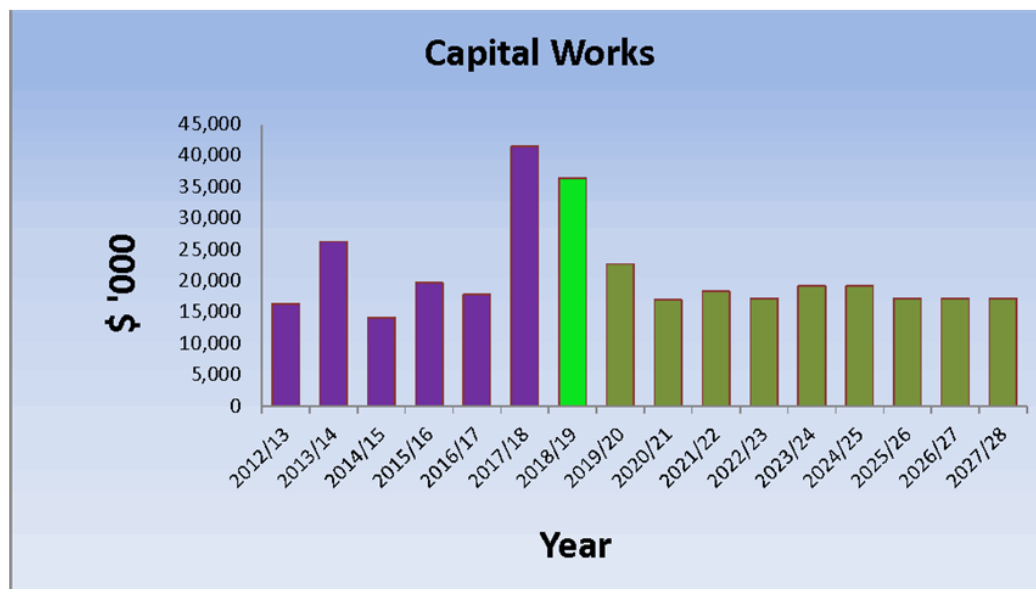
Cash from operations



Net cash from operations for 2018/19 is forecast to be \$15.98m. It is less than the previous year's projection of \$45.02m.

Cash from operations provides funding for future years' capital works renewal programs.

Capital expenditure



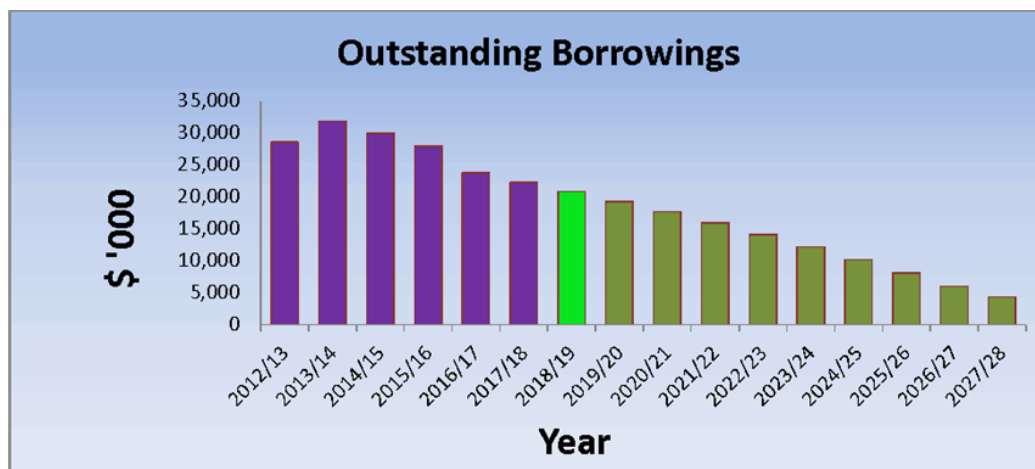
The capital expenditure program for the 2018/19 year is \$36.46m which is \$5.04m less than forecasted for 2017/18. The projected capital expenditure for the previous financial year is \$41.50m. The capital program going forward is currently sitting at around \$18.00m.

The previous 2017/18 year's capital expenditure includes \$9.10m expenditure for projects that were budgeted for, but not completed in 2016/17. The carried forward component was fully funded from the 2016/17 Budget.

The capital works program for 2018/19 has been set and prioritised based on a rigorous process that has enabled Council to assess needs and develop sound business cases for each project, as well as renewal of assets.

Council is continuing to develop its Asset Management Plans which will support the capital program going forward. These documents will also inform Council's Long Term Financial Forecast.

Borrowings

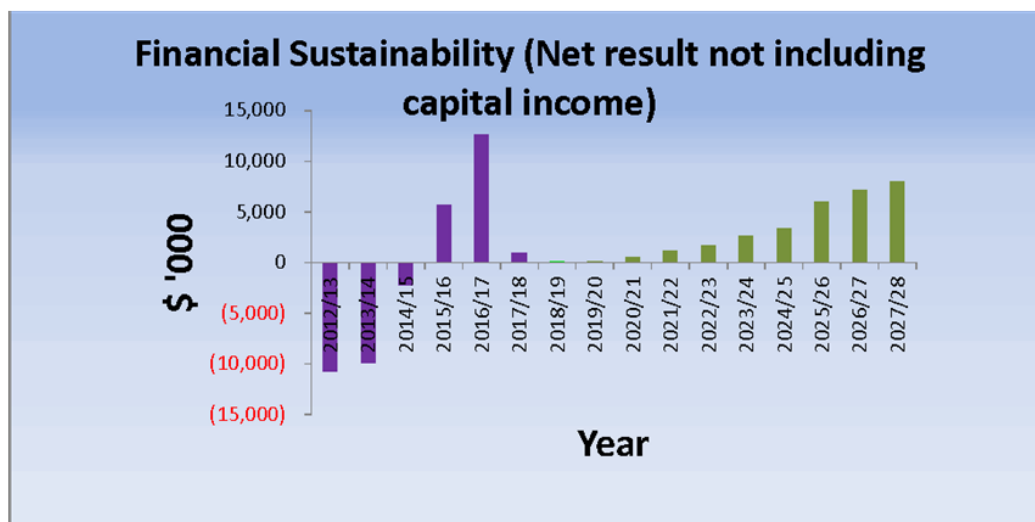


Council has not borrowed since 2013/14 when it borrowed \$5.0m for the Allora Water Pipeline.

Council has not included any borrowings in the Long Term Financial Forecast and Council intends to pay off these loans in line with its obligations with the Queensland Treasury Corporation.

During the financial year 2018/19 Council will continue to reduce its debt liability by an amount of \$1.56m.

Financial sustainability



A detailed Long Term Financial Forecast for the years 2018/19 to 2027/28 has been developed to

assist Council in adopting an annual Budget within a longer term prudent financial framework. The key objective of the plan is to achieve financial sustainability in the medium to long term, whilst still achieving the Council's strategic objectives as specified in the Corporate Plan. Council's financial history shows large operating deficits with a peak being in 2012/13 where the operating deficit reached \$10.71m. Council has since then introduced savings measures to address these deficits, and as such is forecasting another operating surplus of \$965,000 for 2017/18 at the time of the second quarter review.

The immediate forward years project a series of stable underlying surpluses. In the mid to later years of the plan the projected underlying operating result has a gradual upward trend. This is due to Council maintaining its commitment to control spending in these later years.

Longer Term Key Performance Indicators

The table below shows a series of key performance indicators that are used to assess the financial integrity of the budgeted financial statements in the Long Term Financial Forecast.

Key financial sustainability metrics	Target	2017/18	Budget 2018/19	Forecast								
				2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Operating surplus ratio	0% to 10%	1.40%	0.20%	0.20%	0.80%	1.50%	2.20%	3.20%	3.90%	6.70%	7.60%	8.30%
Cash expense cover ratio	> 3 months	7.7	7	5.7	5.6	5.5	5.7	5.8	6	6.9	7.9	8.9
Asset sustainability ratio	> 90%	99.20%	104.30%	96.90%	95.50%	102.10%	96.20%	104.10%	100.80%	97.10%	95.10%	103.00%
Net financial liabilities ratio	<= 60%	-3.90%	-1.00%	4.00%	1.20%	-1.10%	-5.70%	-9.10%	-13.80%	21.80%	30.80%	-38.60%
Council controlled revenue ratio	> 60%	82.50%	83.80%	84.00%	84.20%	84.40%	84.60%	84.70%	84.90%	85.10%	85.20%	85.30%
Total debt service cover ratio	> 2 times	10.6	6.3	6.6	7	7.4	7.8	8.2	8.8	9.4	10.4	13.8

Ratios coloured green denote low risk, yellow medium risk and red indicate either short term / immediate sustainability concerns.

The 'Operating Surplus Ratio' compares recurrent income and recurrent expenditure. The underlying result is forecast to be in the green zone in 2017/18. This is a very good improvement over the previous years where Council has been in the red.

For 2018/19 and subsequent years in the Financial Forecast the underlying result trends into yellow zone for 3 years with the remaining 7 years within the green zone. Council's programming into the future allows for the continued delivery of an Operating surplus to ensure sustainability.

The 'Cash Expense Cover Ratio' assesses Council's ability to meet its short term expenditure. Council's ability here is within the performance of where it needs to be.

The 'Asset Sustainability Ratio' measures asset renewal and upgrade expenditure spend effort over a period of time. It is forecast to be in the green zone for 2017/18 onwards. However, more work is still required to be undertaken in relation to implementation of Asset Management Plans and their linkage to this ratio.

The 'Net Financial Liabilities Ratio' is an indicator of the extent to which the net financial liabilities can be serviced by operating revenue.

The 'Council Controlled Revenue Ratio' assesses the amount of income that Council has control over. Such revenue items include rates and charges, rent etc.

The 'Total Debt Service Cover Ratio' assesses Council's ability to meet its debt service arrangements for existing and any future debt.

The key financial performance indicators in the Long Term Financial Forecast serve as very important lead indicators to identify future years' financial ramifications of decisions that are made in the present period.

The proposed 2018/19 Budgeted Long Term Financial Forecast is financially sustainable and will allow for the delivery of consistent surpluses which may allow Southern Downs Regional Council to be removed from the State Government's watch list of local government authorities that are not financially sustainable.

1. Budget Process

This section lists the processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 2009* (the Act) and *Local Government Regulations 2012* (the Regulations).

Under the Act, Council is required to prepare and adopt an annual Budget for each financial year. The Budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2018/19 Budget, which is included in this report, is for the year 1 July 2018 to 30 June 2019 and is prepared in accordance with the Act and Regulations. The Budget includes financial statements being a budgeted Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows and details of Capital Works. These statements have been prepared for the year ending 30 June 2019 in accordance with the Act and Regulations, and are consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The Budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about the adoption of the budget.

In advance of preparing the Budget, officers review and update Council's long term financial projections. Financial projections for 10 years are included in Council's Long Term Financial Forecast which is produced on a rolling annual basis.

The preparation of the Budget, within this broader context, begins with officers preparing the operating and capital components of the annual Budget during December to February. A draft consolidated Budget is then prepared and various iterations are considered by Council at Briefings during March. A 'proposed or draft' Budget is prepared in accordance with the Act and Regulations and submitted to Council in March for approval in principle. Council has then decided to give 'public notice' that it intends to adopt the Budget. Council has given 28 days' notice of its intention to adopt the proposed Budget and make the Budget available for inspection at its offices and on its internet web site. A person has a right to make a submission on any proposal contained in the Budget and any submission must be considered before the formal adoption of the Budget by Council.

The final step is for Council to adopt the Budget after receiving and considering any submissions from interested parties. The Budget is required to be adopted by 1 August 2018.

2. Analysis of Operating Budget

This section of the Annual Budget report analyses the expected revenues and expenses of the Council for the 2018/19 year.

2.1 Budgeted Income Statement

	Reference	Forecast 2017/18 \$'000	Budget 2018/19 \$'000	Variance Increase /(Decrease) \$'000
Total Income	2.2	93,684	95,824	2,140
Total expenses	2.3	69,545	76,928	7,383
Surplus (deficit) for the year		24,139	18,896	(5,243)
Grants - capital		21,938	17,273	(4,665)
Capital contributions		1,356	1,597	241
Profit / (Loss) on disposal of assets		(120)	(120)	0
Adjusted underlying surplus (deficit)		965	146	(819)

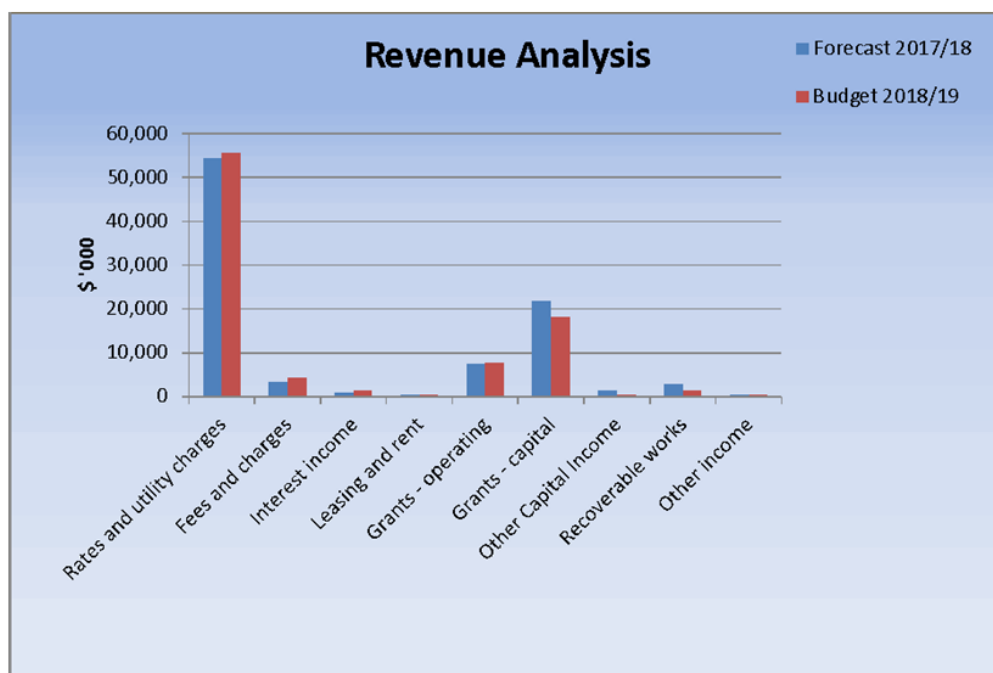
2.1.1 Adjusted Underlying Surplus (\$819,000 decrease)

The adjusted underlying result is the net surplus or deficit for the year adjusted for capital grants, contributions of non-monetary assets and capital contributions from other sources. It is a measure of financial sustainability and Council's ability to achieve its service delivery objectives.

The adjusted underlying result for the 2018/19 year is a surplus of \$146,000 which is a reduction of \$819,000 compared to the 2017/18 year. In calculating the underlying result, Council has excluded capital grants and capital contribution. Contributions of non-monetary assets are also excluded as the value of assets assumed by Council is dependent on the level of development activity each year.

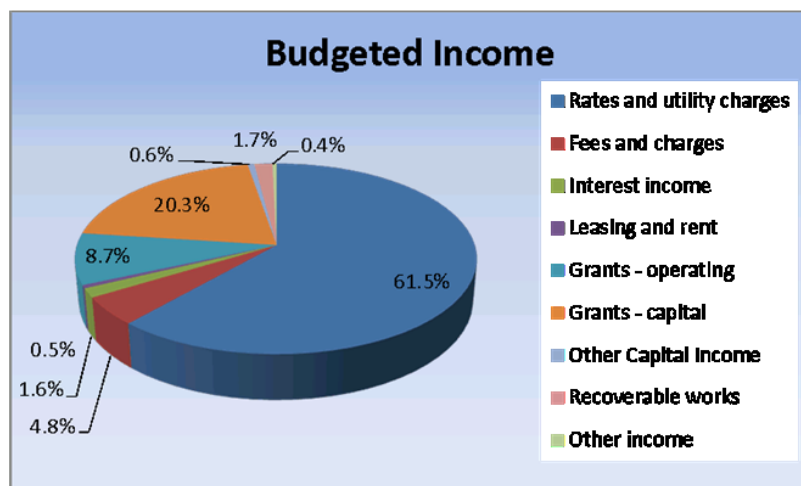
2.2 Income

	Reference	Forecast 2017/18 \$'000	Budget 2018/19 \$'000	Variance Increase /(Decrease) \$'000
Rates and utility charges	2.2.1	54,552	55,568	1,016
Fees and charges	2.2.2	3,485	4,317	833
Interest income	2.2.3	968	1,402	434
Leasing and rent	2.2.4	489	485	(4)
Grants - operating	2.2.6	7,613	7,842	229
Grants - capital	2.2.7	21,938	17,273	(4,665)
Other Capital Income		1,356	1,597	241
Sales (including recoverable works)	2.2.5	2,786	1,500	(1,286)
Other income		498	349	(149)
Total Revenue		93,684	90,333	(3,351)



2.2.1 Rates and Charges (\$1.01m Increase)

It is projected that general rates and charges income will increase by 2.75% over the base that was raised last year to \$55.57m.



The general rate will increase by 2.75%, as will the other utility charges for water, waste water and charges for garbage collection and recycling.

2.2.2 Fees and Charges (\$833,000 increase)

There is an increase of \$833,000 for fees and charges. Fees and charges relate to fees and fines levied in accordance with State Government legislation and include Planning, Health Act Registrations and Parking Fines.

2.2.3 Interest Income (\$434,000 increase)

There is an increase of \$434,000 in Interest income. Interest income relates to interest being received on Council's investments and on overdue rates.

2.2.4 Leasing and Rent (\$4,000 decrease)

There is a decrease of \$4,000 or 1% in leasing and rental income. Leasing and rental income comes from Council leasing land, buildings (etc.), and rental comes from Council's housing stock. This income primarily relates to Community Housing.

2.2.5 Sales including Recoverable Work (\$1.28m decrease)

There is a decrease of \$1.28m in sales recoverable work income. Sales and Recoverable work income comes from Council undertaking private works for the public and the sales of items. This forecasted decrease highlights the number of capital programs that Council has underway over the next 12 months.

2.2.6 Grants - Operating (\$229,000 increase)

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers, as well as one-off funding for projects undertaken on behalf of community organisations. Overall, the level of grants has increased by \$229,000 compared to 2017/18.

A list of operating grants by type and source, classified into recurrent and non-recurrent, is included below.

Operating Grant Funding	Forecast 2017/18	Budget 2018/19	Variance Increase /(Decrease)
	\$	\$	\$
Federal Grants			
<i>Financial Assistance Grant</i>	6,747,651	6,875,857	128,206
<i>Fuel Grant</i>	215,000	220,000	5,000
Federal Grants Total	6,962,651	7,095,857	133,206
State Grants			
<i>Library Book Purchase</i>	183,000	183,000	
<i>Pest Animal Control</i>	113,950	113,950	
<i>Pest Plant Control</i>		112,000	112,000
<i>Trainee Subsidies</i>	12,300	22,500	10,200
<i>Economic Development</i>	21,500	20,000	(1,500)
<i>Regional Skills Investment Strategy</i>		175,000	175,000
<i>RADF Program</i>	55,000	55,000	
<i>Tech Savvy Seniors QLD Grant</i>	9,500		(9,500)
<i>Fire Trail Development and Maintenance</i>	7,265	7,500	235
<i>Get Ready Queensland Project</i>	27,030	20,000	(7,030)
<i>Warwick State Emergency Services</i>	22,660	23,000	340
<i>Stanthorpe State Emergency Services</i>	13,890	14,000	110
<i>Natural Disaster</i>	184,000		(184,000)
State Grants Total	650,095	745,950	95,855
Total Operating Grants	7,612,746	7,841,807	229,061

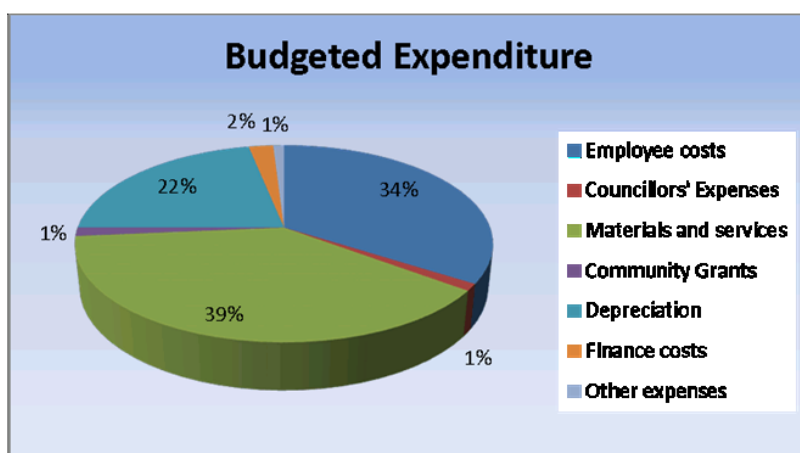
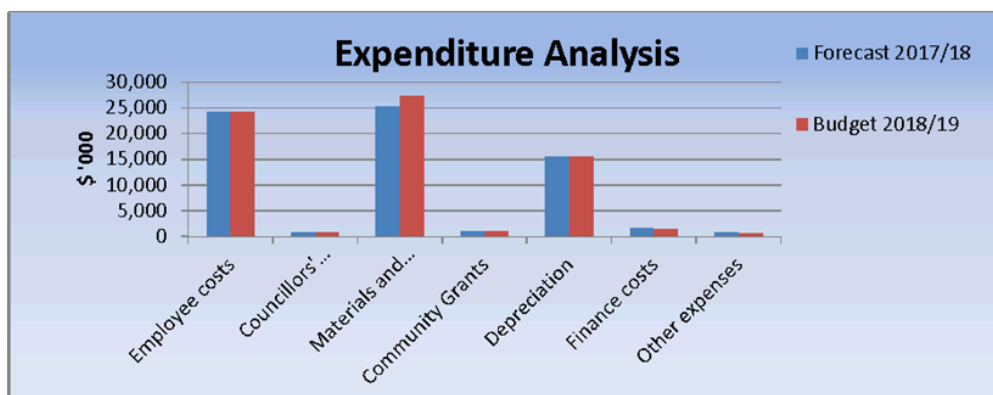
2.2.7 Grants - Capital (\$4.66m decrease)

Capital grants include all monies received from State and Federal governments for the purposes of funding the capital works program. Overall the level of grants has decreased by \$4.66m compared to 2017/18. A list of capital grants by type is included below.

Capital Grant Funding	2017/18	Budget 2018/19	Variance Increase /(Decrease)
<i>Roads to Recovery</i>	2,551	1,200	(1,351)
<i>Transport Infrastructure Development Scheme (TIDS)</i>	1,116	1,099	(17)
<i>Blackspot Funding</i>	1,131		(1,131)
<i>Cycle Network LG Grants Program</i>	231	150	(81)
<i>Bridge Renewal Program</i>	956	1,000	44
<i>Works for Queensland</i>	3,883	2,736	(1,147)
<i>Building Our Regions</i>	50		(50)
<i>Local Government Grant Subsidy Program</i>	3,007	3,852	845
<i>Natural Disaster Relief and Recovery Arrangements</i>	9,000	7,236	(1,764)
<i>Natural Disaster Resilience Program</i>	4	0	(4)
<i>Royalties for the Regions</i>	9	0	(9)
Total Capital Grants	21,938	17,273	(4,665)

2.3 Expenditure

Expenditure types	Reference	Forecast 2017/18 \$'000	Budget 2018/19 \$'000	Variance Increase /(Decrease) \$'000
Employee costs	2.3.1	24,182	24,253	71
Councillors' Expenses		789	806	17
Materials and services	2.3.2	25,783	27,763	1,980
Community Grants	2.3.3	1,078	1,023	(55)
Depreciation	2.3.4	15,526	15,530	4
Finance costs	2.3.5	1,675	1,587	(88)
Other expenses		393	354	(39)
Total Operating Expenses		69,425	71,317	1,891



2.3.1 Employee Costs (\$71,000 increase)

Employee costs include all labour related expenditure including wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation and fringe benefits tax.

Employee costs are forecast to increase by \$71,000 when compared to the 2017/18 forecast result.

In delivering services to the community, Council may choose to use in-house or outsourced resources. The efficiency of Council's service delivery relies on a combination of both to achieve best value for the community.

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Directorate	Budget 2018/19 \$'000	Budget 2018/19 FTE
Executive Services	5,021	48.51
Engineering Services	17,437	204.42
Planning, Environment & Community Services	6,400	84.86
Total staff expenditure	28,858	337.79
Other staff related costs	534	
Less capitalised labour costs	5,139	
Total employee costs	24,253	

2.3.2 Materials and Services (\$1.98m increase)

Materials and consumables are forecast to increase by \$1.98m compared to 2017/18. The increased expenditure on materials and consumables in 2018/19 can mainly be attributed to an increase in external contracts.

2.3.3 Community Grants (\$5,000 decrease)

The reduction in the Community Grants relates to a decrease in relation to the Stanthorpe YMCA and a decrease in relation to the Stanthorpe Apple and Grape.

Community grants relate to the following specific items:

Community Grants	Amount within the 2018/19 Budget
Warwick Art Gallery	175,000
Stanthorpe Art Gallery	175,000
Stanthorpe Museum	10,000
RADF	105,000
Community Grant	142,325
Fast Response Small Grants	25,000
Sport & Recreation Grants	100,000
Events Grant	100,000
Warwick Rodeo	10,000
Jumpers & Jazz	10,000
Leyburn Sprints	5,000
Snowflakes	10,000
River Improvements Trusts	150,675
Total Community Grants	1,018,000

2.3.4 Depreciation and Amortisation (\$4,000 increase)

Depreciation relates to the usage of Council's property, plant and equipment including Infrastructure assets such as roads and drains. Depreciation systematically allocates the cost of the 'consumption of the service potential' over the useful life of the asset to the Income Statement.

Periodic revaluation of Infrastructure asset classes, the completion of the 2017/18 Capital Works Program and the full year effect of depreciation on the 2017/18 Capital Works Program impacts upon the depreciation charges. Refer to Section 3 'Analysis of Capital Budget' for a more detailed analysis of Council's Capital Works Program for the 2018/19 year.

2.3.5 Borrowing Cost Expenses (\$88,000 decrease)

Borrowing cost expenses represent the interest cost associated with borrowed funds. Borrowing costs are forecast to decrease by \$88,000 from 2017/18.

3. Analysis of Capital Budget

This section of the Budget report analyses the planned capital expenditure for the 2018/19 year and the sources of funding for the Budget.

3.1 Capital Works

Capital Works Areas	Ref	Forecast Actual	Budget	Variance
		2017-18 \$'000	2018-19 \$'000	\$'000
Property	7.1.1			
Land		305	0	(305)
Community Facilities		2,400	2,916	516
Saleyards		50	250	200
Parks & Open Spaces		371	379	8
Disaster Management		115	0	(115)
Environmental Services		31	31	0
Council Owned Depots			50	50
Total property		3,272	3,626	354
Plant, machinery and equipment	7.1.2			
Plant and machinery		4,113	3,555	(558)
Computers and telecommunications		306	245	(61)
Total plant, machinery and equipment		4,419	3,800	(619)
Infrastructure	7.1.3			
Roads, Bridges & Footpaths		24,105	18,242	(5,863)
Drainage			560	560
Waste management		250	1,300	1,050
Water		7,805	6,800	(1,005)
Waste Water		1,657	2,130	473
Total infrastructure		33,817	29,032	(4,785)
Total capital works expenditure		41,508	36,458	(5,050)
Represented by:				
New asset expenditure		7,089	4,573	(2,516)
Asset renewal / upgrade expenditure		34,419	31,885	(2,534)
Total capital works expenditure		41,508	36,458	(5,050)

3.1.1 Property (\$3.63m)

The property class comprises buildings and building improvements including community facilities, municipal offices, sports facilities and pavilions.

For the 2018/19 year, \$3.63m will be expended on land, building and building improvement projects. There are a number of projects to address issues as identified within the Buildings Asset Management Plan as well as, Cemetery works (\$173,000) and Saleyards Safety improvements (\$250,000).

3.1.2 Plant and Equipment (\$3.80m)

Plant and equipment includes plant, machinery and equipment, computers and telecommunications.

For the 2018/19 year, \$3.80m will be expended on plant, equipment and other projects. The more significant projects include ongoing cyclical replacement of the plant and vehicle fleet (\$3.55m) and upgrade and replacement of Information Technology (\$245,000).

3.1.3 Infrastructure (\$36.58m)

Infrastructure includes roads, bridges, footpaths, drainage, waste facilities, water and waste water.

For the 2018/19 year, \$18.80m will be expended on roads, bridges, drainage and footpaths. The main projects include Amiens Road widening (\$998,846), Road resealing (\$1.00m), resheeting of gravel roads (\$1.00m), Inverramsay Road widening (\$800,000), Goomburra Road rehabilitation (\$600,000), QRA Betterment Program (\$7.00m), Sundown Road Rehabilitation (\$250,000) and REPA Complementary Works (\$1.57m).

Waste Facilities budget for 2018/19 is \$2.13m of which the major project is to Batter Profile of the Stanthorpe Cell of \$623,000. Other small capital items at both the Warwick and Stanthorpe facilities will also be undertaken.

Water Infrastructure works is budgeted for \$6.80m for 2018/19. Major project is the Water Trunk Main Construction – Storm King Dam (\$6.56m), plus other capital projects.

Waste Water works is budgeted for \$2.13m for 2018/19. Major projects include sewer relining (\$650,000), SCADA and Telemetry renewals and upgrades (\$960,000), and a number of other projects.

3.1.4 Asset Renewal/ Upgrade (\$31.88m), and New (\$4.57m).

A distinction is made between expenditure on new assets and asset renewal and upgrade. Expenditure on asset renewal is expenditure on an existing asset, or on replacing an existing asset that returns the service of the asset to its original capability. Expenditure on new assets does not have any element of renewal or upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

3.1.5 Carried Forward Works (\$Nil)

At the end of each financial year there are projects which are either incomplete or not commenced due to planning issues, weather delays, extended consultation or other delays.

There is no amount shown as cash held to fund carry forward works at 30 June 2018, as it is planned that the capital works budget in the 2017/18 financial year will be completed.

3.2 Funding Sources

	Reference	Forecast 2017/18 \$'000	Budget 2018/19 \$'000	Variance Increase /(Decrease) \$'000
Grants	3.2.1	21,938	17,273	(4,665)
Contributions	3.2.2	1,355	397	(958)
Borrowings	3.2.3	0	0	0
<u>Council Cash</u>				
-Operations	3.2.4	14,166	14,067	(99)
-Proceeds from sale of assets	3.2.5	580	1,049	469
-Reserves	3.2.6	3,461	3,049	(412)
-Provisions		0	623	623
Total Funding Sources		41,500	36,458	(5,042)

3.2.1 Grants (\$17.27m)

Capital grants include all monies received from State and Federal sources for the purposes of funding the Capital Works Program. Significant grants are budgeted to be received for the Roads to Recovery funding (\$1.20m), Transport Infrastructure Development Scheme (\$1.09m), Betterment Program (\$6.30m), REPA Complementary Works (\$1.14m), Bridge Renewal program (\$1.00m), Works for Queensland of (\$2.74m) and Local Governments Grant & Subsidies (\$3.94m).

3.2.3 Borrowing (\$Nil)

There are no borrowings budgeted for in the 2018/19 financial year for capital projects.

3.2.4 Council Cash - Operations (\$14.06m)

During the year Council generates cash from its operating activities, which is used as a funding source for the capital works program. It is forecast that \$14.06m will be generated from operations to fund the 2018/19 capital works program (after allowing for capital grants and contributions).

3.2.5 Council Cash - Proceeds from Sale of Assets (\$1.05m)

Proceeds from sale of assets include motor vehicle sales in accordance with Council's fleet renewal policy of \$1.05m.

3.2.6 Council Cash - Reserve Cash (\$3.05m)

Council has cash reserves, which will be used to fund areas of its annual Capital Works Program. For 2018/19, \$3.05m will be used to fund new capital works where appropriate.

4. Analysis of Budgeted Balance Sheet

This section of the budget report analyses the movements in assets, liabilities and equity between 2017/18 and 2018/19.

1.1 Budgeted Balance Sheet

	Reference	Forecast 2017/18 \$'000	Budget 2018/19 \$'000	Variance Increase /(Decrease) \$'000
Current				
Assets	4.1.1	41,286	38,142	(3,144)
Liabilities	4.1.2	12,624	13,026	402
Net-current assets		28,662	25,116	(3,546)
Non-Current				
Assets	4.1.3	765,483	786,410	20,927
Liabilities	4.1.4	25,928	24,413	(1,515)
Net non-current assets		739,555	761,997	22,442
Community Equity				
Asset revaluation reserve	4.1.5	182,932	182,932	0
Retained Surplus	4.1.6	585,285	604,181	18,896
Total Community Equity		768,217	787,113	18,896

4.1.1 Current Assets (\$3.14m decrease)

The current assets are projected to be less than 2017/18. The main contributor being a decrease in the cash position. Rate and other debtors are not expected to change significantly.

4.1.2 Current Liabilities (\$402,000 increase)

There is a projected increase of \$402,000 in current liabilities (obligations that Council must pay within the next 12 months). This is predominantly due to an increase in projected provisions as at the end of the period.

4.1.3 Non-Current Assets (\$20.93m increase)

The Increase in non-current assets is due to the net result of the Capital Works Program.

4.1.4 Non-Current Liabilities (\$1.52m decrease)

The decrease is in relation to a reduction in Council's long term provisions and Council's debt level.

4.1.5 Asset Revaluation Reserve (No movement)

The Asset Revaluation reserve is the balance of all movements within each asset class in relation to revaluations undertaken by Council. This balance will offset any negative revaluations in the future if needed.

4.1.6 Retained Surplus (\$18.89m increase)

The increase in the accumulated surplus is impacted by the budgeted comprehensive surplus of \$18.89m.

4.2 Key assumptions

In preparing the budgeted Balance Sheet for the year ended 30 June 2019 it was necessary to make a number of assumptions about key assets, liabilities and equity balances. The key assumptions are as follows:

- The collection level of rates and charges in 2018/19 will be at similar levels to that of previous years;
- Trade creditors increase slightly while other creditors and debtors to remain consistent with 2017/18 levels;
- Proceeds from the sale of property in 2018/19 will be received in full in 2018/19 if applicable;
- Employee entitlements are to decrease. No increase in the average rate of leave taken is expected however the provisions for such have been amended;
- Total capital expenditure to be \$36.46m.

Appendix A 2018/19 Budget

Statement of Comprehensive Income (Income and Expenditure)

	Anticipated 17/18 Actual	Draft 18/19 Budget	Forward Estimate for 19/20	Forward Estimate for 20/21
Revenue				
Operating revenue				
General rates	30,838	31,685	32,886	34,133
Separate Rates	500	126	127	128
Water	7,488	7,731	8,024	8,328
Water consumption, rental and sundries	4,435	4,385	4,551	4,724
Sewerage	8,485	8,765	9,097	9,442
Garbage charges	4,316	4,435	4,603	4,778
Other rates, levies and charges	284	284	295	306
Less: discounts	- 1,794	- 1,843	- 1,913	- 1,985
Net rates, levies and charges	54,552	55,568	57,670	59,854
Fees and charges	3,485	4,318	4,397	4,477
Rental income	489	485	494	504
Interest received	968	1,401	1,396	1,379
Sales revenue	2,786	1,500	1,529	1,558
Other income	497	349	356	362
Grants, subsidies, contributions and donations	7,613	7,842	8,032	8,227
Total operating revenue	70,390	71,463	73,874	76,361
Capital income				
Contributions from Developers	571	150	150	150
Government subsidies and grants—capital	22,722	18,720	2,367	1,349
Grants, subsidies, contributions and donations	23,293	18,870	2,517	1,499
Total income	93,683	90,333	76,391	77,860
Expenses				
Operating expenses				
Employee benefits	24,971	25,060	25,559	26,069
Materials and services	27,253	29,140	30,141	31,178
Finance costs	1,675	1,587	1,507	1,415
Depreciation and amortisation	15,526	15,530	16,488	17,098
Total operating expenses	69,425	71,317	73,695	75,760
Capital expenses	120	120	120	120
Total expenses	69,545	71,437	73,815	75,880
Total comprehensive income for the year	24,138	18,896	2,576	1,980
Operating result				
Operating revenue	70,390	71,463	73,874	76,361
Operating expenses	69,425	71,317	73,695	75,760
Net Operating result	965	146	179	601

Appendix B

2018/19 Budget

Statement of Financial Position

(Balance Sheet)

	Anticipated 17/18 Actual	Draft 18/19 Budget	Forward Estimate for 19/20	Forward Estimate for 20/21
Assets				
Current assets				
Cash and cash equivalents	34,777	31,595	26,406	26,869
Trade and other receivables	5,726	5,764	5,946	6,168
Inventories	783	783	783	783
Total current assets	41,286	38,142	33,135	33,820
Non-current assets				
Investments	742	742	742	742
Property, plant & equipment	763,085	784,050	790,194	790,164
Other non-current assets	1,656	1,619	1,727	1,669
Total non-current assets	765,483	786,411	792,663	792,575
Total assets	806,769	824,553	825,798	826,395
Liabilities				
Current liabilities				
Trade and other payables	6,569	6,887	7,074	7,306
Borrowings	1,432	1,516	1,614	1,715
Provisions	4,215	4,215	4,215	4,215
Other current liabilities	408	408	408	408
Total current liabilities	12,624	13,026	13,311	13,644
Non-current liabilities				
Borrowings	20,809	19,294	17,680	15,964
Provisions	5,119	5,119	5,119	5,119
Total non-current liabilities	25,928	24,413	22,799	21,083
Total liabilities	38,552	37,440	36,110	34,728
Net community assets	768,217	787,113	789,688	791,667
Community equity				
Asset revaluation surplus	182,932	182,932	182,932	182,932
Retained surplus	585,285	604,181	606,757	608,736
Total community equity	768,217	787,113	789,689	791,668

Appendix C

2018/19 Budget

Statement of Cash Flow

	Anticipated 17/18 Actual	Draft 18/19 Budget	Forward Estimate for 19/20	Forward Estimate for 20/21
Cash flows from operating activities				
Receipts from customers	89,242	61,702	63,784	66,047
Payments to suppliers and employees	- 55,619	54,209	55,846	57,354
Interest received	968	1,401	1,396	1,379
Rental income	711	485	494	503
Non-capital grants and contributions	11,066	7,838	8,019	8,210
Borrowing costs	- 1,346	- 1,260	- 1,174	- 1,076
Net cash inflow from operating activities	45,022	15,957	16,673	17,709
Cash flows from investing activities				
Payments for property, plant and equipment	- 41,134	36,213	22,341	16,760
Payments for intangible assets	374	245	400	250
Proceeds from sale of property, plant and equipment	-	-	-	-
Grants, subsidies, contributions and donations	23,293	18,870	2,517	1,499
Other cash flows from investing activities	120	120	120	120
Net cash inflow from investing activities	- 18,335	17,708	20,344	15,631
Cash flows from financing activities				
Repayment of borrowings	- 1,512	1,430	1,516	1,614
Net cash inflow from financing activities	- 1,512	1,430	1,516	1,614
Total cash flows				
Net increase in cash and cash equivalent held	25,175	3,182	5,187	464
Opening cash and cash equivalents	9,602	34,777	31,595	26,408
Closing cash and cash equivalents	34,777	31,595	26,408	26,872

Appendix D

2018/19 Budget

Statement of Changes in Equity

	Anticipated 17/18 Actual	Draft 18/19 Budget	Forward Estimate for 19/20	Forward Estimate for 20/21
Asset revaluation surplus				
Opening balance	182,932	182,932	182,932	182,932
Increase/decrease in asset revaluation surplus	-	-	-	-
Closing balance	182,932	182,932	182,932	182,932
Retained surplus				
Opening balance	585,285	585,285	604,181	606,757
Net result	-	18,896	2,576	1,979
Closing balance	585,285	604,181	606,757	608,736
Total				
Opening balance	768,217	768,217	787,113	789,689
Net result	-	18,896	2,576	1,979
Increase in asset revaluation surplus	-	-	-	-
Closing balance	768,217	787,113	789,689	791,668

Appendix E

QFC Local Government Forecasting Model—Southern Downs Regional Council

Statement of Comprehensive Income

Jun-18A Jun-19B Jun-20F Jun-21F Jun-22F Jun-23F Jun-24F Jun-25F Jun-26F Jun-27F Jun-28F

Statement of Comprehensive Income

Income

Revenue

Operating revenue

General rates	30,838	31,685	32,886	34,133	35,427	36,770	38,165	39,610	41,113	42,671	44,290
Separate rates	500	126	127	128	129	130	131	132	133	134	135
Water	7,488	7,731	8,024	8,328	8,644	8,972	9,312	9,665	10,031	10,411	10,807
Water consumption, rental and sundries	4,435	4,385	4,551	4,724	4,903	5,089	5,282	5,482	5,690	5,905	6,129
Sewerage	8,485	8,765	9,097	9,442	9,800	10,172	10,558	10,957	11,373	11,804	12,252

Garbage charges	4,318	4,435	4,603	4,778	4,958	5,147	5,342	5,544	5,755	5,973	6,199
Other rates, levies and charges	284	284	295	306	318	330	342	355	369	382	397
Less: discounts	(1,794)	(1,943)	(1,913)	(1,985)	(2,081)	(2,139)	(2,220)	(2,304)	(2,391)	(2,482)	(2,578)
Net rates, levies and charges	54,552	55,568	57,670	59,653	62,118	64,470	66,912	69,442	72,072	74,798	77,633
Infringements	24	32	32	33	33	33	34	34	34	35	35
Licences and registrations	288	357	381	365	389	372	376	380	384	387	391
Other fees and charges	3,173	3,929	4,004	4,080	4,157	4,236	4,317	4,399	4,482	4,567	4,654
Fees and charges	3,485	4,318	4,397	4,477	4,559	4,642	4,728	4,812	4,900	4,990	5,081
Other rental income	489	485	494	504	513	523	533	543	553	564	575
Rental income	489	485	494	504	513	523	533	543	553	564	575
Interest from overdue rates, levies and charges	185	185	189	192	196	199	203	207	211	215	219
Interest received from investments	-	536	515	480	495	508	538	560	596	660	738
Other interest received	783	680	693	706	720	733	747	761	776	791	806
Interest received	968	1,401	1,396	1,379	1,411	1,441	1,488	1,529	1,583	1,666	1,763
Contract and recoverable works	2,786	1,500	1,529	1,558	1,587	1,617	1,648	1,679	1,711	1,744	1,777
Sales revenue	2,786	1,500	1,529	1,558	1,587	1,617	1,648	1,679	1,711	1,744	1,777

Other income	497	349	356	362	369	376	383	391	398	406	413
Other income	497	349	356	362	369	376	383	391	398	406	413
General purpose grants	6,768	6,896	7,068	7,245	7,426	7,612	7,802	7,997	8,197	8,402	8,612
State subsidies and grants—operating	845	946	964	982	1,001	1,020	1,039	1,059	1,079	1,100	1,121
Grants, subsidies, contributions and donations	7,613	7,842	8,032	8,227	8,427	8,632	8,842	9,056	9,276	9,502	9,733
Total operating revenue	70,390	71,463	73,874	76,360	78,985	81,701	84,532	87,452	90,484	93,669	96,974
Capital revenue											
Government subsidies and grants—capital	21,938	18,322	2,212	1,349	1,349	1,149	1,149	1,149	1,149	1,149	1,149
Contributions—capital	784	398	155	-	80	-	-	-	-	-	-
Contributions from Developers	571	150	150	150	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	23,293	18,870	2,517	1,499	1,429	1,149	1,149	1,149	1,149	1,149	1,149
Total revenue	93,683	90,333	76,391	77,859	80,414	82,850	85,681	88,601	91,643	94,818	98,123
Total income	93,683	90,333	76,391	77,859	80,414	82,850	85,681	88,601	91,643	94,818	98,123

Expenses

Operating expenses											
Total staff wages and salaries	22,986	23,218	23,682	24,156	24,630	25,132	25,635	26,147	26,670	27,204	27,748
Councillors' remuneration	749	766	781	795	810	826	842	858	874	890	907
Other employee related expenses	1,236	1,076	1,096	1,117	1,138	1,160	1,182	1,205	1,228	1,251	1,275
Employee benefits	24,971	25,060	25,559	26,069	26,588	27,118	27,658	28,209	28,772	29,345	29,930
 M&S—administration supplies	426	477	486	494	503	512	522	531	540	550	560
M&S—communication & IT	641	610	621	632	644	655	667	679	691	704	716
M&S—consultants	3,028	2,941	3,059	3,181	3,308	3,441	3,578	3,721	3,870	4,025	4,186
M&S—contractors	10,348	11,431	11,888	12,364	12,858	13,373	13,908	14,464	15,042	15,644	16,270
M&S—electricity	1,091	1,569	1,589	1,629	1,660	1,692	1,724	1,757	1,790	1,824	1,859
M&S—council maintenance	4,698	4,992	5,187	5,390	5,600	5,819	6,047	6,284	6,530	6,786	7,052
M&S—travel	1,339	1,416	1,473	1,532	1,593	1,657	1,723	1,792	1,863	1,938	2,015
M&S—other	5,684	5,704	5,829	5,957	6,088	6,222	6,360	6,501	6,646	6,795	6,947
Materials and services	27,253	29,140	30,141	31,178	32,254	33,370	34,528	35,728	36,974	38,265	39,605
 Finance costs charged by QTC	-	1,280	1,174	1,076	975	867	755	632	507	380	255

Bank charges	120	120	122	125	127	129	132	134	137	140	142
Other finance costs	1,555	207	211	215	219	223	227	232	236	240	245
Finance costs	1,675	1,587	1,507	1,415	1,320	1,219	1,114	998	880	760	642
Buildings	1,370	1,347	1,418	1,468	1,510	1,554	1,554	1,580	1,607	1,607	1,607
Plant & equipment	2,214	2,127	2,269	2,442	2,614	2,787	2,960	3,132	3,391	3,350	1,523
Roads, drainage & bridge network	5,803	5,803	6,022	6,149	6,327	6,485	6,771	7,047	7,323	7,588	7,875
Water	2,672	2,633	3,147	3,207	3,296	3,365	3,465	3,545	3,625	3,705	3,785
Sewerage	2,594	2,596	2,634	2,668	2,754	2,820	2,860	2,900	2,940	2,980	3,020
Miscellaneous	541	542	706	817	839	852	852	852	852	852	852
Amortisation of intangible assets	332	282	292	308	318	328	87	46	46	46	46
Depreciation and amortisation	15,526	15,530	16,488	17,098	17,658	18,220	18,548	19,102	17,783	18,139	18,708
Total operating expenses	69,425	71,317	73,695	75,760	77,821	79,928	81,848	84,037	84,409	86,509	88,865
Capital expenses											
Other capital expenses	120	120	120	120	120	120	120	120	120	120	120
Total capital expenses	120	120	120	120	120	120	120	120	120	120	120
Total expenses	69,545	71,437	73,815	75,880	77,941	80,048	81,968	84,157	84,529	86,629	89,005

Net result	24,138	18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118
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Tax equivalents

Net result before tax equivalents	24,138	18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118
Tax equivalents payable	-	-	-	-	-	-	-	-	-	-	-
Net result after tax equivalents	24,138	18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118
Total comprehensive income for the year	24,138	18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118

Operating result

Operating revenue	70,390	71,463	73,874	76,360	78,985	81,701	84,532	87,452	90,494	93,669	96,974
Operating expenses	69,425	71,317	73,695	75,760	77,821	79,928	81,848	84,037	84,409	86,509	88,885
Operating result	965	146	179	600	1,163	1,773	2,684	3,415	6,085	7,160	8,089

Appendix F

Appendix F – Statement of Financial Position

Financial Year 2018/2019

	Jun-18A	Jun-19B	Jun-20F	Jun-21F	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F
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Statement of Financial Position

Assets

Current assets											
Cash and cash equivalents	34,777	31,595	28,408	28,869	28,911	28,903	30,017	32,365	37,981	45,002	51,904
General trade and other receivables	5,726	5,764	5,946	6,169	6,361	6,602	6,812	7,069	7,313	7,567	7,810
Trade and other receivables	5,726	5,764	5,946	6,169	6,361	6,602	6,812	7,069	7,313	7,567	7,810
Inventories held for sale	783	783	783	783	783	783	783	783	783	783	783

Inventories	783	783	783	783	783	783	783	783	783	783	783
Total current assets	41,286	38,142	33,135	33,820	34,076	36,286	37,612	40,215	46,057	53,352	60,487
Non-current assets											
Investment property	742	742	742	742	742	742	742	742	742	742	742
Investments	742	742	742	742	742	742	742	742	742	742	742
Land	38,623	38,623	38,623	38,623	38,623	38,623	38,623	38,623	38,623	38,623	38,623
Land improvements	340	340	340	340	340	340	340	340	340	340	340
Buildings	72,586	73,002	73,351	72,413	73,323	71,769	72,216	72,635	71,028	69,421	69,814
Plant & equipment	15,102	16,530	18,578	20,448	22,150	23,878	25,033	26,216	29,140	32,105	34,897
Roads, drainage & bridge network	378,636	390,810	395,451	393,752	391,826	392,031	392,161	392,014	391,591	390,893	389,918
Water	133,198	138,225	136,558	137,588	138,525	139,140	139,874	140,129	140,503	140,798	141,013
Sewerage	73,765	72,119	70,836	70,798	70,694	69,874	69,014	68,114	67,174	66,194	65,174
Miscellaneous	50,835	54,401	56,460	56,203	55,673	54,822	53,970	53,118	52,287	51,415	50,583
Property, plant & equipment	763,085	784,050	790,194	790,164	790,954	790,276	791,030	791,189	790,886	789,788	790,342
Intangible assets	1,451	1,414	1,522	1,484	1,387	1,069	982	936	890	845	799
Other non-current assets	205	205	205	205	205	205	205	205	205	205	205

Other non-current assets	1,656	1,619	1,727	1,669	1,602	1,274	1,187	1,141	1,095	1,050	1,004
Total non-current assets	765,483	766,411	792,664	792,576	793,297	792,292	792,959	793,072	792,504	791,580	792,087
Total assets	806,769	824,553	825,799	826,396	827,373	826,580	830,571	833,266	836,561	844,932	852,584

Liabilities

Current liabilities											
Employee payables	2,122	2,060	2,095	2,143	2,185	2,229	2,267	2,319	2,365	2,412	2,453
Other payables	4,447	4,827	4,979	5,163	5,341	5,525	5,701	5,914	6,120	6,333	6,538
Trade and other payables	6,569	6,887	7,074	7,306	7,526	7,754	7,968	8,233	8,484	8,745	8,989
Loans	1,432	1,516	1,614	1,715	1,823	1,935	1,993	2,093	2,078	1,711	851
Borrowings	1,432	1,516	1,614	1,715	1,823	1,935	1,993	2,093	2,078	1,711	851
Employee	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215
Provisions	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215	4,215
Other	408	408	408	408	408	408	408	408	408	408	408
Other current liabilities	408	408	408	408	408	408	408	408	408	408	408
Total current liabilities	12,624	13,026	13,311	13,645	13,972	14,312	14,583	14,948	15,186	15,078	14,463

Non-current liabilities											
Loans	20,809	19,294	17,680	15,964	14,141	12,206	10,213	8,121	6,042	4,332	3,481
Borrowings	20,809	19,294	17,680	15,964	14,141	12,206	10,213	8,121	6,042	4,332	3,481
Employee	1,329	1,329	1,329	1,329	1,329	1,329	1,329	1,329	1,329	1,329	1,329
Restoration & rehabilitation	3,790	3,790	3,790	3,790	3,790	3,790	3,790	3,790	3,790	3,790	3,790
Provisions	5,119	5,119	5,119	5,119	5,119	5,119	5,119	5,119	5,119	5,119	5,119
Total non-current liabilities	25,928	24,413	22,799	21,083	19,280	17,325	15,332	13,240	11,181	9,451	8,800
Total liabilities	38,552	37,438	36,110	34,728	33,233	31,637	29,916	28,188	26,347	24,529	23,063
Net community assets	768,217	787,113	789,689	791,668	794,140	796,943	800,656	805,100	812,214	820,403	829,521
Community equity											
Asset revaluation surplus	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932
Retained surplus	585,285	604,181	606,757	608,736	611,208	614,011	617,724	622,168	629,282	637,471	646,589
Total community equity	768,217	787,113	789,689	791,668	794,140	796,943	800,656	805,100	812,214	820,403	829,521

Appendix G

QTC Local Government Forecasting Model – Southern Downs Regional Council Statement of Cash Flows

Jun-18A Jun-19B Jun-20F Jun-21F Jun-22F Jun-23F Jun-24F Jun-25F Jun-26F Jun-27F Jun-28F

Statement of Cash Flows

Cash flows from operating activities

Receipts from customers	89,242	61,702	63,784	66,047	68,438	70,902	73,475	76,089	78,855	81,703	84,679
Payments to suppliers and employees	(55,619)	(54,209)	(55,846)	(57,354)	(58,968)	(60,613)	(62,332)	(64,038)	(65,886)	(67,730)	(69,678)
Interest received	968	1,401	1,396	1,379	1,411	1,441	1,468	1,529	1,583	1,666	1,763
Rental income	711	485	484	503	512	522	532	542	552	563	574
Non-capital grants and contributions	11,066	7,838	8,019	8,210	8,411	8,615	8,826	9,037	9,258	9,483	9,716
Borrowing costs	(1,346)	(1,280)	(1,174)	(1,076)	(975)	(867)	(755)	(632)	(507)	(380)	(255)
Net cash inflow from operating activities	45,022	15,956	16,672	17,708	18,829	20,000	21,235	22,527	23,875	25,305	26,799

Cash flows from investing activities

Payments for property, plant and equipment	(41,134)	(38,213)	(22,341)	(18,780)	(18,130)	(17,215)	(19,215)	(19,215)	(17,215)	(17,215)	(19,215)
Payments for intangible assets	(374)	(245)	(400)	(250)	(250)	-	-	-	-	-	-
Grants, subsidies, contributions and donations	23,293	18,870	2,517	1,499	1,429	1,149	1,149	1,149	1,149	1,149	1,149
Other cash flows from investing activities	(120)	(120)	(120)	(120)	(120)	(120)	(120)	(120)	(120)	(120)	(120)
Net cash inflow from investing activities	(18,335)	(17,708)	(20,344)	(16,631)	(17,071)	(16,186)	(18,186)	(18,186)	(16,186)	(16,186)	(18,186)

Cash flows from financing activities											
Repayment of borrowings	(1,512)	(1,430)	(1,516)	(1,614)	(1,715)	(1,823)	(1,935)	(1,983)	(2,093)	(2,078)	(1,711)
Net cash inflow from financing activities	(1,512)	(1,430)	(1,516)	(1,614)	(1,715)	(1,823)	(1,935)	(1,983)	(2,093)	(2,078)	(1,711)
Total cash flows											
Net increase in cash and cash equivalents held	25,175	(3,182)	(5,188)	463	42	1,991	1,114	2,348	5,596	7,041	6,902
Opening cash and cash equivalents	9,602	34,777	31,595	26,406	26,869	26,911	28,903	30,017	32,365	37,961	45,002
Closing cash and cash equivalents	34,777	31,595	26,406	26,869	26,911	28,903	30,017	32,365	37,961	45,002	51,904

Appendix H

QTC Local Government Forecasting Model – Southern Downs Regional Council
Statement of Changes in
Equity

		Jun-18A	Jun-19B	Jun-20F	Jun-21F	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F
Asset revaluation surplus												
Opening balance			182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932
Closing balance	182,932		182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932	182,932
Retained surplus												
Opening balance			585,285	604,181	606,757	608,736	611,208	614,011	617,724	622,168	628,282	637,471
Net result			18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118
Closing balance	585,285		604,181	606,757	608,736	611,208	614,011	617,724	622,168	628,282	637,471	646,589
Total												
Opening balance			768,217	787,113	789,689	791,688	794,140	796,943	800,656	805,100	812,214	820,403
Net result			18,898	2,576	1,979	2,472	2,802	3,713	4,444	7,114	8,189	9,118
Closing balance	768,217		787,113	789,689	791,688	794,140	796,943	800,656	805,100	812,214	820,403	829,521

Appendix I

Budgeted Capital Program 2018/19

2018/19 Budget		Proposed Capital Works Projects				
Project	Renew/Upgrade or New	Proposed Budget	Revenue Funded	Grant Funded	Loan Funded	Other Funded
Allora / Killarney Pools - Paint and Re-caulk	Upgrade	70,000	70,000			
Allora Play Group Safety Improvements	Upgrade	25,000	0			25,000
APRA - Roof Repairs	Renewal	55,000	0			55,000
B Double Routes	Upgrade	150,000	150,000			
Building Fire Systems Upgrades	Upgrade	75,000	0			75,000
Condamine River Walk/Cycle Path (W4Q2)	New	150,000	0	150,000		
Easey Street Drainage 18-19	New	80,000	80,000			
Enterprise Search Engine	New	55,000	55,000			
Equitable Access Requirements - Stanthorpe	Renewal	150,000	0			150,000
Goomburra Rd Widen and Rehabilitate 18-19	Renewal	600,000	0	600,000		
Gravel Resheeting 18/19	Renewal	1,000,000	1,000,000			
Jimmy Mann Rd Floodway	Upgrade	150,000	0	150,000		
Oxenham/Rangers/Junabee Intersection Upgrade	Upgrade	250,000	0	250,000		
Palmer Bridge Replacement Freestone Rd	Renewal	2,000,000	1,000,000	1,000,000		
Parks Furniture renewal	Renewal	160,000	0			160,000
Plant Replacement Program	Renewal	3,555,000	2,506,000			1,049,000
QRA Betterment Program	Renewal	7,000,000	900,000	6,100,000		
Recycled Water Extension Industrial Area-Design	New	100,000	0			100,000
Rehabilitation of Existing Streetscape	Renewal	75,000	75,000			
Relining of Wastewater Mains	Renewal	650,000	0			650,000
REPA Complimentary Works	Renewal	1,572,406	436,101	1,136,305		
Reseals 18-19	Renewal	1,000,000	1,000,000			
SCADA and Telemetry Renewals and Upgrades	Renewal	960,000	380,000			580,000
Southern Downs Entry and Place marking Signage	Renewal	170,000	170,000			
Stanthorpe Admin Building Under-Pining	Renewal	80,000	0			80,000
Stanthorpe Industrial Estate Extension (W4Q2)	New	750,000	0	750,000		
Stanthorpe Pool - Paint and Re-caulk	Renewal	70,000	70,000			
Minor Capital Works - Stanthorpe and Warwick Waste Facilities	Renewal	150,000	150,000			

Project	Renew/Upgrade or New	Proposed Budget	Revenue Funded	Grant Funded	Loan Funded	Other Funded
Stanthorpe Waste Facility On site Drainage Works	Renewal	12,100	12,100			
Stanthorpe Waste Facility Operations Governance	Renewal	35,000	35,000			
Stanthorpe Waste Facility Waste Cell Batter Profiling	Renewal	623,000	0			623,000
Wastewater Network Planning Report	New	190,000	0			190,000
Stanthorpe WWTP Generator and Load Bank Investigation	Upgrade	70,000	0			70,000
Storm King Dam-Upgrade Trunk Raw Water Main	Renewal	6,565,000	1,962,000	3,939,000		664,000
Sundown Rd Widen and Rehabilitate 18-19	Renewal	250,000	250,000			
Tech 1 Modules	New	190,000	190,000			
TIDS Amlens Rd Widening 18-19	Renewal	998,846	499,423	499,423		
TIDS Freestone Rd Rehabilitation 18-19	Renewal	400,000	200,000	200,000		
TIDS Inverramsay Rd Widening 18-19	Renewal	800,000	400,000	400,000		
Upgrades to Depots	Upgrade	50,000	50,000			
Valve and Hydrant Renewals	Renewal	120,000	120,000			
Village Street Sealing 18-19 (Hendon)	Upgrade	200,000	0	200,000		
Warwick Sale Yards Truck Wash Effluent Treatment-Design	New	120,000	0			120,000
Warwick Saleyards Sheep Loading Ramps	Upgrade	250,000	0			250,000
Water Meter Renewals	Renewal	115,000	115,000			
WWTP Septic Receiving Points-Design	New	40,000	0			40,000
Yangan Waste Facility Operations	Renewal	30,000	30,000			
Killarney Multipurpose Facility and Willi Street Community	New	604,086	0	604,086		
Regional Art Galleries Upgrades	Upgrade	150,000	0	150,000		
Recreation areas at Connolly Dam and small villages	Upgrade	68,735	0	68,735		
Rest areas for visitors and travellers - Wallangarra Urban Design Framework	Upgrade	150,000	0	150,000		
Burial Wall at Warwick Cemetery	New	169,005	0	169,005		
Mitchner Shelter Warwick Cemetery	Renewal	80,000	80,000			
Dungaree Memorial	Renewal	118,390	0	118,390		
Warwick CBD Road and Footpath improvements	Renewal	385,919	0	385,919		
Design of the next stage for Stanthorpe Streetscape	New	50,000	50,000			
Moving of Stormwater Drain at Defiance Mills	New	180,000	180,000			
Thanes Creek Culvert Construction	New	300,000	300,000			
Support for Condamine River Sports Group Inc	New	75,000	75,000			
Support for Morgan Park User Group	New	200,000	200,000			
Condamine River walking and cycle path extension from weir	New	115,000	0	115,000		
Cycleway / Footpath Strategic Plan	New	45,000	45,000			
Cycleways	New	125,000	0	62,500		62,500

Project	Renew/Upgrade or New	Proposed Budget	Revenue Funded	Grant Funded	Loan Funded	Other Funded
Condamine River Crossings	New	100,000	0			100,000
Stanthorpe Park Run Stage 1	Upgrade	75,000	0			75,000
Enhancement of Public Toilets	Renewal	160,000	160,000			
Warwick Waste Facility / design specification - Water Main Relocation	New	100,000	100,000			
Warwick Waste Facility - New Cell Design and Tender	New	250,000	250,000			
Warwick Waste facility Design Specification - Leachate to sewer	New	100,000	100,000			
Multi-Purpose Vehicle Fitout - Disaster Centre / Library	New	75,000	0	75,000		
Replacement of 1.5km of the Stanthorpe Wild Dog Check Fence	Renewal	20,000	20,000			
Replacement of section of the Killamey Wild Dog Check Fence	Renewal	11,000	11,000			
Warwick Aerodrome - Provision of access and supply of electricity to Western sub division	New	250,000	250,000			
Warwick Aerodrome Development	New	340,000	340,000			
Total Costs		\$36,458,487	\$14,066,624	\$17,273,363	\$0	\$5,118,500

Appendix J

Budgeted 10 Year Capital Program

Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Allora Cemetery Shelter Repairs					30,000					
Allora Library - Carpet Replacement		10,000								
Allora Play Group Building - Switchboard Upgrade, Cladding Repairs	25,000									
Allora Streetscape					200,000					
Allora Waste Water				2,500,000	2,500,000					
Allora Wastewater Project		110,750								
APRA - Roof Repairs	55,000									
Art Gallery upgrade					150,000					
Assumed Blackspot Projects					300,000	300,000	300,000	300,000	300,000	300,000
Australiana Park Warwick Velodrome					50,000					
B Double Access East Street		350,000								
B Double Routes	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Blackspot 18-19 – Old Warwick Rd & Applethorpe Rd		562,500								
Bore wells rehabilitation					18,000					
Bronson Bridge							500,000			
Building Fire Systems Upgrades	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Building Maintenance Works as per AMP's		500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Burial Wall at Warwick Cemetery	169,005									
Business Incubator					25,000					
Capital Upgrades at Depots	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
CBD Tree Planting					50,000	50,000	50,000	50,000	50,000	50,000
Cemetery Upgrade - Various projects					50,000	50,000	50,000	50,000	50,000	50,000
Christmas Decorations to public areas Upgrade					20,000					
Civic Masterplan					75,000					
Cliffords Rd Rd major pavement repairs				70,000						
Commercial Kitchen Warwick Town Hall					150,000					
Condamine River Crossings	100,000									
Condamine River Sports Group Inc	75,000									
Condamine River Walk/Cycle Path (W4Q2)	150,000									
Condamine River Walking and cycle path extension from weir	115,000									
Connolly Dam - Investigation to Scope Dam Remediation Work		80,000								

Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Connolly Dam - Tower Access Fall Arrest		45,000								
Connolly Dam Spillway Option Analysis		80,000								
Construct a new Landfill area Stanthorpe Central Waste Facility - Design / Tender / Construct			2,300,000	2,300,000						
Construction of Leachate to Sewer System		200,000								
Construction of New Waste Facility Cell		800,000								
Construction of Relocated Water Main		200,000								
Council Facility Security Review		150,000	130,000							
Customer Request Management Software Upgrade					77,000					
Cycleway / Footpath Strategic Plan	45,000									
Cycleways - Carryover	125,000									
Design for Construction of New Landfill Cell at Yangan Waste Facility						400,000				
Design for next stage of Stanthorpe streetscape	50,000									
Dog off Leash Park Stanthorpe					40,000					
Dog off Leash Park Warwick					40,000					
Donnellys Castle Road major pavement repairs/rehabilitation		150,000								
Dungaree Memorial	118,390									
Dungarees					75,000					
Easey Street Drainage 18-19	80,000									
ECM Upgrade						95,000				
Elphinstone Rd major pavement repairs/rehabilitation			150,000							
Enhancement of Public Toilets	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Enterprise Search Engine	55,000									
Equitable Access Requirements - Public Toilets					150,000	150,000	150,000	150,000	150,000	150,000
Equitable Access Requirements - Stanthorpe Admin Building	150,000									
Equitable Access Requirements - Warwick Town Hall		300,000								
Footpath Extension/Replacement					50,000	50,000	50,000	50,000	50,000	50,000
Forest Plain Rd Widen and Rehabilitate		600,000								
Fred Rogers Camp Water Supply Upgrade		120,000								
Goomburra Rd Widen and Rehabilitate (Stage 3)	600,000									
Gravel Resheeting										
	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Heat Pumps WIRAC		800,000								
Install new Security Fencing and Signage		40,000								

Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Intramaps Upgrade						85,000				
Jimmy Mann Road floodway	150,000									
Killarney Multi-Purpose (Now Allora Historical Building) Facility and Willi Street Community Lawn Cemetery Beams	604,086				20,000					
Leslie Dam - Upgrade Offtake System - Design		80,000								
Leyburn Water Treatment System		200,000								
Local Laws Animal Control Vehicles Fitted with k-9 Kube's for safe loading and unloading of animals		40,000								
Micro Hydro Electric Generation from Council controlled Dams						100,000				
Mini Golf WRAC		150,000								
Minor Capital Works Projects - Warwick and Stanthorpe Waste Facilities	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Mitchner Shelter Warwick Cemetery - Carryover	80,000									
Mitchner Shelter Warwick Cemetery Stage 2		160,000								
Morgan Park Master Plan						75,000				
Morgan Park User Group	200,000									
Morgan Pipe Effluent Pipeline Project		80,270								
Moving of Stormwater Drain at Defiance Mills - Carryover	180,000									
Multi-Purpose Vehicle Fitout - Disaster Centre/Library	75,000									
Oxenham/Rangers/Junabee Intersection Upgrade	250,000									
Palmer Bridge Replacement Freestone Rd (BRP) (Year 1 of 2)	2,000,000									
Park Furniture Renewal / Augmentation Program	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Phone system review and upgrade					188,000					
Plant replacement Program	3,555,000	4,315,000	4,315,000	4,315,000	4,313,000	4,315,000	4,315,000	4,315,000	4,315,000	4,315,000
Playground renewal Kilpa Street		175,000								
Pony Club Rd rehabilitation		350,000								
Pools - Allora & Killarney - Paint and Re-caulk	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Pools - Stanthorpe - External Painting of Pool Surrounds		12,000								
Pools - Stanthorpe - Paint and Re-caulk	70,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
Proposed entry and signage	170,000									
QRA Betterment Program	7,000,000									
Raw Water extension from Morgan Park to Sale Yards - design only		80,000								
Recreation Areas at Connolly Dam and small villages	68,735									
Recycled Water Extension Industrial Area - Design	100,000									

Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Regions Art Gallery Upgrade	150,000									
Regions Library Upgrades					250,000					
Rehabilitation of Works on Warwick Streetscape					100,000	100,000	100,000	100,000	100,000	100,000
Rehabilitation works for Stanthorpe and Warwick streetscape	75,000									
rehabilitation works for Stanthorpe streetscape					100,000	100,000	100,000	100,000	100,000	100,000
Relining of Wastewater mains to reduce Inflow and Infiltration	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000
REPA Complementary Works	1,572,406									
Replacement of 1.5km of Stanthorpe Wild Dog Check Fence	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Replacement of bathrooms - two pensioner units					22,000	22,000	22,000	22,000	22,000	22,000
Replacement of Kitchens - four pensioner units					36,000	36,000	36,000	36,000	36,000	36,000
Replacement of section of the Killarney Wild Dog Check Fence	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
Reseals										
	1,000,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Rest area for visitors and travellers Wallangarra Urban Framework	150,000									
Roads Renewal as per AIMP's						2,904,000	2,921,000	2,921,000	2,921,000	2,921,000
Saleyards Renewal			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
SCADA and TELEMETRY renewals and upgrades	960,000									
Sewer to Warwick Aerodrome					250,000					
Stanthorpe Admin Building - Replace First Floor Ceiling - Safety Risk		125,000								
Stanthorpe Admin Building Under-Pinning	80,000									
Stanthorpe Aerodrome Runway Reseal		750,000								
Stanthorpe Industrial Estate Extension (W4Q2)	750,000									
Stanthorpe Outdoor Burial Wall					200,000					
Stanthorpe Park Run Stage 2 Upgrades to narrowest sections		250,000								
Stanthorpe Park Run Stage 3 - Lighting			250,000							
Stanthorpe Park Run Stage 1	75,000									
Stanthorpe Plaza Upgrade						200,000				
Stanthorpe Pool - Enclose Pool for Year-Round Use (2 yr project)						1,000,000				
Stanthorpe Waste Facility On Site Stormwater Drainage Works	12,100									
Stanthorpe Waste Facility Operations Governance	35,000									
Stanthorpe Waste Facility Waste Cell Better Profiling - Stage	623,000									

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Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Stanthorpe Waste Facility Waste Cell Batter Profiling Stage 2		600,000								
Stanthorpe WWTP Replace Generator and Load Bank	70,000									
Storm King Dam - Upgrade Trunk Raw Water Main	6,565,000									
Storm King Dam Access to Valve Actuation Platform		50,000								
Storm King Dam Scour Valve (600mm) replacement		140,000								
Sundown Road Rehabilitation and widening	250,000									
Technology Modules	190,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Thanes Creek Culvert Construction - Carryover	300,000									
TIDS Amlens Road widening 18/19										
	998,846									
TIDS Freestone Road 18/19										
	400,000									
TIDS Inveramsay Road widening										
	800,000									
Town Hall - Kitchen Upgrade		120,000								
Upper Forest Springs Rd rehabilitation			250,000							
Upper Wheatvale Rd widening		450,000								
Valve & Hydrant Renewals - Northern	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Valve & Hydrant Renewals - Southern	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Village Street Sealing		200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Village Street Sealing 18/19 (Hendon)										
	200,000									
Wallangarra Urban Framework		150,000								
Warwick Administration Building - First Floor Flooring Replacement		70,000								
Warwick Aerodrome – provision of access and supply of electricity to western sub-division	250,000									
Warwick Aerodrome Development - Carryover	340,000									
Warwick Aerodrome Glider Runway		200,000								
Warwick CBD Road and Footpath Improvements	385,919									
Warwick Sale Yards - Truck wash effluent treatment - design	120,000									
Warwick Saleyards Safety Improvements Sheep Loading Ramps	250,000									
Warwick Waste Facility – Design Specification and Tender Preparation – Leachate to Sewer	100,000									

Project Name	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Warwick Waste Facility – New Cell Design & Tender	250,000									
Warwick Waste Facility Major Capital – Water Main Relocation (includes alignment /design specification, tender preparation)	100,000									
Warwick WW Pumping Station upgrades - Market Square		310,000								
Waste Water Renewals as per AMP's		1,000,000	1,000,000	1,000,000	500,000	1,000,000	1,750,000	1,000,000	1,000,000	1,000,000
Wastewater Network Planning Report	190,000									
Water Meter Renewals - Northern	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Water Meter Renewals - Southern	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Water Network Planning Report		170,000								
Water Pump station Renewals					65,000					
Water Renewals as per AMP's		1,595,000	1,994,000	1,494,000	500,000	1,500,000	2,250,000	1,500,000	1,500,000	1,500,000
Website & Intranet Upgrade						62,000				
Wood St Footpath (LGP)				80,000						
WWTP Septic Receiving Points - Design	40,000									
Yangan Waste Facility Operations – Compliance obligations	30,000									
Grand Total	36,458,487	22,741,560	17,010,000	18,380,000	17,215,000	19,215,000	19,215,000	17,215,000	17,215,000	17,215,000

Appendix K

	RC Code	Head of Power	GST Treatment	2018/2019
ANIMALS - REGISTRATION AND IMPOUNDING				
Stock Route Agreement Permit				
Large stock per head per week	101	LGA S97(2)(a)	GST	As set by State Govt
Small stock per head per week	101	LGA S97(2)(a)	GST	As set by State Govt
Stock Route Travel Permit				
Large stock per km per 20 head or part thereof	101	LGA S97(2)(a)	GST Free	As set by State Govt
Small stock per km per 100 head or part thereof	101	LGA S97(2)(a)	GST Free	As set by State Govt
Impounding Fee (per animal)				
Horses, cattle	102	LGA S97(2)(d)	GST Free	32.50
Sheep, goats	102	LGA S97(2)(d)	GST Free	32.50
Stallion or bull	102	LGA S97(2)(d)	GST Free	57.00
Supervision Fee				
Horses, cattle (for each group of 5 animal or part/day)	103	LGA S97(2)(d)	GST Free	67.50
Sheep, goats (up to 10 head per day)	103	LGA S97(2)(d)	GST Free	38.00
Sheep, goats (where more than 10 for each group of 50 or part/day)	103	LGA S97(2)(d)	GST Free	39.00
Release Fee				
Horses, cattle (for each 5 head)	104	LGA S97(2)(d)	GST Free	62.00
Sheep, goats (up to 10 head)	104	LGA S97(2)(d)	GST Free	17.50
Sheep, goats (where more than 10 for each group of 50 or part)	104	LGA S97(2)(d)	GST Free	32.50
Stallion or bull	104	LGA S97(2)(d)	GST Free	62.00
Fee of Notice				
Advertisement in Newspaper	105	LGA S97(2)(d)	GST Free	At cost +51.50
Droving/Transport	107	LGA S97(2)(d)	GST Free	At cost +62.00
All other animals	108	LGA S97(2)(d)	GST Free	As determined by CEO
Hire of Cat/Fox Trap or Barking Collar				
Hire per week or part thereof	124		GST	9.50
Deposit (refundable)	636		GST Free	58.50
Sale of Cat Trap	128		GST	77.50
Sale of Barking Collar	131		GST	109.50
CATS & DOGS - REGISTRATION AND IMPOUNDING				
DOG REGISTRATION (CALENDAR YEAR)				
For each dog kept at any premises*				
All dogs within the Southern Downs Region are to be registered from 3 months of age.				
				Standard Rate Discount Period Rate
Deceased		ANIMAL	LGA S97(2)(a)	GST Free 36.00 21.00
	3 Years Registration	ANIMAL	LGA S97(2)(a)	GST Free 105.00 56.00
Pensioner's Deceased Dog		ANIMAL	LGA S97(2)(a)	GST Free 32.00 17.00
	3 Years Registration	ANIMAL	LGA S97(2)(a)	GST Free 93.00 45.00
Not deceased		ANIMAL	LGA S97(2)(a)	GST Free 143.00 128.00
	3 Years Registration	ANIMAL	LGA S97(2)(a)	GST Free 413.50 393.00
Pensioner's Not Deceased Dog		ANIMAL	LGA S97(2)(a)	GST Free 127.00 117.00
	3 Years Registration	ANIMAL	LGA S97(2)(a)	GST Free 351.00 331.00
Guide Dog/Assistance Dog		ANIMAL	LGA S97(2)(a)	GST Free 0 0
Declared Dangerous Dog		ANIMAL	LGA S97(2)(a)	GST Free 315.50 315.50
Puppy Registration (aged 3 - 6 months)		ANIMAL	LGA S97(2)(a)	GST Free 140.00 125.00
Puppies deceased after 6 months entitled to refund (upon presentation of proof of deceased)				100.00

**Working Dogs

No registration fee applies to working dogs in the Region, except those kept in a designated town area. Written evidence must be provided to demonstrate that the dog is a bona fide Working Dog in accordance with the Animal Management (Cats & Dogs) Act 2008.

> Deceased dogs include dogs that have been purchased from Council as an unclaimed dog, the purchase price for which includes desexing.

> Owners of dogs who produce a Certificate of Training in Dog Obedience provided by a recognised dog obedience club or recognised training organisation shall be entitled to a 50% reduction in fees. (eg: Proficiency Test/Stage 2 Certificate)

> Owners of dogs who produce proof of membership of Dogs Queensland for the current year shall be entitled to a 50% reduction in fees. The owner must demonstrate that they comply with the Planning Scheme & Council's Local Laws.

> Owners of dogs which are kept in a kennel in accordance with the Planning Scheme shall be entitled to a 50% reduction in fees for the first 20 dogs kept at the kennel and a 75% reduction in fees for all dogs in excess of the first 20 dogs kept at the kennel, subject to the kennel complying with the conditions of the planning permit for the use of the site as a kennel, and the *Animal Management (Cats & Dogs) Act*. Council may cancel this reduction in fees at any time where circumstances change or where matters of non compliance with the planning approval, Local Law or the Act occur.

> Owners of dogs who produce evidence that dogs are registered with the appropriate authorities as seeing-eye dog/hearing-aid dogs shall not be charged a registration fee.

NOTE: OWNERS OF DOGS ARE ONLY ENTITLED TO ONE REDUCTION IN FEES DEPENDING ON THEIR CIRCUMSTANCES AND CANNOT OBTAIN A NUMBER OF DIFFERENT REDUCTIONS FOR THE SAME DOG.

> A 50% refund may be sought on cancellation of registration before 30 June because of death of dog or relocation of dog. *This refund must be requested in writing.*

> Any new dog registered after 30 June will be at 50% of the standard annual fee for the first year of registration. (For a dog due for registration prior to 30 June, the full registration fee applies)

All dogs that are micro chipped and desexed during the discount period at the commencement of the 2016 registration year will be given three years free registration.

The amount of refund of three year dog registration fees for dead dogs and dogs removed from the region is at the discretion of MES or LLC taking into consideration time elapsed.

> Pensioner's Discount on dog registration will be given to all Pension Holders eligible for a Rates Concession

PERMIT TO KEEP RESTRICTED DOG (Whole SDRC Area)
(PLUS applicable registration fee)

109

LGA 597 (2)(a)

GST Free

Application 630.00
Annual renewal of permit 615.00

Restricted Breeds - Dogo Argentino, Fila Brasileiro, Japanese Tosa, American Pit Bull terrier or Pit Bull terrier, Presa Canario and Perro de Presa Canario.

IMPOUNDING RELEASE FEES (Registration fee and microchipping extra)					
First release of registered dog/release of cat	122	LGA S97(2)(d)	GST Free		72.50
PLUS per day after the first day	122	LGA S97(2)(d)	GST Free		29.00
First release of unregistered dog to owner	122	LGA S97(2)(d)	GST Free		145.00
PLUS per day after the first day	122	LGA S97(2)(d)	GST Free		29.00
PLUS applicable registration fee					
Second release of the same dog (registration current at time of impoundment)	122	LGA S97(2)(d)	GST Free		333.50
Second release of the same dog (registration NOT current at time of impoundment)	122	LGA S97(2)(d)	GST Free		413.50
Third or subsequent release of the same dog (registration current at time of impoundment)	122	LGA S97(2)(d)	GST Free		506.50
Third or subsequent release of the same dog (registration NOT current at time of impoundment)	122	LGA S97(2)(d)	GST Free		606.00
PURCHASE OF UNCLAIMED DOGS					
(Includes deceased but NOT current registration fee or microchipping. Applicable registration fee and microchipping additional)					
Dogs					
Male Small	123	LGA S97(2)(d)	GST		217.00
Male Large	123	LGA S97(2)(d)	GST		233.00
Female Small	123	LGA S97(2)(d)	GST		243.00
Female Large	123	LGA S97(2)(d)	GST		267.00
Microchipping of animals (extra) (only animals born or acquired after 1st December 2008 applicable)	125	LGA S97(2)(d)	GST		44.50
PURCHASE OF UNCLAIMED CATS					
Cats					
Male	123	LGA S97(2)(d)	GST		98.00
Female	123	LGA S97(2)(d)	GST		186.00
Microchipping of animals (extra) (only animals born or acquired after 1st December 2008 applicable)	125	LGA S97(2)(d)	GST		44.50
Purchase of deceased dog or cat (not including registration (whole SDRC Area))	123	LGA S97(2)(d)	GST		80.00
OTHER ANIMAL FEES					
Replacement of registration tag	ANIMAL	LGA S97(2)(a)	GST Free		5.00
Dangerous Dog signs	120		GST		46.50
WILD DOG BOUNTY					
Wild Dog Bounty per head - whole SDRC area	N/A	LGA S97(2)(a)	GST Free		100.00
Wild Dog Pups (Determined by Authorised Officers)	N/A	LGA S97(2)(a)	GST Free		50.00
BUILDINGS					
Class 1					
Up to 150m ²	RAMS	LGA S97(2)(e)	GST		1,025.00
For each additional 10m ² or part thereof	RAMS	LGA S97(2)(e)	GST		37.00
For alterations & additions not exceeding 50m ²	RAMS	LGA S97(2)(e)	GST		520.00
NOTE: No owner builder fee No additional storeys fee					
Removal Buildings					
Assessment of building work (including Amenity & Aesthetics assessment)	RAMS	LGA S97(2)(e)	GST		1,800.00
Amenity & Aesthetics Assessment of removal building only	RAMS	LGA S97(2)(e)	GST Free		155.00/hr (minimum 670.00)
Demolition Fee	RAMS	LGA S97(2)(e)	GST		265.00
Security bond for removal building	505		GST Free if redeemed		Determined in accordance with building assessment (minimum 15,000.00)
Partial refund of security bond (does not apply to final release of bond)	RAMS	180	LGA S97(2)(e)	GST Free	155.00/hr (minimum 310.00)
Final release of bond (including inspection) where building work is not completed within 12 months of approval	155		LGA S97(2)(e)	GST Free	155.00/hr (minimum 310.00)
Class 10 - Without plumbing fixtures (unless only wash basin)					
Up to 100m ²	RAMS	LGA S97(2)(e)	GST		480.00
For each additional 10m ² or part thereof	RAMS	LGA S97(2)(e)	GST		26.00
Class 10 - With plumbing fixtures					
Up to 100m ²	RAMS	LGA S97(2)(e)	GST		810.00
For each additional 10m ² or part thereof	RAMS	LGA S97(2)(e)	GST		26.00
Class 2-9					
For first 200m ²	RAMS	LGA S97(2)(e)	GST		1,800.00
For each additional 10m ² floor area or part thereof	RAMS	LGA S97(2)(e)	GST		41.00

Extension up to 100m ²	RAMS	LGA S97(2)(e)	GST	800.00
Buildings in excess of 2 storeys or 2,000m ²	RAMS	LGA S97(2)(e)	GST	Quote to be provided
Application for extension of building approval	RAMS	LGA S97(2)(e)	GST	78.00
Re-inspection Fee Where required to re-inspect building work previously inspected or where application has lapsed (per inspection)	163	LGA S97(2)(e)	GST	165.00/hr (minimum 210.00)
Building Searches Physical searches on land to see whether all building on the land have received approval	CERT	LGA S97(2)(e)	GST Free	200.00/hr (minimum 400.00)
Records search (This search is using Council's computer and manual records only and may not reflect what is on the land)	CERT	LGA S97(2)(e)	GST Free	160.00
Release of Records search	CERT	LGA S97(2)(e)	GST Free	78.00
Urgent Records search (within 2 working days)	CERT	LGA S97(2)(e)	GST Free	275.00
Urgent release of Records search	CERT	LGA S97(2)(e)	GST Free	160.00
Certificate of Classification	CERT	LGA S97(2)(e)	GST Free	200.00/hr (minimum 400.00)
Certificate of Classification - copy	164	LGA S97(2)(e)	GST Free	80.00
List of Building Approvals issued each month	DEBTOR 158		GST	517.00/year (or 57.00/month)
Change of Classification Class 1a - 1b	RAMS	LGA S97(2)(e)	GST Free	512.00
Class 10 - 1	RAMS	LGA S97(2)(e)	GST Free	875.00
Any change within or changing to Classes 2 - 9	RAMS	LGA S97(2)(e)	GST Free	200.00/hr (minimum 700.00)
Erection of Structures New pool and fence	RAMS	LGA S97(2)(e)	GST	500.00
Signs and billboards	RAMS	LGA S97(2)(e)	GST	500.00
Awning - erection of an awning to a commercial building	RAMS	LGA S97(2)(e)	GST	620.00
Verandah / Patio / Pergola	RAMS	LGA S97(2)(e)	GST	500.00
Temporary Structure (eg Marquees)	RAMS	LGA S97(2)(e)	GST	155.00/hr (minimum 620.00)
Special Structure (cannot comply with a BSA classification)	RAMS	LGA S97(2)(e)	GST	165.00/hr (minimum 620.00)
Existing Pool Fence Inspection Fee	145	LGA S97(2)(e)	GST	155.00/hr (minimum 210.00)
Inspection Fee	RAMS	LGA S97(2)(e)	GST	165.00/hr (minimum 210.00)
Other Assessment Requests Application to Council as a Concurrence Agency for Building Works in accordance with the Sustainable Planning Regulation (excluding removal buildings - see below)	RAMS	LGA S97(2)(e)	GST Free	155.00/hr (minimum 390.00)
Amenity and aesthetic impact of particular building work (including shipping containers; dwellings <80m ² ; dwellings resembling shed; dwelling in flood area) Whether building (other than Class 1 - 4) may be occupied for residential purposes Design and siting (eg siting concession) Fire safety in particular budget accommodation buildings Higher risk personal appearance services Building work for residential service				
Application to Council as a Concurrence Agency for Amenity & Aesthetics Assessment of removal building only	RAMS	LGA S97(2)(e)	GST Free	155.00/hr (minimum 670.00)
Application to extend relevant period of building approval for which Council was a Concurrence Agency	178	LGA S97(2)(e)	GST	78.00
Lodgement/Archival Fee	RAMS	LGA S97(2)(e)	GST Free	130.00
Refund of Building Fees & Plumbing Fees Application received, initial processing, including splitting	N/A		GST Free	90%
Application assessed but not approved	N/A		GST Free	50%

Application approved but no inspections carried out	N/A		GST Free	30%
Approval lapsed	N/A		GST Free	No refund
Request for Development Information (Form 19) except for Questions A1 and/or A2 and/or A3 only - refer to Plumbing Fees and for Questions	175	LGA S97 (2)(g)	GST Free	110.00
D1 - refer to Building Record search (for additional fee)				
D2 - refer to Certificate of Classification - copy (for additional fee)				
D3 - refer to Building Record search (for additional fee)				
E1 - E3 - refer to Standard Planning & Development Certificate (for additional fee)				

Non-Profit Organisations

50% discount of the Application and Permit Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment & Corporate Services verifying their non-profit status)

PLUMBING FEES

Plumbing & Drainage Application

The following fees for plumbing and drainage also apply in respect of septic tank installations and on-site treatment plants:

Application for plumbing and drainage works (includes inspection fee) For Class 1 and 10	RAMS	LGA S97 (2)(a)	GST Free	105.00 per fixture (minimum 195.00)
For Class 2 - 9 Building - commercial work (this applies to new buildings & additions to buildings with more than 5 fixtures)	RAMS	LGA S97 (2)(a)	GST Free	Fixture fee + \$20.00
Relocatable Dwellings (includes in-factory inspection fee)	RAMS	LGA S97 (2)(a)	GST Free	295.00
Alterations or additions to existing plumbing and/or drainage For Class 1 and 10	RAMS	LGA S97 (2)(a)	GST Free	105.00 per fixture (minimum 195.00)
For Class 2 - 9 Building - commercial work (Plan Assessment by Council Officer prior to applying additional fixture + fees)	RAMS	LGA S97 (2)(a)	GST Free	Fixture fee + \$20.00
Assessment and inspection for internal hydraulic plans including commercial premises, industrial premises, retail premises and multiple unit development for common property				
Water and sewer pipe work	RAMS	LGA S97 (2)(a)	GST Free	5.70 per metre
Fire service landing valve	RAMS	LGA S97 (2)(a)	GST Free	132.00
Sewer maintenance hole (M/H)	RAMS	LGA S97 (2)(a)	GST Free	132.00
Inspection fee - Includes advisory inspection prior to application (to be paid at time of booking)	RAMS	LGA S97 (2)(a)	GST	160.00
Re-inspection fees - when work not ready or incomplete at time notified for inspection	RAMS	LGA S97 (2)(a)	GST	165.00/hr (minimum 295.00)
Other plumbing fees	RAMS	LGA S97 (2)(a)	GST	155.00/hr (minimum 295.00)
Advice of location of water mains, sewerage mains and/or stormwater reticulation (Form 19) Questions A1 and/or A2 and/or A3 only	175	LGA S97 (2)(a)	GST Free	62.00
Copy of "as constructed" Drainage Plan - no cost to property owners or plumbers working on behalf of owners with written permission.	175	LGA S97 (2)(a)	GST Free	62.00
Notifiable Minor works (Form 4)				
Installation of solar or heat pump hot water system	183		GST	36.00
Non-Profit Organisations				
50% discount of the Application and Permit Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment & Corporate Services verifying their non-profit status)				

COUNCIL BUSINESS FEES AND CHARGES

Replacement Licence Fee	PLUS	LGA S97 (2)(a)	GST Free	37.00
Amendment of Licence Fee (Administrative Details of Licence Only)	PLUS	LGA S97 (2)(a)	GST Free	64.50
Food Premises				

Application for Licence Renewals/New Licence for Existing Approved Premises (no plans required)				
Low Risk Premises: Bed & Breakfast, Homestay, Motels (that only serve to occupants), Food shops that only sell unpackaged food (all handling/preparation is done elsewhere), Takeaway food bars with 2 or less employees, Domestic Water Carriers, Home Kitchens (depending on food type and volume of food produced) and Other Food Premises considered low risk by Manager Environmental Services	PLUS	LGA 597(2)(a)	GST Free	249.00
High Risk Premises: Food manufacturers, Café/Restaurant, Takeaway food bar, (3 or more employees), Caterer (on-site and off-site), Childcare centre, Hospital kitchen, Nursing home and Mobile food vehicle, Home Kitchens and Other Food Premises not consider low risk by Manager Environmental Services				
Category 1 - High Risk Premises: Premises with a single customer service area & food preparation area	PLUS	LGA 597(2)(a)	GST Free	351.50
Category 2 - High Risk Premises: Premises with more than one customer service area & food preparation area	PLUS	LGA 597(2)(a)	GST Free	434.00
Additional routine inspection(s) required, as determined by Environmental Health Officer inspecting For inspection	PLUS	LGA 597(2)(a)	GST Free	165.50
Application for New Licence or Alterations to Existing Premise (plans required)				
Low Risk Premises: (as defined above)	PLUS	LGA 597(2)(a)	GST Free	517.00
High Risk Premises: (as defined above)				
Category 1 - High Risk Premises: (as defined above)	PLUS	LGA 597(2)(a)	GST Free	641.00
Category 2 - High Risk Premises: (as defined above)	PLUS	LGA 597(2)(a)	GST Free	775.50
Design Approval for Food Premises Plans	PLUS	LGA 597(2)(a)	GST Free	362.50
Temporary Permit Fee (retail) (Food Licence)				
1 event (max 5 days)	PLUS	LGA 597(2)(a)	GST Free	103.50
Annual (Valid for 12 months after date of issue)	PLUS	LGA 597(2)(a)	GST Free	201.50
Food Safety Program Requirement				
Accreditation of Food Safety Program with Third Party Audit Report	PLUS	LGA 597(2)(a)	GST Free	295.00
Assessment of Amended Food Safety Program	PLUS	LGA 597(2)(a)	GST Free	232.50
Notes:				
Licence for Mobile Food Vehicle not required if licensed by another Local Government				
For Personal Appearance Services and Food Premises, 'Existing Approved Premises' means premises has been operating as that use within the last 12 months				
New applications received in April, May or June will be continued until the end of the next licensing period (ie 30 June the next year)				
Personal Appearance Service Premises				
Application for Licence Renewal/Application for New Licence (Existing Approved Premise)	PLUS	LGA 597(2)(a)	GST Free	295.00
Application for New Licence (New Premise or Alterations to Existing Premise)	PLUS	LGA 597(2)(a)	GST Free	594.00
Non-Profit Organisations				
50% discount of the Food Licence and Personal Appearance Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment and Corporate Services verifying their non-profit status)				
LOCAL LAWS				
New Applications (For premises regulated under Rental Accommodation Local Laws only)	PLUS	LGA 597(2)(d)	GST Free	341.20
				Plus Annual Fee
Applications for amendment of approval under Local Laws	PLUS	LGA 597(2)(d)	GST Free	232.55
Local Law No. 5 (Parking) 2011				
Parking Permit to occupy a parking space in a regulated parking area (Subordinate Local Law Section 7)	252	LGA 597(2)(a)	GST Free	48.50 per day
Application to view security tapes - contested parking infringement (fully refundable if security tape evidence is found to validate contention of error)	351	LGA 597(2)(a)	GST	134.50

Subordinate Local Law No. 15 (Keeping of Animals) 2011 (Application to keep animals under Schedule 2 of Subordinate Local Law No. 2 (Animal Management) 2011)				
Application to keep breeding dogs or breeding cats (Animal Breeder Permit)	126	LGA S97(2)(a)	GST Free	263.00
Any other application for the keeping of animals	126	LGA S97(2)(a)	GST Free	160.00
Annual Renewal of approval for the keeping of animals	126	LGA S97(2)(a)	GST Free	42.50
Subordinate Local Law No. 13 (Establishment or Occupation of a Temporary Home) 2011				
Application for Approval under Local Law	RAMS	LGA S97(2)(a)	GST Free	308.00
Application to renew or extend the term of approval		LGA S97(2)(a)	GST Free	100.00
Subordinate Local Law No. 1.11 & 1.19 (Accommodation) 2011				
Rental accommodation, eg motel, hotel, bed & breakfast and backpackers etc. Fee per accommodation unit (cabin, suite, dwelling unit or bedroom)	PLUS	LGA S97(2)(a)	GST Free	87.90/ accommodation unit (maximum 500.00)
Rental accommodation search	CERT	LGA S97(2)(a)	GST Free	155.10/hr (minimum 294.70)
Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011				
Application for caravan park	PLUS	LGA S97(2)(d)	GST Free	620.00 Plus Annual Fee
Application for overflow area only				
(i) within an existing caravan park	PLUS	LGA S97(2)(d)	GST Free	207.00
(ii) not within an existing caravan park	PLUS	LGA S97(2)(d)	GST Free	414.00
Annual renewal of approval for caravan park				
(i) that provides for caravans and/or tents only	PLUS	LGA S97(2)(d)	GST Free	398.10
(ii) that includes complementary accommodation	PLUS	LGA S97(2)(d)	GST Free	617.00
(iii) that includes an overflow area (in addition to (i) or (ii) above)	PLUS	LGA S97(2)(d)	GST Free	103.40
(iv) that is an overflow area only	PLUS	LGA S97(2)(d)	GST Free	103.40
(v) a Farm Park under former Stanthorpe Shire Local Law	PLUS	LGA S97(2)(d)	GST Free	232.95
Renewal of approval for 3 year term	PLUS	LGA S97(2)(d)	GST Free	200% of the fee for an annual renewal of approval
Installation of Advertising Devices (Sub LL No. 1.4) Billboards - Application for Permit and Annual Renew Fee per billboard				
Advertising tourist use (as determined by Director Planning, Environment and Corporate Services)	PLUS	LGA S97(2)(a)	GST Free	118.90
Advertising other type of business located within former Warwick Shire	PLUS	LGA S97(2)(a)	GST Free	222.30
Other (Fees are payable only if an application for a permit is received after 30.06.2017)	PLUS	LGA S97(2)(a)	GST Free	548.00
Mobile signs located on footpath				
Application for permit under Local Law and annual renewal fee, per sign	PLUS	LGA S97(2)(a)	GST Free	2.70/week (minimum 36.20)
Other Advertising Devices				
Application for permit under Local Law and annual renewal fee, per sign	PLUS	LGA S97(2)(a)	GST Free	222.30
Commercial Use of Roads and Regulated Activities on Footpaths (Sub LL No. 1.2 & 1.14) Application for Permit under Local law and Annual renewal fee per site for each following activity:				
Stationary roadside vending				
Display of goods for sale on footpath				
Mobile roadside vending				
Fundraiser (eg cake stall, sausage sizzle, car wash)				
Display or information booth				
Musical or theatrical performance eg busking				
Other commercial use of road not described elsewhere				
Application for Permit under Local law and Annual renewal fee for Footpath Dining per site:	PLUS	LGA S97(2)(a)	GST Free	82.70 + 15.50/chair
Within the Principal Centre Zone of Warwick and Stanthorpe	PLUS	LGA S97(2)(a)	GST Free	46.55 + 10.35/chair
In all other areas				

Application for Permit and annual renewal fee for Community Groups and Charities and for Planter Boxes	N/A	LGA S97(2)(e)	GST Free	0.00
Operation of Temporary Entertainment Events (Sub LL No. 1.12)				
Music events				
Single day event, maximum 500 people	267	LGA S97(2)(e)	GST Free	466.00
Single day event, maximum 1,000 people	267	LGA S97(2)(e)	GST Free	672.10
Multiple day event or high impact	267	LGA S97(2)(e)	GST Free	1,292.50
Other events				
Single day, low impact event (as determined by Director Planning, Environment and Corporate Services)	267	LGA S97(2)(e)	GST Free	166.10
Other single day events, medium impact	267	LGA S97(2)(e)	GST Free	475.65
Multiple day events or high impact	267	LGA S97(2)(e)	GST Free	1,292.50
Non-Profit Organisations 60% discount of the Local Law Permit Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment and Corporate Services verifying their non-profit status) - excluding the Local Law Fees for Animals (1.13) and Advertising Devices (1.4))				
MISCELLANEOUS FEES AND SERVICES				
Transfer Fee				
Transfer of approval (or applicable approval fee if this is lesser amount)	PLUS	LGA S97(2)(e)	GST Free	96.00
Application for Permit involving variation of Local Law provisions (does not include Annual Fee) Determined by Director Planning, Environment and Corporate Services under delegated authority				
	267	LGA S97(2)(e)	GST Free	129.00
Requiring Council decision	268	LGA S97(2)(e)	GST Free	372.00
Issue of new permit following cancellation of permit in accordance with Local Law	PLUS	LGA S97(2)(e)	GST Free	129.00 + permit fee
Non-Profit Organisations 50% discount of the Transfer Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment and Corporate Services verifying their non-profit status)				
Release Fee for impounded goods (per item impounded, as determined by Director Planning, Environment and Corporate Services)	261	LGA S97(2)(d)	GST Free	160.00
Health Search Inspection Fee (including food premises, caravan parks, ERA's and personal appearance services premises)	CERT	LGA S97(2)(c)	GST Free	217.00 + 93.00/hr for greater than 2 hrs
Water Quality Testing Fee (Drinking Water Only)	279		GST Free	233.00 + Qld Health Lab Charge
Immunisation Records Search Fee	270	LGA S97(2)(c)	GST Free	59.00
Charge Out Rate Environmental Health Officer and Environmental Officer (includes vehicle costs and charged at quarter hour increments after the first hour)	277		GST	93.00/hr (minimum 93.00)
Hire of Spray Equipment Unit to Farmer Groups and individuals				
per week	272		GST	114.00
per day	272		GST	26.50
Security deposit	612		GST	248.00
Hirees must have suitable experience as approved by Pest Management Group and hold an appropriate licence for spraying of herbicides.				
Pest Plant Treatment - on site time (only if approved by MES in special circumstances)				
15 mins	273		GST*	64.00
30 mins	273		GST*	134.50
1 hour or more	273		GST*	At cost +140.00 Administration fee
Administration Fee for Premises without a Notice to Clear	273		GST*	At cost +31.00
Slashing of Overgrown Allotments Applicable to whole of SDRC area * NOTE No GST if levied under Local Law				
	DEBTOR		GST*	At cost +170.50
Sale of pest animal control baits				
30 gram Foxkill econobait - 30 pack	291		GST	52.00
60 gram Foxkill foxbait - 12 pack	291		GST	31.00

60 gram Duggone - 12 pack	291	GST	31.00
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WASTE MANAGEMENT FEES				
Application for new ERA Environmental Authority	PLUS	LGA 597 (2)(a)	GST Free	605.00
Annual Fee for ERAs	PLUS	LGA 597 (2)(a)	GST Free	263.50
Request to change environmental authority	PLUS	LGA 597 (2)(a)	GST Free	269.50
Transfer of application for environmental authority for a prescribed ERA	PLUS	LGA 597 (2)(a)	GST Free	94.00
Assessment of voluntary or compulsory Transitional Environmental Program (TEP)	PLUS	LGA 597 (2)(a)	GST Free	532.50

Non-Profit Organisations

60% discount of the Application and Permit Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment and Corporate Services verifying their non-profit status)

WASTE DISPOSAL FEES				
SDRC Waste Facilities with Weighbridge				Per Tonne

DEBTOR				
Commercial Waste Disposal Fees				
C & I Waste - Commercial & Industrial	Wtk 284 Stp 269	GST		69.00
C & D Waste to Landfill	Wtk 284 Stp 269	GST		69.00
C & D Waste - Construction & Demolition	Wtk 284 Stp 269	GST		96.00
Green Waste	Wtk 284 Stp 269	GST		96.00
Asbestos	Wtk 284 Stp 269	GST		96.00
Other Regulated Waste (eg Treated Timber)	Wtk 284 Stp 269	GST		70.00
Low Hazard Regulated Waste (eg Grease Trap)	Wtk 284 Stp 269	GST		70.00
Fruit from farming practices	Wtk 284 Stp 269	GST		70.00
Agricultural Plastic (including T-Tape and plastic mulch) which cannot be recycled	Wtk 284 Stp 269	GST		70.00
Contaminated Soil	Wtk 284 Stp 290	GST		67.00

SDRC Waste Facilities without Weighbridge				Per Cubic Metre
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DEBTOR				
Commercial Waste Disposal Fees				
C & I Waste - Commercial & Industrial	Wtk 284 Stp 269	GST		30.50
C & D Waste - Construction & Demolition	Wtk 284 Stp 269	GST		33.00
Green Waste	Wtk 284 Stp 269	GST		18.00
Fruit from farming practices	Wtk 284 Stp 269	GST		30.50
Agricultural Plastic (including T-Tape and plastic mulch) which cannot be recycled	Wtk 284 Stp 269	GST		30.50

Commercial Operators Only				Each
Refrigerators, freezers and air conditioning units		GST		8.00
Gas Bottle - commercial or domestic (each)	Wtk 284 Stp 269	GST		4.00

Waste Generated outside of SDRC area

Commercial Users	Allows 269 Wtk 284	GST	Commercial Waste Disposal Fees + 23.00/tonne
Domestic Users	Allows 269 Wtk 284	GST	Commercial Waste Disposal Fees

Note: Scrap metal and clean fill can be disposed of for no charge, at waste facilities that accept these products

Disposal of Tyres at SDRC Waste Disposal Facilities - Tyre Types:				
- Passenger Car	284	GST		5.00
- Passenger Car with rim	284	GST		10.00
- Light Truck	284	GST		8.00
- Light Truck with rim	284	GST		13.00
- Truck	284	GST		17.00
- Truck with rim	284	GST		30.00
- Super Single	284	GST		45.00

- Fork Lift/Bobcat	284		GST	15.00
- Tractor/Grader/Earthmover	284		GST	PQA
- Motorcycle	284		GST	5.00
Sale of Organic Material from Waste Facilities				
Mulch	per cubic metre	284	GST	9.00
Mulch (when loaded by hand)	per cubic metre	284	GST	6.00
(Sale of bulk mulch to be at the discretion of the Director Planning, Environment and Corporate Services)				
Sale of Crushed Concrete				
	per cubic metre	280	GST	27.50
	per tonne	280	GST	17.50
Replacement Keys for Refuse Facilities (key cost + admin costs)		282	GST	21.00
Council's 240 Litre Wheelie Bins for Community/Special Events (Southern Area only)				
Wheelie bins (hire of bin only - no service & no delivery)		N/A	GST	No charge
Wheelie bins cleaning fee - per bin		DEBTOR	GST	9.50
Wheelie Bins Damaged or not Returned to be replaced		DEBTOR	GST	At cost
PLANNING FEES				
Development Applications for Material Change of Use - Impact Assessment				
Impact Assessable Development (other than as described below)	191	LGA S97(2)(e)	GST Free	1,840.00
Feedlots & Piggeries (SCU = Standard Cattle Unit; SPU = Standard Pig Unit)	191	LGA S97(2)(e)	GST Free	3,400/SPU or SCU (minimum 2,970.00)
Large poultry farms (as determined by the Director Planning, Environment and Corporate Services)	191	LGA S97(2)(e)	GST Free	1,345.00 per 100,000 birds or part thereof (minimum 5,585.00)
Major Development (includes all Extractive Industries, and development with large floor areas and/or large site areas and/or a range of uses as determined by Director Planning, Environment and Corporate Services)	191	LGA S97(2)(e)	GST Free	5,300.00
Uses considered inappropriate or undesirable under the Planning Scheme	191	LGA S97(2)(e)	GST Free	5,300.00
Impact assessable development commenced without Development Approval (this fee is in addition to the development application fee)	191	LGA S97(2)(e)	GST Free	850.00
Development Applications for Material Change of Use - Code Assessment				
Code Assessable Development (other than as described below)	192	LGA S97(2)(e)	GST Free	1,370.00
Dwelling house in the Rural Zone where AOB or AOS of the Residential Uses Code cannot be met due to size of lot, and which would be Accepted development otherwise	192	LGA S97(2)(e)	GST Free	795.00
A bed and breakfast in the Rural zone, involving the use of an existing dwelling, where AOF of the Home based business code cannot be met, and which would be Accepted development otherwise		LGA S97(2)(e)	GST Free	795.00
Major Development (For development with large floor areas and/or large site areas and/or a range of uses as determined by Director Planning, Environment & Corporate Services)	192	LGA S97(2)(e)	GST Free	4,450.00
Code assessable development commenced without Development Approval (this fee is in addition to the development application fee)	192	LGA S97(2)(e)	GST Free	455.00
Development Applications for Reconfiguring a Lot - Impact Assessment				
Subdivision for rural residential purposes	191	LGA S97(2)(e)	GST Free	3,725.00 + 155.00/extra lot
Realignment of boundaries	191	LGA S97(2)(e)	GST Free	3,180.00

Reconfiguring a Lot for a Public Sector Entity (For the purpose of providing a non-profit community facility as determined by Director Planning, Environment and Corporate Services, such as Rural Fire Brigade Site)	191	LGA S97(2)(e)	GST Free	760.00
Subdivision by Community Title Scheme - when combined with MCU application	191	LGA S97(2)(e)	GST Free	620.00 + 83.00/extra lot
Subdivision by Community Title Scheme - other than as indicated above	191	LGA S97(2)(e)	GST Free	1,660.00 + 160.00/extra lot
Reconfiguring a Lot other than as indicated above	191	LGA S97(2)(e)	GST Free	2,666.00 + 160.00/extra lot
Development Applications for Reconfiguring a Lot - Code Assessment Reconfiguring a lot (other than as described below)	192	LGA S97(2)(e)	GST Free	1,370.00 + 160.00/extra lot
Reconfiguring a lot for a Public Sector Entity (with the purpose of providing a non-profit community facility as determined by Director Planning, Environment and Corporate Services, such as a Rural Fire Brigade site)	192	LGA S97(2)(e)	GST Free	755.00
Subdivision by Community Title Scheme - when combined with MCU application	192	LGA S97(2)(e)	GST Free	610.00 + 160.00/extra lot
Subdivision by Community Title Scheme - other than as indicated above	192	LGA S97(2)(e)	GST Free	1,370.00 + 160.00/extra lot
Request for Approval of Plans of Subdivision All reconfigurations other than those listed below	194	LGA S97(2)(e)	GST Free	450.00 + 57.00/extra lot
Realignment of Boundaries which was subject to Impact Assessment	194	LGA S97(2)(e)	GST Free	655.00
Building Format Plan	194	LGA S97(2)(e)	GST Free	620.00 + 41.00/extra lot
Re-approval of lapsed Plan of Subdivision	195	LGA S97(2)(e)	GST Free	390.00
Re-inspection for compliance with conditions of Development Approval (following failed compliance inspection)	195	LGA S97(2)(e)	GST Free	300.00
Applications for Preliminary Approval				
Building works assessable under the Planning Scheme is Demolition or removal of a building on the Local Heritage Register				
(i) where a Conservation Report (prepared by a qualified heritage expert) is submitted with the application	196	LGA S97(2)(e)	GST Free	3,360.00
(ii) where a Conservation Report is not submitted with the application	196	LGA S97(2)(e)	GST Free	7,200.00
Application for Preliminary Approval varying the effect of the Planning Scheme (this fee is in addition to the development application fee)	196	LGA S97(2)(e)	GST Free	1,600.00
All other applications for Preliminary Approval	196	LGA S97(2)(e)	GST Free	As for Impact or Code Assessment
Concurrence Agency Response for Building Work on Local Heritage Place				
Building works on local heritage place - internal works only	200	LGA S97(2)(e)	GST Free	160.00
Building works on local heritage place involving external works where new structures: - are in keeping with the form and scale of the existing building; - utilise similar materials to those in the existing building or utilise neutral materials and finishes; - incorporate similar elements, detailing and ornamentation to those in the existing building; - do not dominate the street elevation of the place; and - do not impact on the setting of the place.	200	LGA S97(2)(e)	GST Free	810.00

Building works on local heritage place involving external works, other than described above	200	LGA S97(2)(e)	GST Free	1,700.00
Exemption Certificates				
Application under Queensland Heritage Act for Exemption Certificate for works on Local Heritage Place	201	LGA S97(2)(e)	GST Free	160.00
Application under the Planning Act 2016 for Exemption Certificate for assessable development	201	LGA S97(2)(e)	GST Free	500.00
Change Representations, Change Applications and Extension Applications				
Making change representations during the applicant's appeal period (i.e. request for a Negotiated decision):				
(i) Involving changes to staging, or a significant change to an approved floor plan, or involving a review of more than 10% of the conditions of approval (or more than 1 condition where there are fewer than 10 conditions). Where a request is made due to a Council error, the Director may waive the fee.	197	LGA S97(2)(e)	GST Free	760.00
(ii) Making change representations other than as described above		LGA S97(2)(e)		Nil
Making a change application to change a development approval				
(i) If a minor change	197	LGA S97(2)(e)	GST Free	
(ii) If a change, other than a minor change, required to undergo public notification	197	LGA S97(2)(e)	GST Free	As for an impact assessable application
(iii) If a change, other than a minor change, not required to undergo public notification	197	LGA S97(2)(e)	GST Free	As for a code assessable application
Making an extension application to extend a currency period of a development approval	197	LGA S97(2)(e)	GST Free	760.00
Making representations about an Infrastructure Changes Notice (i.e. request for a Negotiated notice)	197	LGA S97(2)(e)	GST Free	200.00
Other Planning Fees				
Application involving a Referral Agency or Third Party Advice Agency (this fee is in addition to the development application fee)	200	LGA S97(2)(e)	GST Free	65.00/Agency
Request for application to be considered under a Superceded Planning Scheme (this fee is in addition to the development application fee)	Refer Above	LGA S97(2)(e)	GST Free	760.00
Part of application fee retained by Council if development application lapses due to application not being properly made within legislative timeframe	N/A	LGA S97(2)(e)	GST Free	290.00

Re-submission of an application that lapsed during the assessment process - If submitted within six months of lapse of application and generally accords with former proposal and relevant provisions of the Planning Scheme remain unchanged

Other applications pursuant to <i>Planning Act 2016</i> not detailed above	207	LGA S97(2)(e)	GST Free	1,760.00
Other applications pursuant to Planning Scheme not detailed above	212	LGA S97(2)(e)	GST Free	1,370.00
Public Notification sign	211	LGA S97(2)(e)	GST	45.00
Fee to Bond works required by Development Approval	213	LGA S97(2)(e)	GST Free	760.00
Completion of checklist for dwelling in rural area	192	LGA S97(2)(e)	GST Free	124.00
Peer review of technical report submitted with development application (need for review to be determined by the Director Planning, Environment and Corporate Services). A fee proposal will be obtained from the external consultant and forwarded to the applicant for payment within 10 days of receiving a copy of the fee proposal. In the event that the actual consultant's fee is greater or less than the fee proposal, Council will refund any excess amount to the applicant, or alternatively the applicant is required to pay any shortfall to Council.	208	LGA S97(2)(e)	GST	124.00 + Actual cost

Non-Profit Organisations

50% discount of the Planning Application Fee for non-profit organisations as determined by the Director Planning, Environment and Corporate Services

Planning Certificates

Limited Planning & Development Certificate	CERT	LGA S97(2)(e)	GST Free	245.00
Standard Planning & Development Certificate	CERT	LGA S97(2)(e)	GST Free	650.00
Full Planning & Development Certificate	CERT	LGA S97(2)(e)	GST Free	1,650.00

INFRASTRUCTURE CONTRIBUTIONS

For contributions relating to development approvals issued on or after 14 August 2012:
As per the Adopted Infrastructure Charges Resolution on the Southern Downs Regional Council Website

Date of AIC Notice	Indexing of Charge
14 August 2012 - 30 June 2013	Charge on AIC Notice +7.5%
1 July 2013 - 31 December 2013	Charge on AIC Notice +5.5%
1 January 2014 - 30 June 2014	Charge on AIC Notice +4.5%
1 July 2014 - 31 December 2014	Charge on AIC Notice +3.5%
1 January 2015 - 30 June 2015	Charge on AIC Notice +3.0%
1 July 2015 - 31 December 2015	Charge on AIC Notice +2.0%
1 January 2016 - 30 June 2016	Charge on AIC Notice +0%
After 30 June 2016	Charge on AIC Notice

For contributions relating to development approvals issued prior to 14 August 2012:

Park Contributions (in lieu of Park Land; per allotment)			
within Warwick City area	221	GST Free	1,200.00
within former Rosenthal Planning Scheme area Res/Rural Res/Park Res	223	GST Free	650.00
within former Warwick Shire area not designated by another fee	222	GST Free	300.00
within former Stanthorpe Shire area	218	GST Free	1,300.00
Headworks Contributions			
Water Supply Headworks (in designated areas)			
within Warwick City area	224	GST Free	4,005.00
within former Stanthorpe Shire area	224	GST Free	1,500.00
Sewerage Headworks (in designated areas)			
within Warwick City area	225	GST Free	2,435.00
within former Stanthorpe Shire area	225	GST Free	1,120.00
Carparking Contributions (per car parking space not provided on site)			
within Warwick City area	226	GST Free	2,000.00
within former Stanthorpe Shire area	226	GST Free	3,130.00

OPERATIONAL WORKS FEES

Note: The fees listed under Operational Works Fees do not include sanitary plumbing/drainage works, water service installation or works that are elsewhere included in the Fees and Charges.

Note: Where a specific Operational Works fee is not specified in this section, the relevant planning fee applies (eg Request for Negotiated Decision and lapsing of not properly made application)

Development Applications for Operational Works

Code Assessable Operational Works other than Engineering Works	204	LGA S97(2)(a)	GST Free	1,375.00
Impact Assessable Operational Works for advertising device inconsistent with the Acceptable outcomes of the Advertising Devices Code	204	LGA S97(2)(a)	GST Free	6,885.00
Earthworks up to 200 cubic metres and not exceeding an area of 1,000 square metres	206	LGA S97(2)(a)	GST Free	2,332.00
Earthworks other than above	206	LGA S97(2)(a)	GST Free	3,722.00
Driveway crossover (per single cross over)	206	LGA S97(2)(a)	GST Free	274.00
Stormwater crossover (per single cross over)	206	LGA S97(2)(a)	GST Free	274.00
Street lighting (up to five street lights)	206	LGA S97(2)(a)	GST Free	424.00
Street lighting (over five street lights)	206	LGA S97(2)(a)	GST Free	424.00 + 57.00 Additional light
Development applications for Operational Works associated with a Material Change of Use or Reconfiguring a Lot				
Note: Fees are based on the value of the operational works approval. 50% of the fee (for design approval) is payable at the date of lodgement of design plans. The balance amount is payable prior to pre-start meeting.				
Up to \$9,999	206	LGA S97(2)(a)	GST Free	669.00 or 6% of the value of works whichever is higher
\$10,000.00 - \$49,999	206	LGA S97(2)(a)	GST Free	679.00 + 7% of the value of works above 10,000.00
\$50,000 - \$499,999	206	LGA S97(2)(a)	GST Free	4,095.00 + 4% of the value of works above 50,000.00
\$500,000.00 - \$999,999	206	LGA S97(2)(a)	GST Free	22,800.00 + 3% of the value of works above 500,000.00
Over \$1 Million	206	LGA S97(2)(a)	GST Free	38,791.00 + 0.75% of the value of works above 1 Million
Development applications for Operational Works other than those associated with a Material Change of Use or Reconfiguring a Lot				
These works include roadworks, car parks, stormwater drainage, wastewater infrastructure, water supply infrastructure and other associated works. This can involve provision of new services, or diversion, modification, alteration or replacement of existing services.				
Note: Fees are based on the value of works. 60% of the fee (for design approval) is payable at the date of lodgement of design plans. The balance amount is payable prior to pre-start meeting.				
Up to \$9,999	206	LGA S97(2)(a)	GST Free	806.50 or 9% of the value of works whichever is higher
\$10,000.00 - \$49,999	206	LGA S97(2)(a)	GST Free	962.00 + 6% of the value of works above 10,000.00
\$50,000 - \$499,999	206	LGA S97(2)(a)	GST Free	4,281.00 + 6% of the value of works above 50,000.00
\$500,000.00 - \$999,999	206	LGA S97(2)(a)	GST Free	27,889.50 + 3.5% of the value of works above 500,000.00
Over \$1 Million	206	LGA S97(2)(a)	GST Free	46,737.00 + 0.6% of the value of works above 1 Million
OTHER OPERATIONAL WORKS FEES				
Request to change an Existing Development Approval	206	LGA S97(2)(a)	GST Free	760.00
Assessment of amended plans where such amendments are of a major nature (per amended plan)	206	LGA S97(2)(a)	GST Free	233.00
	206	LGA S97(2)(a)	GST Free	372.00
Re-inspection fee - Payable where insufficient preparation, or contractor's staging and/or programming of works necessitates additional inspections (per inspection)				
Preparation of an Infrastructure agreement	206	LGA S97(2)(a)		At cost

Bond for works required by a Development approval			
Request to allow the bonding of works	206	GST Free	760.00
Bond for works under \$50,000	206	GST Free	
Bond for works \$50,000 or over	206	GST Free	200% of estimated cost 150% of estimated cost

Security Deposit

The security deposit is for the purpose of ensuring the due and proper performance of the works associated with the approval. The security bond is to be lodged with Council prior to the pre-start meeting.

Prior to the pre-start meeting, the Owner shall lodge or procure to be lodged with Southern Downs Regional Council a security deposit of:
The Supervising RPEQ Engineer shall provide the Council an estimate of the value of the works (in the form of a schedule of rates) prior to the lodgement of security for subsequent confirmation in writing of appropriate security. Where Council considers this estimate of value inappropriate, it may require a revised estimate and schedule of rates.

The security deposit shall be either of the following:
(a) cash; or

(b) an unconditional irrevocable guarantee (bank guarantee) from a financial institution approved by Council.

The costs of and incidental to providing the security (including, without limitation, all stamp duty and other taxes payable in respect of the security) shall be borne by the developer. At the pre-start meeting, a copy of the Council receipt (if the bond is paid by cash) or a copy of the completed Bank Guarantee, is to be supplied as evidence that the security bond has been provided.

Security deposit where the estimated value of works is up to \$50,000	608	GST Free	6,482.50
Security deposit where the estimated value of works exceeds \$50,000	608	GST Free	Security of 6,482.50 + 2.5% of the estimated amount exceeding \$0,000.00

"On Maintenance" Bond

Before the works can be placed "on maintenance" a bank guarantee (in favour of Council), to the value of 10% of the constructed cost of the works is to be lodged with Council. This bond, provided by and in the name of the developer, is held for twelve months or until the works are placed "off maintenance". Prior to the development being placed "on maintenance" all fees and documentation, including "As Constructed" drawings, must be provided to, and accepted by, Council. The works are not generally placed "on maintenance" until all outstanding items from the "on maintenance" inspection have been rectified.

	608	GST Free	10% of the constructed cost of the works (minimum amount 2,223.10)
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Non-Profit Organisations

50% discount of the Application and Permit Fees for non-profit organisations (upon receipt of a written application to the Director Planning, Environment and Corporate Services verifying their non-profit status)

ALLORA RACE TRACK

For use of the Allora Racecourse for horse training purposes:			
1-5 horses	341	GST	280.00
6-10 horses	341	GST	670.00
11-16 horses	341	GST	865.00

SHARPLEY COUNTRY CLUB

Hire of office space - Stanthorpe		GST	4.75/m2 per week
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CLUBBERS

Public Meeting Rooms (including Wall Street Rooms)			
Meetings or similar functions by community, charity, welfare, school and church groups	305	GST	5.00
Meetings, conferences, seminars and similar functions by other users			
- Per day	305	GST	64.00
- Meetings of up to 5 hours duration	305	GST	41.60
Membership			
Membership subscription for non-Regional Council residents (except Tenburyfield Shire) - annual fee	326	GST	30.00
Miscellaneous			
Inter-Library Loan Charge (Public Library)	Per Item	GST	2.10

Inter-Library Loan Charge (Special/University Library)	Per item	327		GST	As charged by lending library
Late fee	Per item	328		GST	1.00 (Maximum 15.00)
Facsimile fees	Per page	535		GST	2.50
Photocopies & printing	A4 Page (black & white)	322		GST	0.20
	A3 Page (black & white)	322		GST	0.40
	A4 Page (colour)	322		GST	1.50
	A3 Page (colour)	322		GST	3.00
Replacement charges	Membership card	325		GST	3.00
	Library item	323		GST	Cost of item
Sale of USB's	Per USB	553		GST	6.70
Headphones	Per set	319		GST	1.10
Recyclable coffee Cups	Per cup			GST	0.20
SUBSIDIES - PLANNING/ENVIRONMENTAL/COMMUNITY SERVICES					
Copy of Local Law or Subordinate Local Law		275	LGA 597 (2)(g)	GST Free	13.00
Copy of Planning Scheme maps (A3 size)		281	LGA 597 (2)(g)	GST Free	12.00/map
Copy of Decision Notice of Planning Approval		209	LGA 597 (2)(g)	GST Free	51.50
Southern Downs Planning Scheme					
Disk		281	LGA 597 (2)(g)	GST Free	15.50
Planning scheme with no maps		281	LGA 597 (2)(g)	GST Free	258.50
Planning scheme with maps		281	LGA 597 (2)(g)	GST Free	559.00
Single maps		281	LGA 597 (2)(g)	GST Free	6.00
Postage and handling disk		281		GST	9.00
Postage and handling printed copy		281		GST	26.00
ADMINISTRATIVE - LARGE BUSINESS/LOCAL PRIVATE WORKS					
Private Works Charges					
The charge for private works is calculated as follows:				GST	
Labour	Labour Cost (including oncosts)				
Plant	At cost according to internal hire rates				
Materials	At cost (including Stores oncosts)				
Total Charge (LABOUR + PLANT + MATERIALS) X 1.25					
WORKS PROVIDED BY COUNCIL					
Accesses					
Invert crossing to existing kerb and channel				GST	Refer Private Works
Domestic driveway slab across footpath				GST	Refer Private Works
Industrial crossings				GST	Refer Private Works
Pipe culvert entrance (300 or 375 RC pipe, 4.8m width, incl headwalls, incl 4m wide gravel pavement up to 10m max from road)				GST	Refer Private Works
Access rural areas (no pipe)(4m wide gravel pavement up to 10 max length from road)				GST	Refer Private Works
Rural Addressing Number - New Installation				GST Free	98.00
Rural Addressing Number - Supply of replacement module only				GST Free	56.00
Kerb Drainage Outlet for Roof Water Discharge					
Includes cutting kerb and installation of PVC fitting (if carried out by Council)				GST	Refer Private Works
Minor Works					
Application fee - street pavement or footpath works or crossing into private property (includes inspection and issue of permit with conditions to be observed - reinstatement of footpath or roadway if necessary under Private Works), Private Water Crossing, Irrigation Pipe Crossing, Anchor Tie Downs				GST Free	189.20
WATERWORKS					
Connection Fee - Wastewater & CED					
a) All connections on allotments where the developer has installed the jump-up and marked the location of the connection on site			LGA 597 (2)(a)	GST Free	0.00
b) All other connections in Council's defined sewerage areas or designated CED areas			LGA 597 (2)(a)	GST Free	1,900.00
c) additional fee for properties not currently rated for wastewater and are not required to pay wastewater headworks contributions as a condition of a development approval					
* Properties to be connected to the Warwick wastewater scheme			LGA 597 (2)(a)	GST Free	As per the fee for
* Properties to be connected to the Stanthorpe wastewater scheme			LGA 597 (2)(a)	GST Free	Headworks Contribution in the Development Contributions section
d) Reconnection if vacant charges apply			LGA 597 (2)(a)	GST Free	1,900.00
Disconnection Fee - Wastewater & CED					
* Where property is to be left vacant (if work carried out by Council)			LGA 597 (2)(a)	GST Free	1,050.00
* If work to be carried out by licensed Plumber/Drainer			LGA 597 (2)(a)	GST Free	Refer to Plumbing Fees
Location of Services (Water & Wastewater)					
a) Works near Water Supply or Sewerage Infrastructure application				GST	300.00
b) On site inspection (only)				GST	242.00
c) Physical location (requiring equipment)				GST	as per the Private Works Charges system
Extensions or special connections					
				GST	as per the Private Works Charges system
Disposal of Septic Tank Wastes at Wastewater Treatment Plant (Warwick STP and Stanthorpe STP)					
* Tanker with calibrated meter or volumetric measuring device (per KL)				GST Free	47.00
* Tanker < 2KL (per load)				GST Free	85.00
* 2KL > Tanker < 6KL (per load)				GST Free	273.00
* 6KL > Tanker < 10KL (per load)				GST Free	467.00
* Tanker > 10KL (per load)				GST Free	Price on application

Recycled Water				
	* Community Clubs and Schools- not for commercial use. Class A supplied to on-site storage - per ML	GST Free		247.00
	* Community Clubs and Schools- not for commercial use. Class A supplied direct to irrigation at main's pressure - per ML	GST Free		294.00
	* Commercial Users - Class A- per ML	GST Free		
			Class A recycled water is not available to commercial users	
	* Class B Warwick - supplied to Lyndhurst Stud - Base charge per annum	GST Free		As per current agreement
	* Class B Stanthorpe	GST Free		As per current agreement
Trade Waste				
Category 1	Application Fee	GST Free		155.00
Category 2	Annual Fee (Fixed)	GST Free		79.00
	Discharge to Sewer: Quality Charge - per ML	GST Free		79.00
Category 3	Annual Fee (Fixed)	GST Free		0.57
	Discharge to Sewer: Quality Charge - BOD5 per kg	GST Free		525.00
	Quality Charge - TSS per kg	GST Free		0.69
	Quantity Charge - per KL	GST Free		0.84
		GST Free		0.56
Non complying Category 1 and 2 (excluding volumetric)		GST Free		450.00
Non complying Category 3		GST Free		As per Trade Waste Management Plan
Other charges such as inspections, lab tests		GST Free		Full cost recovery
<i>Trade Waste charges are subject to review</i>				

WATER FEES				
a) All connections on allotments where the developer has installed the service and meter	LGA.S97(2)(a)	GST Free		0.00
b) Single 20mm connection for full and restricted flow service where the developer has installed the water service components excluding the actual water meter	LGA.S97(2)(a)	GST Free		315.00
c) All other 20mm connections	LGA.S97(2)(a)	GST Free		2,125.00
d) All other single connections greater than 20mm and all multiple connections	LGA.S97(2)(a)	GST Free		As per the Private Works Charges system
e) Additional fee for connection involving a road crossing	LGA.S97(2)(a)	GST Free		As per the Private Works Charges system
f) Additional fee for properties not currently rated for water supply and are not required to pay water supply headworks contributions as a condition of a development approval				
* Properties to be connected to the Warwick water supply scheme	LGA.S97(2)(a)	GST Free		As per the fee for Headworks Contribution in the Development Contributions section
* Properties to be connected to the Stanthorpe water supply scheme	LGA.S97(2)(a)	GST Free		
Disconnection Fee - for 20mm domestic residential services only	LGA.S97(2)(a)	GST Free		735.00
Disconnection Fee - for all other services	LGA.S97(2)(a)			As per the Private Works Charges system
Water meter test (refundable if faulty) - for 20mm meters only	LGA.S97(2)(a)	GST Free		547.00
Water meter test (refundable if faulty) - for meters greater than 20mm	LGA.S97(2)(a)	GST Free		By Quote
Fire Flow Test - Single hydrant	LGA.S97(2)(a)	GST		335.00
Fire Flow Test - Dual hydrant	LGA.S97(2)(a)	GST		547.00
Bulk Water - per KL	LGA.S97(2)(a)	GST Free		6.40
Water supply standpipe key deposit - deposit on key to standpipe (refundable on return)		GST Free		163.00

FLOOD - SOUTHERN DOWNS FEES				
Flood Level Requests (Development)				
ARI 1% flood level only		GST Free		162.65

BURIAL FEES				
Well and Vaults				
Outdoor Burial Wall Stanthorpe				
Single Vault		GST		9,495.00
Interment fee		GST		2,655.00
Vault (Below Ground) Stanthorpe				
Purchase - one single (including interment)		GST		3,260.00
Purchase - two singles (including one interment)		GST		5,180.00
Interment in reserved vault		GST		2,655.00
Removal of monumental work (if required)		GST		595.00
Vault (Above Ground) Stanthorpe				
Purchase - one single (including interment)		GST		6,040.00
Purchase - double (including one interment)		GST		9,860.00
Interment in reserved vault		GST		2,655.00
Removal of monumental work (if required)		GST		595.00
Lawn Cemetery				

Stanthorpe			
Burial in a plot reserved prior to 1 July 2014 (refer Cemetary Note 1)	GST		1,485.00
Burial in a new plot or one reserved after 1 July 2014	GST		2,755.00
Second interment	GST		1,725.00
<i>Fees include plaque fitting fee</i>			
Warwick, Allora and Killarney			
Burial	GST		3,550.00
Second interment	GST		2,520.00
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
Eden Gardens Warwick			
Burial in a plot purchased prior to 18 March 1993	GST		1,870.00
Burial in a plot purchased after 18 March 1993	GST		3,550.00
Burial in an unreserved (new) plot	GST		4,585.00
General Lawn	GST		5,055.00
Inner Circle	GST		
<i>No second interments permitted</i>			
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
The Grove Warwick			
Burial in a plot with a reservation	GST		3,550.00
Burial in a plot without a reservation (new)	GST		4,345.00
Second interment	GST		2,520.00
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
Wellangarra			
Burial in a new plot or one reserved after 1 July 2014	GST		2,755.00
Monumental/General Cemetary			
Stanthorpe and Wellangarra			
Burial in a plot reserved prior to 1 July 2014 (refer Cemetary Note 1)	GST		1,525.00
Burial in a new plot or one reserved after 1 July 2014	GST		2,790.00
<i>Fees include permit to erect monument</i>			
All other Cemeteries			
Burial	GST		2,790.00
Second interment	GST		1,520.00
<i>Fees include permit to erect monument</i>			
Children (1 to 10 years of age)			
Lawn Cemetary			
Stanthorpe			
Burial	GST	1,830.00	
Second interment	GST	800.00	
<i>Fees include plaque fitting fee</i>			
Eden Gardens Warwick			
Burial	GST	3,540.00	
General Lawn	GST	4,125.00	
Inner Circle	GST		
<i>No second interments permitted</i>			
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
The Grove Warwick			
Burial	GST	3,425.00	
Second interment	GST	1,530.00	
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
Warwick, Allora and Killarney			
Burial	GST	2,530.00	
Second interment	GST	1,530.00	
<i>Fees include standard bronze plaque (refer Cemetary Note 2)</i>			
Monumental/General Cemetary			
All Cemeteries			
Burial	GST	1,870.00	
Second interment	GST	1,225.00	
<i>Fee includes permit to erect monument</i>			
Stillborn or Baby (under 1 year of age)			
All Cemeteries			
Burial (without plaque)	GST	755.00	
Burial (with plaque) (refer Cemetary Note 2)	GST	1,380.00	

RESERVATION FEES

Reservation fees are non refundable at time of interment

Lawn	GST	210.00
Cemetery		
Monumental/General Cemetery	GST	210.00
The Grove (includes site fee)	GST	775.00
Eden Gardens - General Lawn	GST	905.00
Eden Gardens - Inner Circle		1,355.00
Cancellation of a reservation of a plot in The Grove, Edens Gardens or existing Stanthorpe reservation purchased prior to 1 July 2014	GST	110.00

CREMATED REMAINS

All Cemeteries

Interment (site fee to be included on unreserved sites)

Columbarium	GST	410.00
Garden	GST	450.00
Grave	GST	450.00
Site fee (not paid on sites reserved prior to 1 July 2014) refer Cemetery Note 1		
Columbarium	GST	65.00
Garden	GST	65.00
Reservation (includes site fee)		
Columbarium (single)	GST	160.00
Columbarium (double)	GST	195.00
Garden	GST	160.00
Memorialisation		
Plaque	GST	at cost
Administration	GST	110.00
Filing (as part of service)		Nil
Base (if applicable)	GST	at cost

OTHER FEES

Break open concrete/remove monumental work	GST	595.00
Permit to erect Monument	GST	125.00
Plaque administration (other than Lawn)		
Administration	GST	110.00
Filing/placement	GST	100.00
Weekend/Public Holidays		
All interments that require work to be carried out on weekends or public holidays will be charged at a rate of \$110.00 per half hour up to a maximum of \$1,100.00 excluding staff travel time	GST	1,275.00 max
Exhumation		
Body (includes grave opening and removal of monumental works)	GST	6,195.00
Cremated remains	GST	115.00
Burial on Private Land - new application assessment only (Subordinate Local Law 1.13 conditions apply)	GST	115.00
Burial on Private Land - already approved by Council	GST	5,790.00

Cemetery Notes

1. A high reservation fee was paid prior to 1 July 2014 allowing for a reduced burial fee
2. Where a plaque fee is included in the interment fee: If the family have not finalised the arrangements for the plaque with Council within 12 months of the date of interment, the customer will be required to pay any additional costs for the plaque in the subsequent financial year.
3. Second interment may not be permitted in Southern Downs Cemeteries due to insufficient ground depth.

WARWICK TOWN HALL			
Private function hire including wedding receptions			
Includes day for hire to set up and day for hire to clean up (3 days hire)			
(Not For Profits No Hire costs)			
Additional set up/cleaning day	per day	GST	59.00
Foyer/Bar Area only	per day	GST	160.00
Funeral/Memorial/Wake Service	50% discount on Private function hire		
Commercial event hire			
Set up/cleaning day	per day	GST	732.00
Schools, Churches, Not-For-Profit Organizations	50% discount on Commercial event hire		116.00
(Proof of Not-For-Profit status from Australian Taxation Office required)			
Rehearsal - Two hours maximum. No discounts. No audience viewing. Bond not required.		GST	95.00
Rehearsal - Four hours maximum. No discounts. No audience viewing. Bond not required.		GST	180.00
Bond (no discounts)			
Hire Bond (refundable once final inspection completed and everything deemed to be left in original condition)		GST free	1,000.00
Extra Services (no discounts)			
Set up (if not done by hire) 24 hours notice required		GST	345.00
Cleaning (if not done by hire) 24 hours notice required		GST	574.00
Fees may also apply if hire does not pack up/clean to Council's standard			
Hire of trestle tables	per table	GST	17.50
Hire of plastic chairs	per chair	GST	3.15

ALLORA COMMUNITY HALL

Private function hire including wedding receptions Includes day for hire to set up and day for hire to clean up (3 days hire) (Not For Profit/No Hire costs)		GST	544.00
Additional set up/cleaning day	per day	GST	59.00
Funeral/Memorial/Wake Service	50% discount on Private function hire		
Commercial event hire		GST	544.00
Set up/cleaning day	per day	GST	116.00
Schools, Churches, Not-For-Profit Organisations (Proof of Not-For-Profit status from Australian Taxation Office required)	50% discount on Commercial event hire		
Rehearsal - Two hours maximum. No discounts. No audience viewing. Bond not required.		GST	95.00
Rehearsal - Four hours maximum. No discounts. No audience viewing. Bond not required.		GST	180.00
Bond (no discounts) Hire Bond (refundable once final inspection completed and everything deemed to be left in original condition)		GST free	1,000.00
Extra Services (no discounts) Set up (if not done by hire) 24 hours notice required		GST	345.00
Cleaning (if not done by hire) 24 hours notice required		GST	572.00
Fees may also apply if hire does not pack up/clean to Council's standard			

STANTHORPE CIVIC CENTRE

Private function hire including wedding receptions Includes day for hire to set up and day for hire to clean up (3 days hire)			
Whole Building		GST	913.00
Main Auditorium and Exhibition Space		GST	851.00
Main Auditorium and Supper Room		GST	851.00
Exhibition Space		GST	318.00
Supper Room	per day	GST	339.00
Supper Room	up to 4 hours	GST	109.00
(Not For Profit/No Hire costs)			
Additional set up/cleaning day	per day	GST	118.00
Funeral/Memorial/Wake Service	50% discount on Private function hire		
Commercial event hire			
Whole Building	per day	GST	913.00
Main Auditorium and Exhibition Space	per day	GST	851.00
Main Auditorium and Supper Room	per day	GST	851.00
Exhibition Space	per day	GST	318.00
Supper Room	per day	GST	339.00
Supper Room	up to 4 hours	GST	109.00
Set up/cleaning day	per day	GST	118.00
Schools, Churches, Not-For-Profit Organisations (Proof of Not-For-Profit status from Australian Taxation Office required)	50% discount on Commercial event hire		
Rehearsal - Two hours maximum. No discounts. No audience viewing. Bond not required.		GST	95.00
Rehearsal - Four hours maximum. No discounts. No audience viewing. Bond not required.		GST	180.00
Bond (no discounts) Hire Bond (refundable once final inspection completed and everything deemed to be left in original condition)		GST free	1,000.00
Extra Services (no discounts) Set up (if not done by hire) 24 hours notice required		GST	345.00
Cleaning (if not done by hire) 24 hours notice required		GST	572.00
Fees may also apply if hire does not pack up/clean to Council's standard			
Grand Pianos - must have Council's permission and provide: (i) Copy of insurance policy covering the Grand Piano for minimum of \$42,000 (ii) Copy of certificate or letter stating that the Grand Piano has been tuned upon its return to the Civic Centre	per day	GST	420.00

STANTHORPE CIVIC CENTRE MEETING ROOMS

Hire of Stanthorpe Civic Centre Meeting Rooms		GST	4.95/hr/2 per week
Casual Hire			
Civic Centre Large Meeting Room (upstairs to left, 62m2)	per day	GST	65.00
Civic Centre Small Meeting Room (upstairs to right, 59m2)	per day	GST	60.00
Shared kitchenette facilities available - must be cleaned by hire following event			

STANTHORPE CIVIC CENTRE GYM

Gym Only			
Casual Visit		GST	10.00
Casual Visit - Student		GST	8.00
Casual Visit - People with disability via NDIS/ Endeavour Foundation		GST	3.00
1 Month		GST	50.00
12 Month		GST	500.00
Gym and Exercise Classes			
1 Month		GST	75.00

12 Month		GST	750.00
General Fees & Charges			
10 Visits		GST	80.00
20 Visits		GST	150.00
Court Hire (Between 6pm to 10pm)		GST	50.00/hr
Court Hire (Between 7am to 6pm)		GST	40.00/hr
Gymnastics		GST	12.00 per 1.5 hrs
Gymnastics		GST	9.00/hr
Room Hire		GST	0.00
STANTHORPE OUT OF SCHOOL CARE CENTRE			
General Fees & Charges			
Vacation		GST Free	45.00 per child
Care			
After School Hours Care		GST Free	20.00 per child
SUMMERS POOLS			
STANTHORPE SWIMMING POOL			
Admission Fees			
Child		GST	2.40
Adult		GST	4.65
Season Pass - Child		GST	159.00
Season Pass - Adult		GST	200.00
Season Pass - Family (2 adults and 2 children)		GST	345.00
ALLORA & KILLARNEY SWIMMING POOLS			
Admission Fees			
Child		GST	1.95
Adult		GST	3.00
Season Pass - Child		GST	85.00
Season Pass - Adult		GST	106.00
Season Pass - Family (2 adults and 2 children)		GST	308.00
Family Swim Pass (2 adults and 2 children)		GST	6.00
Schools			
School half day		GST	194.00
School full day		GST	281.00
Swimming Club			
Club Night Hire (Max 3 hrs)		GST	45.55
WARRIOR & PLOUNDER CLUB FOR AGRICULTURE			
Aquatics			
Casual per person	Adult	GST	5.80
	Concession	GST	4.60
	Family (up to 2 Adults & 4 children)	GST	19.00
10 Visit Pass	Adult	GST	52.00
	Concession	GST	40.80
25 Visit Pass	Adult	GST	127.00
	Concession	GST	102.00
1 month membership	Adult	GST	80.00
	Concession	GST	45.00
3 month membership	Adult	GST	160.00
	Concession	GST	110.00
6 month membership	Adult	GST	270.00
	Concession	GST	190.00
12 month membership	Adult	GST	450.00
	Concession	GST	350.00
Direct Debit (fortnightly)	Adult	GST	19.90
	Concession	GST	15.90
	Adult Joining Fee	GST	59.00
	Concession Joining Fee	GST	25.00
	Suspension Fee	GST	10.00
<i>Direct Debit contracts must be for a minimum of 6 months</i>			
Membership Transfer Fee		GST	55.00
<i>*Family Membership should not be offered to new members. Past family members can discuss with Manager re Family Memberships.</i>			
Pool Hire			
1 Lane 25m	Per hour	GST	26.00
1 Lane Learn to Swim	Per hour	GST	19.00
Hydrotherapy	Per hour	GST	45.00
Special Hire			
School Carnival - exclusive use of pool hall	Up to 4 hours	GST	320.00
School Carnival - exclusive use of pool hall	Up to 7 hours	GST	475.00
Swim Club Night - up to 5 lanes	Up to 2 hours	GST	80.00

Item 4.1 Adoption of Southern Downs Regional Council Budget, Revenue Statement and Revenue Policy for the 2018/2019 Financial Year
Attachment 1: Annual Budget 2018/2019

Outside Business Hours Staff Hire (minimum 1 hour)	Per hour-excl staff cost Per hour	GST GST	120.00 59.00
Stadium			
1 court (Not for Profit)	Per hour	GST	80.00
1 court (Commercial)	Per hour	GST	85.00
2 courts (Not for Profit)	Per hour	GST	85.00
2 courts (Commercial)	Per hour	GST	125.00
1 court (Not for Profit)	Per day*	GST	350.00
1 court (Commercial)	Per day*	GST	525.00
2 courts (Not for Profit)	Per day*	GST	495.00
2 courts (Commercial)	Per day*	GST	750.00
Function*	Offer according to needs	GST	POA
*Court hire bookings that require carpet to be laid will include an extra fee of \$200 for one court and \$400 for two courts			
*Bookings must complete facility hire instructions and requirements			
Learn to Swim			
Group lesson 30 min (1 child)	Per lesson	GST free	14.50
Private Lesson 30 min (max 2 children)	Per lesson	GST free	40.00
Lesson thru NDIS (special needs)	Per lesson	GST free	N/A
*An equipment and training levy of \$5.00 per term per participant is in place for equipment and training purposes			
Group Fitness			
Casual per person	Adult Concession	GST GST	13.00 9.80
10 Visit Pass	Adult Concession	GST GST	115.00 90.00
25 Visit Pass	Adult Concession	GST GST	270.00 210.00
Gym			
Casual per person	Adult Concession	GST GST	13.00 9.80
10 Visit Pass	Adult Concession	GST GST	115.00 90.00
25 Visit Pass	Adult Concession	GST GST	265.00 210.00
1 month membership	Adult Concession	GST GST	90.00 75.00
3 month membership	Adult Concession	GST GST	235.00 200.00
6 month membership	Adult Concession	GST GST	415.00 320.00
12 month membership	Adult Concession	GST GST	710.00 555.00
Direct Debit (fortnightly)	Adult Concession Adult Joining Fee Concession Joining Fee Suspension Fee	GST GST GST GST GST	29.90 24.90 59.00 25.00 10.00
Direct Debit contracts must be for a minimum of 6 months			
Membership Transfer Fee		GST	55.00
*Family Membership should not be offered to new members. Past family members can discuss with Manager re Family Memberships.			
Gold Membership			
1 month membership	Adult Concession	GST GST	120.00 99.00
3 month membership	Adult Concession	GST GST	320.00 255.00
6 month membership	Adult Concession	GST GST	555.00 420.00
12 month membership	Adult Concession	GST GST	950.00 710.00
Direct Debit (fortnightly)	Adult Concession Joining Fee Concession Joining Fee Suspension Fee	GST GST GST GST GST	39.90 29.90 59.00 25.00 10.00
Direct Debit contracts must be for a minimum of 6 months			
Membership Transfer Fee		GST	55.00
*Family Membership should not be offered to new members. Past family members can discuss with Manager re Family Memberships.			
**Fly in/fly out enquiries can have Gold Membership at the Gym rate. One joining fee.			

Special Programs				
Sports Ability	Casual	GST		4.00
Senior Fit	Casual	GST		6.50
Badminton	Casual	GST		6.00
Personal Training				
Per 30 min session		GST		45.00
Per 45 min session		GST		65.00
5 x 30 min pack (valid 3 months)		GST		180.00
10 x 30 min pack (valid 6 months)		GST		350.00
Beach Volleyball				
Court	Per hour	GST		25.00
Court	Per day	GST		100.00
Indoor Rock Climbing				
Belay instruction (initial qualification)		GST		25.00
Belay re-assessment (8 months re-qualification)		GST		15.00
Casual per person	Adult	GST		8.00
	Concession	GST		5.00
Stadium				
Casual per person	Adult	GST		4.50
	Concession	GST		3.80
School Groups				
Pool	Per student	GST		3.80
Stadium	Per student	GST		3.80
Gym	Per student	GST		4.50
Rockwall	Per student	GST		4.50
AERODROMES				
Aerodromes - Key deposit (refundable on return)		GST Free		122.00
Landing Fee Warwick and Stanthorpe Aerodromes (Emergency Services Exempt from payment)	Per annum	GST		257.00
Landing Fee Warwick and Stanthorpe Aerodromes (Emergency Services Exempt from payment)	Per landing	GST		12.00
<i>*Aircraft (including gliders) will be charged for each arrival or full stop landing. Touch and go landings will not incur a fee unless the aircraft is visiting from another airfield and completes more than one touch and go.</i>				
Aircraft Parking Fee (more than 24 hours)		GST		12.00
Aerodrome Hire (conditions apply)	Three days hire	GST		5,300.00
Conditions:				
- Aerodrome may be closed to aircraft with the exception of emergency services aircraft				
- Full payment of fee required prior to closure of aerodrome				
- If hiree's activities cause damage, the hiree must reimburse Council for costs of repairs				
- Noise limitations for time of day may be imposed				
- Application for hire of aerodrome will be considered on a case by case basis and may be refused at the discretion of Council				
CAMPING SITE FEE				
Camping Site Fee				
Children (under 13 years of age)	per camper, per night	GST		6.00
Adults (13 years of age and over)	per camper, per night	GST		13.00
Powered Sites (in addition to Camping Site Fee)	per day	GST		6.00
Bagged Ice	per 5kg bag	GST		6.00
FENCES				
Park Booking Fee (for prescribed activities as identified in Subordinate Local Law 1.14)	Per event	GST		52.00
CRD Christmas Tree Sponsorship (conditions apply)		GST		105.00
Conditions:				
- One business per side of fence				
- Business to supply banner				
- Banner size to fit within one fence panel				
- Council accepts no responsibility for damage or vandalism to the banner				
- First four businesses to pay will secure their booking				
Storm King Dam Hire for Water Sport Competitions (waters closed to the public, spectators permitted on foreshore)	Per day	GST		105.00
SHORT-TERM CONTRACTS - SPECIALS				
Requests for Digital Mapping/aerial photography and GIS Data or similar	LGA 597 (2)(c)	GST		Roder Private Works
SALT GRASS				
Cattle (including 1 off scale NUS scan)				
Yarded regular sales per head		GST		8.80
Yarded special store sales per head		GST		8.80
Carcase competition and Fat Cattle comp (through agent) per head		GST		8.80
Infrastructure Replacement Levy per head		GST		1.05
EU pre-scanning and checking EU eligibility per head		GST		4.40

Agent Fee - National Vendor Declaration NVD scanning (This is per NVD)	GST	1.50
NLIS Fees		
Saleyards Tag Fee (per tag) (filled by agent prior to scan)	GST	14.40
Saleyards Tag Fee (per tag) (presented at scan without tag)	GST	55.60
NLIS Sheep Tag Fee (per tag)	GST	0.95
Sheep & Goats		
Sold per head	GST	0.75
Infrastructure Replacement Levy per head	GST	0.35
Horses		
Yarded per head	GST	7.60
Infrastructure Replacement Levy per head	GST	1.05
Stock, Horse, Goat and Sheep Sales Application fee in advance at time of booking (plus standard yard dues per head) (Bookings must be made 6 weeks in advance)	GST	745.00
Special Stock & Fat Cattle Sales Application fee in advance at time of booking (plus standard yard dues per head) unless special arrangements have been made (Bookings must be made 6 weeks in advance)	GST	155.60
Application Fees		
New Agent	GST	1,425.20
Agent- Cattle Selling Permit (including Security Access Gate Key)	GST	5,597.40
Agent- Sheep Selling Permit (including Security Access Gate Key)	GST	3,291.30
Agent - Special Stud Sale Selling Permit	GST	663.60
Replacement Security Access Gate Key	GST	42.60
<i>Any individual agent who receives any type of commission from the sale of livestock will be required to pay agent selling permit fees. These fees will be payable even where sales are made through contracted auctioneers and commissions are earned by a third party, then that third party will be liable to pay the agent selling permit fees.</i>		
Transhipping Fees		
All cattle and horses - per head (removed within 24 hours)	GST	1.35
Infrastructure Replacement Levy (Cattle and Horses) per head	GST	1.05
All sheep and goats - per head (removed within 24 hours)	GST	0.20
Infrastructure Replacement Levy (Sheep and Goats) per head	GST	0.35
Private Weighings (including 1 off scale NLIS scan)		
Minimum fee	GST	69.90
or per head whichever is greater	GST	8.60
Horses per head	GST	7.60
Infrastructure Replacement Levy per head	GST	1.05
<i>All sales must be conducted through an agent with a current Warwick Saleyards selling permit</i>		
Holding Fees - except in relation to use of the yards for regional events where there is a recognised community benefit (eg Warwick Campdraft and Rodeo, Warwick Show etc) where no holding fee will be applicable: Cattle and Horses - per head per day (applicable midday on Thursday following cattle sale or held longer than 24 hours for stock not purchased at sale)	GST	2.60
Sheep and Goats - per head per day (applicable midday on Friday following sheep sale or held longer than 24 hours for stock not purchased at sale)	GST	0.20
Use of Saleyards infrastructure to process stock		
Minimum charge	GST	60.00
Plus Charge per head	GST	2.20
Infrastructure Replacement Levy per head (cattle)	GST	1.05
<i>Agents who have a current selling permit are exempt from this charge</i>		
Truck Wash Facility		
Use of Facility (per minute)	GST	0.75
Minimum	GST	5.60
Ardale Truckwash Tag	GST	42.60
After Hours Access (Ardale Gatekeeper) must have own Ardale tag		
Yearly Access Fee First Tag (application)	GST	100.00
Yearly additional Ardale Tag	GST	10.60
Ardale Gate Tag	GST	42.60
Feeding Charges <i>All stock must be fed to the satisfaction of the Superintendent. All stock will be fed at 10.00 am the day following the sale, unless special arrangements have been made.</i>		
Small Bale Hay Cost + Fee	GST	Cost per Bale + 4.20 Handling Fee
Round Bale Hay Cost + Fee	GST	Cost per Bale + 20.60 Handling Fee
Disposal of Dead Animals - from Saleyards	GST	174.20
per animal		

Cell out Fee				
Monday - Saturday		GST		168.20
Sunday		GST		279.60
Sale of Animal Waste - from Selayards	per tonne	GST		5.20
<i>Waste is to be loaded and transported at the purchasers own expense and risk</i>				(minimum 5.20)
Advertising Space	per year			
Space 1	900mm x 600mm x 4,800mm	GST		980.00
Space 2 - 7	1,200mm x 2,400mm	GST		740.00
Space 8 - 12	900mm x 2,700mm	GST		495.00
Product Display Area	per week	GST		57.00
<i>Conditions of Hire: Only available for businesses within the Southern Downs Region and only products genuinely associated with farming and primary production can be displayed</i>				
SUBSIDIARY & SUPPORT SERVICES				
Photocopy/Scanning and Printing Fees				
Photocopy, Scanning & Printing at Admin Office-per A4 one side	(black & white)	GST		0.50
Photocopy, Scanning & Printing at Admin Office-per A4 double sided	(black & white)	GST		0.80
Photocopy, Scanning & Printing at Admin Office-per A4 one side	(colour)	GST		0.60
Photocopy, Scanning & Printing at Admin Office-per A4 double sided	(colour)	GST		0.85
Photocopy, Scanning & Printing at Admin Office-per A3 one side	(black & white)	GST		0.65
Photocopy, Scanning & Printing at Admin Office-per A3 double sided	(black & white)	GST		1.15
Photocopy, Scanning & Printing at Admin Office-per A3 one side	(colour)	GST		1.05
Photocopy, Scanning & Printing at Admin Office-per A3 double sided	(colour)	GST		1.45
Hard Copy of Council's Annual Budget		GST Free		17.05
Hard Copy of Council's Annual Report		GST Free		17.05
Copy of Reports on CD		GST Free		11.35
Postage and packaging of CD	As per Australia Post	GST		11.70
Provision of ad-hoc documents in electronic format		GST Free		5.60
Search Fees				
Property Search Fee		LGA S97 (2) (c)	GST Free	212.00
Urgent property search fee (within two (2) working days)		LGA S97 (2) (c)	GST Free	264.00
Counter Search (Ownership, Valuation, Rates & Charges)		LGA S97 (2) (c)	GST Free	25.00
Search Council Rate File (transactions) (verbal or written) - prior to current financial year	Per financial year per property			
		LGA S97 (2) (c)	GST Free	21.00
		LGA S97 (2) (c)	GST Free	76.00
Water Meter Readings				
Administration Fee for Dishonoured Payment			GST Free	31.00
Real Estate Agent Search Fee	Per annum	LGA S97 (2) (c)	GST Free	1,292.50
Rate Refund Processing Fee - for all rate refund transactions (after the first refund annually)			GST Free	23.00
Archives/Records Search & Retrieval Fee		GST		52.00/hr or part thereof for greater than 1 hr
Right to Information				
<i>In accordance with fees set by State Government</i>				
Application Fee		LGA S97 (2) (c)	GST Free	As set by State Govt
Inspection and processing fee		LGA S97 (2) (c)	GST Free	As set by State Govt
Photocopying		LGA S97 (2) (c)	GST Free	As set by State Govt
Miscellaneous Fees				
Bond for large events such as circuses or similar amusements/events - refundable upon passing inspection by Council staff			GST Free	1,221.00
Copy of Rate Notice		LGA S97 (2) (c)	GST	10.00



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Department:	Corporate Services
Section:	Finance
Responsible Manager:	Manager Finance & Information Technology
Date Adopted:	13 June 2018
Date to be Reviewed:	Annually – prior to the budget meeting
Date Reviewed:	13 June 2018
Date Rescinded:	

REVISION RECORD

Date	Version	Revision description
1 June 2018	2	Updated with new format

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1 Background

The Council is required to raise an appropriate amount of revenue to maintain assets and provide services to the Southern Downs region as a whole. In deciding how revenue is raised Council has regard to the following principles:

- **Equity:** defined as ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations.
- **Effectiveness/Efficiency:** defined as meeting the financial, social, economic and environmental or other corporate objectives of the Council as stated in its long term plans or policies.
- **Simplicity:** to ensure widespread community or stakeholder understanding, and minimise perceived inequities and hidden costs, of a complex system.
- **Sustainability:** revenue decisions support the financial strategies for the delivery of infrastructure and services identified in Council's long term planning.

2 Purpose

A Revenue Statement is required to accompany the budget each year. The *Local Government Regulation 2012* outlines the matters that a local government must include in its Revenue Statement.

The Revenue Statement is an explanatory statement outlining and explaining the revenue measures adopted in the budget and is produced in accordance with the Revenue Policy.

3 Scope

This Revenue Statement, adopted as part of the Budget at the Special Meeting of Council held on 13 June 2018, applies to the financial year ending 30 June 2019.

4 Legislative Context

Section 170 of the *Local Government Regulation 2012* provides:

- 1) A local government must adopt its budget for a financial year.
 - a) after 31 May in the year before the financial year; but
 - b) before –
 - I) 1 August in the financial year; or
 - II) a later day decided by the Minister.

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- 2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.
- 3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.
- 4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect –
 - a) section 169;
 - b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.

Section 172 of the *Local Government Regulation 2012* provides:

- 1) The revenue statement for a local government must state –
 - a) if the local government levies differential general rates –
 - i) the rating categories for rateable land in the local government area; and
 - ii) a description of each rating category; and
 - b) if the local government levies special rates or charges for a joint government activity - a summary of the terms of the joint government activity; and
 - c) if the local government fixes a cost-recovery fee - the criteria used to decide the amount of the cost-recovery fee; and
 - d) if the local government conducts a business activity on a commercial basis - the criteria used to decide the amount of the charges for the activity's goods and services.
- 2) Also, the revenue statement for a financial year must include the following information for the financial year –
 - a) an outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of –
 - i) the rates and charges to be levied in the financial year; and
 - ii) the concessions for rates and charges to be granted in the financial year;
 - b) whether the local government has made a resolution limiting an increase of rates and charges.

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5 Revenue Raising Measures Adopted In The Budget Concerning The Making And Levying Of Rates And Charges

5.1 Overview

Council identifies certain services in respect of which the consumer of the service will be expected to meet all or the greater part of the total cost of providing the specific service. In such cases, the cost of providing the service will include the cost of acquiring the commodity or service, the cost of providing the infrastructure or organisation to process and/or deliver the commodity or service and any overheads associated with these cost components.

However, it is acknowledged that individual consumers of a commodity or service cannot always be separately identified. For this reason there is a need for specific user charges to be supplemented by other general revenue sources.

The relevant components of Council's Revenue Statement are therefore based on a combination of specific user charges, separate charges, a special charge and differential general rates (made and levied on the value of land) to provide the most equitable and rational basis for raising revenue.

In summary, rates and charges are determined after due consideration of the foregoing and the following -

- i) Council's legislative obligations;
- ii) the needs and expectations of the general community;
- iii) the expected cost of providing services; and
- iv) equity - namely, ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes.

5.2 Differential General Rate

General rates are for services, facilities and activities that are supplied or undertaken for the benefit of the community in general (rather than a particular person).

The Council is required to raise an appropriate amount of revenue to maintain assets and provide services to the Region as a whole. In deciding how the revenue is raised

Council considered:

- The rateable value of the land.
- Relative valuation as between different types of land.
- The approach to general rating adopted by the Southern Downs Regional Council for the 2018/19 financial year.
- The demand that some land uses place on the services which Council is required to provide.

5.2.1 Differential Rating Categories

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

Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Residential 1	Lands where the dominant use is residential, that are required to pay water access charges according to the SDRC Revenue Statement and the assessment size is less than or equal to 4,047 m ²	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Residential 2	Lands where the dominant use is residential, that are required to pay water access charges according to the SDRC Revenue Statement and the assessment size is greater than 4,047 m ²	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Residential 3	Lands where the dominant use is residential, that are not required to pay water access charges according to the SDRC Revenue Statement and the assessment size is less than or equal to 4.4 ha	01A, 02, 03, 06A, 07B, 08A, 09A, 72A

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Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Residential 4	Lands where the dominant use is residential, that are not required to pay water access charges according to the SDRC Revenue Statement and assessment size is greater than 4.4 ha	01A, 02, 03, 06A, 07B, 08A, 09A, 72A
Major Shopping Facility	Lands where the dominant use is as a major shopping facility, including shopping centres, a group of shops or supermarkets with car parking provided	12, 14, 16
Commercial and Industrial – CBD	Land where the dominant use or intended use is for commercial and/or industrial purposes where any part of the land is: <ul style="list-style-type: none"> Facing Palmerin Street, located between Victoria Street and Percy Street in Warwick, and Facing High Street and Maryland Street, located between Davadi and Corundum Streets and the northern end of Camarvon Bridge in Stanthorpe 	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Commercial and Industrial – Town	Land where the dominant use or intended use is for commercial and/or industrial purposes located within the locality boundaries of Warwick, Morgan Park, Rosenthal Heights and Stanthorpe and not rated within the Commercial and Industrial CBD category. The locality boundary is defined by the use of the locality on the official property address.	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Commercial and Industrial - Rural	Land where the dominant use or intended use is for commercial and/or industrial purposes and not rated within either the Commercial and Industrial – CBD category or the Commercial and Industrial – Town Category	01B, 06B, 07A, 08B, 09B, 10, 11A, 13, 17, 18A, 21, 22, 23, 24, 25, 26, 28, 29, 30, 33, 34, 35, 36, 37A, 38, 41, 42, 43, 44, 45, 47, 49, 72B, 91B
Solar / Wind Farm 1 < 30MW	Land used or intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity at greater or equal to 1 MW but less than 30 MW.	91B
Solar / Wind Farm 30 < 75MW	Land used or intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity at greater or equal to 30 MW but less than 75 MW.	91B

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Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Solar / Wind Farm 75MW and above	Land used or Intended to be used, in whole or in part as a Solar / Wind Farm with a combined output capacity of greater than 75 MW.	91B
Agriculture and farming 1 Value between \$0 - \$325,000	Lands with a value of less than or equal to \$325,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A
Agriculture and farming 2 Value between \$325,001 - \$850,000	Lands with a value of greater than \$325,000 and less than or equal to \$850,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A
Agriculture and farming 3 Value greater than \$850,000	Lands with a value of greater than \$850,000, and the use or intended use is farming, agriculture or rural in nature including grazing, breeding, fattening, dairying, pig and poultry farming, aquaculture, vegetable growing, the growing or gathering of crops of any kind or the rearing of livestock. This category excludes land uses of 79 and 82. Includes land identified as land use 88 not located within the boundary of Map A. Properties in this category receive a concessional value for primary production.	60, 65, 67, 69, 71, 73, 74, 76, 77, 78, 83, 85, 86, 87, 89, 88A

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Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Horticulture 1 Value between \$0 - \$50,000	Lands with a value of less than or equal to \$50,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82
Horticulture 2 Value between \$50,001 - \$100,000	Lands with a value of greater than \$50,000 and less than or equal to \$100,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82
Horticulture 3 Value greater than \$100,000	Lands with a value of greater than \$100,000 and the use or intended use is agricultural in nature related to orchards (citrus, exotic fruit, nut, stone and other fruit and nuts etc) and/or vineyards, such as grapes and related cultivation. The property may or may not include a winery and/or a cellar door. Properties in this category receive a concessional value for primary production.	79, 82
Extractive	Lands where the purpose of use or intended use is to extract quarry, mining and minerals from the ground and related activities. Assessments that are a lease for mining activities are included in this category.	40A, 40B
Noxious and Hazardous Industry	Lands where the purpose of use or intended use is a fuel dump or storage, oil refinery or industry which in Council's opinion emanates offensive noise, odour, dust etc, including abattoirs	31, 37B
Private Forestry	Lands where the use or intended use is for the growing or harvesting of natural and/or plantation hardwood or softwood and located within the boundary of Map A.	88P

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Column 1 – Category (section 81)	Column 2 – Description (section 81)	Column 3 – Identification (sections 81(4) and 81(5))
Special Uses	Lands where the use or intended use is Religious, community, welfare or defence oriented including aged residential institutions, nursing or convalescent homes, hospitals, sports clubs, cemeteries, showgrounds, airfields, libraries, educational, parks and gardens, defence force and community protection centres. This category excludes lands where the use or intended use is to generate a profit, such as licensed clubs.	11B, 18B, 27, 48, 50, 51, 52, 55, 56, 57, 58, 92, 96, 97, 99
Other	All other lands	00, 91A, 95, and all other

Definitions for words used in this table

“mining”

Land that was used, is used, or intended to be used:

- as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, stockpiling and loading, haulage, water storage, buffering and rehabilitation); or
- in conjunction with other land as part of an integrated mining operation.

For the purposes of the definition of mining, “integrated mining operation” means land contained in more than one rateable assessment which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, stockpiling and loading, haulage, water storage, buffering and rehabilitation.

“land use code”

The land use codes referred to in column 3 above are prepared and adopted by the Southern Downs Regional Council for use in conjunction with the differential rating categorisation, description and identification table appearing above. Similarly, the definitions of these land use codes are prepared and adopted by the Southern Downs Regional Council for use in conjunction with the differential rating categorisation, description and identification table appearing above. A full list of the land use codes and their definitions are attached to Council’s 2018/19 Revenue Statement.

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5.2.2 Differential General Rate and Minimum General Rate

Pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category is as follows:

Category	Rate in the Dollar	Minimum Differential General Rate
Residential 1	1.43	\$1,115.00
Residential 2	1.236	\$1,115.00
Residential 3	1.168	\$1,115.00
Residential 4	1.098	\$1,115.00
Major Shopping Facility	1.761	\$12,165.00
Commercial and Industrial – CBD	1.615	\$1,205.00
Commercial and Industrial – Town	1.472	\$1,205.00
Commercial and Industrial – Rural	1.367	\$1,205.00
Solar / Wind Farm 1 < 30MW	9.227	\$15,000.00
Solar / Wind Farm 31 < 75MW	10.000	\$30,000.00
Solar / Wind Farm 75MW and above	11.392	\$45,000.00
Agriculture and farming 1 Value between \$0 - \$325,000	1.284	\$1,115.00
Agriculture and farming 2 Value between \$625,001 - \$850,000	0.962	\$4,175.00
Agriculture and farming 3 Value greater than \$850,000	0.931	\$8,350.00
Horticulture 1 Value between \$0 - \$50,000	4.433	\$1,115.00
Horticulture 2	3.408	\$2,215.00

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Category	Rate in the Dollar	Minimum Differential General Rate
Value between \$50,001 - \$100,000		
Horticulture 3 Value greater than \$100,000	3.094	\$3,410.00
Extractive	4.781	\$3,635.00
Noxious and Hazardous Industry	1.622	\$1,525.00
Private Forestry	1.494	\$835.00
Special Uses	1.082	\$1,005.00
Other	4.781	\$1,115.00

5.3 Objection against Categorisation

Pursuant to section 90 of the *Local Government Regulation 2012* the owners of rateable land will be informed that they have the right of objection to the category their land is included in. All objections shall be to the Chief Executive Officer of the Southern Downs Regional Council and the only basis for objection shall be that at the date of issue of the rate notice, the land should belong to a different rating category. All objections will be dealt with pursuant to the provisions detailed in Council's Procedure Objection to Differential Rate Categorisation.

5.4 Minimum Differential General Rate

A minimum differential general rate is set for each differential general rate category to achieve an appropriate contribution from all property owners, irrespective of the valuation of a property.

5.5 Separate Charges

Separate charges are for any other service, facility or activity that is not funded through other rates and charges.

5.6 Special Charge

Special charges are for services, facilities and activities that have a special association with particular land.

i) Rural Fire Equipment Levy

Pursuant to section 94 of the *Local Government Regulation 2012* and section 128A of the *Fire and Emergency Services Act 1990*, Council will levy a special charge (to be known as the "Rural Fire Levy") on all rateable land within the region that also attracts a Class E Emergency Management Levy (pursuant to Part 3 of the *Fire and Emergency Services Regulation 2011*), to fund the ongoing provision and maintenance of rural firefighting equipment, operations and buildings for the rural fire brigades that operate throughout the rural areas of the region.

ii) Invasive Pests Control Levy

Pursuant to section 94 of the *Local Government Regulation 2012* Council will make and levy a special rate (to be known as the 'Invasive Pests Control Special Rate') on all rateable rural land within the rating categories detailed in the Invasive Pests Control Special Rate – Overall Plan to fund the provision and maintenance of the Invasive Pests Control Scheme.

5.7 Utility Charges

Utility charges are for a service, facility or activity for water, sewerage and waste management.

5.7.1 Water Charges

Water charges are determined, collected and used for the purpose of covering the cost of planning, water demand management and constructing water infrastructure (including interest and redemption charges incurred by Council) and the cost of operating, maintaining and managing the water supply system.

In accordance with section 94 of the *Local Government Act 2009* and section 101(1)(b) of the *Local Government Regulation 2012*, the utility charges for water services will be charged partly according to the water used, using a 2-part charge. The charges apply to all ratepayers who have access or may have access to Council's water supply infrastructure and, with limited exceptions, comprise –

- i) An annual access charge;
- ii) A charge for each kilolitre consumed which increases for higher levels of consumption.

Water Access

Council will levy an access charge on every individual parcel in its land record based on the number and size of the water connection/s (whether metered or not).

A base access charge is also applied to each parcel within the water area that is not connected to the Council's reticulated water supply system if the parcel is located within 100 metres of a water main and where Council is currently able to provide a reticulated water service.

Council believes that it is logical and equitable for all ratepayers who have access or may have access to Council's water supply infrastructure to contribute to the fixed costs of the water supply operation by way of the access charge.

Notwithstanding the above:

- a) Where a single residential building; a single commercial building or any sporting infrastructure 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.

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- b) Council may elect to not levy water charges against land that is effectively incapable of further development (If unconnected).
- c) The ratepayer of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs (a) to (b). Such onus will be taken to be limited to that of reasonable effort having regard to the value of the exemption and Councils obligation to other ratepayers.

Water Consumption

Water consumption is charged for each kilolitre used on land to which water is supplied and measured by meter, per kilolitre or part thereof for that quantity of water used or estimated to be used.

The billing period for water consumption charges shall be October to November and April to March each year and shall be levied biannually.

To avoid doubt, once water has passed through the water meter it is the property owner's responsibility.

Supply Area

Council has split the utility charges for water service into two supply areas:

Supply Area 1 will be properties within the water reticulation service areas of: Allora, Warwick, Yangan, Killarney, Stanthorpe and Wallangarra.

Supply Area 2 will be properties within the water reticulation service areas of: Dalveen, Karara, Leyburn and Pratten.

5.7.1.1 Supply Area 1	
Access Charges	
The following water access charges shall apply to domestic and non-domestic properties as described below:	
a. For each connection	
Service type	Charge per annum
20 mm	\$567.60
25 mm	\$879.80
30 mm	\$1,277.10
40 mm	\$2,270.40
50 mm	\$3,547.50
75 mm	\$7,974.80
80 mm	\$9,081.60
100 mm	\$14,190.00
150 mm	\$31,785.60
b. Unconnected Charge: For each lot within 100 metres of a treated water main; not connected to the treated water supply system; and is capable of being connected. The maximum number of contiguous lots on which unconnected water charges may be levied shall be four (4).	\$425.70
c. For each lot within a Community Title Schemes, Building Units and Group Title Units where individual meters are not connected to each lot	\$567.60
d. Restricted Flow Charge: For each connection to a Restricted Flow main, 70 % of the applicable service type charges as per 1.a apply	
e. Unconnected Restricted Flow Charge: For each lot within 100 metres of a Restricted Flow water main; not connected to the water supply system; is capable of being connected and is not capable of being connected to a full water main. The maximum number of contiguous lots on which unconnected water charges may be levied shall be four (4).	\$298.00
f. Access charges do not apply for untreated water connections.	

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5.7.1.1 Supply Area 1	
Consumption Charges	
The following water consumption charges shall apply per kilolitre to domestic and non-domestic properties as described below:	
Service type	Charge per kilolitre
a. For each connection on land; supplying treated water and measured by meter, per kilolitre or part thereof for that quantity of water used or estimated to be used	\$1.92
b. For each connection on non-domestic land; supplying treated water; has a water consumption of 2,500kls or greater per water reading period and measured by meter, per kilolitre or part thereof for that quantity of water used	\$1.82
c. For each connection on land; supplying untreated water and measured by meter, per kilolitre or part thereof for that quantity of water used	\$0.90

5.7.1.2 Supply Area 2	
Access Charges	
The following water access charges shall apply to domestic and non-domestic properties as described below:	
a. For each connection	
Service type	Total charge per annum
20 mm	\$480.50
25 mm	\$744.80
30 mm	\$1,081.10
40 mm	\$1,922.00
50 mm	\$3,003.10
75 mm	\$6,751.00
80 mm	\$7,688.00
100 mm	\$12,012.50
150 mm	\$26,908.00
b. Unconnected Charge: For each lot within 100 metres of a water main; not connected to the water supply system; and is capable of being connected. The maximum number of contiguous lots on which unconnected water charges may be levied shall be four (4).	\$360.40

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5.7.1.2 Supply Area 2		
c.	For each lot within a Community Title Schemes, Building Units and Group Title Units where individual meters are not connected to each lot	\$480.50
Consumption Charges		
The following water consumption charges shall apply per kilolitre to domestic and non-domestic properties as described below:		
a.	For each connection on land; supplying water and measured by meter, per kilolitre or part thereof for that quantity of water used or estimated to be used	\$1.55

Pro rata adjustments for new or changed water services – applicable to all water areas

Connected water access charges will be charged from the date the access connection is provided, as documented by the Services Installation Record; developer notification or licenced plumbers advice.

Changes to water access charges will be charged from the date of the change, as documented by the Services Installation Record; developer notification or licenced plumbers advice.

For water access connections as a part of a subdivision where no Service Installation Record exists (the meters were installed by the owner/contractor) and only come in as part of the subdivision asset transfer documentation – water access charges will be adjusted from the date of lodgement of the subdivision with Council.

Bulk water charges are negotiated by agreement with individual consumers.

5.7.2 Wastewater Charges

Wastewater charges are determined, collected and used for the purpose of covering the cost of planning and constructing Wastewater infrastructure (including interest and redemption charges incurred by Council) and the cost of operating, maintaining and managing the Wastewater system. The charge is set so as to recover these costs.

In accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the utility charges for wastewater services will be charged to each W.C. pedestal and urinal installed on each property (exceptions apply).

In respect to domestic wastewater, a utility charge is applied per tenement where a wastewater connection service is not applied per tenement due to sharing of services such as a single wastewater connection to the property which is then split. "Tenement" includes any premises used as a separate domicile such as, for example -

- a) a single unit private dwelling; or
- b) premises containing 2 or more flats, apartments or other dwelling units, each used as a separate domicile; or
- c) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; or
- d) a private (non-commercial) boarding house, hostel, lodging house, or guest house.

A base access charge is also applied to each parcel within the wastewater area that is not connected to the Council's reticulated wastewater supply system if the parcel is located within 100 metres of a wastewater main and where Council is currently able to provide a reticulated wastewater service.

Council believes that it is logical and equitable for all ratepayers who have access or may have access to Council's wastewater supply infrastructure to contribute to the fixed costs of the wastewater supply operation by way of the access charge.

Notwithstanding the above:

- a) Where a single residential building; a single commercial building or any sporting infrastructure 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 wastewater charge.

- b) Council may elect to not levy wastewater charges against land that is effectively incapable of further development (if unconnected).
- c) The ratepayer of a parcel bears the onus of demonstrating to Council it is entitled to the benefit of a qualification or exception in any of paragraphs (a) to (b). 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.

Transition to Pricing Structure

Council is introducing changes to the wastewater pricing structure. Over the 2018/19, 2019/20 and 2021/22 financial years there will be a transitioning of the five (5) wastewater supply areas into two (2) supply areas.

Supply Area 1 will be properties connected to a sewer treatment plant network in the areas of Stanthorpe and Warwick. Please note that there are some properties on CED within this supply area as shown within table one below.

Supply Area 2 will be properties connected to a CED network in the areas of Dalveen, Killamey and Wallangarra.

The water pricing structure in the 2018/19 Revenue Statement represents the first year of the transitional pricing.

Supply Area 1

5.7.2.1 For land in the Stanthorpe Wastewater Network Area

			Total charge per annum
The following wastewater charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$658.00

5.7.2.1 For land in the Stanthorpe Wastewater Network Area

b.	Residential - CED	For each CED (Septic) connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$598.00
c.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks -	
		First 10 pedestals per pedestal:	\$598.00
		Additional pedestals per pedestal:	\$228.00
d.	Showgrounds	For each pedestal installed on land used for showgrounds -	
		First 10 pedestals per pedestal:	\$658.00
		Additional pedestals per pedestal:	\$288.00
e.	Commercial	For each pedestal installed on land used for commercial purposes other than overnight accommodation. In the event of no pedestals being installed on improved land per connection	\$658.00
f.	Non-Profit	For each pedestal installed on land used for non-profit purposes other than showgrounds. In the event of no pedestals being installed on improved land per connection	\$658.00
g.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to and capable of being connected to wastewater. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$329.00

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5.7.2.2 For land in the Warwick Wastewater Network Area

			Total charge per annum
The following wastewater charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$696.00
b.	Residential - CED	For each CED (Septic) connection on land used for single unit dwellings and individual residential units (Including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$540.00
c.	Commercial and Government	For each pedestal installed on land used for business premises, government business premises or Council premises or the like, In the event of no pedestals being installed on improved land per connection	\$923.00
d.	Hotels and tenement buildings	For each pedestal installed on land used for hotels and tenement buildings. In the event of no pedestals being installed on improved land per connection	\$863.00
e.	Non-Profit	For each pedestal installed on land used for hospitals, schools, churches, church halls, clubs, ambulance, fire brigade, red cross, showgrounds or the like. In the event of no pedestals being installed on improved land per connection	\$658.00
f.	Hotel/Motels and Motels	For each pedestal installed on land used for hotel/motel and motels	\$598.00
g.	Kindergarten	For each pedestal installed on land used for kindergartens or the like	\$469.00

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5.7.2.2 For land in the Warwick Wastewater Network Area

h.	Boarding Houses and Hostels	For each pedestal installed on land used for boarding houses and hostels or the like	\$636.00
i.	Caravan Dump Points	For each caravan dump point installed on land where caravans or the like are connected to the wastewater system in a registered caravan park	\$454.00
j.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$462.00

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Supply Area 2

5.7.2.3 For land in the Dalveen Common Effluent Drainage Scheme Area

			Total charge per annum
The following waste water charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$540.00
b.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks	495.00
c.	Other Premises	For each pedestal installed on land not used for single unit dwellings, individual residential units (including Flats), or overnight accommodation. In the event of no pedestals being installed on Improved land per connection	540.00
d.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$305.00

5.7.2.4 For land in the Killarney Common Effluent Drainage Scheme Area

			Total charge per annum
The following waste water charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$736.00
b.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Motels, Caravan Parks	691.00
c.	Other Premises	For each pedestal installed on land not used for single unit dwellings, individual residential units (including Flats), or overnight accommodation. In the event of no pedestals being installed on improved land per connection	736.00
d.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to wastewater and capable of being connected. The maximum number of contiguous lots on which unconnected wastewater charges are levied shall be six (6)	\$506.00

5.7.2.5 For land in the Wallangarra Common Effluent Drainage Scheme area

			Total charge per annum
The following wastewater charges shall apply to properties as described below:			
a.	Residential	For each connection on land used for single unit dwellings and individual residential units (including Flats) irrespective of the number of pedestals connected. To remove doubt, each unit within a flat is a separate connection.	\$524.00
b.	Commercial	For each pedestal installed on land used for commercial purposes other than childcare or overnight accommodation. In the event of no pedestals being installed on improved land per connection	\$524.00
c.	Childcare	For each pedestal installed on land used for childcare facilities or the like. In the event of no pedestals being installed on improved land per connection	\$328.00
d.	Overnight Accommodation	For each pedestal installed on land used for overnight accommodation e.g. Hotels, Motels, Caravan Parks or the like. In the event of no pedestals being installed on improved land per connection	\$410.00
e.	Non-Profit	For each pedestal installed on land used for non-profit or government purposes. In the event of no pedestals being installed on improved land per connection	524.00
f.		School (excluding residence)	\$386.00
g.	Unconnected Lots	For each lot within 100 meters of a wastewater main not connected to and capable of being connected to	

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5.7.2.5 For land in the Wallangarra Common Effluent Drainage Scheme area

		wastewater the following charges apply:	
		Unconnected lots not held contiguously with a connected building	
		For the first unconnected lot	\$262.00
		For each additional lot	\$175.00
		Single unconnected lot contiguous with a single unit dwelling or Hotel	\$90.00
		Multiple unconnected lots contiguous with a single unit dwelling	\$175.00

Pro rata adjustments for new or changed wastewater services – applicable to all wastewater areas

Connected wastewater access charges will be charged from the date the access connection is provided, as documented by the Services Installation Record; developer notification or licenced plumbers advice.

Changes to wastewater access charges will be charged from the date of the change, as documented by the Services Installation Record; developer notification or licenced plumbers advice.

For wastewater access connections as a part of a subdivision where no Service Installation Record exists (the meters were installed by the owner/contractor) and only come in as part of the subdivision asset transfer documentation – wastewater access charges will be adjusted from the date of lodgement of the subdivision with Council.

5.7.3 Waste Management Charges

Waste management charges are determined on a user pays basis and collected and used for the purpose of covering the cost of supplying a waste management service for the removal and disposal of waste. The charges are set so as to recover waste management costs including:

- Waste service administration
- Waste facility operation
- Waste minimisation and reduction education
- Post closure of waste facilities

In accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the utility charges for waste collection services will be charged to each residential dwelling located within a defined compulsory waste collection area.

The waste collection services provided include –

- Residential - waste collection; and
- Residential - recycling collection.

Integrated in the provision of waste management services is a recycling program.

In respect to domestic waste, a waste collection utility charge is applied per tenement where a waste collection service and recycling collection service or a waste collection shared service and recycling collection shared service is not applied per tenement due to sharing of services such as bulk waste bin services. "Tenement" includes any premises used as a separate domicile such as, for example –

- a) a single unit private dwelling; or
- b) premises containing 2 or more flats, apartments or other dwelling units, each used as a separate domicile; or
- c) residential units erected upon lots created pursuant to the provisions of the *Building Units and Group Titles Act 1980* or the *Body Corporate and Community Management Act 1997*; or
- d) a private (non-commercial) boarding house, hostel, lodging house, or guest house.

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Supply Area

Council has split the utility charges for waste collection service into three supply areas:

Supply Area 1 will be properties in a compulsory waste collection area north of and including the Dalveen collection area.

Supply Area 2 will be properties in a compulsory waste collection area south of the Dalveen collection area.

Supply Area 3 will be properties outside of a compulsory waste collection area receiving a voluntary collection service

5.7.3.1 Supply Area 1					
	Collection Service Type	Collection Frequency	Collection Day	Bin Type	Charge Amount per annum
a.	Waste Collection Service (first service is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$362.40 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b.	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$134.10 Waste Service Only
c.	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$240.00 Recycling Service Only
5.7.3.2 Supply Area 2					
a.	Waste Collection Service (first service is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$423.70 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b.	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$213.10 Waste

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					Service Only
c.	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$247.60 Recycling Service Only
5.7.3.3 Supply Area 3					
a.	Waste Collection Service (first services is mandatory)	Weekly	Normal	240 Litre Mobile Bin	\$431.30 Combined Service
	Recycling Collection Service (first service is mandatory)	Fortnightly	Normal	240 Litre Mobile Bin	
b.	Waste Collection Service Additional (Optional)	Weekly	Normal	240 Litre Mobile Bin	\$218.30 Waste Service Only
c.	Recycling Collection Service Additional (Optional)	Fortnightly	Normal	240 Litre Mobile Bin	\$252.70 Recycling Service Only

Pro rata adjustments for new, additional or cancelled services – applicable to all waste collection supply areas

For permanent changes to existing services, a supplementary rate notice will be issued from the date of the change.

For ad hoc or one-off changes, payment must be made before the service will be provided in accordance with the fees set out in the Fees and Charges schedule.

New services within supply areas 1 and 2 will be charged from the date of the final building inspection provided to Council or when bins are delivered, whichever is the sooner. New services within supply area 3 will be charged from the date the bins are delivered.

5.7.4 Trade Waste Charges

Revenue from these charges is used for the purpose of recovering the additional costs of operating, maintaining and managing the wastewater system, resulting from acceptance of waste from commercial and industrial premises which has an organic strength greater than that of domestic wastewater and which may also contain a variety of exotic substances such as heavy metals, organic solvents, and chlorinated organics which wastewater treatment systems are not designed to treat.

In accordance with Section 94 of the *Local Government Act 2009*, section 99 of the *Local Government Regulation 2012*, the utility charge for trade waste will be charged upon all properties discharging trade waste to Council's sewer. The charge is based on waste volume and quality and will be charged on land occupied by trade waste generators discharging high volume, high strength waste.

The following charges will apply:

Flow 0.515 \$/kl

BOD5 0.567 \$/kl

SS 0.431 \$/kl

The charge is calculated as follows

$$C = Q \times C_q + M_{bod} \times C_{bod} + M_{ss} \times C_{ss}$$

C is the total charge in \$

Q is the total flow in kl

C_q is the unit charge for flow in \$/kl

M_{bod} is the total mass of BOD5 (5 day biochemical oxygen demand) in kg

C_{bod} is the unit charge for BOD5 (5 day biochemical oxygen demand) in \$/kl

M_{ss} is the total mass of SS (Suspended Solids) in kg

C_{ss} is the unit charge for SS (Suspended Solids) in \$/kg

5.8 Discount

Pursuant to section 130 of the *Local Government Regulation 2012*, the Rates and Charges made and levied pursuant to Clause 0 (differential general rates) be subject to a discount of seven and a half percent (7.5%) provided that:

- a) all of the aforementioned rates and charges are paid within 30 days of the date of issue of the rate notice;
- b) all other rates and charges appearing on the rate notice (that are not subject to a 7.5% discount) are paid within 30 days after the date of issue of the rate notice; and
- c) all other overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the rate notice.

5.9 Interest

Pursuant to section 133 of the *Local Government Regulation 2012*, compound interest be charged on all overdue rates, as that term is defined in the *Local Government Regulation 2012*, five (5) days from the due date at the rate of eleven percent (11%) per annum, calculated on daily rests.

5.10 Levy and Payment

- a) Pursuant to section 104 of the *Local Government Regulation 2012*, Council's Rates and Charges (other than Council's Water Access Charges and Water Consumption Charges), and the State Government's Emergency Management Levy will be levied for the full year 1 July 2018 to 30 June 2019 in July/August 2018.
- b) Pursuant to section 104 of the *Local Government Regulation 2012*, Council's Wastewater Charges, Water Access Charges and Water Consumption Charges will be levied in October/November 2018 and April/May 2019.
- c) Pursuant to section 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 Levy, be paid within 30 days of the date of the issue of the rate notice.
- d) Pursuant to section 104 of the *Local Government Regulation 2012*, Council provides that Rates and Charges may be paid at any of Council's Service Centres

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(located throughout the region), at any Australia Post Office, BPAY, Direct Debit, Centrepay and Paying Online via Council's website.

5.11 Instalments

Pursuant to Section 129 of the *Local Government Regulation 2012*, Council shall allow payment of the annual rate notice by two instalments as follows:-

- half of the annual notice plus any overdue rates and charges relating to the rateable assessment are paid within 30 days of the date of issue of the annual rate notice - August/ September 2018; and
- the remaining balance of the annual notice is paid within 6 months of the due date of the annual notice - February/March 2019

Payment of the annual rate notice by two instalments will:

- a) Not attract interest on unpaid instalments unless the instalment payment is overdue; and
- b) Not qualify for a discount for prompt payment by this method of instalment payments; and
- c) Qualify for a discount for prompt payment on notices (if discount is applicable) issued subsequent to the instalment issue date if no other rates or charges are overdue; and
- d) Require immediate full payment of all overdue rates and charges and instalments and/or subsequent rates or charges.

5.12 Cost - Recovery Fees

Council imposes cost - recovery fees for services and facilities supplied by it including (among other things) for any entitlement, facility, service or thing supplied, approval, consent, licence, permission, registration or information given, admission to any structure or place, receipt of any application, product or commodity supplied or inspection undertaken.

The quantum of each fee reflects as far and as accurately as possible the actual cost of providing these services and facilities. Pursuant to section 97(4) of the *Local*

Government Act 2009, cost-recovery fees must not be more than the cost to Council of taking the action for which the fee is charged.

5.13 Business Activity Fees

Council has the power to conduct business activities and make business activity fees for services and facilities it provides on this basis. Business activity fees are made where Council provides a service and the other party to the transaction can choose whether or not to avail itself of the service. Business activity fees are a class of charge, which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

Business activity fees include but are not confined to rents, plant hire, private works and hire of facilities as contained in Council's statement of fees and charges.

6 Remission of Rates/Concessions

6.1 Unapparent Plumbing Failures

Pursuant to sections 120 and 122 of the *Local Government Regulation 2012*, if a ratepayer:

- a) incurs water consumption charges by reason of an unapparent plumbing failure; and
- b) satisfies the criteria set down in Council's Water Charges Remission Policy,

Council is satisfied that such circumstances justify the exercise of the remission power. The quantum of the remission of water consumption charges is to be determined in accordance with Council's Water Charges Remission Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for consumption in circumstances where an unapparent plumbing failure has occurred (through no fault of the ratepayer) would result in hardship.

6.2 Home Haemodialysis Treatment

Pursuant to sections 120 and 122 of the *Local Government Regulation 2012*, If a ratepayer:

- a) incurs higher water consumption charges as a result of home haemodialysis treatment; and

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- b) satisfies the criteria set down in Council's Water Charges Remission (Home Haemodialysis) Policy.

Council is satisfied that such circumstances justify the exercise of the remission power. The quantum of the remission of water consumption charges is to be determined in accordance with Council's Water Charges Remission (Home Haemodialysis) Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for consumption in circumstances where home haemodialysis treatment is being provided would result in hardship.

6.3 Not-For-Profit/Charitable Organisations

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of a percentage of the water access and wastewater charges to approved organisations who:

- a) has objectives which do not include the making of profit and who provide services to their membership and the community; and
- b) satisfies the criteria set down in Council's Rate Concession Policy.

The quantum of the remission of water access and wastewater charges is to be determined in accordance with Council's Rate Concession Policy. Council grants this remission on the basis that to require the ratepayer to pay full charges for water access and wastewater charges certain not for profit objectives is being provided would result in hardship.

6.4 Public Amenities on Leased Government Property

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of wastewater charges where a property is levied more than three (3) pedestals and satisfies the criteria set down in Council's Rate Concession Policy.

Upon receipt and approval of the evidence noted within Council's Rate Concession Policy, Council will allow a rebate of 100% of the wastewater charges over the first three (3) pedestals.

6.5 Permits to Occupy Pump Sites and Separate Pump Site Assessments

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 50% of the general rate be granted to all ratepayers who hold a permit to occupy for a pump site, the permit is not valued with other rateable land and the total assessment area is 25 square meters or less.

6.6 Leased Council Vacant Land

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 100% of the general rates, separate charges and special charges be granted to all ratepayers who lease Council land and satisfies the criteria set down in Council's Rate Concession Policy.

6.7 Invasive Pests Control Special Rate

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, a remission of 100% Invasive Pests Control Special Rate ("the special rate"), be granted to all ratepayers who satisfies the criteria set down in Council's Rate Concession Policy.

The remission will only be maintained whilst the ratepayer satisfies the criteria set down in Council's Rate Concession Policy. The remission may be removed if any of the criteria is no longer met.

6.8 Water Tank Rebate

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission of a percentage of the water access charges to approved ratepayers who:

- a) were approved for a water tank rebate in a previous year; or
- b) a ratepayer purchases a water tank and satisfies the criteria set down in Council's Rate Concession Policy.

The quantum of the remission of water access charges is to be determined in accordance with Council's Rate Concession Policy.

6.9 Financial Hardship

Pursuant to sections 121 and 122 of the *Local Government Regulation 2012*, Council grant a remission to ratepayers who are having difficulty in paying their rates in one of the following circumstances:

- a) major medical situations; or
- b) unusual and severe circumstances.

and where the ratepayers situation satisfies the criteria set down in Council's Rate Concession Policy,

Council is satisfied that such circumstances justify the exercise of the remission power.

The remission is granted by way of deferral of all interest charges and legal recovery from the date of application until 30 June of the current financial year. Council grants this remission on the basis that to require the ratepayer to pay interest charges and be subject to legal recovery action in circumstances where financial hardship has occurred (through no fault of the ratepayer) would result in hardship.

6.10 Other remissions and deferrals

Other remission or rate deferral requests will be assessed on their individual merits.

7 Limitation On Increases In Rates And Charges

Pursuant to section 116 of the *Local Government Regulation 2012*, Council will limit the amount of general rate to be levied for the 2018/19 financial year for land that meets the following criteria:

- a) the land has direct frontage to the Quart Pot Creek parkland; and
- b) prior to the Quart Pot Creek parkland development the land formed part of a parcel of land of which a part was donated to Council for the purpose of developing the creek parkland corridor; and
- c) the land is still owned by the original owner who made the donation to the Council or is owned by a related member of the family of the original owner who made the donation and the land was gifted to that family member by the original owner.

The general rate to be levied will be an amount no more than an amount equal to the amount of general rate levied on that land in the 2018/19 financial year increased by 2.75%.

The purpose of applying the 'cap' to these particular properties is to acknowledge the contribution the ratepayers made by voluntarily donating a portion of their land to the Quart Pot Creek parkland development.

8 Other Matters Concerning Rates And Charges

8.1 Collection of Outstanding Rates and Charges

Council requires payment of rates and charges within the specified period and it is Council's practice to pursue the collection of outstanding rates and charges diligently but with due concern for any financial hardship faced by relevant ratepayers. Council's Debt Collection Policy guides the administration process that is used in the collection of overdue rates and charges. This may include payment arrangements and/or the selection of various recovery actions including the sale of land in accordance with legislative requirements.

8.2 Payments in Advance

Council accepts payments in advance of future rate levies. Interest is not payable on any credit balances held.

8.3 Payment Agreements

Council will allow property owners who are unable to pay their rates by the due date to enter into an agreement to pay by instalments according to an agreed schedule, with no recovery action being taken while the arrangement is being maintained. Interest will not be charged on any outstanding rates if the agreement satisfies the criteria set down in Council's Debt Collection Policy. An agreement may be accepted if some of the criteria set down in Council's Debt Collection policy, however, interest will be charged on any outstanding rates at the rate set by Council's annual budget resolutions.

9 Related Documents

- Debt Recovery Policy PL-FS057
- Discount Policy PL-FS073
- Home Haemodialysis Water Allowance PL-FS068
- Rate Exemption by Resolution Policy PL-FS062
- Rates Concession Policy PL-FS076
- Relief from Water Consumption Charges Policy PL-FS035
- Revenue Policy PL-FS013
- Supplementary Rates Policy PL-FS014

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10 Attachments

10.1 Appendix A

Sugarloaf Private Forestry – Map A

Map A



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10.2 Appendix B

Land Use Codes

Code	Description	Definition
00	Unspecified	Land not categorised by any other land use code
01A	Vacant Land - Residential	Vacant land being put to no use
01B	Vacant Land – Commercial/Industrial	Vacant land being put to no use approved for subdivision or for use as industrial or commercial land
02	Single Unit Dwelling	Land where the primary use is as a site for a dwelling
03	Multi-Unit Dwelling Flats	The use of a parcel of land for two or more self-contained residential flats but not group or strata title
06A	Outbuildings – Residential	A parcel of land with a relatively minor shed or garage as the main structural improvement. The improvement would be a gross underdevelopment of the site.
06B	Outbuildings – Commercial/Industrial	A parcel of land, approved for subdivision or for use as industrial or commercial land, with a relatively minor shed or garage as the main structural improvement. The improvement would be a gross underdevelopment of the site.
07A	Guest House/Private Hotel	Land used primarily as an accommodation building - room only or room and meals with shared facilities or separate self-contained accommodation (not a motel) not included in 07B.
07B	Combined dwelling and guest house	Land used primarily for a private dwelling and includes commercial guest accommodation for up to 8 guest (room only or room and meals).
09A	Building Format Plan Primary Use Only - Residential	A parcel of land surveyed on a Building Format Plan which may include Common Property; which has attached to it a Community Management Statement and is used for residential purposes.
09B	Building Format Plan Primary Use Only - Commercial/Industrial	A parcel of land surveyed on a Building Format Plan which may include Common Property; which has attached to it a Community Management Statement and is used for commercial/industrial purposes.
09A	Body Corporate in any strata titled scheme - Residential	Body Corporate in any strata titled scheme (community titles, group titles or building units) used for residential purposes
09B	Body Corporate in any strata titled scheme - Commercial/Industrial	Body Corporate in any strata titled scheme (community titles, group titles or building units) used for commercial/industrial purposes.
10	Combined Dwelling and Shops	Combined dwelling/multi dwelling and shops i.e. residential flats with shops but not registered on a Building Unit Plan or Group Title Plan

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Code	Description	Definition
11A	Shop Single	A single shop without attached accommodation and may include provision for parking
11B	Single Shop – non-profit/charitable	A single shop owned and used by a charitable organisation where the dominant use is for charitable purposes
12	Shopping Group A	More than one shop and includes provision for car parking for greater than or equal to 30 spaces
13	Shopping Group B	More than one shop and includes provision for car parking for less than 30 spaces
14	Supermarket	Large self-serving shop selling foods and household goods with provision of greater than or equal to 30 car parking spaces
16	Shopping Centre	Shopping centre including regional, sub regional and neighbourhood centres and having more than nine shops under one roof with greater than or equal to 30 car parking spaces
17	Restaurant	Restaurant including fast food outlet eg Kentucky Fried Chicken, McDonalds
18A	Special Tourist Attraction	Any development with special recreation, historical or residential features which is intended to attract visitors (includes tourist village)
18B	Special Tourist Attraction – non profit	Any development with special recreation, historical or residential features which is intended to attract visitors (includes tourist village), run as a non-profit basis by a community organisation
21	Residential Institution (non-medical care)	Aged people's homes not predominantly medical care
22	Car Parks	An area of land which has been prepared to accommodate vehicles either below or at ground level or on suspended concrete floors
23	Retail Warehouse	Isolated large showroom, warehouse used for retail purposes
24	Sales Area Outdoors (Dealers, Boats, Cars etc)	Dealers, boats, cars etc
25	Professional Offices	Building with professional offices, finance, banks, lending agents and brokers which are predominantly offices
26	Funeral Parlours	Funeral parlours
27	Hospitals, Convalescent homes (Medical care, private)	Hospitals, aged peoples home nursing home, convalescent homes. Predominantly medical care
28	Warehouse and bulk stores	Warehouse and bulk stores not used for retail purposes
29	Transport terminal	Freight and/or passengers
30	Service station	Predominantly used for fuel retailing which includes fuelling area, associated fuel area, associated retail shop and associated parking area. If predominantly servicing repairs see Code 36

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Code	Description	Definition
31	Oil Depot and Refinery	Fuel dumps or storage and oil refineries
33	Builders Yard, Contractors	Building and or garden material storage centres (not retail or hardware). Fenced area for parking heavy equipment/materials
34	Cold stores – Ice works	Cold stores – Ice works
35	General Industry or Medium Industry	Industrial premises that are not Light Industry – Code 36, or Heavy Industry (noxious/offensive) – Code 37A or 37B
36	Light Industry	Light service and manufacturing industries
37A	Heavy Industry (non abattoirs)	Industry from where a deal of offensive noise, odour, dust, etc is produced from the business operations
37B	Heavy industry (abattoirs)	Industry from where a deal of offensive noise, odour dust is produced from abattoir operations
38	Advertising	Advertising – Hoarding. Predominantly used for advertising
40A	Extractive (Quarry)	Any industry which extracts quarry material from the ground
40B	Extractive (Mining)	Any industry which extracts mining material from the ground
41	Child care excluding Kindergarten	Facility for safe keeping of below school age children
42	Hotel/Tavern	Premises licensed by Licensing Commission as hotel or tavern for the sale of liquor including casino
43	Motel	Building predominantly used for overnight accommodation of persons plus vehicle
44	Nurseries (Plants)	Retail of plants and associated garden material
45	Theatres Cinemas	Theatres and cinemas
47	Licensed Club	Any club with liquor licence run with a view to making a profit
48	Sports Clubs, Licensed Clubs and Facilities – non profit	All sporting/fitness/health/bowling and other clubs with or without a liquor licence run as a non-profit organisation
49	Caravan Parks	Caravan parks
50	Other Clubs Non Business	Boy Scouts/Girl Guides etc not run as a business. Memorial Halls, QCWA, School of Arts etc. Sporting Clubs not run as a business including sports fields/area tennis courts
51	Church/Facilities	Churches, places of worship, church hall etc
52	Cemeteries (includes Crematoria)	Cemeteries (includes Crematoria)
55	Library	Library
56	Show Ground, Race Course, Airfield	Airfield parking, hangers – no maintenance. If maintenance see Code 36.
57	Parks, Gardens	Parks and gardens including undeveloped parkland

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Code	Description	Definition
58	Educational Including Kindergarten	University, tertiary, state and private, residential colleges/school and non-residential school, kindergarten
60	Sheep Grazing and/or breeding	Growing and/or selling young and mature stock – Includes associated studs
65	Cattle Grazing Breeding and Fattening	Mixture of growing and/or selling young and mature stock – includes associated studs
67	Goats	Goat studs and dairies
69	Dairy Cattle	Supplying to milk factory – includes feedlot dairies
71	Oil Seed	Safflower, sunflower linseed etc
72A	Section 25 Valuation Vacant Land – Residential	Vacant land subdivided under Section 25 of the valuation of Land Act
72B	Section 25 Valuation Vacant Land – Commercial/Industrial	Vacant land subdivided under Section 25 of the valuation of Land Act - approved for use as industrial or commercial land
73	Grains	All grains including wheat, barley, oats, maize, rye etc
74	Turf Farm	Growing turf for the purpose of harvesting and sale
76	Tobacco	Land used for the cultivation of tobacco
77	Cotton	Land used for the cultivation of cotton
78	Rice	Land used for the cultivation of rice
79	Orchards	Includes all orchards – citrus, exotic fruit, stone fruits and other fruits and nuts etc
82	Vineyards and Wineries	Land used for the cultivation of grapes, for table or wine production
83	Small Crops and Fodder	All vegetable and small crop items including strawberries (also includes legumes and other improved pasture, used for fodder or stock breeding purposes)
85	Pigs	The breeding and/or growing and/or fattening of pigs in open range or feed lot environment
86	Horses	The breeding and/or growing of horses including for stud purposes, including predominantly stables
87	Poultry	Includes breeding, plus the growing for meat and/or egg production either in a controlled environment or by open runs
88A	Forestry and logs	Growing for the purposes of harvesting areas of natural and/or plantation hardwood or softwood owned either privately or by the Crown not located within the boundary of Map A

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Code	Description	Definition
88P	Forestry and logs – Sugarloaf Private Forestry	Growing for the purposes of harvesting areas of natural and/or plantation hardwood or softwood owned either privately or by the Crown within the Sugarloaf Private forestry, located within the boundary of Map A
89	Animals special	Any animal not listed above eg deer farms, crocodile farms etc (includes dog kennels, cattery, permanent pounds, quarantine stations, cattle dips)
91A	Transformers	Transformer and substation, television/radio, transmission towers
91B	Energy Generation	Land Used for energy generation eg solar, wind, etc
92	Defence Force Establishment	Defence force establishment
95	Reservoir, Dam, Bore Pipeline	Reservoir, Dam, Bore, Pipeline – includes permanent pump site
96	Public Hospital	Public hospital
97	Welfare home/institution	Child/Adult welfare institution
99	Community Protection Centre	Ambulance centre, fire station, state emergency service and headquarters, air sea rescue station, coast guard

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10.3 Appendix C

Invasive Pest Control Special Levy – Overall and Annual Plan

Invasive Pests Control Special Rate – Overall Plan

1. Service, facility or activity

The service, facility or activity to be funded by the special rate is the implementation of the Invasive Pests Control Scheme ("the Scheme") to the rateable land to which the special rate applies. The Scheme was adopted by Council at its 2017/2018 budget meeting and updated at the 2018/2019 budget meeting. The Schemes object is to control the spread of invasive weeds and invasive pests on the rateable land to which the special rate applies. Specifically, in relation to the rateable land to which the special rate applies, the special rate will fund: -

1. Promoting the Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
2. Enhanced invasive pests control activities on the rateable land;
3. Tracking the existence of invasive pests on the rateable land; and
4. Tracking the removal of invasive pests from the rateable land.

2. The rateable land to which the special rate applies

The rateable land to which the special rate applies is all rateable land within the region which has been included in the differential general rating categories of:

- Residential 4;
- Commercial and Industrial – Rural;
- Agriculture and Farming 1, 2 & 3;
- Horticulture 1, 2 & 3;
- Extractive;
- Private Forestry;
- Special Uses; and
- Other

The use of the land within these differential general rating categories: -

- Specially benefits from the Scheme; and
- Is used in a way that specially contributes to the need for the Scheme.

3. The estimated cost of carrying out the overall plan

The estimated cost of carrying out the overall plan is \$16,400,000.

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4. Estimated time for carrying out the overall plan

The estimated time for carrying out the overall plan is 3 years ending on 30 June 2020. It is anticipated that a levy will be made in future years as the service, facility and activities are likely to be on-going programs.

5. Annual Implementation Plan 2018/2019

The actions and processes that are to be carried out for the 2018/2019 financial year will be the continuation of: -

1. Promoting the Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
2. Tracking the existence of invasive pests on the rateable land; and
3. Tracking the removal of invasive pests from the rateable land.

The estimated cost of carrying out the overall plan in the 2018/19 financial year is \$5,310,000.

6. Amount of special rate

In accordance with: -

1. section 94(12) of the *Local Government Regulation 2012*, Council has determined that the amount of the special rate will be different for different types of rateable land, as identified in columns 1 and 2 of the table below; and
2. section 94(10) of the *Local Government Regulation 2012*, Council has fixed a minimum amount of the special rate, as identified in column 3 of the table below.

Special Rates to apply

<u>Column 1</u> Description of Land (Differential Rating Categories)	<u>Column 2</u> Cents per dollar of Rateable Value (annual)	<u>Column 3</u> Minimum (annual)
Residential 4; Commercial and Industrial – Rural; Extractive; Special Uses; Other.	0.30	\$500.00
Agriculture and farming 1; Agriculture and farming 2; Agriculture and farming 3; Horticulture 1; Horticulture 2; Horticulture 3; Private Forestry.	0.50	\$500.00

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Revenue Policy

Policy Number:	PL-FS013
Department:	Executive Services
Section:	Finance
Responsible Manager:	Manager Finance & Information Technology
Date Adopted:	25 May 2009
Date to be Reviewed:	Prior to 30 June 2017
Date Reviewed:	28 June 2017
Date Rescinded:	

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25/05/16	2	Reviewed
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Policy no: PL-FS013

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1 Purpose

A Revenue Policy forms part of Council's budget each year. The *Local Government Regulation 2012* identifies the matters that a local government must include in its Revenue Policy. In essence, a Revenue Policy is a statement outlining the strategic policy position of Council in relation to revenue measures to be adopted in the budget.

2 Scope

Section 104(5)(c) of the *Local Government Act 2009* states that the system of financial management established by Council must include, amongst other matters, a revenue policy. Section 193 of the *Local Government Regulation 2012* provides:-

1. A local government's revenue policy for a financial year must state—
 - a. the principles that the local government intends to apply in the financial year for—
 - i. levying rates and charges; and
 - ii. granting concessions for rates and charges; and
 - iii. recovering overdue rates and charges; and
 - iv. cost-recovery methods; and
 - b. if the local government intends to grant concessions for rates and charges—the purpose for the concessions; and
 - c. the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.
2. The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.
3. 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.

3 Legislative Context

□ **Local Government Act 2009**

- Chapter 4: Finances and accountability
- Part 3: Financial planning and accountability
- Section 104: Financial management Systems

□ **Local Government Regulation 2012**

- Chapter 5: Financial Planning and accountability
- Part 4: Financial Policies
- Section 193: Revenue Policy

4 Policy Details

4.1 Policy Statement

Council intends to achieve an equitable distribution of the cost of its operations between different groups of ratepayers. In seeking to achieve this equitable distribution, Council's view is that every ratepayer should contribute at least at a basic level to the cost of operations of the Council.

Council will also have regard to the measures required to stimulate the local and national economy and, particularly where the Council is in competition with private sector providers of goods and services, will price according to generally accepted market principles. These principles ensure the Council does not put private sector providers at a disadvantage because its businesses are publicly owned.

Council will ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

In general, Council will be guided by the "user-pays" principle in setting rates and charges. In doing so, the intention is to minimise the impact of rating on the local economy, so that the cost of a Council service is incurred by the user of that service wherever possible. It is acknowledged, however, that individual consumers of a commodity or service cannot always be separately identified. For this reason there is a need for specific user charges to be supplemented by other general revenue sources.

When considering these matters, Council will generally benchmark any variations in charges from year to year against the general movement in prices that occur in other sectors of the

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community as measured by indexes such as Roadwork Input Cost Index, the Consumer Price Index, Council Cost Index (calculated by the Local Government Association of Queensland) and their components. While taking these movements into consideration Council needs to ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

For Council Business Units that have adopted the code of competitive conduct, prices will be set according to full cost pricing principles including the achievement of an appropriate return on Council's investment.

4.2 Principles for levying rates and charges

4.2.1 General Rates

Council accepts that the basis for levying general rates in Queensland is land valuation. However, other factors can be considered. There is considerable diversity in the Region's various urban, rural, commercial and industrial sectors, their varying access to and requirements for services and facilities and expenditure in the sectors. The desirability for an equitable distribution of rates, therefore, needs to take into account these factors as well as issues mentioned in the foregoing Policy Statement, and warrants the use of a differential rating system.

Where differential general rating is applied, land categories are defined by first separating the urban, rural, commercial and industrial sectors of the Region and then identifying land uses to distinguish between sectors within these areas. Department of Natural Resources and Mines land use codes assist in identifying which land should be included in differential categories that may apply within these sectors.

Minimum rates are able to be set by Council under section 77 of the *Local Government Regulation 2012*. Any changes in these minimum rates will take into account the overall movement in general rates and movements in indexes and their components as mentioned above.

4.2.2 Separate Rates and Charges

Where Council believes it is appropriate, a separate rate or charge can be levied over every rateable property for a particular reason or benefit supplied or undertaken for the benefit of the community in general.

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4.2.24.2.3 Special Rates and Charges

Where Council believes it is appropriate for a special rate or charge to be levied in a defined area for a particular reason or benefit, such as for a special road development program, then as required by the Act and Regulation, the Council will carry out the following before the service begins:

- Identify the service to be provided;
- Detail the estimated cost of this service;
- Define the benefited area and ratepayers included therein;
- Identify any different categories or degrees of benefit to the properties if the special rate or charge is to be levied differentially; and
- State the reason/s why Council believes the service will enhance the value, utility or attractiveness of the properties to be rated and, if there are differences in benefit, state the basis on which the differences have been determined.

4.2.24.2.4 Water Charges

Within the Southern Downs Regional Council there exists a number of separate water schemes.

Southern Downs Regional Council's water supply services could be considered a business activity under the *Local Government Act 2009*. Water charges are set to recover all of the costs associated with the provision of the water supply system by Council. These costs include ongoing operation and maintenance costs, loan interest, return on investment and other competitive neutrality adjustments. Charges are calculated based on the known and expected costs of individual systems and taking into account the matters stated in the Policy Statement.

Additionally, a charge is applied to all unconnected land in the declared service area that is capable of being connected to the Council's water network so as to cover the fixed costs associated with making the service available.

Details of all pricing arrangements are identified within Council's Revenue Statement.

4.2.24.2.5 Wastewater Charges

Ratepayers are provided wastewater services through a number of separate wastewater schemes.

Southern Downs Regional Council's wastewater services could be considered a

business activity under the *Local Government Act 2009*. Consequently, wastewater charges are collected and used for the purpose of meeting the full operating and capital costs of the wastewater supply systems and instituting improvements to those systems, as well to meet return on capital requirements. Charges are calculated based on the known and expected costs of individual systems and taking into account the matters stated in the Policy Statement.

Additionally, a charge is applied to all vacant land in the declared service area that is capable of being connected to the Council's wastewater network so as to cover the fixed costs associated with making the service available.

The quantum of the charge and the manner in which it is applied currently varies across the different wastewater supply systems. However, Council is undertaking a process to align wastewater supply charges to better reflect industry best practice and to ensure a consistent approach across the entire region.

Premises within the declared service area whose owners elect not to connect to the wastewater supply system will also be charged as if they were connected.

4.2.6.2.6 Waste Charges

Cleansing services and facilities for domestic and commercial waste are provided at various locations throughout the Southern Downs Regional Council area. The cost of maintaining the service and facilities varies between areas and consequently the quantum charged and the manner in which the charge is applied may vary between townships. Charges are levied to meet, firstly, the costs of collecting waste and, secondly, for managing, operating, maintaining and improving cleansing services and waste storage/dumping facilities, including the recycling of waste.

The per-bin charges conform to the user pays principle and contributes to the variable costs of providing a bin pick up service.

Where Council expands the defined cleansing service area during the year, charges will be applied on a pro-rata basis from the date the service is supplied after giving sufficient notice to enable all premises in the expanded area to avail themselves of the service.

The charges are identified within Council's Revenue Statement.

4.2.6.2.7 State Emergency Management Fire and Rescue Levy

As required, Council collects an Emergency Management Fire and Rescue Levy on behalf of the State Government on all properties that are a prescribed property, within

Council has an adopted policy for payment of rates by instalments. For eligibility criteria and conditions refer to Council's Revenue Statement .

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4.3 Principles for Granting Concessions for Rates and Charges

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

- The same treatment for ratepayers with similar circumstances.
- Transparency by making clear the requirements necessary to receive concessions.
- Flexibility to allow Council to respond to local economic issues.

Consideration may be given by Council to granting a class concession in the event all or part of the Southern Downs Regional Council area is declared a natural disaster area by the State Government.

4.3.1 Unapparent Plumbing Failure

Part remission of water consumption charges is granted to owners of properties who incur water consumption charges because of an unapparent plumbing failure and who satisfy the criteria set down in Council's Partial Relief from the Payment of Water Consumption Charges Policy. The Policy sets out the eligibility criteria to be satisfied and the manner of calculation of the remission.

4.3.2 Home Haemodialysis

Part remission of water consumption charges is granted to landowners where the occupier is receiving home haemodialysis and who satisfy the criteria set down in Council's Home Haemodialysis Water Allowance Policy. The Policy sets out the eligibility criteria to be satisfied and the manner of calculation of the remission.

4.3.3 General Ongoing Rates Concessions

A rebate of all or part of rates or charges or deferral of interest charges is granted to the following ratepayer categories or circumstances that satisfy the relevant criteria set down in Council's Rates Concession Policy:

- Not for profit/charitable organisations;
- [Public Amenities on Leased Government Property](#)
- Permits to occupy – Pump sites;
- Leased Council vacant land;
- Invasive pest control special rate;
- Water tank installation
- Compassionate Grounds

4.3.4 Other

Other remission or rate deferral requests will be assessed on their individual merits. Council reserves the right to limit rate increases under special arrangements made with Council pursuant to Section 116 of the *Local Government Regulation 2012*.

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4.4 Principles for Recovering Overdue Rates and Charges

Council requires payment of rates, fees and charges within the specified period and it is Council's policy to pursue the collection of all outstanding rates and charges diligently but with due concern for financial hardship which may be faced by some members of the community.

For rates and utility charges, reminder notices will generally be issued within two weeks after the due date. Council reserves the right to send the details of any ratepayers that still have not paid their rates after the due date to a Collection Agency to instigate recovery procedures unless an alternative arrangement has been made.

If general rates are outstanding for three years or more Council may, in accordance with the provisions of the Act and Regulation, offer the property for sale to recover outstanding amounts.

In cases of financial hardship, Council may approve rates and charges debt repayment agreements for individual ratepayers or, in instances such as natural disasters and/or for classes of ratepayers.

4.5 Principles for Cost-Recovery

Council recognises the validity of maximising the use of appropriate user pay charges or cost recovery fees to reduce the burden on general rates. 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.

5 Physical and social infrastructure costs for new developments

Mechanisms for the planning and funding of infrastructure for urban growth are contained within the *Sustainable Planning Act 2009*.

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Pursuant to the provisions of this Act, and the Southern Downs Regional Planning Scheme, developers are required to pay the costs associated with the following:-

- any increase demanded on the available capacity of the existing trunk infrastructure due to any new development; and/or
- any additional trunk infrastructure required due to any new development; and
- where appropriate, a contribution towards social infrastructure changes required to cater for the increase or changes in population caused by new development.

Where a property developer proposes a subdivision with a higher standard of landscaping, recreation equipment, building or maintenance than would ordinarily be required by Council in accordance with its policies, practices and standards, the Council may use a Special Rate or Charge to recover the additional costs of maintenance from the ratepayers that directly benefit from the increased amenity of the subdivision. Where appropriate, Council may determine a contribution from general revenue to recognise broader community use of the assets.



Debt Policy

Policy Number:	PL-FS005
Department:	Business and Community Services
Section:	Finance
Responsible Manager:	Manager Finance <u>and Information Technology</u>
Date Adopted:	2 July 2015
Date to be Reviewed:	<u>April 2017 June 2018</u>
Date Reviewed:	<u>25 May 2016 13 June 2018</u>
Date Rescinded:	N/A

REVISION RECORD

Date	Version	Revision description
25 April 2016	2.0	Reviewed
<u>13 June 2018</u>	<u>2.1</u>	<u>Reviewed</u>

Debt Policy

Policy no: *PL-FS005*

Updated: 25 May 2016 13 June 2018

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Debt Policy

Policy no: PL-FS005

Updated: ~~25 May~~
~~2018~~ 13 June 2018

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Southern Downs Regional Council

1 Policy Background

The purpose of this Policy is to enunciate Council's proposed borrowing program for the budgeted year, and the nine years beyond the budget year, as required by Section 192 of the *Local Government Regulation 2012*.

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2 Purpose

Each year, Council is required to prepare a Borrowing Policy which outlines the extent of proposed borrowings for the budget year and nine years beyond the budget year, and the time over which the local government plans to repay existing and new borrowings.

3 Scope

This Policy applies to all loan borrowings of Council during the 201~~8~~⁹/201~~9~~⁷ financial year.

4 Legislative Context

- Section 192 of the *Local Government Regulation 2012*.

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5 Policy Details

The timing and amount of future loans is anticipated as follows:

Proposed Loan Borrowings

201 8 ⁹ /1 9 ⁷	201 9 ⁷ /2 0 ⁰	202 0 ⁰ /1 9 ⁷	202 1 ¹ /2 0 ⁰	202 2 ² /2 0 ⁰	202 3 ³ /2 0 ⁰	202 4 ⁴ /2 0 ⁰	202 5 ⁵ /2 0 ⁰	202 6 ⁶ /2 0 ⁰	202 7 ⁷ /2 0 ⁰
0	0	0	0	0	0	0	0	0	0

The above loan borrowings may vary depending on the level of State Government subsidy and the final estimated cost of the projects. Should these loans proceed, it is anticipated that they will be repaid over a 20-year period.

Existing loans will continue to be discharged at the initial repayment terms and interest rates, unless the repayment terms are altered by the Queensland Treasury Corporation.

Council policy is to minimise reliance on debt and to fund normal capital works from revenue streams wherever possible.

Council will not borrow to fund operational activities.

Debt Policy

Policy no: PL-FS005

Updated: 25 May
2018
13 June 2018


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Southern Downs Regional Council

5. ENGINEERING SERVICES DEPARTMENT REPORTS

5.1 2018/19 Grants to Community Policy Review

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Special Council Meeting	
	Reporting Officer:	Meeting Date: 13 June 2018
	Community Grants Officer	ECM Function No/s: 15.45

Recommendation

THAT Council:

1. Note the contents of this report.
2. Adopt the revised Grants to Community Policy.

Report

On 28 June 2017 Council adopted the Grants to Community Policy PL-ES075 and, subsequently on 23 August 2017, adopted to remove a number of references to the Regional Arts Development Fund (RADF) from the Grants to Community Policy.

The 2018/19 Grants to Community Policy Review was presented and discussed at the Briefing Session on Monday, 4 June 2018 prior to being considered at the 13 June 2018 Special Council Meeting.

The following is in accordance with the Grants to Community Policy item 4.11 Grants to Community Review.

Grants to Community 2017/18 - Annual Review

The Grants to Community annual review has been completed giving consideration to “*What worked? What didn’t work? What would we do differently next time?*”. The annual review also took into account the feedback received from all the grant applicants this financial year.

A review of the feedback provided from 68 applicants demonstrated that the majority of applicants found applying for Grants to Community and utilising the online application form in *SmartyGrants* was a positive experience (Attachment One (1)).

Throughout this financial year, the Community Grants Officer has constantly reviewed the feedback from applicants including any suggested improvements that could be made. Attachment One (1) outlines the improvements that have been suggested by the public which have been implemented throughout the course of the year.

The following points are an overview of areas that perhaps did not work as well as anticipated in 2017/18:

- This financial year Council offered the Community Grant, Event Grant and Sport & Recreation Grant funding streams which all opened and closed at the same time for each of the three rounds. Some applicants did apply for a funding stream that was not relevant to their organisation, which did not impact on any of the assessment and moderation processes, however did alert Council that there was an element of confusion for the applicant.
- The process for applicants to obtain in-kind assistance from Council was formalised for 2017/18 with the request being made by submitting an application to Council for a Grants to Community. This initiative did cause some confusion for some applicants who were entrenched in the old process.
- The uptake for the Fast Grant was slow initially, primarily due to the larger grants being available this financial year, however the uptake increased in the fourth quarter. Feedback from the community concerning the Fast Grant is primarily about the number of questions in the application form.

Grants to Community – What to do Differently in 2018/19

1. That Council offer one (1) Grants to Community funding stream, being the Community Grant, which will be available for applications from not-for-profit organisations that require funding for projects or activities relevant to the following categories:
 - Community Development
 - Community Event
 - Community Facility
 - Sport, Recreation / Healthy, Active Lifestyle

This would result in one application form to be completed by every grant applicant regardless of which category their organisation or project/activity falls under.

The applicant will need to tick one box in the application form to indicate which category their project best aligns with and Council can collect that data for reporting purposes as required.

The maximum amount of funding available for the Community Grant to remain capped at \$10,000 per applicant per financial year.

An additional percentage weighted assessment criteria question has been included concerning whether the applicant has received and acquitted any previous funding from Council.

2. To relax current Grants to Community Guidelines and allow grant applicants one (1) successful Fast Grant and/or Community Grant per financial year.
3. The pre-eligibility questions for the Fast Grant application form to be reduced from 10 criteria to eight (8).
4. The application assessment criteria for the Fast Grant to be reduced from six (6) criteria to two (2).
5. The addition of three (3) items from Council's Fees & Charges to be eligible for Grants to Community funding in 2018/19 -
 - Hire of Council's Parks
 - Hire of Council's Public Halls; and
 - Private Works (i.e. labour, plant & materials) via Council or a Private Contractor.

6. With the inclusion of the above three (3) items, and noting that the In-Kind Plant & Equipment Assistance was historically capped at a value of \$2,000 per annum, increase the maximum amount of funding available for the Fast Grant to \$2,000 per applicant per financial year.

Benefits of the Improvements

Overall, the delivery of the Grants to Community in 2017/18 worked well with very few suggestions from the public regarding improvements for Council's consideration, which is a positive outcome.

The implementation of the above six (6) items will continue to improve Council's delivery of its Grants to Community in 2018/19 and have been incorporated in the Grants to Community Policy (Attachment 2) and/or Grants to Community Guidelines (Attachment 3).

Budget Implications

That Council adequately supports the Grants to Community in its budget deliberations each financial year to ensure a strong delivery of funding to the Southern Downs community.

In the 2017/18 financial year Council received 98 grant applications requesting a total of \$601,323.95 in funding. (Attachment Four (4)).

Year to date, Council has awarded 66 grant applicants with a total of \$377,074.69 in funding.

Council's Grants to Community for 2017/18 has been over-subscribed by approximately 63%.

At the time of writing this report, the current draft 2018/19 SDRC Budget has an allocation of \$367,325 set aside for Grants to Community which is \$9,749.69, or approximately 2.65%, less than the total funding awarded to not-for-profit organisations in 2017/18.

Policy Consideration

Grants to Community Policy PL-ES075

Community Engagement

Council's online *SmartyGrants* grant application forms include a feedback section to be completed by the applicant. The feedback data is collated and reviewed in an endeavor to ensure the continuous improvement in Council's delivery of funding to the community.

Legislation/Local Law

Local Government Act 2009

Local Government Regulation 2012

Options

1. Note the contents of this report.
2. Do not note the contents of this report.
3. Adopt the revised Grants to Community Policy.
4. Do not adopt the revised Grants to Community Policy.
5. Reject these options and provide an alternative course of action to the author.

Attachments

1. Grants to Community - 2017/18 Feedback Summary [View](#)
2. Grants to Community Policy - Revised [View](#)
3. 2018/19 Grants to Community Guidelines [View](#)
4. Grants to Community - 2017/18 Funding Awarded [View](#)

2017/18 – Grants to Community – Round One, Two and Three Feedback Summary

- 1. How applicants heard about Grants to Community? This was a mandatory multiple choice question.**

Options	Round 1	Round 2	Round 3	Total
Word of Mouth	11	18	7	36
Newspaper	8	16	11	35
Direct email to your Community Group	10	7	6	23
Website	4	9	4	17
Community Information Sessions	4	9	2	15
Community Grants Officer	n/a	n/a	9	9
Community Contact Centre Officers	5	2	0	7
Facebook Page	1	4	2	7
Other - Round Three Previous Council Grant; Rev. Ansie's Dedication; SDRC			3	3
Other - Round One Councillor	1			1
Other - Round Two		0		0

- 2. How applicants got assistance if required? This was a mandatory multiple choice question.**

Options	Round 1	Round 2	Round 3	Total
No Assistance Was Required	12	11	15	38
The Community Grants Officer	4	17	4	25
Council's Website	1	9	4	14
Attending the Community Information Sessions	3	7	1	11
Other – Round Two Friend; Another community group kindly helped us out; Committee Member; Chamber of Commerce Workshop; One had no explanation.		5		5
A Community Contact Centre Officer	2	2	0	4
Another Council Officer	2	2	0	4
Other – Round One Another member of the same organisation; A person from another organisation who has applied previously; A person from the community.	3			3
Other - Round Three			0	0

3. Please provide feedback regarding your experiences –

- applying for this funding
- completing the application form
- using SmartyGrants
- any other feedback

This was not a mandatory question.

A review of the feedback provided from 68 applicants demonstrates that the majority of applicants found applying for Grants to Community and utilising the online application form in SmartyGrants was a positive experience.

Suggested improvements received from applicants was:

Item	Feedback	Actions	✓
1	Moving the project description (section 6) to earlier in the application form.	This was put in place prior to Round Two opening.	✓
2	Difficulty aligning the project with the Corporate Plan & Community Plan.	This was put in place prior to Round Three opening.	✓
3	In some cases 200 words is insufficient space to answer the question.	This was put in place prior to Round Two opening.	✓
4	Some of the questions result in repetitive responses.	Align with the Community Plan – Visions, Goals and Direction. This was put in place prior to Round Three opening.	✓
5	For the SmartyGrants application form to include autofill for previous applicants.	SmartyGrants has incorporated an update to include autocomplete for applicants' addresses.	✓
6	Using the word "project" throughout the process was off putting.	This has been improved by including the words "project or activity".	✓
7	Create a new application form format to cater for maintenance work.	This is in place with the inclusion of Community Facilities as a funding category for 2018/19.	✓
8	Include a comment area in the budget/quote section.	This has been put in place for 2018/19.	✓
9	Application form too lengthy.	The application form for Round 3 was improved and shortened with the removal of Goals. Additional hints and tips have been included for 2018/19 to help applicants answer the question more appropriately.	✓



Grants to Community Policy

DRAFT AS AT MAY 2018

Policy Number:	PL-ES075
Department:	Community Services & Major Projects
Section:	Community Services
Responsible Manager:	Manager Community Services & Major Projects
Date Adopted:	14 June 2017
Date to be Reviewed:	July 2018
Date Reviewed:	Insert Date reviewed (if applicable)
Date Rescinded:	Insert Date rescinded (if applicable)

REVISION RECORD

Date	Version	Revision description
August 2017	1	Remove Regional Arts Development Fund from policy
May 2018	2	Annual Review of the Grants to Community Funding Streams

Grants to Community Policy

Policy no: PL-ES075

Updated: ~~May 2018~~ ~~August 2017~~

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Grants to Community Policy

Policy no: PL-ES075

Updated: ~~May 2018~~ August 2017

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Grants to Community Policy

Policy no: PL-ES075

Updated: ~~May 2018~~ August 2017

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1 Purpose

The purpose of the Grants to Community Policy is to provide Council with one policy that encompasses ~~all~~ the funding available ~~through~~ from Council to the communities of the Southern Downs region.

The policy will provide the foundation for Southern Downs Regional Council to deliver funding to ~~community members and not-for-profit~~ community ~~community~~ organisations in an open, fair, equitable and transparent manner.

2 Scope

This policy applies primarily to the following Grants to Community Funding Streams and is to be read in conjunction with the ~~attached~~ Grants to Community Guidelines:

- ~~a) Sport & Recreation Grant ("SRG");~~
- ~~b) Community Grant ("CG");~~
- ~~c) Events Grant ("EG"); and~~
- ~~d) Fast Grant ("FG").~~

a) Grants to Community – Community Grant

The four (4) Community Grant Categories are:

- Community Development
- Community Events
- Community Facilities
- Sport, Recreation / Healthy, Active Lifestyle

b) Grants to Community – Fast Grant

In addition, the following will be briefly addressed:

- ~~e)c)~~ Major Event Sponsorship;
- ~~f)d)~~ Annual Operational Funding Recipients;
- ~~g)e)~~ Regional Arts Development Fund ("RADF"); and
- ~~h)f)~~ Council as an Auspicing Organisation.

This policy does not apply to River Improvement Trusts.

3 Legislative Context

Local Government Regulation 2012, Part 5

Section 194 Grants to Community Organisations

Grants to Community Policy

Policy no: *PL-ES075*

Updated: May 2018~~August 2017~~

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A local government may give a grant to a community organisation only –

(a) *If the local government is satisfied –*

~~(i.)~~ *the grant will be used for a purpose that is in the public interest; and*

~~(ii.)~~ *the community organisation meets the criteria stated in the local government's community grants policy.*

DRAFT

(i.)

Section 195 Community Grants Policy

A local government must prepare and adopt a policy about local government grants to community organisations (a community grants policy), which includes the criteria for a community organisation to be eligible for a grant from the local government.

4 Policy Details

The purpose of ~~the~~ Grants to Community ~~-Funding Streams~~ is to offer financial assistance to community members and not-for-profit community organisations for their facilities and activities.

This policy is to be read in conjunction with the ~~attached~~ Grants to Community Guidelines.

4.1 Governance

The governance of Grants to Community is undertaken by Council staff in accordance with the Grants to Community Policy and Grants to Community Guidelines.

4.2 Grants to Community – Funding Streams

Council offers the following Grants to Community Funding Streams:

a) Grants to Community - Community Grant

The four (4) Community Grant Categories are:

- Community Development
- Community Events
- Community Facilities
- Sport, Recreation / Healthy, Active Lifestyle

b) Grants to Community – Fast Grant

- ~~Sport & Recreation Grant;~~
- ~~Community Grant;~~
- ~~Events Grant; and~~
- ~~Fast Grant.~~

4.3 Grants to Community Guidelines

The Guideline is a detailed document outlining all aspects of Council's Grants to Community and has been written with the applicant in mind to provide them with clear and concise guidance throughout the application process.

Grants to Community Policy

Policy no: PL-ES075

Updated: May 2018~~August 2017~~

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~~Section 1 to Section 6 of the Guidelines is designed to provide applicants with an overview of what is generic across all of Council's Grants to Community:~~

~~Section 1 Funding Streams & Rounds
Section 2 Dos & Don'ts / Hints & Tips
Section 3 Applicant Support
Section 4 In-Eligible Criteria
Section 5 Eligible Criteria
Section 6 Application Process~~

~~Section 7 to Section 10 outlines the specific requirements for each Funding Stream so the applicant clearly understands which Funding Stream is the most suitable for their project.~~

~~Section 7 Sport & Recreation Grant
Section 8 Community Grant
Section 9 Events Grant
Section 10 Fast Grant~~

~~Section 11 and Section 12 contain the Grants to Community Glossary of Terms and Frequently Asked Questions.~~

4.4 Grants to Community – Assessors & Decision Makers

The Grants to Community ~~Funding Stream~~ application assessors and decision makers are:

Funding Streams	Decision Makers
Grants to Community – Community Grant Sport & Recreation Grant	Mayor & Councillors
Community Grant	Mayor & Councillors
Events Grant	Mayor & Councillors
Grants to Community - Fast Grant	Under Delegation by the Director, Manager and/or Co-ordinator responsible for Grants to Community CEO

4.5 Size of Grants

The maximum grant available for each Funding Stream is noted below; however, the average grant awarded may be less. Council is not able to be the sole funder for every project and has the discretion to offer applicants partial funding.

Funding Stream	Maximum Grant Available
Grants to Community – Community Grant Sport & Recreation Grant	Capped at \$10,000
Community Grant	Capped at \$10,000
Events Grant	Capped at \$10,000
Grants to Community - Fast Grant	Capped at \$10,000 \$12,000

4.6 Type of Grant

The Grants to Community ~~Funding Streams~~ are offered as continuing programs in that there will be annual funding rounds. New, emerging and/or established community not-for-profit organisations are encouraged to apply.

4.7 Promotion

The Grants to Community ~~Funding Streams~~ will be promoted using a combination of one or more of the following approaches:

- Online ~~via information & documents on the~~ Southern Downs Regional Council's ~~website (SDRC) grants page and via the scrolling banner;~~
- Media releases & advertisements in ~~the~~ Warwick Daily News, ~~Stanthorpe~~ Border Post, ~~Allora Advertiser~~ and ~~the~~ Southern Free Times ~~including the Council News page;~~
- Community ~~i~~nformation ~~s~~essions;
- Community Contact Centres' TV;
- Telephone 'on-hold' message;
- Facebook;
- ~~MY SDRC App;~~
- ~~Southern Downs Mail brochure; and~~
- ~~Community Contact Centres; and~~
- ~~Internal Council Newsletter and Intranet.~~

4.8 Policy Outcomes

The outcomes of this policy include:

- Achieving the ~~Visions, Goals and Direction objectives of Council's Corporate Plan 2014-2019 (as amended) and~~ Community Plan 2030 (as amended) ~~or other visionary document.~~
- Providing ~~not-for-profit~~ community organisations with financial support to meet identified community need and providing benefit to the broader Southern Downs region.
- Developing vibrant, engaged and more resilient communities.
- Providing a standard approach and framework to establish community partnerships.
- Distributing funds in an equitable, transparent and sustainable manner.

4.9 Dealing with Performance Issues

Grant recipients may fail to deliver on aspects of their Funding ~~Offer &~~ Agreement for a range of reasons. In such instances following interventions may occur:

- Request the funding be returned; or
- Place the applicant on the not-acquitted list and, until the full acquittal is received, the applicant remains on the list indefinitely.

4.10 Record Keeping

The Grants to Community records are managed by the ~~Community Grants Officer~~^{relevant Community Services personnel}. All records are electronically filed into Council's ECM Records Management System. All documents relevant to Grants to Community need to be stored by Council for at least seven (7) years.

Accurate record keeping tracks the interactions between Council and each unique grant applicant throughout the entire grant process.

4.11 Grants to Community Review

~~An annual r~~Review of the ~~new~~ Grants to Community ~~should~~ ~~needs to initially occur after each Grants to Community round closes~~ and be based on ~~what worked? What didn't work? What would we do differently next time?~~ ~~This should be ongoing until two or three rounds have closed.~~

After ~~each of the above reviews~~, all Grants to Community governing documents should be updated to reflect the lessons learned in an endeavour to continuously improve Council's Grants to Community.

~~Subsequently, the established Grants to Community should be reviewed annually.~~

Achievements and Implementation will be evaluated as follows:

- Council staff will be responsible for reviewing the Grants to Community lessons learned and implementing any improvements approved by Council's senior management.
- Should Policy amendments be required a Report will be presented to Council for consideration.
- It is envisaged that whilst reporting, monitoring and assessment data will be used, the review may also seek information from key stakeholders.

4.12 Major Event Sponsorship

Council supports a number of Major Events and Festivals in the Region. This support falls outside the remit of this policy. The Major Events and Festivals are supported by the Southern Downs Regional Council under strict contractual conditions and have a proven and significant impact on the regional economy.

Organisations that are supported by Council through the Major Event Sponsorship are not eligible to apply for Council's Grants to Community.

4.13 Operational Funding Recipients

Organisations that receive annual operational funding from Council are not eligible to apply for ~~the~~ Grants to Community.

4.14 Regional Arts Development Fund

The Regional Arts Development Fund (RADF) is a partnership between State and Local Governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities.

Organisations that are supported by Council through the Major Event Sponsorship are eligible to apply for RADF funding.

Organisations that receive annual operational funding from Council are eligible to apply for RADF funding.

Organisations that receive Grants to Community – [Community Grant or Grants to Community – Fast Grant](#) funding from Council are eligible to apply for RADF funding.

4.15 Council as an Auspicing Organisation

In the event Council is approached by an individual or organisation to be their Auspicing Organisation for a purpose outside of Council's Grants to Community, they are to be directed to Council's Corporate Services Department.

5 Definitions

~~Section 14 of the attached~~ [Grants to Community](#) Guidelines includes ~~a the Grants to Community~~ [Glossary of Terms](#).

6 Related Documents

- Grants to Community – Guidelines
- ~~RADF Guidelines~~
- SDRC Community Plan 2030 [or other visionary document](#)
- ~~SDRC Corporate Plan 2014 – 2019~~

7 References

- Local Government Act 2009;
- Local Government Regulation 2012;



Southern Downs
REGIONAL COUNCIL

DRAFT

(Version 6 – 4 June 2018)

GRANTS TO COMMUNITY

2018 – 2019

GUIDELINES **(Version 1)**

(Updated – Date 2018)

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Section 1 Funding Streams & Rounds

Council provides financial assistance through its Grants to Community to support a broad cross section of local not-for-profit community organisations to undertake projects or activities for the benefit of the Southern Downs region.

The Grants to Community funding streams are:

Funding Stream: Community Grant **Refer to Section 7**
Maximum Grant Available: Capped at \$10,000 per applicant per financial year.

2018-2019	Opens	Closes	For projects taking place between
Round One			
Round Two			

Funding Stream: Fast Grant **Refer to Section 8**
Maximum Grant Available: Capped at \$2,000 per applicant per financial year.

Open:	
For projects taking place between:	

PLEASE NOTE

- Applicants must neither canvass nor lobby Councillors or Council staff about their funding applications during the application and assessment process. If an applicant does canvass or lobby Councillors or Council staff, the application will become null and void.
- Council's Grants to Community should not be relied on as a continual source of income and instead should be considered an aid in the development of projects or activities.
- Applicants are encouraged to also seek funding from other sources external to Council. Some of these external funding providers are listed on Council's website www.sdrc.qld.gov.au Doing Business - Grants to Community.

Section 2 Hints & Tips

2.1 When You Apply

- **Start your application early - Don't leave it to the last minute.**
- **Don't assume the assessors of your application have any knowledge about your organisation or your project/activity.**
- **Have access to a computer and the internet as all application and acquittal forms are to be completed online via SmartyGrants.**
- **If you don't feel you are tech-savvy, ask a friend or relative to help you.**
- **Once an application or acquittal form has been submitted, an email will be sent to the email address noted in the application form acknowledging that Council has received the grant submission.**
- **Use plain language and clear messages – key points and outcomes-focused.**
- **Be consistent with themes throughout the application and use a logical format.**

2.2 Prepare for Uploading Documents

- **Documents submitted with your application or acquittal form will need to be in an electronic format (eg - pdf, word, excel).**
- **Uploading documents will occur during the online application and acquittal process via SmartyGrants.**
- **Preview the application or acquittal form first to determine which documents may need to be uploaded.**
- **A few examples of the types of documents that may need to be uploaded include:**
 - **Letters of support (dated and no more than two (2) months old);**
 - **Quotes (dated, authentic and no more than two (2) months old);**
 - **Evidence of legal incorporated not-for-profit entity status;**
 - **Evidence of financial viability; and/or**
 - **Tax Invoices and Payment Receipts.**
- **When saving documents to upload into SmartyGrants give them meaningful names (eg - Bank Statement July 17 / or / Letter of Support Lions Club / or / IA Number.**

2.3 When You Submit

- **Ask someone else to read your application – both to proof-read and to check that it makes sense.**
- **Check spelling and grammar.**
- **Check all supporting documentation is attached.**
- **Submit your completed application earlier than the closing date to avoid being unable to submit (eg – power, internet, computer outages).**
- **Check that you receive the confirmation email from SmartyGrants advising that your application or acquittal form was successfully submitted.**
- **If you don't get the email, re-submit the form.**

Section 3 Who Cannot Apply For Funding?

Applications to Council for Grants to Community cannot be made by:

- Organisations that will receive annual Operational Funding from Council in this financial year;
- Organisations that will receive Council's Major Event Sponsorship in this financial year;
- Businesses;
- Individuals;
- For Profit Companies;
- Trusts or Other Organisations;
- Government Agencies or Departments of Local, State or Federal Government and Statutory Authorities (*with the exception of Rural Fire Brigades, which may be eligible to apply*);
- Public or Private Educational Institutions (*with the exception of Parents & Citizens and Parents & Friends Associations, which may be eligible to apply*);
- Organisations that hold an Office of Liquor and Gaming Regulations, Liquor or Gaming Licence (*with the exception of a Community Other Licence*) (Refer to the *Frequently Asked Questions* for more information);
- Organisations that have not acquitted previously received Council funding; and
- Community or Recreational Groups the sole purpose of which is for socialisation and to provide fun, enjoyment or recreation of its members without a broader community benefit.

Section 4 Who Can Apply For Funding?

An *example* of the not-for-profit organisations that can apply for Grants to Community includes, *but is not limited to*, the following:

- | | |
|---|--|
| ➤ Community Festival Groups | ➤ Orienteering Groups |
| ➤ Community Halls | ➤ QCWA – Sub Branches |
| ➤ Community Services | ➤ Recreational Clubs |
| ➤ Cycling Clubs | ➤ Rotary Clubs |
| ➤ Equine Clubs | ➤ RSL - Sub Branches |
| ➤ Festival Associations | ➤ Running Clubs |
| ➤ Fishing Clubs | ➤ Rural Fire Brigades |
| ➤ Guides Groups | ➤ Scouts Groups |
| ➤ Heritage Groups | ➤ Senior Citizens |
| ➤ Lions Clubs | ➤ Show & Rodeo Associations |
| ➤ Men's Sheds | ➤ Sporting Clubs |
| ➤ Motor Sports (Including visiting car clubs) | ➤ Veterans' Support & Advocacy Service |
| ➤ Musical based Groups | ➤ Zonta Club |
| ➤ Navy League | |

Remember to be realistic, specific, clear and concise in your responses to the application questions – and - do not assume the assessor of your application has any knowledge of your organisation or your project.

Section 5 What Is Not Eligible For Funding?

- The payment of Council's Fees & Charges (*with the exception of Private Works, Hire of Public Halls and Hire of Parks*);
- Operational Expenses (eg – insurance, office supplies, registration fees, membership fees, affiliation fees, consumables, travel costs, uniforms, utilities (eg – gas or electricity), rent, wages, rates, water rates, fuel costs, etc);
- Catering expenses;
- The development of privately owned facilities;
- Projects run solely for commercial profit;
- Projects anticipated to start outside the dates when the "funding is available for projects to take place between".
- The payment of a debt;
- Political activities;
- Projects run solely for fundraising purposes without broader community benefit;
- Funding for donations; and
- Funding for cash prizes over \$500.

Section 6 What Is Eligible For Funding?

- Advertising
- Capital related works
- Entertainment
- Equipment Hire
- Equipment that has a short life or needs replacing regularly, such as:
 - Kitchen equipment (eg – microwave, kettle, toaster)
 - Office equipment (eg – small printer, computer)
 - Sporting equipment (eg – balls, bats, training equipment)
- Grounds equipment (eg – leaf blower, mower)
- Hire of Council's Parks
- Hire of Council's Public Halls
- Leverage funding for matching funding from State or Federal Government
- Marketing
- Minor capital field/surface upgrades (eg – top dressing, levelling & coating)
- Minor facility improvements
- Minor infrastructure improvements
- Participation in courses (eg – coaching, umpiring, accreditation, first aid)
- Printing (eg – brochures, pamphlets)
- Private Works (i.e. labour, plant & materials) via Council or a Private Contractor
- Promotion
- Sponsorship
- Substantial construction material purchases
- Substantial equipment purchases (eg – ride on mower)
- Transportable shade marquee
- Website creation
- Workshops for administrators and committee members in financial management, governance or information technology.

Section 7 Community Grant

7.1 Purpose

- The Community Grant funding stream is available for applications from not-for-profit organisations that require funding for projects or activities relevant to the following categories:
 - Community Development
 - Community Event
 - Community Facility
 - Sport, Recreation / Healthy, Active Lifestyle
- This grant is open for applications twice during the financial year.
- It is available to new, emerging and existing not-for-profit organisations.
- Eligible not-for-profit organisations are limited to one (1) successful Community Grant application per financial year.
- The Community Grant is **not** available to applicants if they are recipients of Council's annual Operational Funding or Major Events Sponsorship in the current financial year.
- Priority of funding offers **may** be given to applicants that did not receive grant funding from Council in the previous financial year *(with the exception of the Fast Grant)*.

7.2 Application Process

- All applications are completed, and submitted to Council, online via SmartyGrants.
- Grant applications are initially assessed to ensure all the pre-eligibility criteria has been met.
- If the pre-eligibility criteria has not been met, the application will not proceed to the Application Assessment Criteria stage.

7.3 Pre-Eligibility Criteria

- All applications go through a competitive assessment process, which is designed to ensure equity, openness and transparency for community organisations seeking financial assistance through Council.
- All applications are submitted online via SmartyGrants and initially assessed to ensure all the pre-eligibility criteria has been met.
- If the pre-eligibility criteria has not been met, the application will not proceed to the next assessment stage.
- The Community Grant funding stream will require all the below listed pre-eligibility criteria to be addressed by the applicant.
- **Legal Incorporated Not-For-Profit Entity Status**
The applicant organisation, or its auspicing organisation, needs to be a legal incorporated not-for-profit entity and needs to attach evidence of its status to the application form –
 - Incorporated Association Number ("IA"); or
 - Australian Public Company, Limited by Guarantee Number ("ACN"); or
 - Co-Operative or Trust (ie Constitution or Model Rules of Association); or
 - Act of Parliament; or
 - Australian Taxation Office ("ATO") Defined Not-For-Profit Type –
 - Health Promotion Charity; or
 - Charitable Institution; or
 - Charitable Fund; or

- Public Benevolent Institution; or
- Income Tax Exempt Fund.
- **Australian Business Number ("ABN")**
The applicant organisation, or its auspicing organisation, needs to have an Australian Business Number ("ABN") and attach evidence to the application form.
- **Acquitted Previous Funding**
The applicant organisation, or its auspicing organisation, needs to confirm that it has fully acquitted all previous funding received from Council.
- **Holder of an Office of Liquor and Gaming Licence**
The applicant organisation needs to confirm it is not a holder of an Office of Liquor and Gaming Licence (*with the exception of a - Community Other - Licence*).
- **Debt to Council**
The applicant needs to advise if it has any debt to Council which includes, outstanding lease fees, capital loan repayments, rates, debts or scheduled payment arrangements.
- **Insurance Cover**
The applicant organisation, or its auspicing organisation, needs to demonstrate it has current and appropriate insurance cover for the project and attach evidence to the application form.
- **Financial Viability**
The applicant organisation, or its auspicing organisation, needs to demonstrate its Financial Viability and attach evidence to the application form –
 - An **Established** not-for-profit organisation is defined as being over two (2) years old and will need to attach a full copy of their most current Audited Annual Return which includes all of the following:
 - a profit and loss statement (for income and expenditure); and
 - a balance sheet (for assets and liabilities); and
 - all mortgages, charges and securities that affect any of your property at the end of the financial year; and
 - a copy of the signed report from your accountant, auditor or verifier.
 - A **New or Emerging** not-for-profit organisation is defined as being under two (2) years old and will need to attach all of the following:
 - The most recent Annual General Meeting ("AGM") minutes which must include the Treasurers Report noting the organisations current financial position; and
 - Two (2) most recent Bank Statements to support the Treasurers Report.
- **Bank Account Details**
The applicant organisation, or its auspicing organisation, needs to provide accurate bank account details.
- **Project Details**
The applicant organisation needs to ensure the following information is provided -
 - Project or Activity Start Date
 - Project or Activity End Date
 - Brief but Meaningful Title for the Project or Activity
 - Details of the Project or Activity
 - Preferred contact details including phone number, email address and postal address.
- **Project Budget and Quotes**
The applicant organisation needs to ensure that –
 - The project or activity budget is thoroughly thought through, is realistic and is value for money.
 - Quotes need to be dated, authentic and no more than two (2) months old.

- The quotes are relevant to this project or activity for this financial year.

7.4 Application Assessment Criteria

- The Community Grant funding stream is designed to meet and respond to Council's Community Plan 2030 ("Plan") and the applicant needs to demonstrate how their project or activity best aligns with the Plan.
- The Plan consists of eight (8) Visions under which is a series of Goals and Directions ("Goals") for each, as follows:

1. The Southern Downs Sense of Community	(14 Goals)
2. The Healthy and Active Southern Downs	(26 Goals)
3. The Southern Downs Learning Community	(16 Goals)
4. The Economically Strong, Sustainable and Diverse Southern Downs	(15 Goals)
5. Destination Southern Downs	(20 Goals)
6. The Environmentally Sustainable Southern Downs	(11 Goals)
7. The Well-Connected Southern Downs	(14 Goals)
8. The Well-Governed Southern Downs	(15 Goals)
- The Community Grant requires the applicant to demonstrate all of the following in their application form.

25%	How the project or activity best aligns with Council's Community Plan 2030 - Visions, Goals and Directions.
20%	How the project or activity will benefit the Southern Downs community.
15%	How the applicant identified there was a need for the project or activity.
15%	That the budget is thorough, realistic and provides value for money and that the quotes are authentic and attached for all items of expenditure relevant to the funding requested.
10%	How the applicant is going to achieve a successful delivery of the project or activity.
10%	How the community is supporting the applicant to undertake the project or activity.
5%	When the applicant received and acquitted previous funding from Council.

7.5 Assessment Process

- Once an application has been assessed as meeting the Pre-eligibility Criteria, it is moved on to the Application Assessment Criteria stage and is assessed against the percentage weighted questions.
- During this stage the Assessment & Moderation Panel ("Panel") individually assesses each application against the criteria using a scoring system in SmartyGrants.
- At the end of the assessment, SmartyGrants generates the moderated score for each application.
- Once the assessments have been completed, the Panel submit an agenda report, containing the Panel's funding recommendations, to a monthly General Council Meeting for consideration.

7.6 Decision Process

- After Council has adopted the Community Grant funding recommendations, notification will be sent in writing, via email, to all the applicants.
- Applicants need to be aware that Council's application process takes approximately eight (8) weeks from the date the Round Closed.
- Council's decision is final and is recorded in the Minutes of the General Council Meeting.

7.7 Notification Process

- Unsuccessful organisations will be notified in writing, via email, within two (2) weeks of the General Council Meeting.
- Successful organisations will receive a Funding Offer & Agreement ("FOA") by email.
- If the organisation accepts the terms and conditions of the FOA, two (2) authorised persons from the applicant organisation and, if applicable, the auspicing organisation will need to sign the FOA and return it to Council for sign-off.
- If the organisation does not sign and return the FOA to Council by the date stipulated, the offer may expire, no grant will be paid to the organisation and the funding may be offered to another applicant.

7.8 Grant Payment Process

- Once the Funding Offer & Agreement has been signed by the applicant and Council, the grant payment process commences.
- Payment will be made electronically into the bank account nominated on the application form.
- If the applicant organisation is being auspicied, the payment will be made to the auspicing organisation's nominated bank account.
- Payments are usually made within two (2) weeks of Accounts Payable receiving the payment request.



Section 8 Fast Grant

8.1 Purpose

- This funding stream provides small amounts of financial assistance to not-for-profit organisations for projects or activities that will benefit the Southern Downs communities.
- It is available to new, emerging and existing not-for-profit organisations.
- The Fast Grant is open for applications all financial year or until the budgeted funding allocation has been depleted.
- Eligible not-for-profit applicants are limited to one (1) successful Fast Grant application per financial year.
- The Fast Grant is not available to applicants who are recipients of Council's annual Operational Funding or Major Events Sponsorship in the current financial year.

8.2 Application Process

- All applications are completed, and submitted to Council, online via SmartyGrants.
- Grant applications are initially assessed to ensure all the pre-eligibility criteria has been met.
- If the pre-eligibility criteria has not been met, the application will not proceed to the Application Assessment Criteria stage.

8.3 Pre-Eligibility Criteria

- All applications go through a competitive assessment process, which is designed to ensure equity, openness and transparency for community organisations seeking financial assistance through Council.
- All applications are submitted online via SmartyGrants and initially assessed to ensure all the pre-eligibility criteria has been met.
- If the pre-eligibility criteria has not been met, the application will not proceed to the next assessment stage.
- The Fast Grant funding stream will require all of the below listed pre-eligibility criteria to be addressed by the applicant.

- **Legal Incorporated Not-For-Profit Entity Status**

The applicant organisation, or its auspicing organisation, needs to be a legal incorporated not-for-profit entity and needs to attach evidence of its status to the application form –

- Incorporated Association Number ("IA"); or
- Australian Public Company, Limited by Guarantee Number ("ACN"); or
- Co-Operative or Trust (ie Constitution or Model Rules of Association); or
- Act of Parliament; or
- Australian Taxation Office ("ATO") Defined Not-For-Profit Type –
 - Health Promotion Charity; or
 - Charitable Institution; or
 - Charitable Fund; or
 - Public Benevolent Institution; or
 - Income Tax Exempt Fund.

- **Australian Business Number ("ABN")**

The applicant organisation, or its auspicing organisation, needs to have an Australian Business Number ("ABN") and attach evidence to the application form.

- **Acquitted Previous Funding**
The applicant organisation, or its auspicing organisation, needs to confirm that it has fully acquitted all previous funding received from Council.
- **Holder of an Office of Liquor and Gaming Licence**
The applicant organisation needs to confirm it is not a holder of an Office of Liquor and Gaming Licence (*with the exception of a Community Other Licence*).
- **Debt to Council**
The applicant needs to advise if it has any debt to Council which includes, outstanding lease fees, capital loan repayments, rates, debts, scheduled payment arrangements.
- **Bank Account Details**
The applicant organisation, or its auspicing organisation, needs to provide accurate bank account details.
- **Project Details**
The applicant organisation needs to ensure the following information is provided -
 - Project or Activity Start Date
 - Project or Activity End Date
 - Brief but Meaningful Title for the Project or Activity
 - Details of the Project or Activity
 - Preferred contact details including phone number, email address and postal address.
- **Project Budget and Quotes**
The applicant organisation needs to ensure that –
 - The project or activity budget is thoroughly thought through, is realistic and is value for money.
 - Quotes need to be dated, authentic and no more than two (2) months old.
 - The quotes are relevant to this project or activity for this financial year.

8.4 Application Assessment Criteria

- The Fast Grant funding stream is designed to meet and respond to Council's Community Plan 2030 ("Plan") and the applicant needs to demonstrate how their project or activity best aligns with the Plan.
- The Plan consists of eight (8) Visions under which is a series of Goals and Directions ("Goals") for each, as follows:

1. The Southern Downs Sense of Community	(14 Goals)
2. The Healthy and Active Southern Downs	(26 Goals)
3. The Southern Downs Learning Community	(16 Goals)
4. The Economically Strong, Sustainable and Diverse Southern Downs	(15 Goals)
5. Destination Southern Downs	(20 Goals)
6. The Environmentally Sustainable Southern Downs	(11 Goals)
7. The Well-Connected Southern Downs	(14 Goals)
8. The Well-Governed Southern Downs	(15 Goals)
- The Fast Grant requires the applicant to demonstrate the following in their application form.

85%	How the project or activity best aligns with Council's Community Plan 2030 - Visions, Goals and Directions.
15%	That the budget is thorough, realistic and provides value for money and that the quotes are authentic and attached for all items of expenditure relevant to the funding requested.

8.5 Assessment Process

- Once an application has been assessed as meeting the Pre-eligibility Criteria, it is moved on to the Application Assessment Criteria stage and is assessed against the percentage weighted questions.
- The assessment process for this Funding Stream is undertaken by a Council Officer and is reviewed and signed off by their Supervisor.

8.6 Decision Process

- A Funding Recommendation is created and signed off under delegation by the Director, Manager and/or Co-ordinator responsible for Grants to Community.

8.7 Notification Process

- Once the Funding Recommendation has been approved by Council, the Funding Offer & Agreement ("FOA") is generated and emailed to the successful applicant.
- Notification will be sent in writing, via email, to any unsuccessful applicants.
- Applicants need to be aware that Council's Fast Grant application process may take two (2) weeks from the date Council received the application.
- If the organisation accepts the terms and conditions of the FOA, two (2) authorised persons from the applicant organisation and, if applicable, the auspicing organisation will need to sign the FOA and return it to Council for sign-off.
- If the organisation does not sign and return the FOA to Council by the date stipulated, the offer may expire.

8.8 Grant Payment Process

- Once the FOA has been signed by the applicant and Council, the grant payment process commences.
- Payment will be made electronically into the bank account nominated on the application form.
- If the applicant organisation is being auspiced, the payment will be made to the auspicing organisation's nominated bank account.
- Payments are usually made within two (2) weeks of Accounts Payable receiving the payment request.



Section 9 Funding Acknowledgements & Acquittals

9.1 Acknowledgement of Council's Funding

- All successful Grants to Community – Community Grant and Fast Grant applicants are required to actively and publicly acknowledge Council's financial support.
- This is one of the conditions of the Funding Offer & Agreement ("FOA") that is expected from the successful applicant.
- The applicant will be provided with a document titled "Funding Acknowledgement Examples" which details how the acknowledgement can be successfully achieved using a number of mediums, such as:
 - Display the acknowledgement on a sign or poster at the project or activity;
 - Invite the Mayor/Councillors to the project or activity;
 - Speeches presented at the project or activity;
 - Book & Borrow a Council Banner to display at the project or activity;
 - Photographs of any of the above;
 - Inclusion of the acknowledgement in all e.g. Promotions / Marketing / Invitations / Brochures / Flyers / Stickers;
 - Inclusion of the acknowledgement in all Newspaper Articles / Editorials / Advertisements / Media Releases about the project or activity;
 - In your organisation's Newsletter;
 - In your organisation's Email Signature Block;
 - On your organisation's Website;
 - On your organisation's Facebook page or other social media page; or
 - In Letters your organisation sent to Supporters / Members / Participants / Volunteers.

9.2 Funding Acquittal Process

- After Council has signed the FOA, a copy of the fully executed FOA and two versions of the SDRC logo is emailed to the successful organisation.
- A grant recipient must provide Council with a completed Acquittal Form within eight (8) weeks from the project or activity end date as stipulated in the FOA.
- The Acquittal Form asks for information about –
 - The outcomes achieved with the grant monies received.
 - The number and types of participants.
 - The benefits to the Southern Downs community.
 - How the grant recipient acknowledged and promoted Council's financial contribution to the project or activity.
- The acquittal process is also required to ensure that public monies awarded to grant recipients has been expended for the purpose approved, as per the Application Form and in-line with the terms and conditions of the FOA.
- The applicant will need to attach one of the following as evidence that the funding has been expended -
 - Attach a copy of the tax invoice and the receipt of payment; or
 - If a payment is made online via internet banking, attach a copy of the tax invoice and a copy of the completed online internet transaction showing the receipt number.
 - Attach a tax invoice demonstrating a nil balance.
- The Acquittal Form is completed online via SmartyGrants and the applicant will receive an email from SmartyGrants about this in due course.

- Successful applicants will receive an email from Council to advise them when the funding has been successfully acquitted and that their grant file will be closed.

***Remember:** Acknowledging Council for its contribution to your not-for-profit organisation's project or activity is as equally important as every other aspect of the grant application process.*

Section 10 Applicant Support

It is important that applicants are able to submit a well thought through and well developed application that answers all eligibility questions, addresses all the criteria and provides the documentary evidence and support documents required.

To enable applicants to submit quality applications, Council provides:

- Grants to Community Guidelines, including a Glossary of Terms and Frequently Asked Questions, which is available on Council's website; and
- Access to Council staff who can offer assistance, such as the Community Grants Officer and Community Services Co-ordinator.

Some applicants might be applying for a grant for the first time and/or have difficulty with the language of forms. Access to, or familiarity with, technology (e.g. online systems) may also be an issue for some. If applicants need translation assistance or other practical support, Council will make arrangements for appropriate assistance to be provided.

10.1 Southern Downs Regional Council

For general enquiries about Grants to Community, contact Council's Community Contact Centre:

Telephone: 1300 697 372 (1300 MY SDRC)

Email: mail@sdrc.qld.gov.au

Website: www.sdrc.qld.gov.au

Office Hours: Monday to Friday from 8:00am to 5:00pm (Closed Public Holidays)

If the Community Contact Centre is unable to answer your question, you will be re-directed to Council's Community Grants Officer for assistance.

10.2 SmartyGrants

A SmartyGrants Help Guide for Applicants is accessible online at:

[SmartyGrants - Help Guide for Applicants](#)

Also the SmartyGrants Frequently Asked Questions may be of assistance:

[SmartyGrants - Applicant FAQ's](#)

Applicants can also contact the SmartyGrants support desk team:

Office Hours: Monday to Friday from 9:00am to 5:00pm AEST

Telephone: (03) 9320 6888

Email: service@smartygrants.com.au

Section 11 Glossary of Terms

TERM	MEANING												
Acquittal	The process by which a funding recipient demonstrates in writing to the funding body that it has expended the funds in accordance with the terms and conditions of the Funding Offer & Agreement on completion of the activity or project.												
Auspice / Auspicing	<p>Auspicing means that an organisation that is recognised by the Australian Taxation Office as a not-for-profit type, or which has a legal not-for-profit status, takes responsibility for ensuring the funds are used as specified in the grant allocation.</p> <p>Your application would need to be auspiced if you are a community organisation, and your group is neither a legally constituted not-for-profit entity nor is recognised by the Australian Taxation Office as a not-for-profit type. Please see table below for eligible statuses:</p> <table border="1"> <thead> <tr> <th>Legal not-for-profit entities</th><th>ATO not-for-profit types</th></tr> </thead> <tbody> <tr> <td>Incorporated Association</td><td>Health Promotion Charity</td></tr> <tr> <td>Australian Public Company, Limited by Guarantee</td><td>Charitable Institution</td></tr> <tr> <td>Co-operative*</td><td>Charitable Fund</td></tr> <tr> <td>Trust*</td><td>Public Benevolent Institution</td></tr> <tr> <td>* Co-operatives and Trusts must be able to demonstrate their not-for-profit status through clauses in their constitution or governing documents including dissolution clauses.</td><td>Income Tax Exempt Fund</td></tr> </tbody> </table> <p>An auspicing organisation will be responsible for:</p> <ul style="list-style-type: none"> the receipt, banking and administration of all monies; project monitoring and completion; ensuring the applicant acquires the funding on time; and sign off on the acquittal form. <p>An auspicing organisation may also provide the following support to the applicant:</p> <ul style="list-style-type: none"> provide insurance for the project; provide mentoring for the auspiced group. <p>It is the responsibility of the group being auspiced to ensure that a clear agreement is reached before applying for funding.</p>	Legal not-for-profit entities	ATO not-for-profit types	Incorporated Association	Health Promotion Charity	Australian Public Company, Limited by Guarantee	Charitable Institution	Co-operative*	Charitable Fund	Trust*	Public Benevolent Institution	* Co-operatives and Trusts must be able to demonstrate their not-for-profit status through clauses in their constitution or governing documents including dissolution clauses.	Income Tax Exempt Fund
Legal not-for-profit entities	ATO not-for-profit types												
Incorporated Association	Health Promotion Charity												
Australian Public Company, Limited by Guarantee	Charitable Institution												
Co-operative*	Charitable Fund												
Trust*	Public Benevolent Institution												
* Co-operatives and Trusts must be able to demonstrate their not-for-profit status through clauses in their constitution or governing documents including dissolution clauses.	Income Tax Exempt Fund												
Capacity	This refers to whether the applicant organisation or entity has the necessary features or characteristics to deal with the inputs required. This includes such things as: being a legal entity; has a governance structure; has a bank account; has insurance etc.												
Co-Funding	<p>Council is not able to be the sole funder for every project. Depending on the amount requested, gathering funds from other sources may be required. These could include:</p> <ul style="list-style-type: none"> applicant contribution; grants from other funding bodies; 												

	<ul style="list-style-type: none"> • sponsorship; and • in-kind support.
Community Benefit	<p>Council recognises that community funding delivers significant cultural, economic, environmental and social benefits to the Southern Downs region including:</p> <ul style="list-style-type: none"> • building stronger communities by: improving connectivity and inclusion, increasing individual and community wellbeing, contributing to a sense of place, and strengthening shared community values; • improving community and economic capacity and building social capital; • celebrating our lifestyle, environment and culture; • increasing commitment to sustainable practices and the promotion and protection of our natural environment; and • contributing to a positive, vibrant image of the region
Community Event	<p>Community events are an integral part of a healthy and vibrant community. They give people in our community a chance to interact with each other in an informal, friendly and fun environment. In terms of funding programs, a community event is one that:</p> <ul style="list-style-type: none"> • is arranged by a community organisation; • is held for the enjoyment or recreation of the community; and • does not provide financial gain to any one person or business
Community Organisation	<p>An entity that carries on activities for a public purpose; or another entity whose primary object is not directed at making a profit", i.e. a not-for-profit or non-profit organisation.</p> <p>Any profit made by the organisation goes back into the operation of the organisation to carry out its purposes and is not distributed to any of its members.</p> <p>A community organisation operates with a primary purpose of providing services to the community.</p>
Cultural Heritage	<p>Cultural heritage is the legacy of physical artefacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present and bestowed for the benefit of future generations. Cultural heritage includes tangible culture (such as buildings, monuments, landscapes, books, works of art and artefacts), intangible culture (such as folklore, traditions, language and knowledge) and natural heritage (including culturally significant landscapes, and biodiversity).</p>
Emergent	<p>Calling for immediate action; urgent.</p>
Emerging / New Organisation	<p>An emerging organisation or entity is one that does not have a proven track record and therefore is not able to easily demonstrate it has the capacity and/or capability to manage a grant or a grant related project. From a risk perspective it is assumed that such organisations would need additional support, more frequent monitoring and/or more regular milestones.</p>
Established Organisation	<p>An established organisation is one that has been operating for at least a few years and has a history regarding grants and project management. From a risk perspective it is assumed that if such organisations have a positive record they would require less support and less frequent monitoring and would only require checks at critical</p>

	milestones.
Financial Viability	Generally, financial viability is the ability to generate sufficient income to meet operating payments, debt commitments and, where applicable, to allow growth while maintaining service levels. In terms of considering financial viability of a community organisation, factors include whether the organisation's finances and systems are under control and good governance structures and management systems are in place.
Funding Round	The actual date/s the program is open to receive applications for resources – be they funds or other forms of grants. Some grants programs have one or more funding rounds for applications per year.
Grant	Resources such as financial assistance provided to a grant recipient through a formal program for a specified purpose, directed at achieving goals and objectives consistent with Council policy, where the recipient is selected on merit against a set of criteria.
Grant Seeker	The organisation applying for grant and funding resources through an expression of interest, proposal, submission, application or tender.
Grantee / Grant Recipient	The organisation in receipt of a grant. Depending on eligibility of the particular grant or funding program, the grant recipient may be a community organisation or Non Government Organisation ("NGO").
Grantor / Grant Maker / Grant Provider	The grant provider is the organisation that provides the funds for the grant and funding programs; and is ultimately responsible for the program's underlying policy. A grant provider may be a government entity or a philanthropic organisation. In the case of the Grants to Community funding streams, Council is the Grant provider (or grantor, grant maker).
Grant / Funding Offer & Agreement / Contract	The grant/Funding Offer & Agreement or contract is a document that formalises the relationship and roles and responsibilities between the grant provider and the grant recipient/grantee. The grant agreement can be called many things and may take many forms – a simple exchange of letters, Funding Offer & Agreements, Memorandum of Understanding ("MOU"), Record of Understanding ("ROU"), short or long form contracts, etc. Whatever form it takes or is called, the document details: what will be done; how; when; and by whom. It is usually agreed to by the grant recipient in exchange for the grant/funding from the grant provider.
Immediate	Occurring without delay; instant.
In-Kind Support	In-kind support may include paid and volunteer labour, administrative support, rent-free accommodation or donations of materials, equipment or services.

Legal Entity & Not-For-Profit / Non-Profit	<p>A community organisation must be a not-for-profit organisation as defined by the Australian Taxation Office ("ATO"). Not-for-profit organisations must be either a legal entity or recognised by the ATO as a not-for-profit type. Please see table below for eligible statuses:</p> <table border="1" data-bbox="571 389 1331 1274"> <thead> <tr> <th data-bbox="571 389 970 434">Legal Not-for-Profit Entities</th><th data-bbox="970 389 1331 434">ATO Not-for-Profit Types</th></tr> </thead> <tbody> <tr> <td data-bbox="571 434 970 994"> Incorporated Association A common form of incorporation for community organisations in Queensland, incorporated under the <i>Associations Incorporation Act 1981</i>. Issued with a Certificate of Incorporation which includes an IA number (e.g. IA01234). In addition to associations incorporated under the <i>Associations Incorporation Act 1981</i>, incorporation or registration of certain groups may also be provided through other Acts of Parliament, e.g. <i>Guides Queensland Act 1970</i>; <i>Uniting Church in Australia Act 1977</i>; <i>Church of England Act 1901</i>; <i>Religious Educational and Charitable Institutions Act 1861 (repealed)</i>. Some groups/organisations were established prior to the Incorporation system being introduced in Queensland and may have the equivalent of incorporation through 'letters patent' e.g. Queensland Country Women's Associations. </td><td data-bbox="970 434 1331 994">Health Promotion Charity</td></tr> <tr> <td data-bbox="571 994 970 1061">Australian Public Company, Limited by Guarantee</td><td data-bbox="970 994 1331 1061">Charitable Institution</td></tr> <tr> <td data-bbox="571 1061 970 1106">Co-operative *</td><td data-bbox="970 1061 1331 1106">Charitable Fund</td></tr> <tr> <td data-bbox="571 1106 970 1151">Trust *</td><td data-bbox="970 1106 1331 1151">Public Benevolent Institution</td></tr> <tr> <td data-bbox="571 1151 970 1274"> * Co-operatives and Trusts must be able to demonstrate their not-for-profit status through not-for-profit rules/clauses in their constitution or governing documents including dissolution clauses. </td><td data-bbox="970 1151 1331 1274">Income Tax Exempt Fund</td></tr> </tbody> </table> <p>A not-for-profit or non-profit organisation is an organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up. Any profit made by the organisation goes back into the operation of the organisation to carry out its purposes and is not distributed to any of its members.</p>	Legal Not-for-Profit Entities	ATO Not-for-Profit Types	Incorporated Association A common form of incorporation for community organisations in Queensland, incorporated under the <i>Associations Incorporation Act 1981</i> . Issued with a Certificate of Incorporation which includes an IA number (e.g. IA01234). In addition to associations incorporated under the <i>Associations Incorporation Act 1981</i> , incorporation or registration of certain groups may also be provided through other Acts of Parliament, e.g. <i>Guides Queensland Act 1970</i> ; <i>Uniting Church in Australia Act 1977</i> ; <i>Church of England Act 1901</i> ; <i>Religious Educational and Charitable Institutions Act 1861 (repealed)</i> . Some groups/organisations were established prior to the Incorporation system being introduced in Queensland and may have the equivalent of incorporation through 'letters patent' e.g. Queensland Country Women's Associations.	Health Promotion Charity	Australian Public Company, Limited by Guarantee	Charitable Institution	Co-operative *	Charitable Fund	Trust *	Public Benevolent Institution	* Co-operatives and Trusts must be able to demonstrate their not-for-profit status through not-for-profit rules/clauses in their constitution or governing documents including dissolution clauses.	Income Tax Exempt Fund
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Trust *	Public Benevolent Institution												
* Co-operatives and Trusts must be able to demonstrate their not-for-profit status through not-for-profit rules/clauses in their constitution or governing documents including dissolution clauses.	Income Tax Exempt Fund												
Lifelong Learning	Broadly defined as <i>learning that is pursued throughout life: learning that is flexible, diverse and available at different times and in different places. Lifelong learning crosses sectors, promoting learning beyond traditional schooling and throughout adult life (i.e. post-compulsory education).</i>												
Non Recurrent / Non Recurring	One-off and no guarantee of ongoing funding each financial year. Not occurring or happening again, especially often or periodically.												
Project	The project, activity, event, etc that the funding assistance is being requested for. The overarching term used is "project".												

Sponsorship	<p>A contractual business arrangement under which a sponsor, for a specified term, provides a financial contribution in return for specified negotiated commercial benefits.</p> <p>Benefits purchased may include the right to public recognition or association with a service, program, event, activity, individual or infrastructure.</p> <p>Sponsorship is different from grants funding, where money or goods are provided to recipients through a formally recognised program for a specified purpose, but with no expectation of commercial return.</p>
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DRAFT

Section 12 Frequently Asked Questions

1. *How do we apply for Grants to Community?*

Applications are made online via SmartyGrants when the Grants to Community Funding Stream rounds are open.

2. *How do we submit an online application if we don't have access to a computer or internet?*

Applicants can access free computer and Internet access at Council's Libraries located in Warwick, Stanthorpe and Allora.

3. *How do we know our application has been submitted?*

When applicants submit their application online via SmartyGrants they will receive an automated email confirming receipt of the application. This notification, and a copy of the application, is sent to the email address used to register in SmartyGrants. If you do not receive this email, re-submit the application.

4. *Can I apply on behalf of an organisation?*

Only an authorised representative of an eligible not-for-profit organisation can apply for a grant.

5. *Is an Australian Business Number (ABN) required?*

Yes. Applicants and/or their auspicing organisation must provide an ABN to Council. If an applicant and/or its auspicing organisation does not have an ABN, they will not be eligible for funding.

6. *Can organisations not based in the Southern Downs region apply?*

Maybe. If a community organisation can demonstrate that the service it currently operates is offered to and benefits residents of the Southern Downs region, then it may be able to apply, subject to meeting all other eligibility criteria. However if the service is not offered in the Southern Downs region for the benefit of residents of the Southern Downs, then the organisation would not be eligible to apply.

7. *Are we eligible to apply if we hold a Liquor or Gaming Licence?*

Maybe. If an organisation holds an Office of Liquor & Gaming Regulations – Liquor or Gaming Licence, they are not eligible to apply for Grants to Community (*with the exception of a Community Other Licence*).

8. *Are we eligible to apply if we have a Liquor or Gaming Permit?*

Yes. Subject to meeting the other eligibility criteria, organisations that, from time to time, obtain a liquor or gaming permit for a specific event are eligible to apply. For example if an organisation decides to run a one-off community event and obtains a liquor permit in order to sell alcohol at the event, the organisation would be eligible as this permit is only temporary in nature.

9. *Can we submit an application and supporting documentation in hard copy?*

No. Council only accepts applications and uploaded supporting documentation online via SmartyGrants.

10. *Do we have to provide quotes for all items requested in our application?*

Yes. A quote for each budget item must be supplied with the application. Quotes from suppliers must be authentic and no more than 3 months old. Acquittal of any funds approved will be required including evidence that tax invoices have been paid as part of the acquittal process. The exception is grant funding provided for cash prizes under \$500.

11. Do we include GST in the amount we are requesting?

In the Budget Section of the application form applicants should include the full amount as per the quote attached to the submission.

12. What happens if sections of the application form are not completed?

All applicable sections of the application form must be completed. Incomplete applications will not be eligible for funding.

13. Will out-of-round applications be considered?

No. Grants to Community are offered in two (2) rounds per financial year. Out-of-round applications will not be accepted.

14. If our organisation has already started the project, can we still apply for Grants to Community?

No. Applications for Grants to Community must only be submitted for projects taking place between the dates specified for each Round as noted above in Section 1.

15. What happens if we are paid the grant but don't proceed with the project?

If a grant recipient does not proceed with the funded project, they must contact Council as soon as possible and will be asked to return the grant funds.

16. Can we spend the grant funding on another purpose?

No. All funds must be spent on the items specified in the Funding Offer & Agreement ("FOA") and in accordance with the terms and conditions in the FOA. If a grant recipient wishes to spend the funding for a different purpose, they must write to Council seeking permission for a variation to the FOA. They may only spend the funds for another purpose if they have received written permission for the variation from Council.

17. Do all grants received have to be acquitted?

Yes. Funding provided under Grants to Community must be acquitted by completing an Acquittal Form online via SmartyGrants and submitting it to Council. The financial acquittal, including copies of invoices and payment receipts where relevant, must be submitted to Council no later than the date determined in the FOA. These requirements are in place to ensure that public monies awarded to a grant recipient have been spent for the purpose approved in the FOA, and in line with any terms and conditions required in the agreement.

18. What happens if we don't acquit the funds?

If a grant recipient does not acquit the funds received, they will not be eligible to apply for any future funding through Council until the previous funding has been acquitted.

19. What happens if we don't spend all of the funding?

The grant recipient must advise Council of any unspent grant funds and may be required to return any unused funds to Council. It is advisable to contact Council to discuss this situation well before the acquittal due date.

20. Will information about our receipt of funding be shared publicly?

Yes. Details of all successful grant recipients will be included on Council's website, including the name of the successful grant recipient, description of the project that was funded and the amount of funding granted. Information shared publicly may also include good news stories or case studies about successfully funded projects.




2017/18 - Grants to Community	Successful Applications	Funding Requested	Unsuccessful Applications	Funding Requested	Ineligible Applications	Funding Requested	Total Applications Received	Total Funding Requested	Total Funding Awarded
Round One	15	\$ 128,448.00	4	\$ 24,260.00	7	\$ 53,025.00	26	\$ 205,733.00	\$ 106,171.00
Round Two	23	\$ 145,574.31	5	\$ 34,648.13	6	\$ 30,118.50	34	\$ 210,340.94	\$ 140,684.81
Round Three	15	\$ 118,769.72	6	\$ 36,794.00	3	\$ 17,723.13	24	\$ 173,286.85	\$ 118,255.72
							84	\$ 589,360.79	\$ 365,111.53
2017/18 Fast Grant	Successful Applications	Funding Requested	Unsuccessful Applications	Funding Requested	Ineligible Applications	Funding Requested	Total Applications Received	Total Funding Requested	Total Funding Awarded
Year To Date	13	\$ 10,963.16	1	\$ 1,000.00	n/a	n/a	14	\$ 11,963.16	\$ 11,963.16
						TOTALS	98	\$ 601,323.95	\$ 377,074.69

6. PLANNING, ENVIRONMENT & CORPORATE SERVICES DEPARTMENT REPORTS

6.1 Invasive Pest Control Scheme

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Special Council Meeting	
	Reporting Officer:	Meeting Date: 13 June 2018
	Local Laws Officer (Pest Management)	ECM Function No/s:

Recommendation

THAT Council adopts the Invasive Pests Control Special Rate Overall Plan and note minor amendments to be made to Council's Invasive Pests Control Scheme (IPCS) and Rates Concession Policies.

Report

At its 13 December 2017 General Meeting, Council resolved to approve implementation of the IPCS until the end of 2019/2020. Adoption of an annual Overall Plan and Implementation Plan for the levying of the Invasive Pests Control Special Rate is required under Chapter 4, Part 6 of the *Local Government Regulation 2012* however to enable implementation of the IPCS. The provisions of the Regulation require that Council:

- adopt an annual Overall Plan for the levying of a special rate or charge, before, or at the same time as, the local government first resolves to levy the special rates or charges; and
- adopt an annual Implementation Plan before or at the same time as the budget is adopted.

The draft annual Invasive Pests Control Special Rate Overall Plan (Attachment 1) includes an implementation plan.

As endorsed by Council at the 26 April 2018 General Meeting, the following adjustments will be made to the administration of the IPCS for 2018/2019:

- IPCS notifications will be issued in June, prior to general rates issue.
- The Commercial and Industrial – Town rating category will be excluded from the IPCS.
- Online entry of Control Works Forms will be facilitated, including provision for the landowner to advise whether completion of 2017/18 works was achieved.
- The requirement for a Completed Works Form will be removed.
- The minimum \$500 levy amount will not subject to pro rata.
- The latest date for control works completion will be set at 30 April 2019.
- Legal advice will be sought where necessary prior to amending the IPCS and Rates Concession Policies.

As the Council endorsed IPCS adjustments and the necessary amendments to Council's Invasive Pests Control Scheme and Rates Concession Policies are minor in nature and do not change the intent of the policies, it is intended that the relevant Manager will approve amendments to the

respective policies upon receipt of legal advice. This is provided for in Council's Procedure for the Formation and Review of Policies.

Recommendations

- *It is recommended that:*
 - *Council adopt the draft annual Invasive Pests Control Special Rate Overall Plan; and,*
 - *Council note that it is intended that the Managers Environmental Services and Finance and Information Technology approve amendments to the IPCS and Rates Concession Policies respectively, upon receipt of legal advice.*

It is further recommended that while certain allowances were given to non-compliant landowners due to the 2017/2018 IPCS having a strong focus on education and awareness, no such allowances are given for non-compliance in 2018/2019.

Budget Implications

As reported to the 26 April 2018 General Council Meeting:

- Removal of the 'Commercial and Industrial – Town' rating category from the IPCS Policy and Overall Plan will reduce the amount of eligible properties by 561. This will reduce potential IPCS income but will be outweighed by reduced administration for Council and unnecessary red tape for landowners.
- Mailing out IPCS documentation separate from general rates will incur an additional cost of between \$1,300 and \$1,800 (dependent upon inserts).

Policy Consideration

Invasive Pests Control Scheme Policy
Invasive Pests Control Scheme Overall Plan
Rates Concession Policy

Community Engagement

Officers have undertaken community engagement on the IPCS and relevant policies and their implementation in conjunction with Councillors via Council's budget information sessions and shopping centre visits. No new issues were raised during this process that had not previously been raised by stakeholders during the administration of the 2017/2018 IPCS.

Legislation/Local Law

Biosecurity Act 2014
Local Government Act 2009

Options

1. Adopts the draft annual Invasive Pests Control Special Rate Overall Plan to enable implementation of the 2018/2019 IPCS; or,
2. Does not adopt the draft annual Invasive Pests Control Special Rate Overall Plan.
3. Notes the intention for relevant Manager approval of Council policy amendments to effect endorsed adjustments to the 2018/2019 IPCS; or,
4. Seeks to consider proposed policy amendments to effect endorsed adjustments to the 2018/2019 IPCS.

Attachments

1. Invasive Pest Control Special Rate - Overall Plan [View](#)

Invasive Pests Control Special Rate – Overall Plan

1. Service, facility or activity

The service, facility or activity to be funded by the special rate is the implementation of the Invasive Pests Control Scheme ("the Scheme") to the rateable land to which the special rate applies. The Scheme was adopted by Council at its ~~2017-2018~~/2019 budget meeting and its object is to control the spread of invasive weeds and invasive pests on the rateable land to which the special rate applies. Specifically, in relation to the rateable land to which the special rate applies, the special rate will fund: -

1. Promoting the Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
2. Enhanced invasive pests control activities on the rateable land;
3. Tracking the existence of invasive pests on the rateable land; and
4. Tracking the removal of invasive pests from the rateable land.

2. The rateable land to which the special rate applies

The rateable land to which the special rate applies is all rateable land within the region which has been included in the differential general rating categories of:

- Residential 4;
- ~~Commercial and Industrial – Town;~~
- Commercial and Industrial – Rural;
- Agriculture and Farming 1, 2 & 3;
- Horticulture 1, 2 & 3;
- Extractive;
- Private Forestry;
- Special Uses; and
- Other

The use of the land within these differential general rating categories: -

- Specially benefits from the Scheme; and
- Is used in a way that specially contributes to the need for the Scheme.

3. The estimated cost of carrying out the overall plan

The estimated cost of carrying out the overall plan is \$~~165~~,400,000.

4. Estimated time for carrying out the overall plan

The estimated time for carrying out the overall plan is 3 years ending on 30 June 2020. It is anticipated that a levy will be made in future years as the service, facility and activities are likely to be on-going programs.

5. Annual Implementation Plan ~~2017/2018~~/2019

The actions and processes that are to be carried out for the ~~2017/2018~~/2019 financial year will be the ~~commencement~~-continuation of: -

1. Promoting the Scheme, and providing information in relation to the control of invasive pests, to the owners of the rateable land;
2. Tracking the existence of invasive pests on the rateable land; and
3. Tracking the removal of invasive pests from the rateable land.

The estimated cost of carrying out the overall plan in the 201~~87~~/19~~8~~ financial year is \$~~54,760~~510,000.

6. Amount of special rate

In accordance with: -

1. section 94(12) of the *Local Government Regulation 2012*, Council has determined that the amount of the special rate will be different for different types of rateable land, as identified in columns 1 and 2 of the table below; and
2. section 94(10) of the *Local Government Regulation 2012*, Council has fixed a minimum amount of the special rate, as identified in column 3 of the table below.

Special Rates to apply

Column 1 Description of Land (Differential Rating Categories)	Column 2 Cents per dollar of Rateable Value (annual)	Column 3 Minimum (annual)
Residential 4; Commercial and Industrial – Town; Commercial and Industrial – Rural; Extractive; Special Uses; Other.	0.30	\$500.00
Agriculture and farming 1; Agriculture and farming 2; Agriculture and farming 3; Horticulture 1; Horticulture 2; Horticulture 3; Private Forestry.	0.50	\$500.00

7. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 275(1) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public and move 'into Committee' to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

Recommendation

THAT the meeting be closed to the public and move into committee to discuss the following items, which are considered confidential in accordance with Section 275(1) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

7.1 Renewal of Trustee Lease between Council and Risdon Shooting Complex Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.2 Renewal of Trustee Lease between Council and the Warwick Power Boat & Ski Club Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.3 Renewal of Trustee Lease between Council and the Warwick District Recreational Fish Stocking Association Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.4 Renewal of Trustee Lease between Council and the Warwick Artists Group Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.5 Renewal of Trustee Lease between Council and the Warwick Horse Trials Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.6 Renewal of Trustee Lease between Council and the Warwick Croquet Club Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.7 Renewal of Trustee Lease between Council and the Warwick Bowls Club Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.8 Renewal of Trustee Lease between Council and the Warwick Clay Target Club Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.9 Renewal of Freehold Lease between Council and the Warwick and District Tennis Association Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.10 Renewal of Trustee Lease between Council and the Warwick District Football Association Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.11 Renewal of Trustee Lease between Council and the Warwick District Sporting Car Club Incorporated

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

7.12 Council Infrastructure on Private Land

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.