



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# **AGENDA**

## **Budget Committee Meeting Friday, 21 April 2023**

**I hereby give notice that a Meeting of the Budget Committee will be held on:**

**Date: Friday, 21 April 2023**

**Time: 8.30am**

**Location: Warren Truss Chamber  
45 Glendon Street  
Kingaroy**

**Mark Pitt PSM  
Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**



## 5 BUSINESS

### 5.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REVENUE POLICY 2023/2024 - STATUTORY005

**File Number:** 21-04-23

**Author:** General Manager Finance and Corporate

**Authoriser:** Chief Executive Officer

#### PRECIS

Adoption of the South Burnett Regional Council Revenue Policy 2023/2024 – Statutory005.

#### SUMMARY

South Burnett Regional Council ('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.

#### OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the South Burnett Regional Council Revenue Policy 2023/2024 – Statutory005 be adopted as presented.

#### FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

#### LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making
Operational Plan 2022/2023	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

#### COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The Draft South Burnett Regional Council Revenue Policy 2023/2024 – Statutory005 was reviewed by Manager Finance & Sustainability and General Manager Finance & Corporate, supported by Corporate, Governance & Strategy.

The Draft South Burnett Regional Council Revenue Policy 2023/2024 – Statutory005 was presented at the Executive Leadership Team Meeting held on 18 April 2023 for endorsement to the Budget Committee. Feedback received supported the draft content.

For the purposes of this report, fundamental changes to the current policy are identified within the draft policy as text highlighted in yellow.

## LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

*Local Government Act 2009* (Qld)

*Local Government Regulation 2012* (Qld)

*Human Rights Act 2019* (Qld)

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law;	13. Cultural rights—Generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;
9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

## POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

## ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

## REPORT

This policy applies to all Council representatives. A Revenue Policy forms part of Council's budget each year. The *Local Government Regulation 2012* ('Regulation') identifies the matters that a local government must include in its Revenue Policy.

## ATTACHMENTS

1. **South Burnett Regional Council Revenue Policy 2023/2024 - Statutory005**  



**POLICY CATEGORY - NUMBER:** Statutory005  
**POLICY OWNER:** Finance & Sustainability

**ECM ID:** 2864939  
**ADOPTED:** 25 May 2022

## Revenue Policy **2023/2024**

**NOTE:** Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Corporate, Governance & Strategy Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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### 1. POLICY STATEMENT

South Burnett Regional Council ('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.

### 2. SCOPE

This policy applies to all Council representatives. A Revenue Policy forms part of Council's budget each year. The *Local Government Regulation 2012* ('Regulation') 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.

### 3. GENERAL INFORMATION

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 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.

### 3.1. Levying of Rates and Charges

Rates and charges are determined after due consideration of the following:

- Council's legislative obligations;
- the needs and expectations of the general community as determined by formal and informal consultation and survey processes;
- the cost of maintaining existing facilities and necessary services;
- the need for additional facilities and services; and
- equity by 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.

In levying rates and charges, Council will apply the principles of:

- making clear what is the Council's and each ratepayers responsibility to the rating system;
- making the levying process, granting discount and any refund of rates and charges as simple and efficient to administer as possible;
- timing the levy rate notices to take into account the financial cycle to which the ratepayers are accustomed or may adapt to; and
- flexibility by providing payment arrangements to ratepayers with a demonstrated lower capacity to pay, along with a wide array of payment options.

Council will also have regard to the principles of:

- transparency of process;
- simplicity and efficient administration; and
- flexibility to take account of changes in the local economy, extraordinary circumstances and impacts that different industries may have on Council's infrastructure.

#### 3.1.1. General Rates

General Rates revenue provides essential whole of community services not funded through subsidies, grants, contributions or donations received from other entities, or not provided for by other levies or charges. Council will consider all full cost recovery options before calculating the general rate.

Council is required to raise an amount of revenue it sees as being appropriate to maintain assets and provide services to the Region as a whole. In deciding how that revenue is raised, Council has formed the opinion that the differential general rating scheme provides the most equitable basis for the distribution of the general rate burden.

In formulating the differential general rating scheme Council has considered equity by implementing distribution of the general rate based on the land use. Where necessary a particular class of land use is further 'subdivided' on a geographic basis.

The Unimproved Valuation/Site Value for each property is the basis for determining the amount of the general rate levied. Council recognises that significant valuation fluctuations may have an adverse effect on customers. Council considers that this impact should be smoothed so that the impact in any one year is reduced. Council may achieve this by establishing new differential rating categories, averaging the valuation in accordance with *Sections 74 to 76* of the Regulation or by limiting rate increases in accordance with *Section 116* of the Regulation.

### 3.1.2. Separate or Special Rates

Where appropriate, Council will fund certain services and facilities by means of separate or special rate or charge in accordance with Part 6 and Part 8 of the Regulation. Council will levy special rates and charges on certain properties that are considered to be specially benefited by the provision of specific services, facilities or activities.

Special rates are based on the Unimproved Valuation/Site Value of the land and special charges are a flat charge per property, where this is considered to provide a more equitable basis for the sharing of the cost.

### 3.1.3. Other Charges

In general, Council will be guided by the principle of user pays where it can easily identify the cost associated with supplying a particular service. In particular Council may use this principle for water supply, sewerage, refuse collection, et cetera. Provided however that where Council considers that moving to full cost recovery for a particular service may cause undue hardship Council will “phase in” the full cost recovery over a period of time.

### 3.2. Recovery of Rates and Charges

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

- **Transparency** – by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- **Simplicity** – by making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- **Capacity to Pay** – by determining appropriate arrangements for different sectors of the community;
- **Equity** – by providing the same treatment for ratepayers with similar circumstances; and
- **Flexibility** – by responding where necessary to changes in the local economy.

### 3.3. Concessions for Rates and Charges

Statutory provision exists for the Council to rebate or postpone rates in certain circumstances. These provisions are detailed in *Part 10* of the Regulation.

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

- **Equity** – by having regard to the different levels of capacity to pay within the local community;
- **Consistency** – by applying the same treatment for ratepayers with similar circumstances;
- **Transparency** – by making clear the requirements necessary to receive concessions; and
- **Flexibility** – by allowing Council to respond to local economic issues.

The predominant purpose for which Council grants concessions is to:

- assist pensioners (who are on very limited incomes), in meeting their obligations to pay Council's rates and charges;
- assist various Religious Organisations, Community Groups and Sporting Organisations who provide a public service or community benefit throughout the region in meeting their obligations to pay Council's rates and charges;
- assist ratepayers who have experienced high water charges due to undetected water leaks in meeting their obligations to pay Council's rates and charges;
- assist developers that are required to provide reticulated water and wastewater to a subdivision in meeting their obligations to pay Council's rates and charges; and
- assist ratepayers who are receiving home haemodialysis in meeting their obligations to pay Council's rates and charges.

### 3.4. Cost Recovery Fees

Section 97 of the Act allows Council to set cost recovery fees. The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, environmental and other corporate goals. This is considered to be the most equitable and effective revenue approach and is founded on the basis the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

However, in setting its cost recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking action to which the fee applies.

### 3.5. Commercial Charges

Sections 9 (Powers of local governments generally) and 262 (Powers in support of responsibilities) of the Act provide the Council, as a legal entity, with powers to charge for services and facilities it supplies other than a service or facility for which a cost recovery fee may be fixed.

Such commercial charges are for transactions where the Council is prepared to provide a service and the other party to the transaction can choose whether or not to avail itself of the service.

The nature, level and standard of the entitlement, facility or service is considered by the Council in the setting of commercial charges. Central to deliberations on these matters is the Council's community service obligation and the principle of social equity. The Council may set such a charge with the aim of achieving a profit from the service or facility provided.

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

### 3.6. Funding of Physical and Social Infrastructure Costs

Council requires developers to pay reasonable and relevant contributions towards the cost of infrastructure required to support the development. Specific charges are detailed in "Adopted Infrastructure Charges" resolution adopted by Council.

These charges are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the region, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities is not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

## 4. DEFINITIONS

**Annual Budget** means, for a local government, its annual budget under *Chapter 5, Part 2, Division 3* of the Act.

**Business Unit**, means, of a local government, a part of the local government that conducts a business activity of the local government.

**Code of Competitive Conduct** means referenced within *Section 47* of the Act.

**Concession for rates or charges** means a concession granted under *Chapter 4, Part 10* of the Regulation.

**Cost-Recovery Fee** means as referenced in *Section 97(2)* of the Act.

**Differential General Rates** means as referenced within *Section 80(2)* of the Regulation.

**Full Cost Pricing**, of a significant business activity, as referenced within *Section 44(3)* of the Act.

**Local Government Principles** means the principles expressed in the form of outcomes set out in *Section 4(2)* of the Act.

**Pensioner** means a person who is the holder of a pensioner concession card issued by the department of the Commonwealth responsible for administering the *Social Security Act 1991* or the *Veterans' Entitlements Act 1986*.

**Ratepayer** means a person who is liable to pay rates or charges.



**5. LEGISLATIVE REFERENCE***Local Government Act 2009 (Qld)**Local Government Regulation 2012 (Qld)***6. RELATED DOCUMENTS**

South Burnett Regional Council Investment Policy 2023/2024 – Statutory009

South Burnett Regional Council Debt Policy 2023/2024 – Statutory010

South Burnett Regional Council Rate Collection Policy – Statutory041

South Burnett Regional Council Revenue Statement

South Burnett Regional Council Financial Hardship Policy – Statutory012

**7. NEXT REVIEW**

As prescribed by legislation – May 2024

**8. VERSION CONTROL**

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy	13 August 2008	407991
2	Review of policy	26 June 2009	528733
3	Review of policy	9 June 2010	897521
4	Review of policy	29 June 2011	1271695
5	Review of policy	11 July 2012	1291872
6	Review of policy	12 June 2013	1185927
7	Review of policy	21 May 2014	1590733
8	Review of policy	3 June 2015	1888898
9	Review of policy	18 May 2016	1944679
10	Review of policy	17 May 2017	2701011
11	Review of policy	21 February 2018	2836653
12	Review of policy	20 March 2019	2578183
13	Review of policy	29 March 2020	2682123
14	Review of policy	28 April 2021	2786416
15	Review of policy	25 May 2022	2864939

Mark Pitt PSM

**CHIEF EXECUTIVE OFFICER**

Date:

Policy Name: Revenue Policy 2023/2024  
ECM ID: 2864939

Adoption Date:

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Next Review Date:

## 5.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INVESTMENT POLICY 2023/2024 - STATUTORY009

**File Number:** 21-04-23

**Author:** General Manager Finance and Corporate

**Authoriser:** Chief Executive Officer

### PRECIS

Adoption of the South Burnett Regional Council Investment Policy 2023/2024 – Statutory009.

### SUMMARY

South Burnett Regional Council ('Council') sets policy and guidelines regarding the investment of surplus cash funds, with the objective of maximising earnings within the approved investment guidelines and ensure the security of funds invested.

### OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the South Burnett Regional Council Investment Policy 2023/2024 – Statutory009 be adopted as presented.

### FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

### LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making
Operational Plan 2022/2023	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

### COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The Draft South Burnett Regional Council Investment Policy 2023/2024 – Statutory009 was reviewed by Manager Finance & Sustainability and General Manager Finance & Corporate, supported by Corporate, Governance & Strategy.

The Draft South Burnett Regional Council Investment Policy 2023/2024 – Statutory009 was presented at the Executive Leadership Team Meeting held on 18 April 2023 for endorsement to the Budget Committee. Feedback received supported the draft content.

For the purposes of this report, fundamental changes to the current policy are identified within the draft policy as text highlighted in yellow.



**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)***Banking Act 1959 (Cth)**Local Government Act 2009 (Qld)**Local Government Regulation 2012 (Qld)**Statutory Bodies Financial Arrangements Act 1982 (Qld)**Statutory Bodies Financial Arrangements Regulation 2019 (Qld)**Human Rights Act 2019 (Qld)*

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

**In the decision-making process, Council is to consider the 23 human rights:**

1. Recognition and equality before the law;	13. Cultural rights—Generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;
9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

No direct local law or delegation implications arise from this report.

**ASSET MANAGEMENT IMPLICATIONS**

No direct asset management implications arise from this report.

**REPORT**

Investments are defined as financial or monetary arrangements that are undertaken or acquired to generate income or favourable future returns and pertain to the cash investments of Council. This policy applies to the investment of all surplus cash funds held by Council.

**ATTACHMENTS**

1. **South Burnett Regional Council Investment Policy 2023/2024 - Statutory009** [↓](#) 



**POLICY CATEGORY - NUMBER:** Statutory009  
**POLICY OWNER:** Finance & Sustainability

**ECM ID:** 2865444  
**ADOPTED:**

## Investment Policy **2023/2024**

**NOTE:** Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Corporate, Governance & Strategy Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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### 1. POLICY STATEMENT

South Burnett Regional Council ('Council') sets policy and guidelines regarding the investment of surplus cash funds, with the objective of maximising earnings within the approved investment guidelines and ensure the security of funds invested.

### 2. SCOPE

Investments are defined as financial or monetary arrangements that are undertaken or acquired to generate income or favourable future returns and pertain to the cash investments of Council. This policy applies to the investment of all surplus cash funds held by Council.

### 3. GENERAL INFORMATION

#### 3.1. Ethics and Conflicts of Interests

#### 3.2. Investment Objectives

To set guidelines and boundaries for the investment of Council surplus cash balances which meet the requirements of the *Statutory Bodies Financial Arrangements Act 1982* and *Statutory Bodies Financial Arrangements Regulation 2019* ('Regulation'), support Council's investment and risk philosophy and provide a sequential process to be followed in undertaking investment activities.

Investment activities will focus on preservation of capital, liquidity, and return.

#### 3.2.1. Preservation of Capital

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

#### 3.2.2. Credit Risk

The Investment Officer will evaluate and assess credit risk prior to investment.

#### 3.2.3. Interest Rate Risk

The Investment Officer shall seek to minimise the risk of a change in the market value of the portfolio due to a change in interest rates.

#### 3.2.4. Maintenance of Liquidity

The Investment Officer shall maintain sufficient liquidity to meet all reasonable anticipated operational cash flow requirements of Council.

#### 3.2.5. Return on Investment

The portfolio is expected to achieve a market average rate of return and take into account Council's risk tolerance.

The intent of this document is to outline Council's policy and guidelines regarding the investment of surplus cash funds, with the objective of maximising earnings within the approved investment guidelines and ensure the security of funds invested.

### 3.3. Portfolio Implementation

#### 3.3.1. Authorised Personnel

The Manager Finance & Sustainability and delegated Investment Officer/s are authorised to invest Council's operational funds in investments consistent with this policy and legislation.

#### 3.3.2. Internal Controls

Council's General Manager Finance & Corporate shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft or inappropriate use.

The internal controls will address the following:

- control of collusion;
- separate the transaction authority from accounting and record keeping;
- clearly delegate authority to Investment Officers;
- compliance and oversight of investment parameters;
- reporting of breaches; and
- safekeeping of records.

### 3.4. Investment Parameters

#### 3.4.1. Funds Available for Investment

For the purposes of this policy, funds available for investment are the cash or cash equivalent funds available at any time excluding any moneys held by Council in trust on behalf of external parties.

The funds available for investment should match the cash flow needs of Council allowing for working capital requirements. The investment strategy takes into account the Council's operating needs. Once the Manager Finance & Sustainability has determined that the cash flow forecast is achievable and can meet operational requirements, then the surplus cash funds may be invested for a specified term.

It is the responsibility of the Manager Finance & Sustainability to assess the cost of direct investment management by Council relative to the return generated. This should be compared with the cost of investing funds with a capital guaranteed cash fund for example the Queensland Treasury Corporation ('QTC') Capital Guaranteed Cash Fund.

A minimum of \$5 million is to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allows for investment with QTC Capital Guaranteed Cash Fund or Queensland Investment Corporation ('QIC') Cash Fund without further approval.

#### 3.4.2. Authorised Investments

Council is allocated category one (1) investment powers under the Regulation. Without specific approval from Council or the Treasurer, local governments with category one (1) investment power are limited to those prescribed by *Part 6* of the Regulation, which include:

- interest bearing deposits;
- QIC Cash Fund;

- QTC Capital Guaranteed Cash Fund, debt offset facility;
- QTC Fixed Rate Deposit (up to 12 months); and
- QTC Working Capital Facility.

### 3.4.3. Prohibited Investments

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

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

### 3.4.4. Portfolio Investment Parameters and Credit Requirements

The following table shows the credit ratings and counterparty limits for Council:

Short Term Rating (Standard and Poor's) or equivalent	Individual Counterparty Limit	Total Limit (Max % of Portfolio)
A1+	30%	100%
A1	15%	50%

Short Term Rating (Standard and Poor's) or equivalent	Individual Counterparty Limit	Total Limit (Max % of Portfolio)
A2 – Financial Institutions only	10%	30%
A3 – Financial Institutions only	5%	10%
Unrated	Nil	Nil
QIC/QTC Pooled Cash Management Fund	100%	100%

**Noted:** the percentage limits apply effective from the date of purchase as a percentage of the total value of the portfolio.

### 3.4.5. Maturity

The maturity structure of the portfolio will reflect a maximum term to maturity of one (1) year and includes an interest rate reset of no longer than six (6) months (185 days).

### 3.4.6. Liquidity

Given the nature of the funds invested, no more than 20 percent of the investment portfolio will be held in non-liquid securities and at least \$5 million of the portfolio is to be on call or will mature within 0-7 days.

### 3.4.7. Approved Lists

The Manager Finance & Sustainability shall prepare and maintain the following approved counterparty lists for the investment of funds:

- approved Banks; and
- approved Credit Unions.

### 3.4.8. Breaches

Any breach of this policy is to be reported to the Chief Executive Officer ('CEO') and General Manager Finance & Corporate and rectified as soon as practicable. The Finance Portfolio Councillor will report any breach that needs to be rectified to Council at the following meeting.

Where Council holds an investment that is downgraded below the minimum acceptable rating level,

as prescribed under Regulation for the investment arrangement, Council shall within 28 days after the change becomes known to the local government, either obtain Treasurer's approval for continuing with the investment arrangement or sell the investment arrangement (including, for example, withdrawing a deposit).

#### 3.4.9. Safekeeping or records

Each transaction will require written confirmation by the bank. All security documents will be held by Council.

#### 3.4.10. Brokers/Dealers

All transactions undertaken on behalf of the investment portfolio will be executed by Council directly. This policy prohibits dealings with securities brokers.

Council may utilise the expertise of a broker/dealer to assist with fixed term deposits only if the Manager Finance & Sustainability is satisfied that the use of such does not significantly have a negative effect on the investment opportunity (for example that any fees incurred by the broker does not outweigh the variance in the investment rate received from the broker compared to the rate Council would have received if they had done the deal directly).

#### 3.4.11. Investment Guidelines

Council's investment portfolio should be realisable, without penalty, in a reasonable timeframe. The term to maturity of Council's fixed term investments should not exceed one (1) year. The Manager Finance may reduce these maturity limits to a shorter period.

Treasury and Council approval is required for investments with a period of greater than 12 months. This means approval is required from Council prior to submission to the Treasurer for approval.

#### 3.4.12. Short Term Debt Ratings

Short term refers to investments with an initial maturity of less than one (1) year.

Standard and Poor's short-term ratings or equivalents to Moody's and Fitch.

	Standard & Poor's	Moody's	Fitch
Superior	A1+	P-1	F1+
	A1		F1
Strong	A2	P-2	F2
Acceptable	A3	P-3	F3

### 3.5. Reporting

The Manager Finance & Sustainability will prepare a detailed report to be included in the monthly finance meeting reports which includes an evaluation of the transactions, performance and compliance of the investment portfolio. The report will include:

- Interest rate of all deposits;
- List of all deposits and the Financial Institution where held;
- Maturity date; and
- Dollar amount invested.

On an annual basis, this policy will be reviewed and amended, where required; any amendments are to be approved by Council prior to the implementation of the revised investment policy.

## 4. DEFINITIONS

**At Call** means where the investment can be redeemed, and the money invested can be retrieved by the investor from the financial institution within 30 days without penalty.

**Broker/Dealer** means an individual or financial entity that trade securities for their own account or on behalf of clients. The entity could be a corporation, limited partnership, limited liability company, or a general partnership.

**Capital Guaranteed** means an investment fund that guarantees return of the full capital value of the investment.

**Category 1** means investment power that permits a local government to invest in a range of highly secure investments either at call or for a fixed time of not more than one (1) year.

**Conflict of Interest** means a situation where an official's private interests may benefit from decisions or actions that they are entrusted to take.

**Delegation of Authority** means Authority for implementation of this policy is delegated by Council to the CEO in accordance with *Section 257(1)(b) – Delegation by Local Government of the Local Government Act 2009*. Authority for the day-to-day management of Council's Investment Portfolio is to be delegated by the CEO to the Manager Finance & Sustainability and subject to regular reviews with the CEO and General Manager Finance and Corporate.

**Financial Institution** means an authorised deposit taking institution within the meaning of *Section 5 of the Banking Act 1959*.

**Investment Officer** means individuals that are to manage the portfolios not for speculation, but for investment and in accordance with the principle of this policy. Investment Officers are to avoid any transaction that might prejudice Council. They will consider the safeguarding of capital and the achievement of income objectives when making an investment decision.

**Investment Portfolio** means pool of investments held by Council.

**Market Risk** means the risk that the value of an investment will decrease due to movements in market factors such as interest rates, foreign exchange rates, equity prices and commodity prices.

**Preservation of Capital** means an investment strategy with the primary goal of preventing losses in an investment's total value. In modern portfolio theory terms, it refers to a guaranteed investment of principal, which would provide a return of at least inflation.

**Prudent Person Standard** means the standard of prudence to be used by Investment Officers when managing the portfolio. Investments will be managed with the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are reviewed and overseen regularly.

**Yield** means the annual rate of return on an investment.

## 5. LEGISLATIVE REFERENCE

*Banking Act 1959* (Cth)

*Local Government Act 2009* (Qld)

*Local Government Regulation 2012* (Qld)

*Statutory Bodies Financial Arrangements Act 1982* (Qld)

*Statutory Bodies Financial Arrangements Regulation 2019* (Qld)

## 6. RELATED DOCUMENTS

South Burnett Regional Council Revenue Policy **2023/2024** – Statutory005

South Burnett Regional Council Revenue Statement

## 7. NEXT REVIEW

As prescribed by legislation – **May 2024**

**8. VERSION CONTROL**

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy	21 July 2010	907608
2	Review of policy	13 July 2011	1126931
3	Review of policy	11 July 2012	1272123
4	Review of policy	3 July 2013	1458314
5	Review of policy	25 July 2014	1620456
6	Review of policy	29 June 2015	1888896
7	Review of policy	27 June 2016	1959082
8	Review of policy	26 June 2017	2719366
9	Review of policy	25 June 2018	2513695
10	Review of policy	12 June 2019	2597395
11	Review of policy	17 June 2020	2688439
12	Review of policy	24 March 2021	2774460
13	Review of policy	25 May 2022	2865444

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:

### 5.3 RATES MODELLING INPUTS

**File Number:** 21042023

**Author:** Manager Finance & Sustainability

**Authoriser:** Chief Executive Officer

#### PRECIS

Inputs to be used for rates modelling for 2023/2024 budget.

#### SUMMARY

Proposed rates adjustments and percentage increases to use in the 2023/2024 budget for rates modelling.

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#### OFFICER'S RECOMMENDATION

That the Committee provide guidance on percentage increases and changes to rates categories as per the below for inclusion in rates modelling for the 23/24 budget deliberations.

#### BACKGROUND

Council has gone through a number of workshops regarding rates modelling. The below have currently been proposed based on these workshops for potential inclusion/consideration in the rates modelling for the 23-24 budget. Where there is more than one option that was considered, these have been put down for Council to consider which option should be modelled.

##### General Rates

- Generally, a 3.65% General Rate increase with slight adjustments to category increases based on consultant modelling to bring further equity across categories
- Rural properties
  - Option 1 – Keep increase to 3.65%
  - Option 2 – Have increase set to 5.00%
- Rural Residential
  - Option 1 – Keep 2 categories for Rural Residential
  - Option 2 – Combine Rural Residential into 1 category
    - If using option 2, consideration then needs to be made if the rate in the dollar should go to \$1.80530 which would reduce income by approx. \$78k compared to using option 1 (2 categories) or have the rate in the dollar at \$1.8222 which would keep the revenue on par with option 1 (2 categories).
- Combining of wind and solar farm categories into one renewable energy category and begin rating of relevant assessments in the 23-24 period
  - Option 1 – Have the rate in the dollar for renewable energy categories be based on a % of the rural rate in the dollar (eg > 400MW generation 20 times the rural rate, >100MW 5 times the rural rate, 50-100MW 4 times the rural rate and < 50 MW 2.6 times the rural rate)
  - Option 2 – Same as above however > 400MW generation increase by 7.8% (full yearly inflation rate), and < 50MW be 2.84 times rural rate
- Increase Coal Mine category by 7.8% to match inflation



- New categories for transformer sites
  - substations to be put into 2 categories - one for >1MW and one for >10 MW
  - category for other transformer sites
- New category for heavy industry – businesses such as Swickers, PCA, Bean Growers, Murgon Leather, Parkside Building Supplies will be included in this category as a starting point
  - Option 1 – base the rate in the dollar on a net 10% increase across the properties identified
  - Option 2 – use the Murgon Industrial rate in the dollar
- Separate category for multi-unit dwellings
  - Option 1 – have one category and have the minimum rate at \$50 more than current residential minimums
  - Option 2 – separate into 2 categories. One for Multi-units Kingaroy and one for multi-units other and have the minimum rate at \$50 more than current residential minimums

### Water

- 6.00% increase for water usage and access (based on modelling to account for large capital spend required over the next 10 years)
- High Volume water usage increase to be decided
  - Option 1 - 1.50% High Volume Tier 1 increase and a 1.00% High Volume Tier 2 increase
  - Option 2 – Increase High Volume Tier 1 to increase to same as commercial \$2.02 per KL (11.1% increase) and 1.00% High Volume Tier 2 increase.
  - Option 3 – Increase High Volume Tier 1 and Tier 2 by 6.00%

### Wastewater

- 3.00% increase on sewerage charges (based on modelling to account for large capital spend required in the future)

### Waste

- 1.00% increase to domestic and Bunya Mountains waste charges
- 3.00% increase on commercial waste charges
- Recycling Charges increases need to be decided
  - Option 1 – leave at \$70 per year
  - Option 2 – increase to \$75 per year to account for increased costs associated with recycling process
  - Option 3 – apply a 1% increase as per domestic waste charges
- Waste Management Levy
  - Option 1 – apply the 6% increase as per original rates modelling
  - Option 2 – apply a larger increase - waste costs in 23-24 year have had some significant increases in the contractors space. Depending on where Council lands with what activities to provide at waste facilities and the end deficit incurred by the waste department, this levy may need to increase above the 6%.

**ATTACHMENTS**

**Nil**

## 5.4 2023/2024 DRAFT FEES & CHARGES

**File Number:** 21/04/2023

**Author:** Manager Finance & Sustainability

**Authoriser:** Chief Executive Officer

### PRECIS

2023/2024 Draft Register of Fees and Charges for the South Burnett Regional Council.

### SUMMARY

The queried or still in progress draft Fees and Charges from the March Budget Committee Meeting for the 2023-24 year have been provided for consideration.

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### OFFICER'S RECOMMENDATION

That the Committee provide guidance on any changes or considerations to be included in the draft 2023-24 fees and charges, with the final draft to be presented to the May Ordinary Council meeting for adoption.

### BACKGROUND

Each year the Council considers the level of fees and charges.

The Register of Fees and Charges attached includes both the Regulatory Fees and Commercial Charges. Section 97(2) of the *Local Government Act 2009* provides examples of a Cost Recovery Fee/Regulatory Fee:

"A **cost-recovery fee** is a fee for—

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

A commercial fee is for a service that Council provides; however, the service could also be sourced from another provider.

In the case of Cost Recovery Fee/Regulatory Fees, the *Local Government Act 2009* also states that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

The draft Fees and Charges in the attached schedule are those which were still in progress or queried by Council at the last Budget Committee meeting. The fees have been generally increased by 3.65% as a starting point and have been rounded to the closest 50c. The charges for 2022/2023 financial year have been included in the schedule to allow comparison with the proposed charges for the 2023/2024 financial year.

### ATTACHMENTS

1. Draft Fees and Charges  

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
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**South Burnett Regional Council**  
**Animals – Domestic**  
Registration:

All fees are waived for the initial registration for the first registrable year for dogs purchased through the RSPCA re-homing facility.

When a new dog is registered, the fee payable will be calculated as a fraction of the full fee for the 12 month period, based on the number of months remaining in the registration period, excluding the current month in which the dog is to be registered. For example, the dog registration period is December 1 in any year to November 30 the following year. If a dog owner went to register a new entire dog within the defined area in August 2022 then the applicable dog registration amount would be: \$131 (2022/2023 fee) x 3/12 = \$32.75.

Reciprocal registration applies for an animal currently registered in another shire and transferring to the South Burnett. No fee applies for remainder of current registration period.

Deceased Dog:

Deceased Animal Refund – 50% refund of the initial registration fee (less any concession applicable) where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first 6 months of the registration period.

Desexing – New Animal or Renewal:

If the dog is registered as Entire and the animal is subsequently desexed within 6 months of being registered then there will be a reimbursement of the difference between the registration fee paid and the revised fee upon production of the necessary supporting documentation/certificates.

Pensioners

A 50% reduction on dog registration fees is available to all pensioners on presentation to Council of a current eligible pension card. (Excluding Regulated Dog Registrations)

Microchipping

As per the Animal Management (Cats & Dogs) Act 2008 section 13 & 14, all animals prior to sale/transfer and/or prior to reaching 12 weeks of age are required to be microchipped. As a result, fines will be issued to animal owners if found to be non-microchipped.

**Impounding – Domestic**  
**Release Fee: Cats and Dogs**

Impound Release Fee	\$75.00	\$77.50	3.33%	\$2.50	
Dogs – Unregistered	\$150.00	\$155.50	3.67%	\$5.50	
Sustenance Fee	\$12.00	\$12.50	4.17%	\$0.50	per day
Veterinary and Other Costs				At Cost	
Payment prior to release of impounded animal of actual veterinary and other costs incurred in impounding the animal.					

**Permits**

To keep excess animals (e.g. three (3) dogs) in a Registrable Area.

Application for Permit	\$190.00	\$197.00	3.68%	\$7.00	
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**Registration – Dogs**  
**Defined Area**

Defined Area - Entire Dog	\$131.00	\$136.00	3.82%	\$5.00	
Define Area Entire Dog - Pensioner	\$65.50	\$68.00	3.82%	\$2.50	
Defined Area - Desexed Dog	\$33.00	\$34.00	3.03%	\$1.00	
Defined Area - Desexed Dog - Pensioner	\$16.50	\$17.00	3.03%	\$0.50	
Defined Area - Puppy	\$33.00	\$34.00	3.03%	\$1.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
Dogs under 6 months of age – registered until November 30.					
Defined Area - Puppy - Pensioner	\$16.50	\$17.00	3.03%	\$0.50	
Dogs under 6 months of age - registered until November 30.					
ID Tag/Replacement Tag	\$10.00	\$10.50	5.00%	\$0.50	
Defined Area - Assistance Dogs for the Blind/Deaf/Companion				No Charge	
<b>Non-Defined - Rural Residential</b>					
Rural Residential (Non-Defined Area) - Desexed Dog	\$33.00	\$34.00	3.03%	\$1.00	
Rural Residential (Non-Defined Area) - Desexed Dog - Pensioner	\$16.50	\$17.00	3.03%	\$0.50	
Rural Residential (Non-Defined Area) - Entire Dog	\$65.50	\$68.00	3.82%	\$2.50	
Rural Residential (Non-Defined Area) - Entire Dog - Pensioner	\$32.75	\$34.00	3.82%	\$1.25	
Rural Residential (Non-Defined Area) - Puppy	\$33.00	\$34.00	3.03%	\$1.00	
Rural Residential (Non-Defined Area) - Puppy - Pensioner	\$16.50	\$17.00	3.03%	\$0.50	
<b>Non-Defined Area</b>					
Working Dog (Non Defined Area) – Tag Cost Only	\$10.00	\$10.50	5.00%	\$0.50	
Completion of Statutory Declaration required.					
Non-Defined Area Entire Dog	\$28.00	\$29.00	3.57%	\$1.00	
Non-Defined Area - Desexed Dog	\$10.00	\$10.50	5.00%	\$0.50	
Non-Defined Area - Pensioner	\$10.00	\$10.50	5.00%	\$0.50	
Desexed and microchipped dogs only.					
Non-Defined Area - Puppy	\$10.00	\$10.50	5.00%	\$0.50	
Dogs under 6 months of age – registered until November 30.					
Non-Defined - Assistance Dogs for the Blind/Deaf/Companion				No Charge	
<b>Breeders and Show Dogs</b>					
Breeders and Show Dogs Permit	\$295.00	\$306.00	3.73%	\$11.00	
<b>Regulated Dogs</b>					
Concessional Discounts Do Not Apply to the Regulated Dog Category.					
Declared Restricted Dog	\$200.00	\$207.50	3.75%	\$7.50	
Declared Menacing Dog	\$200.00	\$207.50	3.75%	\$7.50	
Declared Dangerous Dog	\$200.00	\$207.50	3.75%	\$7.50	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Traps</b>					
Cat Trap Bond	\$100.00	\$100.00	0.00%	\$0.00	
Cat Trap Hire	\$40.00	\$41.50	3.75%	\$1.50	per every two weeks or part thereof
<b>Animals – Other</b>					
<b>Depasture</b>					
Maximum fees as prescribed by Regulations.					
Large Stock	Minimum Fee Set by DNRME under <i>Stock Route Management Act 2002</i>				per head per week
Alpacas, Asses, Camels, Cattle, Donkeys, Horses, Llamas, Mules and/or Vicunas - minimum charge.					
Small Stock	\$0.10	\$0.10	0.00%	\$0.00	per head per week
Goats and/or Sheep - minimum charge.					
<b>Impounding – Other Domestic Livestock</b>					
<b>Cattle and Horses</b>					
Impounding Fee (Release) - First Animal Only	\$326.00	\$338.00	3.68%	\$12.01	first animal only
Impounding Fee (Release) - Second and subsequent animals	\$70.00	\$72.50	3.57%	\$2.50	Per Head After First Animal
Poundage Fee	\$42.00	\$43.50	3.57%	\$1.50	per head per day
Transport Costs	At Cost				
Sustenance Rate - Feed Charge	\$27.00	\$28.00	3.70%	\$1.00	per head per day
Advertising Cost	At Cost				
South Burnett Regional Council NLIS Tag	\$26.50	\$27.50	3.77%	\$1.00	Per Head
<b>Pigs, Goats, Sheep, and Other Domestic Livestock</b>					
Impounding Fee (Release)	\$150.00	\$155.50	3.67%	\$5.51	first animal only
Impounding Fee (Release)	\$27.00	\$28.00	3.70%	\$1.00	Per Head After First Animal
Second and subsequent animals.					
Poundage Fee	\$27.00	\$28.00	3.70%	\$1.00	per head per day
Transport Costs	At Cost				
Sustenance Rate - Feed Charge	\$16.00	\$16.50	3.13%	\$0.51	Per Head Per Day
Advertising Cost	At Cost				
South Burnett Regional Council NLIS Tag	\$26.50	\$27.50	3.77%	\$1.00	Per Head

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Buildings</b>					
Submission of Class 1 and Class 10 applications concurrently will attract only 1 Lodgement Fee.					
<b>Class 1</b>					
<b>Single Dwelling and Relocatable Dwelling</b>					
New Buildings	\$2,090.00	\$2,166.50	3.66%	\$76.50	
Class 1a – Duplex	\$2,320.00	\$2,404.50	3.64%	\$84.50	
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00	
Minor Modifications/Alterations to Kitchen or Bathroom	\$660.00	\$684.00	3.64%	\$24.00	
Change to Development Approval	\$300.00	\$311.00	3.67%	\$11.00	
<b>Removal or Demolition of Building</b>					
Demolition Permit	\$440.00	\$456.00	3.64%	\$16.00	
Security Deposit	\$4,000.00	\$4,146.00	3.65%	\$146.00	
To ensure the site is cleared of all debris and finished surface levels are reinstated to a maintainable state (cash or bank guarantee).					
<b>Relocated Buildings</b>					
Concurrence Agency Referral	\$320.00	\$331.50	3.59%	\$11.50	
Inspection	\$848.00	\$879.00	3.66%	\$31.00	
Within South East Queensland only. Other areas by quotation (only if supporting documentation is not provided).					
Security Bond	\$20,200.00	\$20,200.00	0.00%	\$0.00	
Minimum. To ensure the buildings are reinstated or upgraded in accordance with current building regulations within the currency period of the approval (cash or bank guarantee), amount may vary upwards dependent on the condition of the building.					
Restumping of Building	\$500.00	\$518.00	3.60%	\$18.00	
Reroofing Dwelling	\$620.00	\$642.50	3.63%	\$22.50	
<b>Class 2</b>					
New Buildings 0-500m2	\$2,090.00	\$2,166.50	3.66%	\$76.50	
New Buildings > 500m2				By Quotation	
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00	
Change to Development Approval	\$370.00	\$383.50	3.65%	\$13.50	
<b>Class 3</b>					
New Buildings < 300m2	\$1,884.00	\$1,953.00	3.66%	\$69.00	
New Buildings 300-500m2	\$2,090.00	\$2,166.50	3.66%	\$76.50	
New Buildings > 500m2				By Quotation	
Multiple Buildings				By Quotation	
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00	
Change to Development Approval	\$370.00	\$370.00	0.00%	\$0.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Class 4, 5, 6 and 9</b>					
New Buildings < 500m2	\$2,130.00	\$2,208.00	3.66%	\$78.00	
Modifications/Alterations <500m2	\$1,065.00	\$1,104.00	3.66%	\$39.00	
New Buildings > 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50	
Modifications/Alterations >500m2	\$1,595.00	\$1,653.00	3.64%	\$58.00	
10% Surcharge Applies to All Staged Approvals				10% Surcharge	
Internal Fitout < 500m2	\$670.00	\$694.50	3.66%	\$24.50	
Internal Fitout > 500m2	\$1,595.00	\$1,653.00	3.64%	\$58.00	
Change to Development Approval	\$370.00	\$383.50	3.65%	\$13.50	
<b>Class 7 and 8</b>					
<b>Industrial Buildings</b>					
New Buildings < 500m2	\$2,130.00	\$2,207.50	3.64%	\$77.50	
New Buildings > 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50	
10% Surcharge Applies to All Staged Approvals				10% Surcharge	
Modifications/Alterations < 500m2	\$675.00	\$699.50	3.63%	\$24.50	
Modifications/Alterations > 500m2	\$1,600.00	\$1,658.50	3.66%	\$58.50	
Change to Development Approval	\$370.00	\$370.00	0.00%	\$0.00	
<b>Farm Sheds and Farm Buildings</b>					
New Buildings < 500m2	\$1,065.00	\$1,104.00	3.66%	\$39.00	
New Buildings > 500m2	\$2,130.00	\$2,207.50	3.64%	\$77.50	
<b>Class 10a</b>					
<b>With Amenities</b>					
New Structures	\$0.00	\$1,045.00	∞	\$1,045.00	
Modifications/Alterations	\$0.00	\$1,045.00	∞	\$1,045.00	
Change to Development Approval	\$0.00	\$300.00	∞	\$300.00	
<b>Without Amenities</b>					
New Structures	\$500.00	\$518.50	3.70%	\$18.50	
Modifications/Alterations	\$500.00	\$518.00	3.60%	\$18.00	
Change to Development Approval	\$109.00	\$113.00	3.67%	\$4.00	
<b>Class 10b</b>					
<b>Swimming Pools</b>					
New Structures	\$505.00	\$523.50	3.66%	\$18.50	
Modifications/Alterations	\$260.00	\$269.50	3.65%	\$9.50	
Change to Development Approval	\$109.00	\$113.00	3.67%	\$4.00	
<b>Signs/Satellite Dishes, etc.</b>					
New Structures	\$540.00	\$559.50	3.61%	\$19.50	
Modifications/Alterations	\$180.00	\$180.00	0.00%	\$0.00	
Change to Development Approval	\$110.00	\$114.00	3.64%	\$4.00	
<b>Temporary Tents Over 500sqm</b>					
New Structures	\$360.00	\$360.00	0.00%	\$0.00	



Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Retaining Walls</b>					
New Structures	\$378.00	\$392.00	3.70%	\$14.00	
Modifications/Alterations	\$180.00	\$180.00	0.00%	\$0.00	
Change to Development Approval	\$105.00	\$105.00	0.00%	\$0.01	
<b>Budget Accommodation</b>					
Compliance Inspection and Report	\$550.00	\$550.00	0.00%	\$0.00	
<b>Fire Safety Assessment</b>					
Compliance Inspection and Report	\$525.00	\$525.00	0.00%	\$0.00	
<b>Swimming Pool Compliance (Fence)</b>					
Compliance Inspection and Report	\$320.00	\$320.00	0.00%	\$0.00	
Re-Compliance Inspection and Report, Renewals and Childcare Centres	\$305.00	\$305.00	0.00%	\$0.00	
Childcare Fencing Reports	\$275.00	\$285.00	3.64%	\$10.00	
<b>Certificate of Classification</b>					
Inspection	\$460.00	\$460.00	0.00%	\$0.00	
Copy of Certificate - Hard Copy	\$170.00	\$170.00	0.00%	\$0.00	
Copy of Certificate - Electronic Copy	\$85.00	\$85.00	0.00%	\$0.00	
Electronic.					
Reinspections, Miscellaneous Inspections, Reports	\$258.00	\$267.50	3.68%	\$9.50	
Building Form 19 Requisition	\$110.00	\$150.00	36.36%	\$40.00	
Building Records Search	\$190.00	\$197.00	3.68%	\$7.00	
Building Records Search (Urgent)	\$285.00	\$295.50	3.68%	\$10.50	
Building Property Search	\$325.00	\$337.00	3.69%	\$12.00	
Copy of Building Plans (Hard Copy) with Owner's Consent	\$170.00	\$170.00	0.00%	\$0.00	
Copy of Building Plans (Electronic) with Owner's Consent	\$85.00	\$85.00	0.00%	\$0.00	
Extension of Time	\$110.00	\$114.00	3.64%	\$4.00	
Building Regulation Concession	\$388.00	\$402.00	3.61%	\$14.00	
Document Lodgement Fee	\$172.00	\$178.50	3.78%	\$6.50	
<b>Miscellaneous Fees</b>					
Application Following Disengagement of Private Certifier				80%	
Percentage of base fee.					
Applications Following Lapsed Approval				60%	
Percentage of base fee.					
Private Certification Inspections By Quotation	\$275.00	\$285.00	3.64%	\$10.00	minimum
Inspection for private Certifier.					
<b>Building Fees Refund</b>					
Under Assessment Prior to Approval				60%	
Percentage of fees paid.					
Permit Issued Structure Not Commenced				40%	
Percentage of fees paid.					
<b>Election Signs</b>					
Election Signs Bond	\$100.00	\$100.00	0.00%	\$0.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Environmental Health Licences and Permits</b> The Application Fee for all Environmental Health Licences and Permits includes the Assessment Fee and the Licensing for 12 months from the month the Licence and/or Permit is issued.					
<b>Environmental Relevant Activities</b> <b>Registration Certificates</b>					
Fee. The Licence and/or Permit will be considered valid					
Application for Environmental Authority + Annual Fee	\$430.00	\$445.50	3.60%	\$15.50	
<b>Annual Environmental Authority Fees</b>					
ERA with AES of 0	\$168.00	\$174.00	3.57%	\$6.00	
ERA with AES of 0 to 10	\$255.00	\$264.50	3.73%	\$9.50	
ERA with AES of 11 to 30	\$510.00	\$528.50	3.63%	\$18.50	
ERA with AES of more than 30	\$830.00	\$860.50	3.67%	\$30.50	
<b>Application for Food Licence</b>					
Assessment of Applicant	\$90.00	\$93.50	3.89%	\$3.50	
Not applicable for temporary licence.					
Structural Approval	\$160.00	\$160.00	0.00%	\$0.00	
Where applicable.					
Pro-Rata Licence High	\$30.00	\$31.00	3.33%	\$1.00	
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.					
Pro-Rata Licence Medium	\$26.00	\$27.00	3.85%	\$1.00	
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.					
Pro-Rata Licence Low	\$19.00	\$19.50	2.63%	\$0.50	
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.					
Pro-Rata Licence Supermarket	\$26.00	\$27.00	3.85%	\$1.00	
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.					
Pro-Rata Add Unit (to Supermarket for Each Additional Over One Department)	\$3.00	\$3.00	0.00%	\$0.00	
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Pro-Rata Licence Market (Held on a Monthly Basis)	\$6.00	\$6.00	0.00%	\$0.00	
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Pro-Rata Licence Home-Based	\$6.00	\$6.00	0.00%	\$0.00	
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Temporary	\$46.00	\$47.50	3.26%	\$1.50	
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Amendment for Licence	\$160.00	\$160.00	0.00%	\$0.00	
Structural changes within the business and/or amendment to the licence e.g. change of business activity.					
<b>Renewal of Licence</b>					
High	\$358.00	\$371.00	3.63%	\$13.00	
Medium	\$315.00	\$326.50	3.65%	\$11.50	
Low	\$225.00	\$233.00	3.56%	\$8.00	
Supermarket	\$315.00	\$326.50	3.65%	\$11.50	
Add Unit	\$36.00	\$37.50	4.17%	\$1.50	
To Supermarket for each additional over 2 departments.					
Market	\$68.00	\$70.50	3.68%	\$2.50	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Home-Based Business</b>					
Selling within South Burnett at local markets only.					
Assessment of Applicant	\$90.00	\$93.50	3.89%	\$3.50	
Not applicable for temporary licence.					
Renewal of Licence	\$68.00	\$70.50	3.68%	\$2.50	
<b>Additional Fees</b>					
Food Safety Program Accreditation/Audit				At Cost	
Re-Inspection Fee (Non-compliance) / Inspection	\$120.00	\$124.50	3.75%	\$4.50	per hour
Restoration Fee – Late Fee for Outstanding Annual Licence Renewal	\$120.00	\$124.50	3.75%	\$4.50	
<b>Public Health</b>					
<i>Public Health (Infection Control for Personal Appearance Services) Act 2003.</i>					
Application for a New Licence	\$425.00	\$440.50	3.65%	\$15.50	
Application to Renew a Licence	\$270.00	\$280.00	3.70%	\$10.00	
Application to Amend a Licence	\$380.00	\$394.00	3.68%	\$14.00	
Transfer Fee	\$90.00	\$93.50	3.89%	\$3.50	
<b>Non-Higher Risk Personal Appearance Service</b>					
Inspection Fee	\$120.00	\$124.50	3.75%	\$4.50	
<b>Residential Services</b>					
<i>Residential Services (Accreditation) Act 2002.</i>					
Application Fee				At Cost	
<b>Local Law Permits</b>					
Transfer Fee	\$90.00	\$93.50	3.89%	\$3.50	
<b>Registration of Catteries or Kennels</b>					
Application Fee	\$430.00	\$445.50	3.60%	\$15.50	
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00	
<b>Temporary Home Permit</b>					
Application Fee	\$175.00	\$181.50	3.71%	\$6.50	
<b>Display of Goods on Footpaths</b>					
Yearly Application Fee	\$52.00	\$52.00	0.00%	\$0.00	
<b>Caravan Parks/Camping Grounds</b>					
Application Fee	\$430.00	\$445.50	3.60%	\$15.50	
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00	
<b>Public Swimming Pools</b>					
Application Fee	\$430.00	\$445.50	3.60%	\$15.50	
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00	
<b>Standing Stall Site</b>					
Application Fee		Relevant Minimum General Rate for Current Financial Year			
Renewal Fee		Relevant Minimum General Rate for Current Financial Year			

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Alfresco Areas</b>					
Kingaroy Street Alfresco	\$0.00	\$0.00	0.00%	\$0.00	
<b>Miscellaneous Fees</b>					
<b>Special Inspection</b>					
To Undertake Inspection of any Licensed Premises and Requires a Written Report Compliance search.	\$380.00	\$394.00	3.68%	\$14.00	
<b>Health Records Search</b>					
Health Records Search Fee	\$100.00	\$103.50	3.50%	\$3.50	
<b>Impounded Vehicle/Goods</b>					
Impounding Fee	\$180.00	\$186.50	3.61%	\$6.50	
Holding Fee	\$9.00	\$9.50	5.56%	\$0.50	per day
Transportation				At Cost	
<b>Overgrown Allotments</b>					
Slash Residential Block				At Cost	
Slash Block Larger than Residential				At Cost	
Administration Cost – Authority to Slash	\$60.00	\$62.00	3.33%	\$2.00	
Administration Cost – No Authority to Slash	\$95.00	\$98.50	3.68%	\$3.50	
<b>Testing Water Samples</b>					
Testing of Private Water Samples Plus costs of tests if charged by Laboratory.	\$90.00	\$93.50	3.89%	\$3.50	
Testing of Commercial Water Samples - Food Business	\$90.00	\$93.50	3.89%	\$3.50	
Testing of Commercial Water Samples - Food Business (combined with Food Inspection)	\$30.00	\$31.00	3.33%	\$1.00	
Testing of Commercial Water Samples - Water Carrier				At Cost	
<b>Pest Management</b>					
<b>Purchase of Baits</b>					
Purchase of 1080 Meat Baits				At Cost	Per Bait
Purchase of Doggone Baits				At Cost	Per Bait
<b>Control Notices</b>					
Administration Fee	\$60.00	\$62.00	3.33%	\$2.00	Per Notice
<b>Wild Dog Scalps</b>					
Wild Dog Scalps Rebate	\$35.00	\$35.00	0.00%	\$0.00	Per Scalp
<b>Pest Control - Enforcement Notice</b>					
Property Inspection	\$260.00	\$260.00	0.00%	\$0.00	Per Enforcement

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Planning</b>					
<b>Engineering Assessment Associated with Developments/Operational Work</b>					
<b>Operational Work Applications</b>					
Application Fee	\$420.00 + 1.25% of the Estimated Cost of Construction				
<b>Operational Work (Bulk Earthworks Only)</b>					
Filling More Than 1m Above or Excavation More Than 1m Below Ground Level, or Involving More Than 50m3	\$890.00	\$922.50	3.65%	\$32.50	
<b>Inspection of Construction for Operational Works</b>					
Estimated Construction Cost \$35,000-\$200,000	\$800.00 + 2.27% of the Estimated Cost of Construction				
Estimated Construction Cost \$200,000-\$500,000	\$800.00 + 1.77% of the Estimated Cost of Construction				
Estimated Construction Cost \$500,000-\$1,000,000	\$800.00 + 1.22% of the Estimated Cost of Construction				
Estimated Construction Cost Over \$1,000,000	\$800.00 + 0.71% of the Estimated Cost of Construction				
Reinspection Fee	\$238.00	\$246.50	3.57%	\$8.50	
When first or subsequent inspections have failed.					
<b>Planning Searches</b>					
Limited Planning Certificate	\$152.00	\$157.50	3.62%	\$5.50	
Standard Planning Certificate - Price on Application					POA
					Min. Fee excl. GST: \$466.50
Full Planning Certificate					POA
					Min. Fee excl. GST: \$1,083.00
<b>Preliminary Approval</b>					
Preliminary Approval					80%
Preliminary Approval (Including a Variation Request)					POA
Development Application For Development Permit Following Preliminary Approval Including a Variation Approval					80%
<b>Reconfiguring a Lot Code</b>					
Boundary Realignments and Easements	\$1,200.00	\$1,244.00	3.67%	\$44.00	
Reconfigure 1 to 5 Lots	\$2,090.00	\$2,166.50	3.66%	\$76.50	
Reconfigure 6 to 15 Lots	\$3,030.00	\$3,140.50	3.65%	\$110.50	
Reconfigure Over 15 Lots	\$4,080.00	\$4,229.00	3.65%	\$149.00	
<b>Reconfiguring a Lot Impact</b>					
Boundary Realignments and Easements	\$2,720.00	\$2,819.50	3.66%	\$99.50	
Reconfigure 1 to 5 Lots	\$3,030.00	\$3,140.50	3.65%	\$110.50	
Reconfigure 6 to 15 Lots	\$4,500.00	\$4,664.00	3.64%	\$164.00	
Reconfigure Over 15 Lots	\$6,270.00	\$6,499.00	3.65%	\$229.00	
<b>Approving Plan of Survey</b>					
Approving Plan of Subdivision, Approving Documents or Work, Reinspection Fee	\$410.00	\$425.00	3.66%	\$15.00	
DERM Valuation Fee	\$50.00	\$52.00	4.00%	\$2.00	per Lot on Survey Plan
Approving Lapsed Plan of Subdivision Resealing of a Survey Plan	\$210.00	\$217.50	3.57%	\$7.50	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Material Change of Use Code</b>					
Unlisted Fee (If No Fee Stated for the Use)					POA
Dwelling House	\$1,200.00	\$1,244.00	3.67%	\$44.00	
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling	\$1,570.00	\$1,627.50	3.66%	\$57.50	
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Shop	\$3,640.00	\$3,640.00	0.00%	\$0.00	
Shopping Centre < 500m2	\$4,495.00	\$4,659.00	3.65%	\$164.00	
Shopping Centre > 500m2	\$7,530.00	\$7,805.00	3.65%	\$275.00	
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2	\$3,720.00	\$3,856.00	3.66%	\$136.00	
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot	\$2,930.00	\$3,037.00	3.65%	\$107.00	
Extractive Industry > 2ha	\$4,495.00	\$4,659.00	3.65%	\$164.00	
High Impact Industry, Special Industry	\$6,580.00	\$6,820.00	3.65%	\$240.00	
Medium Impact Industry < 500m2	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Medium Impact Industry > 500m2	\$4,345.00	\$4,345.00	0.00%	\$0.00	
Intensive Animal Husbandry, Intensive Horticulture	\$3,030.00	\$3,140.50	3.65%	\$110.50	
Child Care Centre	\$2,240.00	\$2,322.00	3.66%	\$82.00	
Air Services, Non-Resident Workforce Accommodation, Utility Installation	\$2,240.00	\$2,322.00	3.66%	\$82.00	
Major Electricity Infrastructure, Substation	\$4,345.00	\$4,345.00	0.00%	\$0.00	
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Telecommunications Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Nightclub Entertainment Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Indoor Sports and Recreation	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Park, Environment Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units	\$1,495.00	\$1,549.50	3.65%	\$54.50	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park 5-10 Units	\$2,040.00	\$2,114.50	3.65%	\$74.50	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units	\$4,270.00	\$4,426.00	3.65%	\$156.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Material Change of Use Impact</b>					
Unlisted Fee (If No Fee Stated for the Use)					POA
Dwelling House	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling	\$2,245.00	\$2,327.00	3.65%	\$82.00	
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery	\$3,198.00	\$3,198.00	0.00%	\$0.00	
Shop	\$4,350.00	\$4,350.00	0.00%	\$0.00	
Shopping Centre < 500m2	\$5,540.00	\$5,742.00	3.65%	\$202.00	
Shopping Centre > 500m2	\$8,885.00	\$9,209.50	3.65%	\$324.50	
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2	\$3,030.00	\$3,140.50	3.65%	\$110.50	
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2	\$4,495.00	\$4,659.00	3.65%	\$164.00	
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot	\$5,435.00	\$5,633.50	3.65%	\$198.50	
Extractive Industry > 2ha	\$6,035.00	\$6,255.50	3.65%	\$220.50	
High Impact Industry, Special Industry	\$9,070.00	\$9,401.00	3.65%	\$331.00	
Medium Impact Industry < 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50	
Medium Impact Industry > 500m2	\$6,075.00	\$6,296.50	3.65%	\$221.50	
Intensive Animal Husbandry, Intensive Horticulture	\$6,085.00	\$6,307.00	3.65%	\$222.00	
Child Care Centre	\$3,095.00	\$3,095.00	0.00%	\$0.00	
Air Services, Non-Resident Workforce Accommodation, Utility Installation	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Major Electricity Infrastructure, Substation	\$7,475.00	\$7,748.00	3.65%	\$273.00	
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Telecommunications Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Nightclub Entertainment Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Indoor Sports and Recreation	\$6,310.00	\$6,540.50	3.65%	\$230.50	
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Park, Environment Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units	\$2,240.00	\$2,322.00	3.66%	\$82.00	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park 5-10 Units	\$2,990.00	\$3,099.00	3.65%	\$109.00	
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units	\$6,410.00	\$6,644.00	3.65%	\$234.00	
<b>Compliance Inspection Material Change of Use</b>					
Compliance Inspection Material Change of Use Fee	\$425.00	\$440.50	3.65%	\$15.50	
<b>Minor Relaxation or Siting Variation</b>					
Relaxation or Siting Variation Fee	\$900.00	\$933.00	3.67%	\$33.00	
<b>Building Work or Operational Work</b>					
Building Work or Operation Work on Local Heritage Place	\$890.00	\$922.50	3.65%	\$32.50	
Third Party Sign	\$790.00	\$819.00	3.67%	\$29.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Extending Development Approvals</b>					
Extension Application to Currency Period	\$1,080.00	\$1,119.50	3.66%	\$39.50	
<b>Changes</b>					
Change Application - Minor Change		20% of the Development Application Fee			
Change Application - Other Than Minor Change		80% of the Development Application Fee			
Minor Change to Application Made During the Assessment Process	\$0.00	\$777.50	∞	\$777.50	
Non-Minor Change Made During the Assessment Process		\$1036.50 + Full Fee for Development Type			
<b>Cancellation</b>					
Cancellation of Development Approval	\$0.00	\$250.00	∞	\$250.00	
<b>Superseded</b>					
Superseded Planning Scheme Request	\$0.00	\$777.50	∞	\$777.50	Per Request
This Fee is To Determine if the Application Will or Will Not Be Considered Under a Superseded Planning Scheme. This Fee Applies in Addition to the Applicable Development Application Fee.					
<b>Change Representations</b>					
Change Representations for Development Approval (Negotiated Decision)		10% of the Original Application Fee Min. Fee excl. GST: \$409.50			
The Fee Does Not Apply to Representations that Relate to an Error or Omission on Council's Part					
<b>Exemption Certificates</b>					
Exemption Certificate (For Assessable Development)	\$0.00	\$777.50	∞	\$777.50	Per Request
<b>Miscellaneous Correspondence</b>					
Compliance of Building Application/Approval Against Development Approval	\$0.00	\$440.50	∞	440.5	
Written Advice (Including 'Generally in Accordance With' and 'To Confirm Accepted Development Category')	\$0.00	\$440.50	∞	\$440.50	
<b>Combined MCU and ROL Application</b>					
Application for More Than One Use		Total of All Separate			
<b>Refund of Fees</b>					
A Formal Withdrawal of an Application/Request Will Attract the Following Refund:					
<b>A. Application for Material Change of Use, Reconfiguring a Lot or Operational Work</b>					
Based Upon What Part of the DA Rules the Application is in at the Time of Withdrawal					
(i) End of Part 1: Application Part Ends or Confirmation Notice Issued				80%	Last year fee
(ii) End of Part 3: Information Request Issued by Council				40%	Last year fee
(iii) End of Part 4: Public Notification Commenced or Notice of Compliance is Received or was Due				20%	Last year fee
(iv) Prior to End of Part 5: Decision				Nil	Last year fee
(v) After End of Part 5: Decision				Nil	Last year fee
<b>B. Lapsed Applications and Approvals, Refused Applications, Development Approvals Not Proposed to be Acted Upon</b>					
Lapsed Application				Nil	
Lapsed Approval				Nil	
Refused Application				Nil	
Development Approval Not Proposed to be Acted Upon				Nil	



Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Planning Scheme Documents</b>					
Superseded Planning Scheme	\$38.00	\$39.50	3.95%	\$1.50	
Planning Scheme - USB (2017)	\$38.00	\$39.50	3.95%	\$1.50	
Planning Scheme - Hard Copy (2017)	\$470.00	\$487.00	3.62%	\$17.00	
Maps in Planning Schemes - A3 Colour	\$32.00	\$33.00	3.13%	\$1.00	
<b>Staged Development</b>					
Development in Stages	\$0.00	\$259.00	∞	\$259.00	Per Stage
Fee Applies Per Stage eg: Reconfiguring a Lot in 3 Stages = 3 x \$250 Additional Staging Fee is in Addition to Reconfiguring a Lot Fee					
<b>External Consultant/Legal Fees</b>					
Cost of External Consultant/ Legal Fees					POA Per Application
The Cost of External Consultant's Fees/ Legal Fees in Respect to Any Further Expert Assessment or Advice Required by Council in Consideration of Any Application/ Submission/ Request and/or Technical Report will be Charged to the					
<b>Plumbing</b>					
<b>Application for Permit</b>					
<b>Class 1 Buildings – Sewered &amp; Non-Sewered Area</b>					
For Final Completion Certificate Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge					
Dwelling Approval and Inspection	\$745.00	\$1,249.00	67.65%	\$504.00	
<ul style="list-style-type: none"> <li>Multi Unit Residential duplexes,</li> <li>Townhouses,</li> <li>Dual occupancy buildings</li> <li>Modular Buildings</li> </ul>					
Modular Buildings Approval and inspection - (Transporting to Other Council Regions)	\$0.00	\$715.00	∞	\$715.00	
Alteration or Modifications to Existing Permit Only	\$470.00	\$487.00	3.62%	\$17.00	
Application and Inspection Fee	\$260.00	\$632.00	143.08%	\$372.00	
<ul style="list-style-type: none"> <li>Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area</li> <li>Application and Inspection Fee - Composting/Incinerating/Ecosystem related Toilets - Application, Assessment &amp; Inspection</li> </ul>					
<b>Class 10a (eg. Sheds) – Sewered &amp; Non-Sewered Area</b>					
For Final Completion Certificate Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge					
Shed (With Amenities) - Approval and Inspection	\$960.00	\$1,249.00	30.10%	\$289.00	
Application & Inspection Fee	\$0.00	\$632.00	∞	\$632.00	
<ul style="list-style-type: none"> <li>Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area</li> </ul>					
Alteration or Modifications (to an existing permit only)	\$470.00	\$487.00	3.62%	\$17.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Commercial and Multi Unit Residential Class 2-9 Buildings (Per Quotation Only)</b>					
For Compliance Inspections Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge (Per Inspection)					
Lodgment Fee	\$1,575.00	\$1,632.00	3.62%	\$57.00	
Approval and Inspection - Fixture Unit Charge	\$115.00	\$119.00	3.48%	\$4.00	per fixture
Alteration or Modifications	\$900.00	\$933.00	3.67%	\$33.00	
Inspection of Main Sanitary Drains, Hydrant and Water Mains	\$10.00	\$10.50	5.00%	\$0.50	per metre
Inspection of Manholes	\$116.00	\$120.00	3.45%	\$4.00	per manhole
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area	\$255.00	\$264.00	3.53%	\$9.00	
<b>Application for Amended Permit</b>					
If term of permit has ended, fees as per New Application.					
Amendments Class 1 and Class 10a – Change of Floor Plans/Fixture Layout of Existing Building	\$115.00	\$119.00	3.48%	\$4.00	
Amendments Class 1 and Class 10a – Change of On-Site Sewerage Facility	\$255.00	\$264.00	3.53%	\$9.00	
Minor Amendments Class 2-9	\$290.00	\$300.00	3.45%	\$10.00	
Major Amendments Class 2-9	\$830.00	\$860.00	3.61%	\$30.00	
Extending Term of Permit Only	\$330.00	\$342.00	3.64%	\$12.00	
• Extending term and amendment of permit combined application – total of applicable fee.					
<b>Public Sector Entity Inspections</b>					
Inspection 1 Fixture only	\$255.00	\$264.00	3.53%	\$9.00	per fixture
Inspection 2 or More Fixtures	\$90.00	\$93.00	3.33%	\$3.00	per fixture
<b>Miscellaneous</b>					
Plumbing Search	\$52.00	\$54.00	3.85%	\$2.00	
• House Drainage Plans within the Property • Plumbing Record Search					
Reinspection Fee	\$255.00	\$264.00	3.53%	\$9.00	
• Plumbing Compliance Site Inspection • Final Completion Certificate *(applies to approvals issued prior to 2003 or permits that have lapsed)					
<b>Backflow Prevention Devices</b>					
Backflow Prevention Device Application Fee	\$245.00	\$254.00	3.67%	\$9.00	per device
<b>Service Reports Lodgement</b>					
Lodgement Fee for Service Reports for On-Site Sewerage Facility/Grey Water Use	\$58.00	\$60.00	3.45%	\$2.00	per service
Lodgement Fee For:	\$58.00	\$60.00	3.45%	\$2.00	per service
• Backflow Prevention Device					
<b>Refund of Fees</b>					
If Application Lapses Due to Not Responding to Information Request				Nil	
If Application is Cancelled Prior to the Carrying Out of Inspections				50%	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Searches</b>					
<b>Building Searches</b>					
Building Property Search	\$325.00	\$337.00	3.69%	\$12.00	
Building Records Search	\$190.00	\$197.00	3.68%	\$7.00	
Building Records Search - Urgent	\$285.00	\$295.50	3.68%	\$10.50	
Copy of Building Plans - Hard Copy	\$170.00	\$170.00	0.00%	\$0.00	
Copy of Building Plans - Electronic Copy	\$85.00	\$85.00	0.00%	\$0.00	
<b>Environmental Health Licences</b>					
Compliance search.					
The Application Fee for all Environmental Health Licences/Permits includes the Assessment Fee and the balance of the licensing period. If a new application is received in the last 3 months of the licensing period, the approval shall be issued to the common due date in the following financial year.					
To Undertake Inspection of any Licensed Premises and Requires a Written Report					
	\$380.00	\$394.00	3.68%	\$14.00	
<b>Health Records Search</b>					
Health Records Search Fee	\$100.00	\$103.50	3.50%	\$3.50	
<b>Noxious Weeds – Property Inspection</b>					
Inspection Fee	\$185.00	\$200.00	8.11%	\$15.00	Per Inspection
<b>Planning Searches</b>					
Limited Planning Certificate	\$152.00	\$157.50	3.62%	\$5.50	
Standard Planning Certificate	\$450.00	\$466.50	3.67%	\$16.50	
Full Planning Certificate	\$1,045.00	\$1,083.00	3.64%	\$38.00	
<b>Plumbing Searches</b>					
Reinspection Fee	\$0.00	\$264.00	∞	\$264.00	
• Plumbing Compliance Site Inspection					
Plumbing Search	\$52.00	\$54.00	3.85%	\$2.00	
• House Drainage Plans within the Property					

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Waste Services</b>					
<b>Kingaroy - Weighed</b>					
<10m2 of Domestic Self-Haul Asbestos - Kingaroy	\$105.00	\$140.00	33.33%	\$35.00	per tonne or part thereof
A Small Sized Animal < 15Kgs	\$22.00	\$23.00	4.55%	\$1.00	per animal
A Medium Sized Animal > 15Kgs – < 45Kgs	\$34.00	\$35.00	2.94%	\$1.00	per animal
A Large Sized Animal > 45Kgs – < 90Kgs	\$115.00	\$119.00	3.48%	\$4.00	per animal
A Horse and Cow Type Animal (Irrespective of the Weight)	\$170.00	\$176.00	3.53%	\$6.00	per animal
Animal Offal Waste Products (Irrespective of the Weight)	\$38.00	\$39.50	3.95%	\$1.50	per animal
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	\$22.00	\$40.00	81.82%	\$18.00	Per Unit
Liquid Paint	\$9.00	\$9.50	5.56%	\$0.50	per litre
Disposal available at Kingaroy only.					
Mattress Disposal	\$10.00	\$10.00	0.00%	\$0.00	Per Mattress
Tyres – Motorcycle	\$6.00	\$6.00	0.00%	\$0.00	Each
Tyres – Motorcycle - Contaminated/with Rim	\$2.00	\$10.00	400.00%	\$8.00	EACH
Tyres – Car	\$10.00	\$10.50	5.00%	\$0.50	
Tyres - Car - Contaminated/with Rim	\$0.00	\$16.00	∞	\$16.00	Each
Tyres – Truck	\$28.00	\$29.00	3.57%	\$1.00	each
Tyres - Truck - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each
Tyres – Tractor	\$125.00	\$129.50	3.60%	\$4.50	Each
Tyres - Tractor - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each
Waste from Outside Shire	\$435.30	\$435.30	0.00%	\$0.00	Per Tonne
<b>Commercial Charges</b>					
>10m2 of Domestic Self-Haul or Any Commercial Asbestos - Kingaroy	\$210.00	\$260.00	23.81%	\$50.00	per tonne or part thereof
Asphalt	\$0.00	\$150.00	∞	\$150.00	Per Tonne
Bricks	\$0.00	\$150.00	∞	\$150.00	Per Tonne
Concrete	\$0.00	\$150.00	∞	\$150.00	Per Tonne
Gyprock/Plasterboard	\$0.00	\$150.00	∞	\$150.00	Per Tonne
Tiles	\$0.00	\$150.00	∞	\$150.00	Per Tonne
Commercial and Industrial Waste - General Waste	\$210.00	\$217.50	3.57%	\$7.50	per tonne
Construction and Demolition Waste - mixed loads	\$140.00	\$250.00	78.57%	\$110.00	per tonne
Commercial and Industrial - Mixed Load	\$0.00	\$350.00	∞	\$350.00	Per Tonne

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Murgon, Nanango, Wondai - Volume Estimate</b>					
<10m <sup>2</sup> of Domestic Self-Haul Asbestos - Nanango	\$105.00	\$140.00	33.33%	\$35.00	per cubic metre or part thereof
A Small Sized Animal < 15Kgs	\$0.00	\$23.00	∞	\$23.00	Per Animal
A Medium Sized Animal > 15Kgs – < 45Kgs	\$0.00	\$35.00	∞	\$35.00	Per Animal
A Large Sized Animal > 45Kgs – < 90Kgs	\$0.00	\$119.00	∞	\$119.00	Per Animal
A Horse and Cow Type Animal (Irrespective of the Weight)	\$0.00	\$176.00	∞	\$176.00	Per Animal
Animal Offal Waste Products (Irrespective of the Weight)	\$0.00	\$39.50	∞	\$39.50	Per Animal
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	\$22.00	\$22.00	0.00%	\$0.00	Per Unit
Mattress Disposal	\$10.00	\$10.00	0.00%	\$0.00	Per Mattress
Tyres – Motorcycle	\$6.20	\$6.20	0.00%	\$0.00	Each
Tyres – Motorcycle - Contaminated/with Rim	\$10.00	\$10.00	0.00%	\$0.00	Each
Tyres – Car	\$10.40	\$10.40	0.00%	\$0.00	Each
Tyres - Car - Contaminated/with Rim	\$16.00	\$16.00	0.00%	\$0.00	Each
Tyres – Truck	\$29.00	\$29.00	0.00%	\$0.00	Each
Tyres - Truck - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each
Tyres – Tractor	\$129.60	\$129.60	0.00%	\$0.00	Each
Tyres - Tractor - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each
Waste from Outside Shire	\$420.00	\$435.50	3.69%	\$15.50	per cubic
<b>Commercial Charges</b>					
>10m <sup>2</sup> of Domestic Self-Haul or Any Commercial Asbestos - Nanango	\$210.00	\$260.00	23.81%	\$50.00	per cubic metre or part thereof
Asphalt	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre
Bricks	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre
Concrete	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre
Gyprock/Plasterboard	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre
Tiles	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre
Commercial and Industrial - General Waste	\$210.00	\$217.50	3.57%	\$7.50	per cubic metre or part thereof
Construction and Demolition (C&D) - Mixed	\$140.00	\$250.00	78.57%	\$110.00	per cubic metre or part thereof
Only minor amounts less than 20m <sup>3</sup> or 20 tonnes in total of construction and demolition (C&D) waste is able to be received at waste facilities other than Kingaroy with prior approval. Major C&D disposal (>20m <sup>3</sup> or 20 tonnes in total) is to be					
Commercial and Industrial - Mixed Load	\$240.00	\$350.00	45.83%	\$110.00	per cubic metre or part thereof
Fee is on top of and in addition to whatever the applicable disposal charge will be.					

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Free From Charge</b>					
Co-mingled Recycling				No Charge	
E-Waste				No Charge	
Batteries				No Charge	each
Waste Oil				No Charge	per litre
Clean Fill				No Charge	
Light Gauge Metal/Car Bodies/Metal Tanks				No Charge	
Green Waste				No Charge	per cubic metre/ Per Tonne
Cardboard Recycling				No Charge	per cubic metre
Where able to be provided.					
Waste Cooking Oil				No Charge	per litre

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Leanne</b>					
<b>Swimming Pools</b>					
<b>South Burnett Swimming Pools – Blackbutt, Kingaroy, Murgon, Proston, South Burnett Aquatic Centre and Wondai</b>					
Adult	\$3.50	\$3.50	0.00%	\$0.00	per head
Children < 12	\$2.70	\$2.70	0.00%	\$0.01	per head
Senior/Concession Card Holders	\$2.70	\$2.70	0.00%	\$0.01	per head
Hydrotherapy Pool	\$3.50	\$3.50	0.00%	\$0.00	per head
School Swimming Carnival	\$360.00	\$360.00	0.00%	\$0.00	
Private Hire	\$72.00	\$72.00	0.00%	\$0.01	per hour
Lane Hire	\$15.00	\$15.00	0.00%	\$0.00	per lane per hour
<b>Blackbutt, Kingaroy, Murgon, Proston and Wondai – Individual Passes</b>					
<b>7 Month Swimming Passes</b>					
Child	\$150.00	\$150.00	0.00%	\$0.00	per season
Adult	\$190.00	\$190.00	0.00%	\$0.00	per season
Senior/Concession Card Holders	\$150.00	\$150.00	0.00%	\$0.00	per season
Family	\$470.00	\$470.00	0.00%	\$0.00	per season
<b>10 and 20 Visit Pass</b>					
10 Visit Pass – Child	\$24.30	\$24.30	0.00%	\$0.00	
10 Visit Pass – Adult	\$31.50	\$31.50	0.00%	\$0.00	
10 Visit Pass – Senior/Concession Card Holders	\$24.30	\$24.30	0.00%	\$0.00	
20 Visit Pass – Child	\$48.60	\$48.60	0.00%	\$0.00	
20 Visit Pass – Adult	\$63.00	\$63.00	0.00%	\$0.00	
20 Visit Pass – Senior/Concession Card Holders	\$48.60	\$48.60	0.00%	\$0.00	
<b>South Burnett Aquatic Centre – 12 Month Season Pass – Purchased Directly from Pool</b>					
<b>12 Month Season Pass</b>					
Child	\$280.00	\$280.00	0.00%	\$0.00	per season
Adult	\$364.00	\$364.00	0.00%	\$0.00	per season
Senior/Concession Card Holders	\$280.00	\$280.00	0.00%	\$0.00	per season
Family	\$610.00	\$610.00	0.00%	\$0.00	per season
<b>Rentals Nanango Appin Place</b>					
Standard Units	\$171.00	\$177.00	3.51%	\$6.00	
Main Unit	\$197.00	\$204.00	3.55%	\$7.00	
<b>Brighthaven</b>					
Units 1-10	\$129.00	\$133.50	3.49%	\$4.50	
<b>Drayton Villas</b>					
Minimum Standard Unit	\$186.00	\$193.00	3.76%	\$7.00	
Minimum Extended Unit	\$197.00	\$204.00	3.55%	\$7.00	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Council Housing</b>					
<b>Murgon</b>					
Goodchild Drive					CMV
Tiernan Terrace					CMV
<b>Nanango</b>					
Pioneer Cottage					CMV
Brisbane Street					CMV
Hunter Street					CMV
<b>Not for Profit Community Organisation in the South Burnett</b>					
<b>Level 1</b>					
Up to 12 hours. Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon.					
Main Hall	\$234.00	\$150.00	-35.90%	-\$84.00	per 12 hours
Reception Room	\$234.00	\$110.00	-52.99%	-\$124.00	per 12 hours
BBQ Area	\$234.00	\$40.00	-82.91%	-\$194.00	per 12 hours
Total Complex	\$234.00	\$242.50	3.63%	\$8.50	per 12 hours



Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Jennifer</b>					
<b>Saleyards and Dips</b>					
<b>Transshipping Fees</b>					
Transshipping Fee	\$750.00	\$750.00	0.00%	\$0.00	Annual fee
<b>Livestock Selling Fees (Fat &amp; Store Sales)</b>					
Agents Licence Fee	\$2.50	\$2.60	4.00%	\$0.10	per head
Liveweight Sale (Weighing & Yard Fees)	\$5.50	\$9.50	72.73%	\$4.00	per head
Open Auction Sale (Yard Fee Only)	\$4.50	\$5.00	11.11%	\$0.50	per head
Agents Inspection and Dipping Fee	\$3.00	\$3.50	16.67%	\$0.50	per head
Pigs, Sheep, Goats, Chickens, Llamas Sold	\$2.50	\$3.00	20.00%	\$0.50	per head
Horses and Buffalo	\$7.40	\$8.00	8.11%	\$0.60	per head
<b>Stud Selling Fees</b>					
Licence Fee for Specialty Sales (1 or 2 day sale)	\$1,200.00	\$1,250.00	4.17%	\$50.00	per event
Open Auction Sale	\$26.00	\$27.00	3.85%	\$1.00	per head
Open Auction Sale (Yard Fee only)	\$4.50	\$5.00	11.11%	\$0.50	per head
<b>Consignment Fee for Cattle</b>					
Consignment Fee for Cattle - Private	\$0.00	\$1.90	∞	\$1.90	Per Head
Consignment Fee for Cattle - Sale	\$0.00	\$1.50	∞	\$1.50	Per Head
<b>Cleaning of Other Areas</b>					
Cleaning of Agents Room and Toilets After Specialty Sales	\$210.00	\$250.00	19.05%	\$40.00	per event
<b>Removal and Disposal</b>					
Removal and Disposal of Dead Animal				At Cost	per head
<b>Weighing Fees - Private Sale</b>					
Other than at cattle liveweight sales.					
Minimum Fee - 1 to 20 Head	\$35.00	\$40.00	14.29%	\$5.00	per event
Standard Charge - greater than 20 Head	\$2.20	\$2.50	13.64%	\$0.30	per head
<b>Inspection Fees – Weekdays</b>					
Minimum Charge - 1 to 20 Head	\$35.00	\$40.00	14.29%	\$5.00	per event
Standard Charge - greater than 20 Head	\$2.20	\$2.50	13.64%	\$0.30	per head
<b>Dipping Fees - Private</b>					
Minimum Fee - 1 to 6 Head	\$18.00	\$18.00	0.00%	\$0.00	per event
Standard Charge - greater than 6 Head	\$3.00	\$3.00	0.00%	\$0.00	per head
<b>Spraying Fees</b>					
Spraying Fees	\$30.00	\$35.00	16.67%	\$5.00	per animal
<b>Hire of Facilities</b>					
Canteen Hire	\$50.00	\$50.00	0.00%	\$0.01	per event
<b>Truck Wash</b>					
Truck Wash Water Charges	\$0.50	\$0.50	0.00%	\$0.01	per minute
Estimated flow rate per minute = 60 litres					

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Museum &amp; Visitor Centre</b>					
First 100 Years	\$11.00	\$11.00	0.00%	\$0.00	
Landscapes of Change	\$55.00	\$55.00	0.00%	\$0.00	
Gathering of the Waters	\$39.00	\$39.00	0.00%	\$0.01	
Murgon in Focus	\$27.00	\$27.00	0.00%	\$0.00	
All Postage and Handling				At Cost	
<b>Bjelke-Petersen Dam Caravan and Recreation Park</b>					
<b>PEAK PERIOD</b> – 16-Sep-2023 to 02-Oct-2023, 9-Dec-2023 to 21-Jan-2024 and 29 March 2024 to 14-Apr-2024 – Increase on Cabin/Villa Style and Ensuite Accommodation. LOCAL DISCOUNT -					
10% Discount Per Night for Locals Living in South Burnett Local Government Area. (Proof required)					
**Discount is Only Applicable in Non-Peak Times Only.					
<b>Powered Sites</b>					
Maximum 6 persons per site. Children under 2 years – No Charge.					
Up to 2 Persons – Off-Peak	\$35.00	\$35.00	0.00%	\$0.00	per night
Up to 2 Persons – Peak	\$44.00	\$44.00	0.00%	\$0.00	per night
Extra Adult – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Adult – Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Child – Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
Extra Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
<b>Unpowered Sites</b>					
Maximum 8 persons per site.					
Children under 2 years – No Charge.					
1 Person – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	one (1) night only
12 years and above.					
1 Person – Peak	\$20.00	\$20.00	0.00%	\$0.00	one (1) night only
1 Child – Off-Peak	\$8.00	\$8.00	0.00%	\$0.00	per night
Under 12 years.					
1 Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
<b>Ensuite Powered Caravan Sites</b>					
Maximum 6 persons per site. Children under 2 years – No Charge.					
Up to 2 Persons – Off-Peak	\$45.00	\$45.00	0.00%	\$0.00	per night
Up to 2 Persons – Peak	\$50.00	\$50.00	0.00%	\$0.01	per night
Extra Adult – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Adult – Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Child – Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
Extra Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
<b>Boondooma Dam Caravan and Recreation Park</b>					
<b>PEAK PERIOD</b> – 16-Sep-2023 to 02-Oct-2023, 09-Dec-2023 to 21-Jan-2024 and 29-Mar-2024 to 14-Apr-2024 – Increase on Lakeside Cabin/Lookout 2 Bedroom Family Villas and Ensuite Accommodation.					
<b>LOCAL DISCOUNT</b> - 10% Discount Per Night for Locals Living in South Burnett Local Government Area. (Proof required)					
**Discount is Only Applicable in Non-Peak Times Only.					

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit
<b>Powered Sites</b>					
Maximum of 6 persons per site.					
<b>Terraces Caravan Park</b>					
20 sites.					
Children under 2 years – No Charge.					
Up to 2 Persons – Off-Peak	\$35.00	\$35.00	0.00%	\$0.00	per night
Up to 2 Persons – Peak	\$44.00	\$44.00	0.00%	\$0.00	per night
Extra Adult – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Adult – Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Child – Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
Extra Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
<b>The Lookout Caravan Park</b>					
22 sites.					
Children under 2 years – No Charge.					
Up to 2 Persons – Off-Peak	\$33.00	\$33.00	0.00%	\$0.00	per night
Up to 2 Persons – Peak	\$41.00	\$41.00	0.00%	\$0.00	per night
Extra Adult – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Adult – Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
12 years and above.					
Extra Child – Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
Extra Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					
<b>Unpowered Sites</b>					
Maximum of 8 persons per site.					
Children under 2 years – No Charge.					
1 Person – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night
1 Person – Peak	\$20.00	\$20.00	0.00%	\$0.00	per night
1 Child – Off-Peak	\$8.00	\$8.00	0.00%	\$0.00	per night
Under 12 years.					
1 Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night
Under 12 years.					

**5.5 DRAFT 2023/2024 BUDGET - FINANCE & CORPORATE**

**File Number:** 21042023  
**Author:** Manager Finance & Sustainability  
**Authoriser:** Chief Executive Officer

**PRECIS**

Draft for the 2023/2024 Budget – Finance & Corporate.

**SUMMARY**

Under the *Local Government Regulations 2012* section 169, Council must prepare an annual budget each year. The information detailed in this report is for discussion and potential inclusion in the 2023/2024 annual budget as it relates to Finance, Corporate & ICT departments.

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the Finance, Corporate & ICT Departments and provide guidance for changes to be included in the continued preparation of the annual budget.

**BACKGROUND**

Finance & Corporate is comprised of Finance functions (including Rates), Procurement, Stores, Corporate, Governance and Records, Customer Service Centres, ICT and Business Systems. The attached report provides an overview of the proposed 2023-2024 budgets for these areas.

This budget was put together using the approved budget parameters of 3.65% for materials and services and 3.65% increase in general rates and then the departments adjusted based on a zero-based budgeting approach.

**ATTACHMENTS**

1. **Draft Income Statement - Finance & Corporate** [↓](#) 

### 2023/2024 - Comprehensive Income Statement - Finance & Corporate

	22/23 YTD Actuals	22/23 Original Budget	23/24 Managers Proposed Budget	\$ Variance	Comments
<b>REVENUE</b>					
<b>Recurrent Revenue</b>					
Rates, Levies & Charges	30,379,355	30,293,206	31,585,055	1,291,849	Increase in rates based on 3.65% general rates increase
Fees & Charges	252,961	266,860	266,891	31	
Interest Received	1,469,086	470,000	1,750,000	1,280,000	Increase due to higher interest rates available on bank accounts
Other Income	132,869	132,000	132,000	(0)	
Rental Income	25,724	16,000	16,000	(0)	
Grants, Subsidies, Contributions & Donations	1,072,551	6,621,213	7,100,000	478,787	Expected Federal Assistance Grant for 23-24 year
<b>Total Recurrent Revenue</b>	<b>33,332,547</b>	<b>37,799,279</b>	<b>40,849,946</b>	<b>3,050,667</b>	
<b>EXPENSES</b>					
<b>Recurrent Expenses</b>					
Donations	164,526	192,000	209,700	17,700	
Depreciation	331,687	414,550	451,952	37,402	Indexation
Internal Finance Charges	(3,194,007)	(4,258,675)	(4,258,675)	(0)	
Employee Benefits	3,687,353	4,877,886	4,982,726	104,840	
Finance Costs	113,700	165,023	159,896	(5,127)	Increase to insurance premiums \$27k, yearly audit service
Materials	3,836,409	4,242,860	4,465,073	222,213	\$12k and rates \$18k Increase to IT Licences \$148k
Plant	88,283	96,000	129,968	33,968	New position in 22-23 for water meter reader
Services	176,848	195,000	247,000	52,000	Increases for costs for sale of land consultant and rates modelling/strategy
<b>Total Recurrent Expenses</b>	<b>5,204,799</b>	<b>5,924,644</b>	<b>6,387,640</b>	<b>462,995</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>28,127,748</b>	<b>31,874,635</b>	<b>34,462,307</b>	<b>2,587,672</b>	

**5.6 ICT PROPOSED CAPEX PROGRAM 23/24 BUDGET****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

ICT capex program 23/24 budget

**SUMMARY**Consideration of the ICT capex program for the 23/24 budget

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the ICT Capex program and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

**BACKGROUND**

The capex program proposed for the 23/24 year for ICT is up for deliberations. ICT currently funds all its projects through funded depreciation.

**ATTACHMENTS**

1. ICT draft 23-24 capex [↓](#) 

**CAPITAL PROJECTS**

**2023-2024**

OFFICE/ICT Project Description	REVENUE SOURCE					Project Justification / Prioritisation
	Project Budget	Depreciation	Restricted Cash	Grant Funding	Grant Funding Body	
<b>ICT Capital</b>						
User Hardware	140,000	140,000				Computer Asset replacements
Server Hardware	135,000	135,000				Server, Storage, Switch Replacements
Microwave Radio Hardware	35,000	35,000				
Photocopiers & Printers	32,000	32,000				Copier Replacement
Cloud Transition	30,000	30,000				
	<b>372,000</b>	<b>372,000</b>	-	-		
<b>COUNCILLOR PROPOSED</b>						
	-	-	-	-		
<b>TOTAL BUDGET OFFICE/ICT</b>	<b>372,000</b>	<b>372,000</b>	-	-		

**5.7 DRAFT 2023/2024 BUDGET - PLANT & FLEET****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Draft 2023/2024 Budget for Plant &amp; Fleet

**SUMMARY**

Under the *Local Government Regulations 2012* section 169, Council must prepare an annual budget each year. The information detailed in this report is for discussion and potential inclusion in the 2023/2024 annual budget.

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the Plant & Fleet Department and provide guidance for adjustments to be included in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

**BACKGROUND**

The attached report provides an overview of the proposed 2023-2024 operational budget for the Plant & Fleet business units.

Admin recoupments and dividends payable by the Plant & Fleet department will be finalised at a later date once draft figures are finalised for the overall budget for South Burnett Regional Council.

**ATTACHMENTS**

1. Draft Income Statement - Fleet [↓](#) 



### 2023/2024 - Comprehensive Income Statement - Plant & Fleet

	22/23 YTD Actuals	22/23 Original Budget	23/24 Managers Proposed Budget	\$ Variance	Comments
<b>REVENUE</b>					
<b>Recurrent Revenue</b>					
Rates, Levies & Charges	-	-	-	-	
Fees & Charges	143	5,000	1,000	(4,000)	
Interest Received	-	-	-	-	
Other Income	104,890	190,000	190,000	-	
Rental Income	-	-	-	-	
Grants, Subsidies, Contributions & Donations	-	-	-	-	
<b>Total Recurrent Revenue</b>	<b>105,033</b>	<b>195,000</b>	<b>191,000</b>	<b>(4,000)</b>	
<b>EXPENSES</b>					
<b>Recurrent Expenses</b>					
Donations	-	-	-	-	
Depreciation	1,365,649	1,952,602	1,925,108	(27,494)	
Internal Finance Charges	839,536	1,119,381	1,160,238	40,857	
Employee Benefits	721,310	1,135,528	1,163,336	27,808	
Finance Costs	-	-	-	-	
Materials	2,384,483	2,861,704	3,104,566	242,862	3.65% increase plus additional insurance and parts costs
Plant	(6,525,536)	(8,474,918)	(8,786,426)	(311,508)	3.65% increase
Services	85,002	45,500	53,628	8,128	
<b>Total Recurrent Expenses</b>	<b>(1,129,555)</b>	<b>(1,360,203)</b>	<b>(1,379,550)</b>	<b>(19,347)</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>1,234,588</b>	<b>1,555,203</b>	<b>1,570,550</b>	<b>15,347</b>	

**5.8 PROPOSED FLEET 23/24 CAPEX PROGRAM****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Fleet capex program 23/24 budget

**SUMMARY**Consideration of the fleet capex program for the 23/24 budget

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the Fleet Capex program and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

**BACKGROUND**

The capex program proposed for the 23/24 year for fleet is up for deliberations. Fleet uses depreciation, restricted cash and revenue from sale of old fleet to fund its program.

**ATTACHMENTS**

1. Draft Fleet Capex 23-24 [↓](#) 

**CAPITAL PROJECTS**

**2023-2024**

FLEET		REVENUE SOURCE					Project Justification / Prioritisation
Project Description	Quantity	Project Budget	Depreciation	Restricted Cash	Grant Funding	Proceeds from Sale of Fleet	
<b>PLANT REPLACEMENT</b>							
Sedans/Wagons	3	120,000	120,000				
Utilities	25	1,125,000	1,125,000				
Special Utilities	1	50,000	18,226	31,774			
Van	1	65,000	65,000				
Large Mower	2	68,000	68,000				
Small Mower	1	8,500	8,500				
Large Tractor	1	160,000	160,000				
Small Tractor	1	65,000	65,000				
Mower Trailer	1	20,000		20,000			
Small Patching Truck	1	320,000	320,000				
Fuel Truck	1	150,000		150,000			
Medium Rigid Trucks	1	165,000		165,000			
Small Truck	1	75,000		75,000			
Water Trucks	3	795,000		795,000			
Grader	1	530,000		530,000			
Loader	1	400,000				400,000	
Float Trailer	1	160,000		160,000			
Soil Lab Equipment	1	20,000		20,000			
<b>TOTAL BUDGET FLEET</b>		<b>4,296,500</b>	<b>1,949,726</b>	<b>1,946,774</b>	<b>-</b>	<b>400,000</b>	

**5.9 DRAFT 2023/2024 BUDGET - LIVEABILITY (EXCL WASTE)****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Draft for the 2023/2024 Budget – Liveability (excluding Waste).

**SUMMARY**

Under the *Local Government Regulations 2012* section 169, Council must prepare an annual budget each year. The information detailed in this report is for discussion and potential inclusion in the 2023/2024 annual budget as it relates to Liveability including Properties, Facilities, NRM & Parks, Dams, Aerodromes, Coolabunia Saleyards, Planning, Environment, Compliance, Economic Development, VIC's & Libraries.

**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the Liveability Department and provide guidance for any adjustments for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

**BACKGROUND**

The Liveability Department consists of various functions including Properties, Facilities, NRM & Parks, Dams, Aerodromes, Coolabunia Saleyards, Planning, Environment, Compliance, Economic Development, VIC's & Libraries. The attached report provides an overview of the proposed 2023-2024 budgets for these areas.

This budget was put together using the approved budget parameters of 3.65% for materials and services. The Department Managers have then adjusted the figures based on a zero-based budgeting approach.

**ATTACHMENTS**

1. **Draft Income Statement - Liveability**  

### 2023/2024 - Comprehensive Income Statement - Liveability

	22/23 YTD Actuals	22/23 Original Budget	23/24 Managers Proposed Budget	\$ Variance	Comments
<b>REVENUE</b>					
<b>Recurrent Revenue</b>					
Sales Revenue	14,771	80,000	60,000	(20,000)	
Fees & Charges	3,168,313	3,482,600	3,574,792	92,192	
Interest Received	319	-	-	-	
Other Income	467,901	439,330	474,712	35,382	
Rental Income	412,158	439,142	439,142	0	
Grants, Subsidies, Contributions & Donations	1,553,057	1,490,980	1,060,743	(430,237)	Reductions in grants including Works For Queensland maintenance and Black Summer Grant.
<b>Total Recurrent Revenue</b>	<b>5,616,519</b>	<b>5,932,052</b>	<b>5,609,389</b>	<b>(322,663)</b>	
<b>EXPENSES</b>					
<b>Recurrent Expenses</b>					
Depreciation	3,003,092	4,038,627	4,324,536	285,909	Indexation
Donations	208,542	171,600	184,537	12,937	
Employee Benefits	5,717,194	8,022,223	8,308,298	286,075	5% EBA increase Additional staff for parks and gardens and cleaner
Finance Costs	49,722	73,309	53,899	(19,409)	
Materials	4,661,931	5,065,633	5,713,187	647,554	3.65% general increase Additional budget for dam property contracts Additional electricity budget
Plant	1,198,465	1,599,947	1,754,870	154,923	3.65% general increase
Services	1,708,342	2,876,071	2,886,316	10,245	
<b>Total Recurrent Expenses</b>	<b>16,547,288</b>	<b>21,847,409</b>	<b>23,225,643</b>	<b>1,378,234</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(10,930,769)</b>	<b>(15,915,356)</b>	<b>(17,616,253)</b>	<b>(1,700,897)</b>	

**5.10 UPGRADES TO PERGOLAS AT HART STREET BLACKBUTT UNITS****File Number:** 19/04/2023**Author:** Manager Facilities and Parks**Authoriser:** Chief Executive Officer**PRECIS**

Planned renewal to pergolas at Hart Street Units.

**SUMMARY**

The pergolas to the entry of 4 x units at Hart Street, Blackbutt will require replacement in the near future. The current structures are deteriorating and too small to be effective.

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**OFFICER'S RECOMMENDATION**

That the Committee recommend to Council;

To consider in the 24/25 Building Capital Works program replacement of the pergolas to four Council units at Hart Street, Blackbutt.

**FINANCIAL AND RESOURCE IMPLICATIONS**

There is currently no provision in forward capital works budgets for this project. Fund allocation is required to allow planning to proceed.

An estimate of cost has been prepared and it is envisaged that approximately \$14500.00 per unit (\$58000.00 for the four units) will be required.

**LINK TO CORPORATE/OPERATIONAL PLAN**

OPL/12 – Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

A site meeting was convened on 15 March 2023 with Mr Emeric Charles of Blackbutt & Benarkin Aged Care Association and Council Officers in attendance. Mr Charles agrees with the need to replace the existing structures with larger awnings for increased protection.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No legal implications.

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

No policy/local Law implications.

**ASSET MANAGEMENT IMPLICATIONS**

Forward planning follows sound asset management principles, recognises the deterioration of an aging asset, and provides for renewal through the budgetary process.

**REPORT**

The current entry pergolas are in fair condition only and are not large enough to provide effective weather protection or shelter for occupants.

It is proposed to replace the current pergolas with steel, kit structures which are approximately 2.4m wide and 6m long on each unit to provide improved protection and shelter.

See attached photo of a “typical” proposed, lean to awning roof and photo of existing pergola to Units 1 & 2.

The new pergolas are proposed to fall onto the existing unit roofs with the high point of the new roof facing to the north. The existing stormwater disposal system to the rear of the units will require some repair to cope with additional load. Provision has been made in the budget estimate for stormwater upgrade.

Existing pergola slabs and associated concrete paths will be removed and replaced with new, monolithic concrete slabs with connecting paths as required for access.

Gardens abutting the front wall of the building will be removed with the new slabs to abut the unit. Termite protection will be provided at the junction of new and old slabs.

## ATTACHMENTS

1. **"Typical" proposed structure.** [↓](#) 
2. **Existing pergola - Units 1 & 2** [↓](#) 







**5.11 BUILDINGS, COMMUNITIES, NRM & PARKS PROPOSED CAPEX PROGRAM 23/24****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Buildings, communities, NRM and parks capex programs for the 23/24 budget

**SUMMARY**

Consideration of buildings, communities, NRM and parks capex programs for the 23/24 budget

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budgets for the buildings, communities, NRM and parks capex programs and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024.

**BACKGROUND**

The capex program proposed for the 23/24 year for buildings, communities, NRM and parks is up for deliberations. The program includes projects that will have funding through various grants including Works for Queensland Round 4 (W4Q4).

**ATTACHMENTS**

1. **Draft Capex 23-24 - Communities**  
2. **Draft Capex 23-24 - Property**  
3. **Draft Capex 23-24 - Parks**  

## CAPITAL PROJECTS

2023-2024

Community and Lifestyle	REVENUE SOURCE						Grant Funding Body	Project Justification / Prioritisation
	Project Budget	Depreciation	Restricted Cash	Grant Funding	Loans	Developer Contributions		
<b>AIRPORTS</b>								
Wondai reseal carpark	45,000	45,000						Diverted project from 2022/23 financial year
Kingaroy security fence and gate	60,000	30,000		30,000			Regional Airports Prg	RAP Round 3 project
Kingaroy line marking	40,000	40,000						CASA safety audit
Kingaroy stage 1 aerodrome masterplan	10,000	10,000						Corporate/Operational plan
	<b>155,000</b>	<b>125,000</b>	-	<b>30,000</b>	-	-		
<b>CEMETERIES</b>								
Taabing reseal of internal roads and carpark	45,000	45,000						Currently only road base and requires maintenance following rain
Taabing expansion of cemetery	52,000	52,000						
Proston internal cemetery roads	30,000	30,000						
Signage - all cemeteries	25,000	25,000						Likely to complete the final area in next 2 years
Taabing road formation - new lawn cemetery	30,000	30,000						
	<b>182,000</b>	<b>182,000</b>	-	-	-	-		
<b>SALEYARDS</b>								
Coolabunia truck wash upgrades - electronic payment - Installation of token/key system for electronic payment	25,000	25,000						Customer request
Coolabunia replacement of yards - ongoing replacement program to increase safety standard	180,000	180,000						Working group request
	<b>205,000</b>	<b>205,000</b>	-	-	-	-		
<b>TOURIST FACILITIES</b>								
Moffatdale washing machines and dryers	30,000	30,000						Replacement washing machine
Moffatdale dog wash area, decreases use of amenities and pool	17,000	17,000						Customer request
Boondooma dog wash area, decreases use of amenities and pool	17,000	17,000						Customer request
Boondooma accessibility ramp & Rec room	25,000			25,000			W4Q	Final W4Q
Boondooma fuel bowzers	27,831	27,831						Upgrade fuel bowser for customer request
	<b>116,831</b>	<b>91,831</b>	-	<b>25,000</b>	-	-		
<b>TOTAL BUDGET Community and Lifestyle</b>	<b>658,831</b>	<b>603,831</b>	-	<b>55,000</b>	-	-		
<b>COUNCILLOR PROPOSED</b>								
	-	-	-	-	-	-		

## CAPITAL PROJECTS

2023-2024

PROPERTY	REVENUE SOURCE						Project Justification / Prioritisation	
	Project Budget	Depreciation	Restricted Cash	Grant Funding	Loans	Developer Contributions		Grant Funding Body
<b>CARAVAN PARKS</b>								
Proston Caravan amenities refurb	150,000	150,000						New PWD, asbestos removal, replace cubicle paneling and seal floor surface
	<b>150,000</b>	<b>150,000</b>	-	-	-	-		
<b>DEPOTS</b>								
Kingaroy solar energy	200,000	200,000						Installation of solar panels to reduce electricity operational costs
Murgon crib room repairs and depot hardstand	100,000	100,000						Install portable donga
	<b>300,000</b>	<b>300,000</b>	-	-	-	-		
<b>HALLS</b>								
Nanango Cultural Centre	30,000	30,000						Replacement of Hall 125 chairs
Blackbutt - Town Hall reroof	200,000	80,000		120,000			DLGGSP	Roofing sheeting is in very poor condition. Roof structure will require additional support as roof is sagging.
	<b>230,000</b>	<b>110,000</b>	-	<b>120,000</b>	-	-		
<b>HOUSING</b>								
Railway Lane rental house	100,000	100,000						Replace roof, rusted gutters, downpipes and new water tank.
Reseal carpark at Appin St Units	80,000	80,000						Existing pavement has failed, ongoing maintenance is required, surface is uneven for residents to safely walk on
Bathroom refurbishments - 2 bathrooms - Brighthaven Units	40,000	40,000						Bathroom fitout is deteriorating and requires new fitout. Fixtures are unsafe for aged persons, trip hazard entering showers. 2 bathrooms per year
	<b>220,000</b>	<b>220,000</b>	-	-	-	-		
<b>MUSEUMS/ HERITAGE/ TOURISM</b>								
Boondooma Homestead	50,000	50,000						Major restoration works to Boondooma Homestead Heritage listed buildings
	<b>50,000</b>	<b>50,000</b>	-	-	-	-		
<b>SPORT &amp; RECREATION</b>								
Murgon PCYC bathroom renovations	650,000			650,000			LRCI	Renovations of main bathroom and 2 x PWD facilities.
Murgon PCYC squash	80,000	80,000						Upgrade viewing platform with new fencing and seating
	<b>730,000</b>	<b>80,000</b>	-	<b>650,000</b>	-	-		
<b>SWIMMING POOLS</b>								
Murgon - expansion joints and repainting	140,000	140,000						Replace expansion joints and repaint pool shell
Murgon/Wondai - Install paramobility pod to allow disability access to pool	100,000	100,000						Improve access to pool for people with disability or injury and they can not use the steps.
Kingaroy - Install paramobility pod to allow disability access to pool	100,000	100,000						Improve access to pool for people with disability or injury and they can not use the steps.
Kingaroy - new swimming pool complex	1,950,000		1,950,000					Lining the 50m swimming pool
	<b>2,290,000</b>	<b>340,000</b>	<b>1,950,000</b>	-	-	-		
<b>TOTAL BUDGET PROPERTY</b>	<b>3,970,000</b>	<b>1,250,000</b>	<b>1,950,000</b>	<b>770,000</b>	-	-		

## CAPITAL PROJECTS

2023-2024

Project Description	REVENUE SOURCE						Project Justification / Prioritisation
	Project Budget	Depreciation	Restricted Cash	Grant Funding	Loans	Developer Contributions	
<b>PARKS</b>							
Blackbutt Parks Depot_ Shed - Install electricity to Depot shed	20,000	20,000					No electricity to depot shed, lighting is poor, no electricity to charge equipment
Blackbutt Les Muller Park- Replace shade shelter and BBQ shelter	40,000	40,000					Replace 1 new shade and BBQ shelter and remove old shelter
Blackbutt to Linville Rail Trail- Repair trail crossings from Blackbutt to Linville	100,000	100,000					5 crossing to have repairs from flood damage
Coomba Falls - Completion of steps at Coomba Falls	70,000	70,000					
Nanango Pioneer Park - Reinstate walking tracks	6,000	6,000					Damaged during floods
Nanango Pioneer Park - Repair washouts	6,000	6,000					Damaged during floods
Nanango Lions Park- Replace slide	7,500	7,500					Slide damaged during floods
Nanango Lions Park- Replace shade sail and swing set	52,318			52,318			Grant submitted by Nanango Lions for \$52318. Council to project manage if successful
Proston Lookout - Redevelop lookout with repurpose shelters, improve safe entry and exit to Abbeywood Road.	16,000	16,000					Repurpose 2 picnic shelters from Dam and place at Lookout, install slabs for picnic shelters. Improve entry and exit to roadway to meet safety requirements
Proston Lookout - Bollards	8,000	8,000					50 bollards made from recycled plastic.
Proston Railway Park - Walking Track - Walking Track Repairs	10,000	10,000					Top coat of Deco (approx 2kms). Washed out during heavy rainfall events.
Kumbia Park - Park Redevelopment - W4Q	115,000			115,000			W4Q4 Install new playground equipment and replace rubber softfall
Kingaroy Memorial Park- Footbridge Replacement	231,030			231,030			QRA QRA Grant
Kingaroy Memorial Park- Youth Precinct Redevelopment	450,000	200,000		250,000			Minor Construct new Youth precinct as per Infrastructure Masterplan. Council Res to contribute \$200,000
Kingaroy Memorial Park- New picnic tables under shelter	320,000			320,000			W4Q4 W4Q
Kingaroy Lions Park- New playground and sofffall	150,000			150,000			W4Q4 W4Q
Murgon Skate Park- Murgon half basketball court	32,000	32,000					Construct half court next to existing skate park
Murgon Kerb St- Murgon Dog Park	100,000	100,000					Fencing, water, seating, dog play equipment
QEII Park- Stage 2 QEII Redevelopment	450,000	450,000					Construct new footpath, shade shelters
Reseal of Kingaroy to Murgon Rail Trail- Reseal pavement	994,465			994,465			LRCI Reseal pavement
	<b>3,178,313</b>	<b>1,065,500</b>	<b>-</b>	<b>2,112,813</b>	<b>-</b>	<b>-</b>	
<b>PUBLIC AMENITIES</b>							
Murgon- Free Camp Area	450,000	450,000					Amenity replacement
Nanango- Butter Factory Park	220,000	220,000					Amenity replacement
Kingaroy- Lions Park	290,000			290,000			W4Q4 Amenity replacement
	<b>960,000</b>	<b>670,000</b>	<b>-</b>	<b>290,000</b>	<b>-</b>	<b>-</b>	
<b>TOTAL BUDGET PARKS</b>	<b>4,138,313</b>	<b>1,735,500</b>	<b>-</b>	<b>2,402,813</b>	<b>-</b>	<b>-</b>	

**5.12 DRAFT 23/24 BUDGET - WASTE**

**File Number:** 21042023  
**Author:** Manager Finance & Sustainability  
**Authoriser:** Chief Executive Officer

**PRECIS**

Draft 2023/2024 Budget – Waste

**SUMMARY**

Under the *Local Government Regulations 2012* section 169, Council must prepare an annual budget each year. The information detailed in this report is for discussion and potential inclusion in the 2023/2024 annual budget as it relates to the waste business unit.

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the waste department and provide guidance for adjustments to be included in the continued preparation of the full South Burnett Regional Council 2023-2024.

**BACKGROUND**

The waste department is considered to be stand-alone department with the intention that it will fund its own activities. The attached report provides an overview for the proposed 2023-2024 budget for waste.

The budget was put together using the approved budget parameters of 3.65% for materials and services. The Department Managers have then adjusted the figures based on a zero-based budgeting approach.

A separate report has been provided surrounding the waste utility rates charges for consideration.

**ATTACHMENTS**

1. **Draft Income Statement - Waste** [↓](#) 

**2023/2024 - Comprehensive Income Statement - Waste**

	22/23 YTD Actuals	22/23 Original Budget	23/24 Managers Proposed Budget	\$ Variance	Comments
<b>REVENUE</b>					
<b>Recurrent Revenue</b>					
Rates, Levies & Charges	5,906,925	5,885,127	6,579,823	694,697	6% increase to waste management levy, additional 6 months of recycling income
Fees & Charges	887,751	826,700	917,039	90,339	
Interest Received	16,914	20,500	25,000	4,500	
Other Income	183,773	110,000	289,865	179,865	Increases in scrap steel income
Sales Revenue	9,838	12,500	15,000	2,500	
Rental Income			-	-	
Grants, Subsidies, Contributions & Donations	75,536	192,043	190,000	(2,043)	
<b>Total Recurrent Revenue</b>	<b>7,080,737</b>	<b>7,046,869</b>	<b>8,016,727</b>	<b>969,858</b>	
<b>EXPENSES</b>					
<b>Recurrent Expenses</b>					
Donations	10,670	9,622	11,122	1,500	
Depreciation	54,077	104,416	84,132	(20,284)	
Internal Finance Charges	716,633	955,511	973,122	17,611	
Employee Benefits	734,616	738,808	976,417	237,609	<ul style="list-style-type: none"> <li>•Additional staff members including additional admin support and illegal dumping officer (offset by grant)</li> <li>•EBA increase</li> </ul>
Finance Costs	280,589	373,854	448,989	75,135	
Materials	404,339	360,748	640,689	279,941	<ul style="list-style-type: none"> <li>• 3.65% increase</li> <li>• upgrade to weighbridge software \$40k</li> <li>• state waste levy variance \$119k</li> </ul>
Plant	710,294	908,445	949,671	41,226	<ul style="list-style-type: none"> <li>•Additional 6 months of recycling contract charges</li> <li>•Increases to contractors across all sites to account for</li> </ul>
Services	2,665,124	3,213,931	4,688,149	1,474,218	increases to supervision contracts, concrete crushing costs, water sampling requirements, levy reporting, mulching and tyre removal
<b>Total Recurrent Expenses</b>	<b>5,576,342</b>	<b>6,665,334</b>	<b>8,772,291</b>	<b>2,106,957</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>1,504,395</b>	<b>381,535</b>	<b>(755,564)</b>	<b>(1,137,099)</b>	

**5.13 PROPOSED WASTE 23/24 CAPEX PROGRAM****File Number:** 21042023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Draft Waste capex program 23/24 budget

**SUMMARY**

Consideration of the draft Waste capex program for the 23/24 budget

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**OFFICER'S RECOMMENDATION**

That the Committee receive the proposed 2023-2024 draft budget for the Waste Capex program and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

**BACKGROUND**

The capex program proposed for the 23/24 year for waste is up for deliberations. In general waste relies heavily on restricted cash from yearly operating surpluses to fund their program as this asset class has limited depreciation available to fund projects.

**ATTACHMENTS**

1. Draft Capex 23-24 - Waste [↓](#) 



**CAPITAL PROJECTS****2023-2024**

Project Description	Project Budget	REVENUE SOURCE					Project Justification / Prioritisation
		Depreciation	Restricted Cash	Grant Funding	Loans	Developer Contributions	
<b>WASTE</b>							
Maidenwell Transfer Station	250,000		250,000				Establishment of legal and automated 27m3 Skip Bin Transfer Station. Removal of existing Bulk Bin Transfer Station from Main Road Road Reserve.
Nanango Weighbridge	303,780		121,512	182,268			State Government require landfills with a licence limit of 5,000 tonnes to now install a weighbridge as per state legislation. Nanango is one of these waste facilities.
	<b>553,780</b>	<b>-</b>	<b>371,512</b>	<b>182,268</b>	<b>-</b>	<b>-</b>	
<b>TOTAL BUDGET WASTE</b>	<b>553,780</b>	<b>-</b>	<b>371,512</b>	<b>182,268</b>	<b>-</b>	<b>-</b>	

**6 QUESTIONS ON NOTICE****6.1 PERCENTAGE OF EARLY DISCOUNT PAYERS ON RATES NOTICES****File Number:** 19/04/2023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer

The following question on notice was received from Councillor Scott Henschen.

**Question**

What is the dollar figure of rates that is paid prior to the discount date?

**Response**

*The net dollar figure of rates paid prior to the discount date for the January to June 2023 levy was approximately \$24.4m. This is the amount after reductions for discounts and pensioner remissions.*

**RECOMMENDATION**

That the response to the question regarding percentage of early discount payers on Rates Notices raised by Councillor Scott Henschen be received and noted.

**ATTACHMENTS**

**Nil**

## 6.2 BREAKDOWN OF PAYMENTS

**File Number:** 19/04/2023

**Author:** Manager Finance & Sustainability

**Authoriser:** Chief Executive Officer

The following question on notice was received from Councillor Jane Erkens.

### Question

What is the percentage of residents that pay:

- Prior to the discount date;
- After the discount date; and
- Outstanding rates?

### Response

*For the current rating period, the percentage of residents who paid prior to the discount date, after the discount date and those still with outstanding rates are as follows*

- *Approximately 86% of residents paid in time to receive their discount*
- *Approximately 3% of residents have paid after the discount date*
- *Approximately 11% of residents still have rates outstanding*

## RECOMMENDATION

That the response to the question regarding breakdown of Payments raised by Councillor Jane Erkens be received and noted.

## ATTACHMENTS

Nil

**7 CONFIDENTIAL SECTION**

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**OFFICER'S RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

**7.1 Animal Management**

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

**8 CLOSURE OF MEETING**