

BUDGET MEETING

Wednesday 19 June 2024

NOTICE OF MEETING

Cr AL Martin

Cr BP Johnstone

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Cr AA Hart

Cr PW Skewes

Please find attached the Agenda for the Budget Meeting to be held at the Blackall Council Chambers, Wednesday 19 June 2024 commencing at 8:00 am.

MJ Lollback

Chief Executive Officer

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Held at Blackall Council Chambers
On Wednesday 19 June 2024
Commencing at 8:00 am

Order of Business

Leave of Absence/Signing of Attendance Book

Apologies: Nil

Declarations of Conflicts of Interest:

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OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

1.1

SUBJECT TITLE:

Mayor's Report

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 budget is presented for Councillors consideration and has been prepared in line with section 169 of the *Local Government Regulation 2012*.

Recommendation:

Pursuant to section 169 and 170 of the *Local Government Regulation 2012*, Council will be presented with a number of reports for consideration that go to the construction of the 2024-2025 budget.

Background

Councillors attended two workshops to discuss and provide input for the preparation of the 2024-2025 budget.

Link to Corporate Plan

Not Applicable

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:**2.1.1****SUBJECT TITLE:****Adoption of the Budget**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 budget is presented for Councillors consideration and has been prepared in line with section 169 of the *Local Government Regulation 2012*.

Officer's Recommendation:

That Council adopts the budget for the 2024-2025 financial year as presented.

Background

Section 169 of the *Local Government Regulation 2012* (the Regulation) provides the requirements a local government must comply with in preparing the annual budget and under section 170 of the Regulation a local government must adopt its budget for a financial year –

(a) After 31 May in the year before the financial year; but

(b) Before –

(i) 1 August in the financial year; or

(ii) A later day decided by the Minister.

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

The draft 2024-2025 budget for Blackall-Tambo Regional Council has been prepared in accordance with section 169 of the Regulation.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with sections 169 and 170 of the <i>Local Government Regulation 2012</i> .	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

Nil

OFFICER REPORTS**COUNCIL MEETING DATE**

Wednesday 19 June 2024

ITEM NO:**2.1.2****SUBJECT TITLE:****General Rates****AUTHOR AND OFFICERS TITLE:**

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider setting terms for levying rates and charges during the 2024-2025 financial year.

Officer's Recommendation:

That the general rate be set for the budget year 2024-2025 as follows: -

The rating categories are:

		Cents in the Dollar
Category 1	Residential	04.0478
Category 8	Blackall Town CBD <0.3000ha	12.7026
Category 10	Blackall Town CBD >0.3000ha	16.6394
Category 11	Commercial Other	06.4576
Category 14	Communication Sites	06.1470
Category 15	Industrial	02.0542
Category 21	Rural Properties	00.2828
Category 22	Town Rural under 100ha	00.6380
Category 23	Town Rural 100 – 500ha	00.3062

Background

Councillors held workshops as required as part of the annual budget preparation ahead of Council officers preparing the proposed policies for consideration.

The 2024-2025 budget document includes the Revenue Statement which contains the Minimum Differential General Rates. Minimum general rates are applied to each category to recognise that there is a base level of services applicable to each rateable parcel of land within each category.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Rates Officer

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 107 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	NA	NA
Operational	Medium	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	Low
Environmental	Medium	NA	NA
Strategic	Medium	NA	NA
Ethical	Low	NA	NA
Reputation	Low	NA	NA
Leadership	Low	NA	NA

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.3

SUBJECT TITLE:

Minimum General Rates

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider setting terms for levying rates and charges during the 2024-2025 financial year.

Officer's Recommendation:

That the Minimum General Rates have been set as follows:

Category 1	\$779.00
Category 8	\$840.00
Category 10	\$840.00
Category 11	\$840.00
Category 14	\$840.00
Category 15	\$840.00
Category 21	\$840.00
Category 22	\$840.00
Category 23	\$840.00

Background

The Revenue Statement contains the rating schedule for the rate charged and minimum general rate for each differential rating category.

The minimum general rates are as follows:

Category 1	\$779.00
Category 8	\$840.00
Category 10	\$840.00
Category 11	\$840.00
Category 14	\$840.00
Category 15	\$840.00
Category 21	\$840.00
Category 22	\$840.00
Category 23	\$840.00

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer
 Director of Finance
 Manager of Finance
 Rates Officer
 Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 94 of the <i>Local Government Act 2009</i> .	Low
People	Low	NA	NA
Operational	Medium	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	Low
Environmental	Medium	NA	NA
Strategic	Medium	NA	NA
Ethical	Low	NA	NA
Reputation	Low	NA	NA
Leadership	Low	NA	NA

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.4

SUBJECT TITLE:

Sewerage Charges

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a services, facility or activity including sewerage.

Officer's Recommendation:

That the following sewerage charges be set for the 2024-2025 budget year:

Blackall sewerage connected charge	\$670.60
Tambo community effluent processing – connected charge	\$670.60
Sewerage access charge	\$504.10
Additional (non-residential) pedestal charge – Blackall	\$311.40
Additional (non-residential) pedestal charge – Tambo	\$144.40

Background

The Revenue Statement contains utility charges which includes sewerage charges. Council levies a sewerage connected charge or connected effluent processing charge for sewerage services connected to each parcel of land within the designated town area of Blackall and Tambo. The designated town areas are identified in appendix D & F of the Revenue Statement.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Infrastructure

Outcome 3 - Water and Sewerage Systems - Provide safe, reliable, and quality water and sewerage systems.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Director of Finance

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	
Legal & Regulatory	Low	Compliant with section 94 of the <i>Local Government 2009</i> Power to levy rates and charges.	
People	Low	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	
Operational	Medium	NA	
Environmental	Medium	NA	
Strategic	Medium	NA	
Ethical	Low	NA	
Reputation	Low	NA	
Leadership	Low	AN	

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.5

SUBJECT TITLE:

Water Charges

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a services, facility or activity including water.

Officer's Recommendation:

That the following water charges be set for the 2024-2025 budget year:

Water connected charge	\$670.60
Frames Lane water connected charge	\$784.00
Water access charge	\$459.20
Water other connected charge	\$112.00 per unit
Excess water	\$1.07 cents per kilolitre

Background

The Revenue Statement provides for the levying of utility charges including water. A common set of water charges are implemented by Council across the council area. Water charges will be levied on each rateable property, both vacant and occupied, that Council has or is able to provide with water within the designated town area of Blackall and Tambo.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Infrastructure

Outcome 3 - Water and Sewerage Systems - Provide safe, reliable, and quality water and sewerage systems.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 94 of the <i>Local Government Act 2009</i> .	Low
People	Low	NA	NA
Operational	Medium	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	Low
Environmental	Medium	NA	Low
Strategic	Medium	NA	Low
Ethical	Low	NA	Low
Reputation	Low	NA	Low
Leadership	Low	NA	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.6

SUBJECT TITLE:

Cleansing Charges

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a services, facility or activity including waste management.

Officer's Recommendation:

That the following waste collection and disposal charges be set for the 2024-2025 budget year:

Residential waste collection and disposal charge	\$270.00
Non-residential waste collection and disposal charge	\$270.00

Background

The Revenue Statement provides for the levying of utility charges including cleansing charges, waste management services. Cleansing charges are calculated to recover the full cost of providing the service. The purpose of the waste management charges is to fund the collection, operations and maintenance of the waste management collection service performed within the Blackall-Tambo Regional Council waste collection areas.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Infrastructure

Outcome 3 - Water and Sewerage Systems - Provide safe, reliable, and quality water and sewerage systems.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 94 of the <i>Local Government Act 2009</i> .	Low
People	Low	NA	NA
Operational	Medium	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	Low
Environmental	Medium	NA	Low
Strategic	Medium	NA	Low
Ethical	Low	NA	Low
Reputation	Low	NA	Low
Leadership	Low	NA	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.7

SUBJECT TITLE:

Waste Management Charge

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a services, facility or activity including waste management.

Officer's Recommendation:**That the following waste management charge be set for the 2024-2025 budget year:****Town rural waste management charge****\$68.20****Background**

The Revenue Statement provides for the levying of utility charges including cleansing charges, waste management services. The waste management charge applies to all land categorised town rural and will apply to ensure contribution towards the cost of the service and maintaining the waste facilities in each community.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Infrastructure

Outcome 3 - Water and Sewerage Systems - Provide safe, reliable, and quality water and sewerage systems.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with the legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 94 of the <i>Local Government Act 2009</i> .	Low
People	Low	NA	NA
Operational	Medium	A concise budget allows Council to deliver appropriate and necessary services and resources to the community.	Low
Environmental	Medium	NA	Low
Strategic	Medium	NA	Low
Ethical	Low	NA	Low
Reputation	Low	NA	Low
Leadership	Low	NA	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.8

SUBJECT TITLE:

Discount on Rates

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 budget documents include the Revenue Statement which contains the terms and rate of discount applicable to rates and charges to be levied during the 2024-2025 financial year. Under section 130(1) of the *Local Government Regulation 2012* a local government may decide to allow a discount for payment of rates or charges before the end of the discount period and the local government must, by resolution, make the decision at its budget meeting.

Officer's Recommendation:**That Council:**

1. **Allow fifteen percent (15%) during the first discount period of 30 days after the issue of the relevant rate notice on general rates levied by the Blackall-Tambo Regional Council during the 2024-2025 budget year; and**
2. **Allow seven and ½ percent (7.5%) during the second discount period of 45 days after the date of issue of the relevant rate notice on general rates levied by the Blackall-Tambo Regional Council during the 2024-2025 budget year.**

Background

It is the policy of Council that two discount periods will apply for each rate moiety. The Revenue Statement provides for a discount for prompt payment and in accordance with section 132 of the *Local Government Act 2012*, rates or charges become overdue on the day after the due date for payment of the rates and charges stated in the rates notice.

Link to Corporate Plan

Governance

Outcome 2 - Accountability - Accountable, responsible, and transparent governance.

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Rates Officer

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 130 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.9

SUBJECT TITLE:

Interest on Arrears

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 budget documents include the Revenue Statement which provides for the application of interest for outstanding balances of rates and charges at the close of the discount period. Under section 132(1)(a) of the *Local Government Regulation 2012* interest is payable on overdue rates or charges from the day the rates and charges become overdue.

Officer's Recommendation:

That interest at the percentage rate of 12.35% per annum be charged by the Blackall-Tambo Regional Council for the 2024-2025 financial year for rates and charges not paid by the due date for discount.

Background

Under section 132(1)(a)(i) of the *Local Government Regulation 2012* overdue rates and charges are made up of rates or charges that are not paid by the due date for payment stated in the rate notice. Further provisions on the application of interest are outlined in section 133 of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 2 - Accountability - Accountable, responsible, and transparent governance.

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Rates Officer

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 132 and 133 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.10

SUBJECT TITLE:

Pensioner Remission

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The 2024-2025 budget documents include the Revenue Statement which provides for a Council Pensioner Rate Remission on general rates and service charges to be provided to eligible pensioners. Under section 123 of the *Local Government Regulation 2012* a local government may grant a rebate of rates or charges for land occupied only by pensioners.

Officer's Recommendation:

That those aged pensioners having a Commonwealth Government Concession Card be granted a remission of general rates and services charges up to a maximum of \$340.00 per annum for the 2024-2025 financial year under the same criteria as the State Government Pensioner Remission Scheme.

Background

Under section 123 of the *Local Government Regulation 2012* a local government may grant a rebate of rates or charges for land occupied only by pensioners. Under section 122 of the *Local Government Regulation 2012* a local government may grant a concession only by a resolution granting the concession to a stated ratepayer.

Pensioners, who make an application in the prescribed manner and are eligible will be granted \$340.00 remission per annum on all rates and charges.

Link to Corporate Plan

Governance

Outcome 2 - Accountability - Accountable, responsible, and transparent governance.

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Rates Officer

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 122 and 123 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt an annual budget.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.11

SUBJECT TITLE:

Sponsorship, Grant Funding and In-Kind Support

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Council invited local community organisations to apply for in-kind and support from Council for the 2024-2025 financial year. Sixty applications were received from various community groups and the requests were considered during a budget workshop.

The 2024-2025 budget documents include the Revenue Statement which provides for Council to consider the remission of whole, or part of the general rate levied upon entities or organisations who meet the criteria detailed in section 120 of the *Local Government Regulation 2012*.

Officer's Recommendation:

That the sponsorship, grant funding, donations and the exemption of general rates to local organisations for the year ending 30 June 2025 be adopted.

Background

Council invited local community organisations to apply for in-kind and support from Council for the 2024-2025 financial year. Applications closed in May 2024 with sixty applications received. The requests were considered during a budget workshop.

Under section 120 of the *Local Government Regulation 2012* provides the criteria by which a local government may grant a concession. The following criteria has been provided:

The local government may grant the concession only if it is satisfied -

- (a) The land is owned or occupied by a pensioner; or
- (b) The land is owned by -
 - (i) An entity whose objects do not include making a profit; or
 - (ii) An entity that provides assistance or encouragement for arts or cultural development; or
- (c) The payment of the rates or charges will cause hardship to the land owner; or
- (d) The concession will encourage the economic development of all or part of the local government area; or
- (e) The concession will encourage land that is of cultural, environmental, historic or scientific significance to the local government area to be preserved, restored or maintained; or
- (f) The land is used exclusively for the purpose of a single dwelling house or farming and could be used for another purpose, including, for example, a commercial or industrial purpose; or
- (g) The land is subject to a GHG tenure, mining tenement or petroleum tenure; or
- (h) The land is part of a parcel of land (a parcel) that has been subdivided and-
 - (i) The person who subdivided the parcel is the owner of the land; and
 - (ii) The land is not developed land.

Further to section 120, section 121 states the following:

The concession may only be of the following types -

- (a) A rebate of all or part of the rates or charges;
- (b) An agreement to defer payment of the rates or charges;
- (c) An agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges.

A local government may grant the concession by resolution.

[Link to Corporate Plan](#)

Governance

Outcome 2 - Accountability - Accountable, responsible, and transparent governance.

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

[Consultation \(internal/external\)](#)

Chief Executive Officer

Director of Finance

Manager of Finance

Councillors

[Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with Part 10 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

[Proposed Risk Treatment](#)

Nil. Council is required to adopt an annual budget.

[Attachments](#)

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.12

SUBJECT TITLE:

Revenue Policy

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The purpose of the Revenue Policy is to set out principles which will be used by Council during 2024-2025 for the making of rates and charges, the levying of rates, the recovery of rates and charges, concessions for rates and charges and cost recovery of fees and charges.

The *Local Government Regulation 2012*, section 193 states a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year. Council officers have reviewed the Revenue Policy.

Officer's Recommendation:

That the Revenue Policy as presented be adopted.

Background

As per section 193 of the *Local Government Regulation 2012* Council officers have reviewed the Revenue Policy and it is now presented to Council for adoption.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 193 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt a Revenue Policy.

Attachments

1. 2 Revenue Policy [2.1.12.1 - 3 pages]



Blackall-Tambo Regional Council

Revenue Policy 2024/2025

Policy Number: Stat 6	Effective Date: 19/06/2024
Version Number: Fourteen	Review Date: 31/05/2024
Policy Compiled by: Chief Executive Officer	Next Review Date 31/05/2025
Policy Approved by: Chief Executive Officer	

OBJECTIVE

The purpose of this revenue policy is to set out the principles which will be used by Council during 2024/2025 for:

- a) The making of rates and charges
- b) The levying of rates
- c) The recovery of rates and charges
- d) Concessions for rates and charges
- e) Cost recovery fees and charges

LEGAL REQUIREMENT

Section 193 of the Local Government Regulation 2012 states that a Local Government must prepare a Revenue Policy each budget year.

The Revenue Policy must state:

- a) The principles the Local Government intends to apply in the budget year for; -
 - a. Levying Rates and Charges
 - b. Granting concessions for Rates and Charges
 - c. Recovering overdue Rates and Charges
 - d. Cost recovery methods
- b) If the Local Government intends to grant concessions-the purpose of the concessions
- c) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

The Local Government must review the Revenue Policy annually, and in sufficient time before the start of the budget year to allow an annual budget that is consistent with the Revenue Policy to be adopted for the budget year.

The Local Government may amend its Revenue Policy at any time before the end of the budget year.

SCOPE

This policy is to be used by Council when developing the revenue statement and setting the rates and charges for the 2024/2025 budget year.

STATEMENT

Principles Used for the Making of Rates and Charges

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

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Blackall-Tambo
Regional Council

Revenue Policy

Council will also have regard to the principles of:

- Constraints (seasonal, economic, and other) on Council's rating base and the ability to access funding sources other than rates and charges.
- Transparency in the making of rates and charges.
- Having in place a rating regime that is simple and inexpensive to administer.
- Responsibility in achieving the objectives, actions, and strategies in Councils Corporate and Operational Plans
- Equity by taking account of the different capacity of land to generate income within the local community, and the burden the use of the land imposes on Council services.
- Maintaining Council service levels and asset management at acceptable standards
- Flexibility to take account of changes in the local economy.
- The level of commitment to the maintenance and upgrade of Council's infrastructure and services, while continuing to contribute to local employment.
- Meeting the needs and expectations of the general community.

Principles Used for the Levying of Rates

In levying rates Council will apply the principles of:

- Making clear what is Council's and each ratepayers' responsibility to the rating system.
- Making the levying system simple and inexpensive to administer.
- Timing the levy of rates to consider the cash flow cycle of Council.
- Timing of the levy of rates to consider the financial cycle of local economic activity, to assist smooth running of the local economy.
- Adjusting the way general rates are charged in response to large fluctuations in valuations combined with Economic and seasonal factors affecting major local industries; and
- Equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

Principles Used for the Recovery of Rates and Charges

Council will exercise its rate recovery powers 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.
- Making the processes used by Council to recover outstanding rates and charges clear, simple to administer and cost effective.
- Capacity to pay in determining appropriate arrangements for different sectors of the community.
- Equity by having regard to providing the same treatment for ratepayers with similar circumstances; and
- Flexibility by responding where necessary to changes in the local economy.

Principles for Considering Concessions for Rates and Charges

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

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

The State Government provides a concession to pensioners on part towards their payment of rates. Council may provide a matching concession to eligible pensioners for rates to ease the burden of cost of living.

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Revenue Policy

Council will also consider a concession of whole, or part of the general rate levied on organisations or entities that meet the criteria detailed in Part 10, Section 120 (1) of the Local Government Regulation 2012. This is to provide material support for their excellent work in supporting the community.

Principles for Cost Recovery Fees and Charges

When developing cost recovery fees and charges Council will be guided by the principles of:

- Financial sustainability.
- Equity by having regard to the distinct levels of capacity to pay within the local community.
- The same treatment for all community members.
- Transparency by making clear the rationale for the fees; and
- Flexibility to allow Council to respond to local economic issues.

Developer Contributions

While it is expected that developers will contribute to new physical and social infrastructure when they commence a new development, the amount of their contribution and how much of the infrastructure they fund may vary. This will depend on many factors and will be assessed for each development. However, the processes used in determining the contribution will be transparent and fair.

RECORDS

When completed and approved the original, signed hard copy of the policy is filed in the Master File. Electronic copies are saved in the appropriately labelled folder in Magiq.

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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.13

SUBJECT TITLE:

Revenue Statement

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The *Local Government Regulation 2012*, section 172 provides the guidelines on what must be stated in a local government's revenue statement. Council officers have reviewed and updated the Blackall-Tambo Regional Council Revenue Statement.

Officer's Recommendation:

That the Revenue Statement as presented be adopted.

Background

As per section 172 of the *Local Government Regulation 2012* – Revenue statement.

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

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance
Rates Officer
Councillors

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 172 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt a Revenue Statement.

Attachments

1. 3 Revenue Statement 002 [2.1.13.1 - 20 pages]



Blackall-Tambo
Regional Council

Revenue Statement

2024-2025

PURPOSE

The purpose of this Revenue Statement is:

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

LEGISLATIVE REQUIREMENTS

This Revenue Statement is a requirement of S104 (5) (a) of the *Local Government Act 2009* and S169/S172 of the *Local Government Regulation 2012*.

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

Chapter 5 (Section 172) of the *Local Government Regulation 2012* requires that the following matters be included in the revenue statement:

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

DIFFERENTIAL GENERAL RATES

In accordance with Sections 92 and 94 of the *Local Government Act 2009* and Section 172(1) of the *Local Government Regulation 2012*, Blackall Tambo Regional Council will levy differential general rates on rateable land. Further, Council considers that there should be a minimum charge for all rate categories.

Differential General Rates are levied to contribute towards the provision of local government services excluding sewerage collection and disposal, water supply, and refuse collection and disposal. However, any funding shortfalls in the excluded services may be covered by the differential general rates.

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

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

The basis for applying differential general rate is:

- The site value or unimproved capital valuation (UCV) as determined by Department of Resources, and
- the land use code (LUC), and
- assessment land area; and
- Zoning from the Council Planning Scheme

This approach provides the best available equitable basis of distributing the differential rating burden within the Urban, Rural, Commercial, and Industrial categories incorporating the aspect of area of land utilised by the ratepayer.

MINIMUM DIFFERENTIAL GENERAL RATES

Minimum general rates are applied to each category to recognise that there is a base level of services applicable to each rateable parcel of land within each category.

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

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

DIFFERENTIAL GENERAL RATE CATEGORIES

The following differential rating categories and criteria apply for the 2024-2025 financial year:

Differential Category	Description	Criteria
1	Residential	Land used or intended for use in whole or in part, for residential purposes within the township of Blackall, Tambo and which is not otherwise categorised.
8	Blackall Town CBD land area less than 0.3000 Ha	Land zoned or partially zoned commercial in the Planning Scheme or being used for commercial purposes fronting Shamrock Street between Violet Street and Hawthorn Street in the town of Blackall, with a total area of less than 0.3000 ha and excluding land solely used for residential purposes and excluding rate assessment 10347-10000-000.
10	Blackall Town CBD land area equal to or greater than 0.3000 Ha	Land zoned or partially zoned commercial in the Planning Scheme or being used for commercial purposes fronting Shamrock Street between Violet Street and Hawthorn Street in the town of Blackall, with a total area of equal to or greater than 0.3000 Ha and excluding land solely used for residential purposes.
11	Commercial Other	Land used or intended for use, in whole or in part, for commercial purposes and which is not otherwise categorised.

14	Communication Sites	Land used for the purposes of a transformer.
15	Industrial	Land used or intended for use, in whole or in part, for industrial purposes and which is not otherwise categorised
21	Rural Properties	Land, that is zoned rural, which is not otherwise categorised and is equal to or greater than 500 Ha in size
22	Town Rural under <100 Ha	Land, that is zoned rural or recreation and open space, in Blackall, Tambo and Yalleroi which is not otherwise categorised, and is less than 100 Ha in size
23	Town Rural 100- <500 Ha	Land, that is zoned rural or recreation and open space, which is not otherwise categorised, and is equal to or greater than 100 Ha but less than 500 Ha in size

RATING SCHEDULE

The rate charged and the minimum general rate for each differential rating category is:

Category	Description	Cent in Dollar	Minimal Rate
1	Residential	04.0478	\$779.00
8	Blackall Town CBD > 0.3000 ha	12.7026	\$840.00
10	Blackall Town CBD equal to or ≥ 0.3000 ha	16.6394	\$840.00
11	Commercial Other	06.4576	\$840.00
14	Communication Sites	06.1470	\$840.00
15	Industrial	02.0542	\$840.00
21	Rural Properties	00.2828	\$840.00
22	Town Rural under 100 Ha	00.6380	\$840.00
23	Town Rural 100 - <500 Ha	00.3062	\$840.00

UTILITY CHARGES

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

- Sewerage
- Water
- Cleansing

SEWERAGE

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

Council levies a sewerage connected charge or connected effluent processing charge for sewerage services connected to each parcel of land within the designated town area of Blackall and Tambo (refer to appendix D & F).

Council levies a sewerage access charge for each parcel of land located within the designated town area of Blackall and Tambo which is not connected but is able to access the sewerage network. (refer to appendix D & F).

Where a business or land use covers more than one parcel of land and is on the same assessment a sewerage connected charge or a connected effluent processing charge will apply, and an additional pedestal charge will apply to each additional pedestal.

Where a residential rate assessment comprises of more than one parcel of land with only one sewerage connection, the 1st parcel will attract sewerage connected charge or connected effluent processing charge. The second and subsequent parcel of land on the same assessment will each attract a sewerage access charge. Residential dwellings built over two or more parcels will attract only one sewerage connected charge or connected effluent processing charge.

The sewer scheme charges shall be:

Sewerage Charge	Description	Charge
Blackall Sewerage Connected Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1st pedestal in all non-residential allotments	\$670.60
Tambo Community Effluent Processing - Connected Charge	Charge applied to a single unit dwelling, each unit of a multi-unit dwelling and for the 1st pedestal in all non-residential allotments	\$670.60
Blackall and Tambo Sewerage Access Charge	Charge applied to each parcel of land in the sewer area and is capable of being connected to the sewerage system and does not attract a Sewerage Connected Charge	\$504.10
Additional (non-residential) Pedestal Charge – Blackall	After the Sewerage Connected Charge, the charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewer scheme	\$311.40
Additional (non-residential) Pedestal Charge – Tambo	After the Sewerage Connected Charge, the charge applied to each additional non-residential pedestal (including urinal cistern) that is connected to the sewer scheme.	\$144.40

WATER

The water charges will be set to recover all the costs associated with the provision of water services provided by Council in the financial year. These costs include depreciation, ongoing operation, and maintenance of the water system.

Council has implemented a common set of water charges across the council area. Water charges will be levied on each rateable property, both vacant and occupied, that Council has or is able to provide with water within the designated town area of Blackall and Tambo (refer appendix C & E).

These charges entitle the consumer to an unspecified amount of water as council has been unable to introduce town water meters due to issues associated with the bore water supply.

Where a business or land use covers more than one parcel of land and is on the same assessment water other connected charge will apply as per class of occupancy.

Where a residential rate assessment comprises of more than one parcel of land, with only one connection the 1st parcel will attract a water connected charge while the other parcels of land will attract a water access charge. Where a residential dwelling is built over more than one parcel of land and on the same rate assessment Water Connected Charge will apply per connection.

Water Charge	Description	Charge
Water Connected Charge	Charge will apply to all domestic residential dwellings, connected vacant land and religious building within the town water network	\$670.60
Water Access Charge	Charge will apply to all un-connected parcels of land capable of connection	\$459.20
Water Other Connected Charge	Charge applies to all other water connections not described above. This charge is based on the existing water unit structure and is further detailed in the tables below	\$112.00 per unit
Frames Lane Water Connected Charge	Charge applied to all water connected in the Frames Lane Rural Residential Subdivision, metered and an allocation of 2400kl	\$784.00
Water – Excess Water	Charge applied for excess water used on land outside of the water area	\$1.07 cents per Kilolitre

BLACKALL

For the Blackall Area, the “Water Other Connected Charge” is based on the classes listed below.

Where water meters have been installed outside the Water Area, they shall be read and recorded quarterly and invoiced annually if the consumer exceeds their annual water allocation, they will be charged at the excess water rate per kilolitre.

Class	Class of occupancy	Units
Rateable Land		
2	Multi-unit residential dwellings: for the first flat, room or unit for each additional flat, room or unit	6 4
3	Private residences (where any form of business or activity, or calling or occupation not associated generally with private residence is carried) Business premises (combined with private residence, quarters or sleeping accommodation)	10
4	Business premises including shops, banks, offices, professional rooms, storage depot, shed, with no provision for residence quarters or sleeping accommodation: for the first tenancy for each additional tenancy not being one listed hereunder	8 4

5	Cafes, Butchers, Bakers, Delicatessen, Fish Shops Garages, Service Stations, Motor Spirit and Fuel Storage Depots, Car or Vehicle Yards, Workshops, Blacksmith, Welding Works and Panel Beating	11
6	Picture Theatre	8
7	Cordial factories and Ice works	25
8	Dry Cleaning and Laundries	18
9	Market gardens (including the growing of fruit and vegetables)	20
10	Licensed Clubs including: Bowling Club, Tennis Club, Golf Club, Memorial and Sports Club	12
11	Caravan Park	34
12	Hotels, Hotel-Motels or Motels: a) Manager, proprietor or caretaker's residence or quarters, bar, kitchen, dining room and lounge b) For the first 20 (or part thereof) bedrooms or rooms used in conjunction with the conduct of the Hotel or Hotel-Motel, not being rooms or part of the premises leased or let for separate occupation. c) For each bedroom or room in excess of 20 as set out in paragraph b) above d) For each tenancy available for separate occupancy and not listed above	9 20 1 4
13	Stables - For each horse stall, feed room, or storage room in a stable	1 (min 6)
Non-Rateable Land		
16	Police courthouse, police station, schools, Fire brigade	12
17	QAS centre	15
18	Any other building or structure not specifically classified. Vacant land where water is connected	9
Special Uses inside the Water Area		
19	Retirement Village Units (each)	4
20	Council Water Depot, sewerage pumping station. 1½" service to fire hydrant (Lot 4 SP157692)	6
21	Public toilet block – Short Street	12
22	2" service to Convent School (Lot 12,13,15 & 16 B1388 and Lot1-2 B13830)	30
23	Council parks and gardens	50
24	Blackall Hospital (Res 29/ Lot 189 on B13811) Showgrounds Complex (Res 51/Lot 3856 SP289784) Aquatic Centre (Lot 141 SP152742) Blackall McLean Place Nursing Home (Lot 1/SP318666)	106
25	Blackall State School 50 mm service Blackall State School Child Care Centre	100 12
Land outside the Water Area		
26	Land outside the water area, connected, metered and an allocation of 2400kl	6

27	Land outside the water area, connected, metered and an allocation of 4800kl	12
28	Land outside the water area, connected, metered and an allocation of 9200kl	24
29	Lot 2 RP619451 (10832-00000) BTRC Aerodrome – commercial	9
30	Lot 2 SP297055 (10771-60000) BTRC Sewerage Treatment Plant Lot 186 TB283 (10909-00000) BTRC Cemetery – commercial	6
31	Lot 4 SP175951 (10876-00000) Blackall Racecourse	28
32	Lot 1 SP297043 (10896-00000) BTRC Saleyards	100

TAMBO

The Tambo water area “Water Other Connected Charge” is based on a scale of charges related to general land use categories e.g., commercial, sporting bodies, etc. The charges will apply to all consumers who are connected to the Tambo water scheme and are shown below.

Class	Class of occupancy	Units
Rateable Land		
51	Business	9
52	Business with attached Residence	9
53	Business with other business within building	9
54	Council Area Activities	9
55	Depot/Workshops	9
56	Historical/Museums	9
57	Industrial Estate	9
58	Service Stations	9
59	Tambo Food Market	9
60	Caravan Parks	12
61	Hotels	27
62	Motels	30
Non-Rateable Land		
63	Police Station/Court House	12
64	Aged Care Housing	18

65	Hospital/Health Centres	18
66	Parks & Gardens	18
67	Racecourse	18
68	Sports Grounds	18
69	Pool	36
70	School	36
Land outside the Water Area		
71	Land outside the water area, connected, metered and an allocation of 2400kl	6
72	Land outside the water area, connected, metered and an allocation of 4800kl	12
73	Land outside the water area, connected, metered and an allocation of 9200kl	24

CLEANSING

Council makes and levies utility charges for the provision of waste management services, which are calculated to recover the full cost of providing the service. The purpose of the waste management charging system is to fund the collection, operations and maintenance of the waste collection service performed within the Blackall-Tambo Regional Council waste collection areas. The objectives of the Waste Collection charging system are:

- Cover the costs associated with the collection of waste within collection area; and
- To distribute costs equitably, where practical, by ensuring that individual customers contribute towards the cost of the service.

Council will levy a waste collection and disposal charges on the owner of each residential land or structure within the waste collection area, regardless of whether ratepayers choose to use the service provided by Council. Where there is more than one (1) structure capable of separate occupation, a charge shall be made for each structure. The residential charge shall be based on one 240 litre wheelie bin service per week. Where an additional service is requested, the resident will be charged a second Charge and so on for further additional services.

For non-residential land, the standard charge for non-residential properties shall be one 240 litre wheelie bin service per week, regardless of whether ratepayer choose to use the service provided by Council. Where an additional service is requested by the ratepayer or determined by Council, the ratepayer will be charged a second Charge and so on for further additional services.

Collection Charges	Charge
Residential Waste Collection & Disposal Charge	\$270.00
Non-Residential Waste Collection & Disposal Charge	\$270.00

The annual waste charge will be set by resolution of Council when adopting its annual budget. As the charge is an annual charge, credits cannot be allowed for periods of time when the premises are unoccupied.

WASTE MANAGEMENT CHARGE

- For all land categorised town rural, waste management charge will apply to ensure contribution towards the cost of the service and maintaining the waste facilities in each community. Council owned, state-controlled or Yalleroi land are excluded.

Waste Management Charge	per assessment \$68.20
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REBATES AND CONCESSIONS**REMISSION FOR OCCUPANCY/OWNERSHIP BY PENSIONERS**

A Council Pensioner Rate Remission on general rates and service charges will be provided to eligible pensioners. Eligibility guidelines for the Council Pensioner Rate Remission are as per the State Pensioner Rate Subsidy Scheme. The maximum amount of the Pensioner Rates Remission will be \$340.00 per year and will be set by the Council at its annual Budget Meeting.

The Council will be issuing rates notice on a 6-monthly basis, for the period 1st July to 31st December and 1st January to 30th June.

DISCOUNT FOR PROMPT PAYMENT

It is the policy of the Council that two (2) discount periods will apply for each rate moiety. The 1st discount period will commence on the date of notice and extend for a period of no less than 30 days. The 2nd discount period will also commence on the date of notice and extend for a period of no less than 45 days.

In accordance with Section 132 of the *Local Government Regulation 2012*, rates or charges become overdue on the day after the due date for payment of the rates and charges stated in the rates notice. Discount for prompt payment of rates and charges will be allowed as follows: -

Rate/Charge	Discount Rate Applicable
General Rates – 1 st Discount Period (including Minimum General Rates)	15% - If the full amount of the rate is paid within 30 days after the date of issue of the relevant rate notice.
General Rates – 2 nd Discount Period (including Minimum General Rates)	7.5% - if the full amount of the rate is paid within 45 days after the date of issue of the relevant rate notice.
Water Charges Incl. Access and Water Consumption Charges	0%
Sewerage Charges	0%
Waste Management Charges	0%
State Fire Service Levy	0%
Interest on rates and charges arrears	0%

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

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

Payment is required to be received by Council by close of business to qualify for the discount. Council does not accept responsibility for delays occasioned by mail services and internet bank transfer.

Interest On Overdue Rates

Pursuant to the provision of Section 132 & 133 of the *Local Government Regulation 2012* and to promote prompt payment of rates and charges, Council will charge interest on all overdue rates and charges, including special rates, at the maximum rate provided for by Local Government Regulation.

For the 2024-2025 financial year, any outstanding balances at the close of the discount period will incur interest at the rate of 12.35% per annum compounding daily.

PAYMENT OF OVERDUE RATE BY INSTALMENTS

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

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

PRO RATA RATES AND CHARGES

In respect of any rates that are applicable in respect to part only of the year, the amount payable in respect thereof shall be assessed and charged on a pro-rata basis, with the pro-rata rate or charge to be included in the next rate notice issue.

CONCESSIONS FROM GENERAL RATE

Council will consider at the annual budget meeting the remission of whole, or part of the general rate levied upon entities or organisations who meet the criteria detailed in Section 120 of the *Local Government Regulation 2012*, however Council may still decide not to grant the remission depending on the merits of each application.

COST RECOVERY FEES

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

- (a) *an application for 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 Building Act or the Plumbing and Drainage Act.*

Such regulatory fees must not be more than the cost of providing the service or taking the action for which, the fee is charged. Section 98 of the *Local Government Act 2009* states that the local government must keep a Register of its cost recovery fees and information about the fee must be recorded in the Council's Register of Regulatory Fees.

COMMERCIAL CHARGES

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

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

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

DEVELOPER CONTRIBUTIONS

Physical and social infrastructure costs for new development will ideally be funded by charges (developer contributions) for that development. The unexpended balance of developer contributions shall be appropriated to a constrained works reserve at the close of each financial year.

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

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

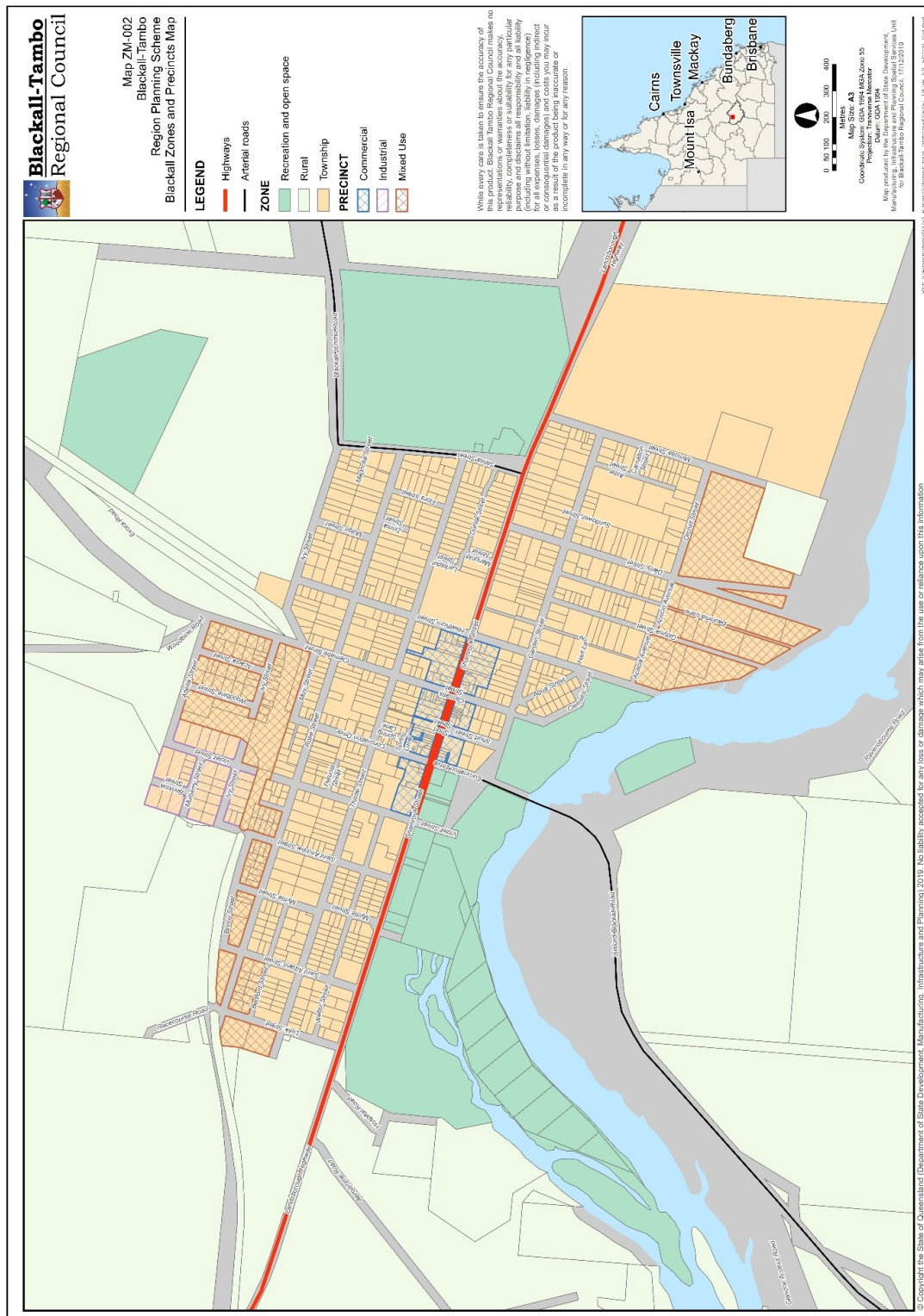
OPERATING CAPABILITY

The Council will endeavour to utilise all available resources and funds to provide and maintain facilities and services to its ratepayers as effectively and efficiently as possible, as well as providing reserve funds for future capital works.

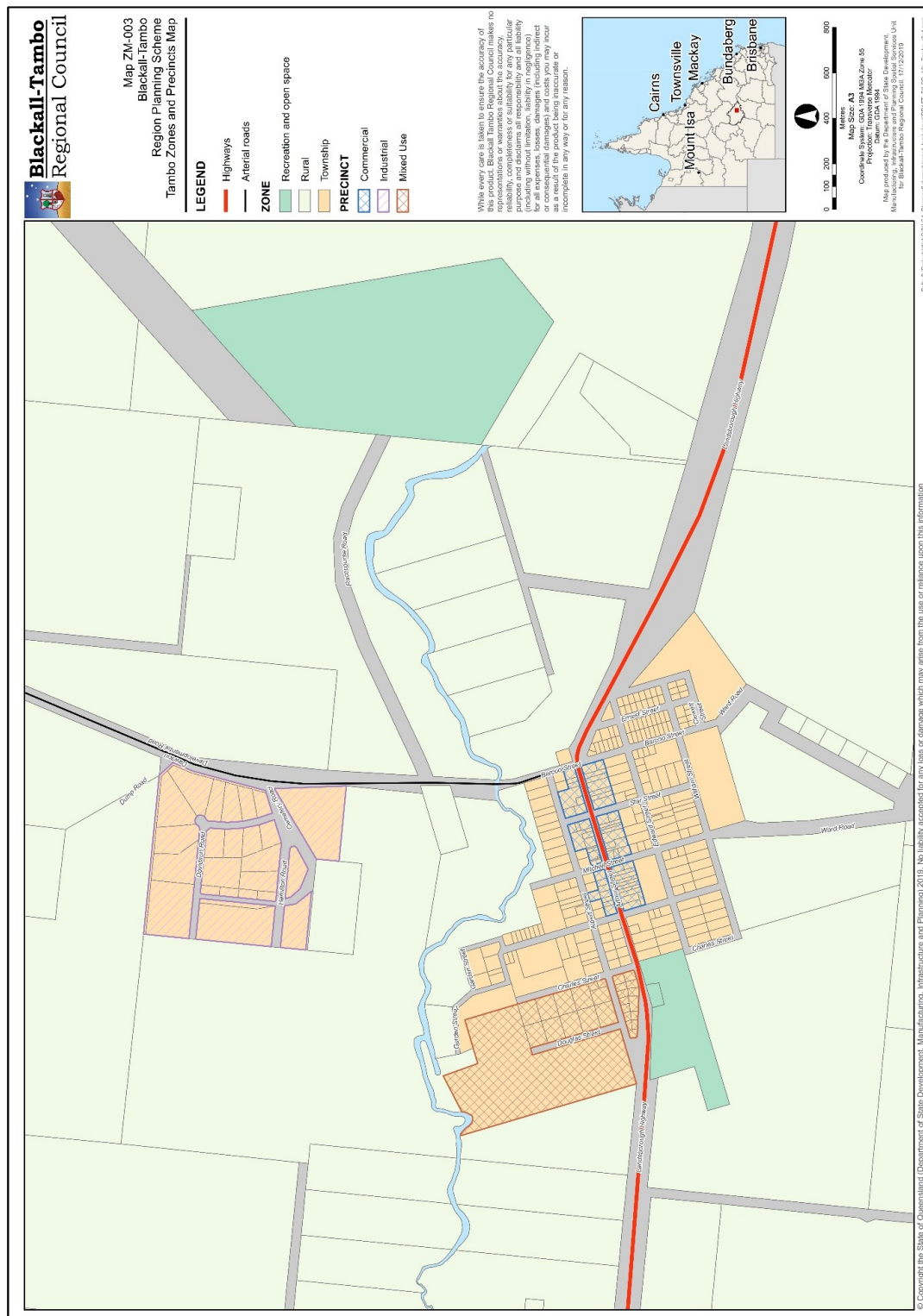
ASSET DEPRECIATION

The Council aims to fully fund the depreciation of its assets this financial year.

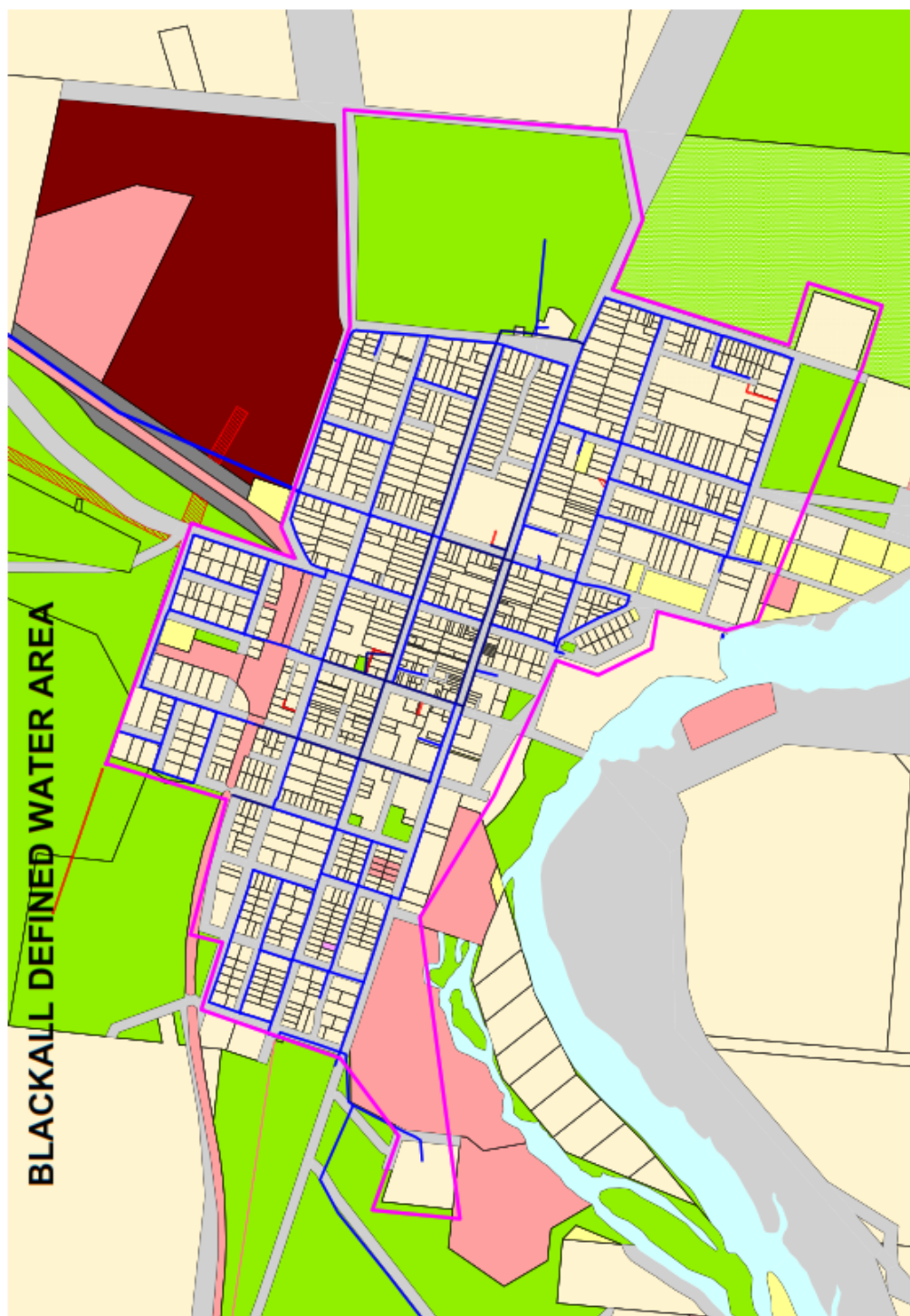
APPENDIX A – BLACKALL PLANNING SCHEME



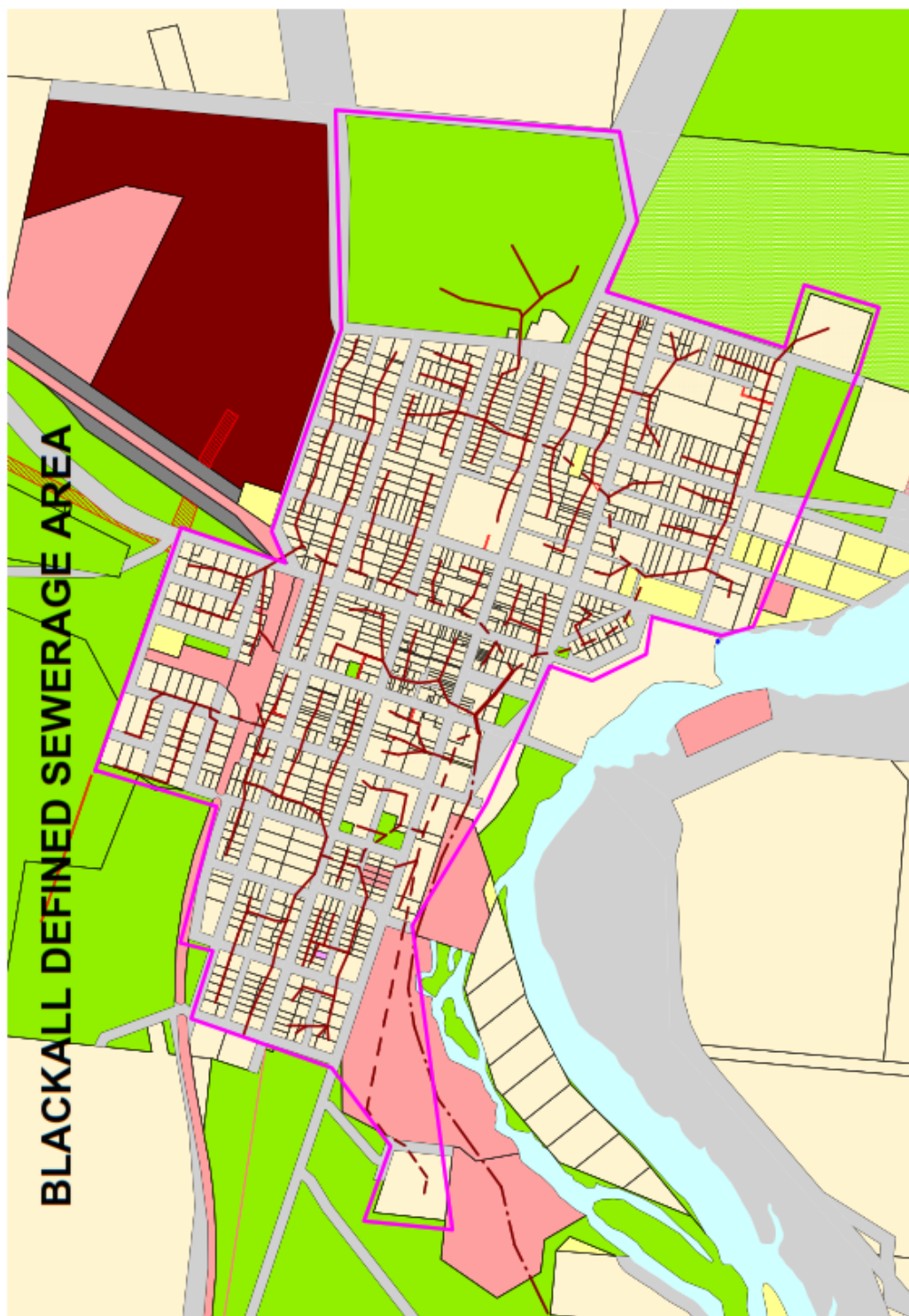
APPENDIX B – TAMBO PLANNING SCHEME



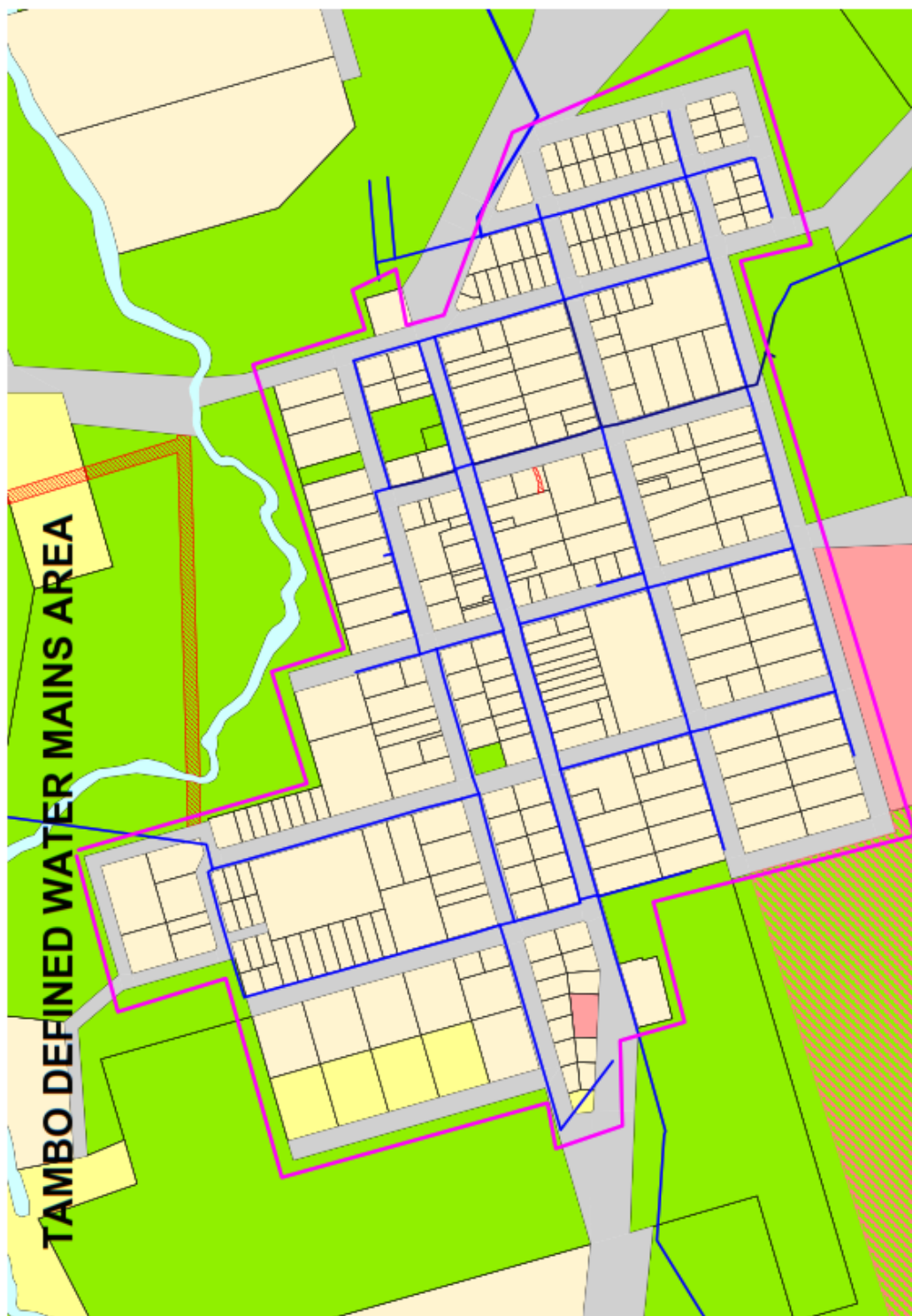
APPENDIX C – DEFINED WATER AREA – BLACKALL



APPENDIX D – DEFINED SEWERAGE AREA – BLACKALL



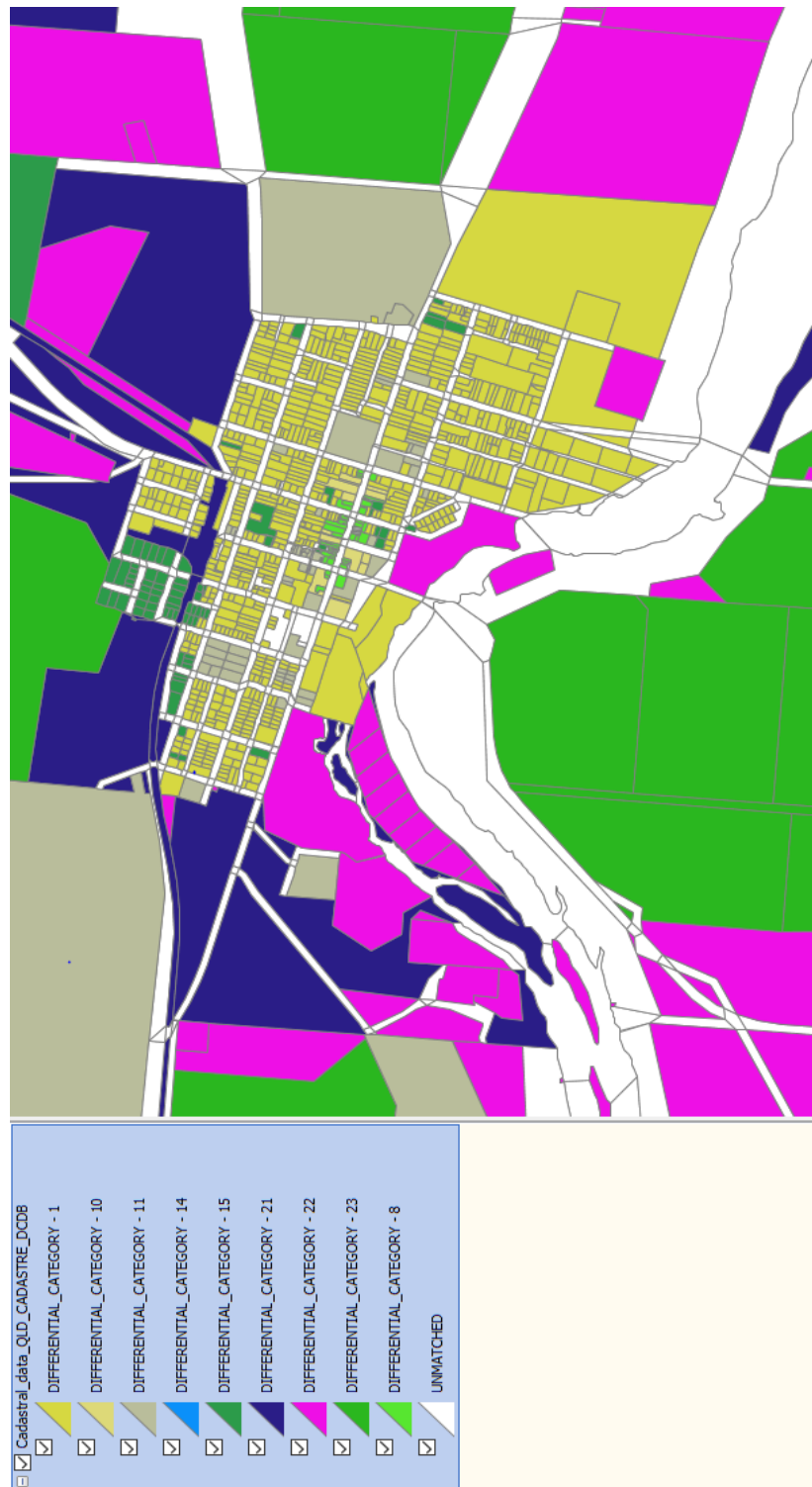
APPENDIX E – DEFINED WATER AREA – TAMBO



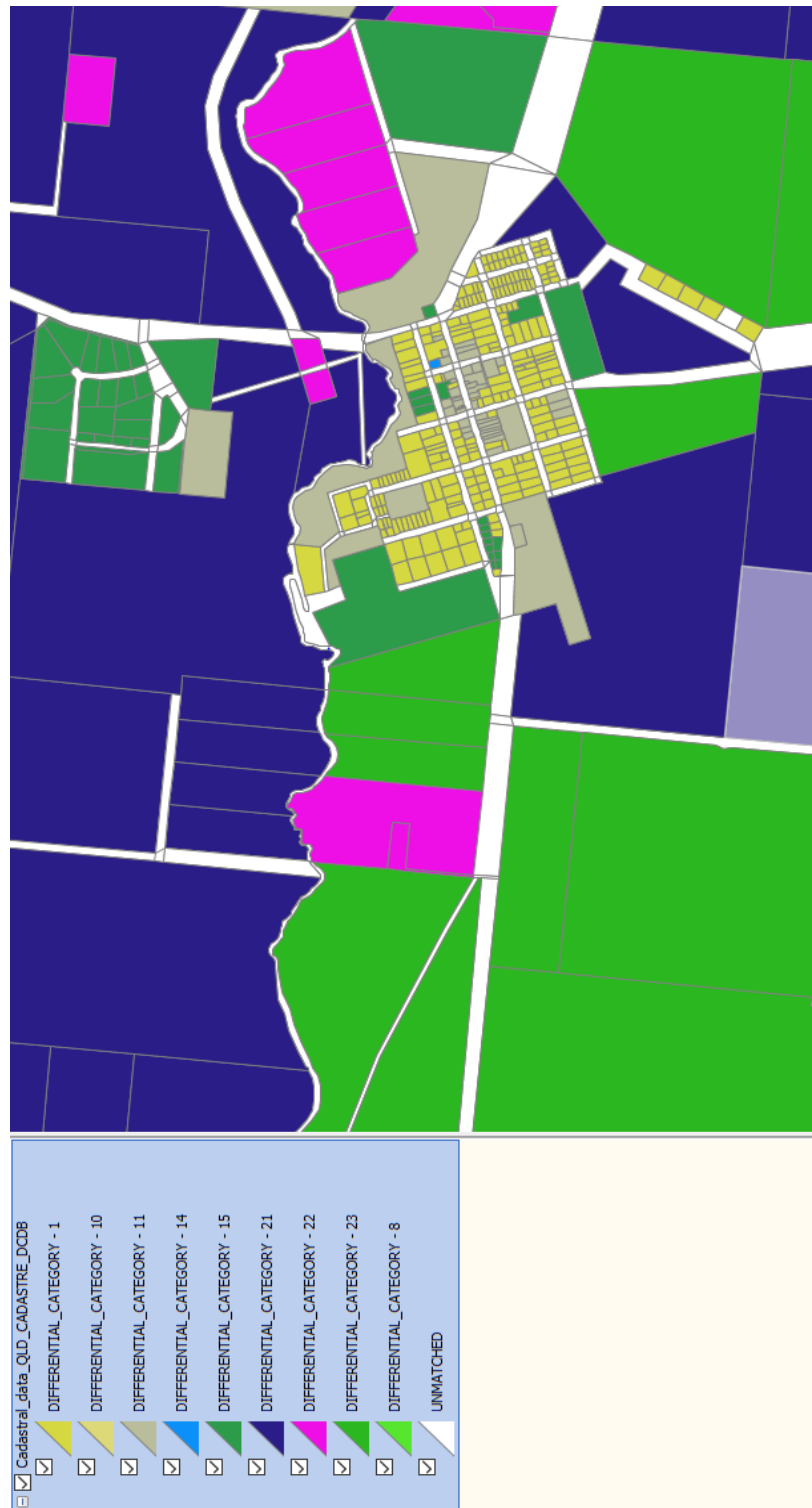
APPENDIX F – DEFINED SEWERAGE AREA – TAMBO



APPENDIX G – DIFFERENTIAL RATING CATEGORIES – BLACKALL



APPENDIX H – DIFFERENTIAL RATING CATEGORIES – TAMBO



OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.14

SUBJECT TITLE:

Debt Policy

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The *Local Government Regulation 2012*, section 192 states a local government must prepare and adopt a debt policy for a financial year. Council officers have reviewed and updated the Blackall-Tambo Regional Council Debt Policy.

Officer's Recommendation:

That the Debt Policy as presented be adopted.

Background

As per section 192 of the *Local Government Regulation 2012* – Debt policy

- (1) A local government must prepare and adopt a debt policy for a financial year.
- (2) The debt policy must state -
 - (a) The new borrowings planned for the current financial year and the next 9 financial years; and
 - (b) The period over which the local government plans to repay existing and new borrowings.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 192 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt a debt policy.

Attachments

1. 4 Debt Policy [2.1.14.1 - 2 pages]



Blackall-Tambo Regional Council

Debt Policy 2024/2025

Policy Number: Stat 11	Effective Date: 19.6.2024
Version Number: Thirteen	Review Date: 31.5.2024
Policy Compiled by: DFCCS	Next Review Date 31/5/2025
Policy Approved by: Chief Executive Officer	

HEAD OF POWER

Local Government Act 2009

Local Government Regulation 2012, Section 192

OBJECTIVE

To prescribe the circumstances and terms on which Council may borrow money.

DEFINITIONS/APPLICATION

This policy applies to all external borrowing of money by Council.

POLICY STATEMENT

It is Council's intention that, to provide a better service and value for money to ratepayers, Council will restrict the purpose of loans to asset acquisition and expenditure of a capital nature only. The service that will be provided by long term assets will benefit present and future generations; therefore, it is the opinion of Council that the cost should be shared between present and future generations.

The appropriate mix of debt to internal funding used is intended to provide the lowest long-term level of rates which does not over-commit the future, and which provides adequate flexibility of funding in the short term. The total debt will depend on the outlook for growth in the region. The term of the debt will relate to the life of the asset created but will not exceed 20 years for any individual asset.

Council at the 1 July 2024 is debt free.

Policy Number: Stat 11	Version number: Thirteen	Adopted by Blackall-Tambo Regional Council	Page 1 of 2
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Debt Policy

Proposed borrowing program for this budget year and the next nine (9) budget years:

YEAR	AMOUNT	PURPOSE
24/25	Nil	
25/26	Nil	
26/27	Nil	
27/28	Nil	
28/29	Nil	
29/30	Nil	
30/31	Nil	
31/32	Nil	
32/33	Nil	
33/34	Nil	

REVIEW TRIGGERS

This policy is required to be reviewed annually with the budget.

RESPONSIBILITY

This Policy is to be:

- a) Implemented by all Officers and Councillors; and
- b) Reviewed annually and amended to incorporate current decisions.

DATE NEXT REVIEW DUE

May 2025

CHANGES SINCE LAST REVISION

All loans have been fully repaid to the Queensland Treasury Corporation

RECORDS

When completed and approved the original, signed hard copy of the policy is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in Magiq.

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.15

SUBJECT TITLE:

Procurement and Disposals Policy

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The *Local Government Regulation 2012*, section 198 states a local government must prepare and adopt a procurement policy for a financial year and the policy must be reviewed annually. Council officers have reviewed the Blackall-Tambo Regional Council Procurement and Disposals Policy.

Officer's Recommendation:

That the Procurement and Disposals Policy as presented be adopted.

Background

Section 198 of the *Local Government Regulation 2012* Procurement Policy

- (1) A local government must prepare and adopt a policy about procurement (a procurement policy).
- (2) The procurement policy must include details of the principles including the sound contracting principles, that the local government will apply in the financial year for purchasing of goods and services.
- (3) A local government must review its procurement policy annually.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 198 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt a debt policy.

Attachments

1. 5 Procurement and Disposal Policy [2.1.15.1 - 13 pages]



Blackall-Tambo Regional Council

Procurement & Disposals Policy 2024/2025

Policy Number: Stat 21	Effective Date: 19 June 2024
Version Number: Fourteen	Review Date: 31 May 2024
Policy Compiled by: Chief Executive Officer	Next Review Date 31 May 2025
Policy Approved by: Chief Executive Officer	

PURPOSE AND SCOPE

This document sets out Council's policy for procurement activities in the organisation. Under section 198 of the Local Government Regulation 2012, Council must prepare and adopt a policy about procurement. The policy must include details of the principles, including the sound contracting principles that Council will apply in the budget year for purchasing goods and services. The policy must be reviewed annually.

The policy applies to all Council operations for the procurement of all goods, equipment and services, construction contracts and service contracts (including maintenance) to Council as defined in the *Local Government Act 2009* and the *Local Government Regulation 2012*.

POLICY STATEMENT

All procurement activity must be conducted to ensure that sound contracting principles of the *Local Government Act 2009* are considered in achieving:

- Value for money
- Open and effective competition
- Development of competitive local business and industry
- Environmental protection
- Ethical behaviour and fair dealing

VALUE FOR MONEY

The concept of value for money is not restricted to price alone. Value for money factors need to be specifically included in evaluation criteria and may include:

- Contribution to the advancement of Council's priorities
- Fitness for purpose, quality, services, and support
- Compliance with workplace, health, and safety requirements
- Internal administration costs

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

- Technical compliance issues
- Risk exposure

OPEN AND EFFECTIVE COMPETITION

Procurement should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all prospective suppliers.

DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

Council recognises the significant impact that its operations play in the local economy however also is mindful of its requirements to provide value for money outcomes through its procurement policy.

ETHICAL BEHAVIOUR AND FAIR TREATMENT

In this policy a local supplier is defined in Appendix D

All procurement related activities are to be conducted honestly and in a manner that is fair to all parties.

Identifying, declaring, and seeking advice into any perceived and/or actual situations that may give rise to a conflict of interest by any Officer involved in the end-to-end procurement process and ensuring perceived conflicts of interest are documented and recorded.

Ensuring that all procurements activities are undertaken in accordance with legal, statutory, and internal budgetary obligations.

Procurement officers should ensure that, where there is more than one local business providing goods or services on similar terms, that they are not unreasonably favouring one business over another business in their procurement activities. Providing ongoing procurement and contract training for all relevant staff prior to them exercising either a procurement and/or financial delegation that commits Council to a contract for the provision of goods and services.

Officers must not undertake order splitting to avoid the requirements of this policy.

Procurement of goods and services will be undertaken as follows:

- Tenders – procurement from a supplier over the value of \$200,000 (excluding GST) in a budget year must be conducted by an open tender process. Tender processes are outlined in Appendix A.
- Quotes –Quote requirements for the purchase of goods and services are outlined in Appendix B.
- Emergent Works – when services are required at short notice (in less than 7 days from the calling of quotes), with the authorisation of the senior management, an officer may obtain quotes for a suitably qualified supplier without using Vendor Panel.
- Genuine Emergencies – an officer may procure goods or service without obtaining quotes when a genuine emergency exists. A genuine emergency includes actual or potential flood damage, storm damage, bushfire, accident etc

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

and where action must be taken to protect public assets by immediate action.
The procurement must be authorised by senior management.

PREFERENCE FOR LOCAL SUPPLIERS AS DEFINED IN APPENDIX D

Council may accept a tender, quote, or offer from a local supplier in preference to a comparable tender or offer from a non-local supplier even if the tender or offer from a non-local supplier has been assessed as more favourable in terms of one or more of the assessment criteria applied (including but not limited to price), and so long as the selected local supplier can meet Council's requirements at a high standard which is comparable to that of other offers.

EXEMPTION FROM REQUIREMENT TO TENDER OR QUOTE

In accordance with Sections 229-235 of the *Local Government Regulation 2012* Council can enter a contract to a value above \$200,000 without a tender or a contract above \$15,000 and less than \$200,000 without seeking quotations if:

- (a) Council resolves that it is satisfied that there is only one supplier available; or
- (b) Council resolves that the services being sought are of such a specialised or confidential nature that it would be impractical or disadvantageous to seek quotations or tenders; or
- (c) A genuine emergency exists; or
- (d) The contract is for purchase of goods and is made by auction; or
- (e) The contract is for the purchase of second-hand goods; or
- (f) The contract is made with a person on an approved contractor list; or
- (g) The contract is made with a supplier from a register of prequalified suppliers; or
- (h) The contract is made with a supplier from a register of preferred supplier; or
- (i) The contract is made under a LGA Arrangement i.e., Local Buy; or
- (j) The contract is made under an arrangement with a government body.

EVALUATION OF OFFERS

At least two officers of the Council shall be involved in the evaluation, awarding and administration of all procurement transactions.

Officers must keep appropriate records to satisfy audit requirements and to establish that the principles and procedures contained in this Policy have been complied with. When evaluating offers, Council officers shall have regard to the sound contracting principles as outlined in Appendix C including support for local business and industry as outlined in Appendix D.

Officers must accept the tender or quote most advantageous to Council. The officer may decide not to accept any tender or quote.

All contractors and suppliers of goods or services shall ensure that the work undertaken for goods supplied comply with Council's Occupational Health and Safety requirements.

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Regional Council

Procurement & Disposal Policy

Weightings

When evaluating the offers received, weightings are used as a means of determining the offer most beneficial to Council. Weightings must be applied consistently in the evaluation process and documented for audit purposes.

In accordance with Section 104 of the *Local Government Act 2009* Council will accept the offer most advantageous to it.

In deciding which offer is most advantageous Council will have regard for the sound contracting principles. All offers will be evaluated on appropriate selection criteria. Typical selection criteria may include but are not limited to compliance with specifications, price, suitability of guarantee of goods and services quality, quality assurance status and past performance, experience, knowledge, and ability to perform.

PUBLISHING DETAILS OF CONTRACTS ENTERED THAT EXCEED \$200,000 (EX. GST)

Council will display contracts over \$200,000 (excluding GST) in accordance with Section 237 of the Regulation on Council's website and on noticeboards at each of its Customer Contact Centres at Blackall and Tambo.

SPECIFIC PROCUREMENT CATEGORIES

Building Services

Council will maintain a Pre-Qualified Supplier Register for building services (plumbing, carpentry, electrical, fencing etc).

Suppliers will be placed on the Register after conducting a full tender process. Tenders for the Pre-Qualified Supplier Register will be called every 12 months with suppliers remaining on the Register for 24 months.

Council may procure building services from any supplier on the local pre-qualified supplier register.

Suppliers must provide an hourly rate for the provision of services which may be updated after 12 months on the register.

Fuel

Council will use the Local Buy Pre-Qualified Supplier for fuel.

Plant Purchases

Suppliers of plant valued at more than \$15,000 (excluding GST) must provide after sales service as requested by the procurement officer in the quote documentation.

Plant and Equipment Parts and Servicing

The procurement of parts and servicing for plant and equipment owned by Council may be made with the authorised agent, or another supplier providing genuine parts for that plant and equipment, without obtaining more than one quote.

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

Plant Hire

Council will maintain an Approved Contractor Register for plant hire. Suppliers will be placed on the Register after conduction a full tender process.

Tender for the Approved Contractor Register for plant hire will be called every 12 months with suppliers remaining on the Register for 24 months.

Weightings for Plant Hire are as follows:

Assessment Factor	Score
Conformance	Yes/No
Availability	Yes/No
Machine Size	Yes/No
Adjusted Price	15
Operator Experience	2
Documented Work History	3
Incumbent (only to be used if other scores are equal)	1

- Conformance = the quotation form is completed in full and meets all requirements.
- Availability = the contractor can start when required and is available for the full period of job.
- Machine Size = the machine is comparable to the size requested and is suitable to perform the job.
- Adjusted Price = quoted price adjusted for the local business weighting and carrying capacity (where applicable).
- Operator Experience = assessment of the operator's proven work experience and local knowledge of soils, terrain, and conditions.
- Documented Work History = assessment of the operator and owner's work history including environmental issues, reliability, condition of machines. Evidence of unsatisfactory work history must be documented.
- Incumbent = currently working for Council on that job.

Community Care Services

Council officers will comply with the Policy for the procurement of goods and services for community care services except where a client exercises their right to choose their supplier of goods and services.

VARIATIONS

Any variation to a quotation or tender requires approval by the Authorised Officer and CEO.

Purchase orders for variations – see Appendix B.

DISPOSAL OF VALUABLE NON-CURRENT ASSETS

In accordance with Section 227 of the *Local Government Regulation 2012* Council will dispose valuable non-current assets by auction or inviting tenders.

A valuable non-current asset is—

- (a) Land; or

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(b) Another non-current asset that has an apparent value that is equal to or more than the following limits.

- ☐ for plant or equipment—\$5,000.
- ☐ for another type of non-current asset—\$10,000

EXEMPTION FROM DISPOSAL BY AUCTION OR TENDER

In accordance with *Local Government Regulation 2012* goods with an apparent value of less than the above thresholds do not have to be auctioned or tendered and can be disposed of at the discretion of the CEO. In exercising this discretion, the CEO will have consideration to the following principles: -

- (a) Open and effective competition.
- (b) The best return for Council;
- (c) Environmental protection; and
- (d) Ethical behaviour and fair dealing.

EXEMPTION TO DISPOSAL BY AUCTION OR TENDER

In accordance with Section 236 of the *Local Government Regulation 2012* Council may dispose of non-current assets other than by tender or auction if:

- (a) The disposal is to a government body; or
- (b) The disposal is to a community organisation that is a non-profit entity or exists for a public purpose; or
- (c) The non-current asset has been offered for sale by tender or auction but was not sold; and
- (d) Is sold for more than the highest tender or auction bid that was received; or
- (e) For non-current assets other than land, the disposal is by way of a trade-in for the supply of goods or services to Council.
- (f) The Minister exempts Council from complying with section 236 of the *Local Government Regulation 2012*.

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

APPENDIX A Tenders

Tenders must be invited before making a contract for the conducting of work or for the supply of goods or services involving a cost of more than \$200,000 (excluding GST).

An exception for the requirement to tender may be applied as outlined in Appendix B, only with the written approval of the Chief Executive Officer.

Tenders may be invited for contracts of less than \$200,000 (ex GST).

The invitation to tender must be placed in an advertisement in a newspaper circulating in the Blackall-Tambo Regional Council area and must allow at least 21 days from the day of the advertisement to the close of submission of tenders.

Tenders may be lodged by facsimile, email, post or through Vendor Panel.

Tender specification must set out the minimum performance requirements, dimensions, and purpose for which the goods/service are required.

- (a) Functional Specifications: functional specifications should outline the proposed role of the product in achieving the desired result. The specifications will define the task or desired result and may describe the general form of the goods and services required.
- (b) Performance Specifications: performance specifications should detail the required performance characteristics which will be subject to testing on delivery to demonstrate compliance with the specifications. Such specifications may include maximum and minimum performance criteria and methods of measuring performance.
- (c) Technical Specifications: technical specifications should detail the physical description of the product including elements such as size, capacity, rating, and materials.
- (d) Material Specifications: material specifications should state the physical characteristics of material – basic, semi-fabricated or compound. They will be used for describing specific material and may refer to specific commercial or industrial standards.

Local Employment

All tender proposals must provide details of the proposed procurement from and/or employment of local Blackall-Tambo Regional Council residents, businesses, and contractors for the tender project.

Tender Security

Tenders shall close at the time, date and place stated in the tender documents.

Tender documents received after the advertised closing date and time shall be deemed invalid.

Tender Opening

Two nominated Blackall-Tambo Regional Council representatives shall conduct the opening of tenders.

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Regional Council

Procurement & Disposal Policy

Changes to Tenders

If Council changes a tender specification or requirement, Council must invite all the persons who have submitted a tender to change their tender to take account of the change in the tender specifications or requirements.

Tender Assessment

Tenders shall be assessed using an assessment matrix developed for that tender. The matrix must include the local business weighting as outlined in Appendix D.

Tenders over \$200,000 must be presented to Council for formal approval.

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

APPENDIX B Quoting Procedures

All purchases must comply with the five sound contracting principles.

- (a) Up to \$100: purchases up to \$100 may be made of Petty Cash or an estimated order up to a pre-determined amount not exceeding \$100.
- (b) Purchase Orders – Up to \$999
A purchase order shall be signed and issued after obtaining a minimum of one verbal or written quote and noted on the quote record form.
If more than one local business can supply the goods or services, the officer should ensure that Council is providing the opportunity to quote to all local businesses.
If there is no local business that can supply the goods or services – A purchase order may only be signed and issued after obtaining a minimum of one written quote.
- (c) Purchase Orders – From \$1,000 Up to \$14,999
A purchase order may only be signed and issued after:
 - i. seeking two written quotes and assessing those quotes in accordance with this Policy.
 - ii. Variations greater than 5% of the quoted amount will require an additional purchase order.
- (d) Purchase Orders – From \$15,000 Up to \$199,999
A purchase order may only be signed and issued after:
 - i. seeking quotes using Vendor Panel and recording the quotes on a Quote Record Form and assessing those quotes in accordance with this Policy; or
 - ii. seeking three written quotes which complies with one of the exceptions at (f) below.
 - iii. Variations greater than 2.5% of the quoted amount will require an additional purchase order.
- (e) Purchase Orders - \$200,000 (ex GST) or greater:
 - i. Tenders must be invited for contracts estimated to cost more than \$200,000 (ex GST).
 - ii. Council may enter a contract without calling tenders by obtaining a minimum of one written quote which complies one of the exceptions at (f) below.
 - iii. Contract over \$200,000 (ex GST) must be approved by Council even if an exception is used.
 - iv. Any variation exceeding the tender amount will require an additional purchase order.
- (f) Exceptions:
A purchase order may be raised after complying with one of the following exceptions:
 - i. accessing a supplier from Council's Register of Approved Contractors; or
 - ii. accessing a supplier from Council's Register of Pre-qualified Suppliers; or
 - iii. accessing a supplier from Council's Register of Preferred Suppliers; or
 - iv. accessing a LOCALBUY arrangement; or
 - v. there is only one supplier who is available; or
 - vi. where because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders; or
 - vii. a genuine emergency exists; or
 - viii. goods or services for emergent works with a value of less than \$15,000; or
 - ix. the purchase of goods at an auction; or

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

- x. the purchase of second-hand goods; or
- xi. the contract is made with a government body or government arrangement.

The reason for applying an exception must be recorded on the Quote Record Exception Form and must be authorised by senior management.

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Procurement & Disposal Policy

APPENDIX C Sound Contracting Principles

All Council procurement transactions shall have regard to the five sound contracting principles:

(a) Open and Effective Competition

Council will

- i. ensure all suppliers wishing to conduct business with Council have a reasonable opportunity to do so.
- ii. maximise the prospect of obtaining the most cost-effective outcomes.
- iii. ensure there is no favouritism to suppliers.
- iv. ensure contracts are awarded based on merit and
- v. ensure Council's procurement procedures are visible to the Council, the public and suppliers.

(b) Value for Money

Council believes value for money.

- i. represents the best return and performance from the money spent over the extended life of the product or service.
- ii. does not always mean the lowest price.
- iii. can be achieved using open specifications that provide the alternative offers and enhance the prospect of receiving value for money and
- iv. will be enhanced through quality assurance systems.

(c) The development of competitive Local Business and Industry

Council will:

- i. enhance the opportunity for local suppliers of goods and services to be considered for Council business; and
- ii. encourage and give local suppliers every opportunity to compete for Council business.

(d) Environmental Protection

Council will encourage environmentally sustainable development by promoting purchasing practices which.

- i. conserve resources
- ii save energy.
- iii minimise waste.
- iv protect human health.
- v maintains and improve environmental quality and safety and
- vi promote the use of recycled materials.

(e) Ethical Behaviour and Fair Dealing

Council will implement practices that.

- i. operates with impartiality and openness
- ii have a high degree of integrity.
- iii advance the interest of the Council and

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

iv avoid suppliers who seek favours and operate outside of competition and the policies encompassed in this document.

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Blackall-Tambo
Regional Council

Procurement & Disposal Policy

APPENDIX D Development of Competitive Local Business and Industry

The Council shall support local business and industry by procuring goods and services locally within the Blackall-Tambo Regional Council area where possible and when in accordance with this Policy. This will be achieved by:

- (a) Actively seeking out known local suppliers and supplies.
- (b) Ensuring quotes include freight to point of delivery in the total cost.
- (c) Ensuring that purchases and projects are not structured to exclude local suppliers.
- (d) Avoiding non-standard specifications which local suppliers cannot meet.
- (e) Improving the local community's understanding of the Council's procurement policy.
- (f) Designating businesses into categories (as described below) and applying the following weights to quotes and tenders from local businesses:

Value of Goods or Services ex. GST	Category zero	Category one	Category two
\$0 - \$49,999	0%	10%	7.5%
\$50,000 - \$199,999	0%	5%	4%
\$200,000 - \$999,999	0%	2.5%	1.5%
\$1,000,000 or greater	0%	0%	0%

(When assessing price, the local business price is to be reduced by the applicable percentage prior to the allocation of an adjusted price score in the assessment matrix.)

Local Business Categorisation

A register of categorised local businesses will be compiled and maintained by the Chief Executive Officer.

A **Category 0** Business is a business which is not defined by the two categories below.

A **Category 1** Business is a business which complies with all the following:

1. The business owners are ratepayers and reside within the Blackall-Tambo Regional Council area; and
2. The business owns or leases a business premises or depot within the Blackall-Tambo Regional Council area; and
3. The business employs or subcontracts people residing in the Blackall-Tambo Regional Council area (the owners are treated as employees for the purpose of this clause).

A **Category 2** Business is a business which complies with all the following:

1. The business owns or leases a business premises or depot located within the Blackall-Tambo Regional Council area; and
2. The business employs or subcontracts people residing in the Blackall-Tambo Regional Council area (the owners are treated as employees for the purpose of this clause).

Policy Number: Stat 21	Version number: Fourteen	Adopted by Blackall-Tambo Regional Council 19 June 2024	Page 13 of 13
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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.16

SUBJECT TITLE:

Operational Plan

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

In accordance with sections 174 and 175 of the *Local Government Regulation 2012* Council must prepare and adopt an annual operational plan for each financial year.

Officer's Recommendation:

That the 2024-2025 Operational Plan as presented be adopted.

Background

Under section 174(1) of the *Local Government Regulation 2012* Council is required to prepare and adopt an annual operational plan for each financial year that reflects its commitment to the Corporate Plan and is consistent with the annual budget.

The operational plan for the 2024-2025 financial year has been prepared in accordance with section 175(1) of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	
Legal & Regulatory	Low	Compliant with section 175 of the <i>Local Government Regulation 2012</i> .	
People	Low	Nil	
Operational	Medium	Nil	
Environmental	Medium	Nil	
Strategic	Medium	Nil	
Ethical	Low	Nil	
Reputation	Low	Nil	
Leadership	Low	Nil	

Proposed Risk Treatment

Nil

Attachments

1. 6 Operational Plan 2024 2025 [**2.1.16.1** - 9 pages]

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Arts & Culture						
Blackall Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	2024/2025	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council
Tambo Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	2024/2025	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council
Aerodromes						
Blackall Airport	DWS	To maintain the airport to a high standard while considering new processes that reduce losses to Council.	2024/2025	Regular programs implemented to maintain the highest safety and security standards. Comply with audit recommendations.	\$67,000 Maintenance	Council
Blackall Airport	DWS	Cracks to be fixed in the concrete and line making carried out.	2024/2025	Meets all regulatory requirements	\$75,000	Council
Tambo Airport	DWS	Line marking to be carried out \$25,000 and survey of surrounding area to be undertaken \$25,000	2024/2025	Meets all regulatory requirements	\$50,000	Council
Tambo Airport	DWS	Expansion of the RFDS to Tambo	2024/2025	To meet all current regulatory standards	\$20,000 Maintenance	Council
Arrange emergency services training needs where necessary.	CEO	Funds available for continued training of SES Officers and maintenance of equipment.	2024/2025	Local Controllers to maintain SES membership and provide training in line with LG and EMQ requirements	Ongoing	Council and QFES
Blackall-Tambo Disaster Management Plan	CEO	Working group formed to review the plan and approve amendments periodically.	2024/2025	Group meetings continually reviewing and adjusting plans as required.	Ongoing	Plan adopted 3 May.
Aged and Disability Services						
Community Development Program	DFCCS	The program is funded by the department of seniors and disability to support community activities.	2024/2025	Monitored through the successful interventions offered to the community.	\$279,800	State
Western Queensland Primary Health Network (WQPHN)	DFCCS	This program covers allied health \$75,000, healthy ageing \$55,000, healthy promotion \$24,200. Council contributes and additional \$25,800 to healthy promotion. WQPHN additionally funds the podiatrist direct.	2024/2025	Comply with all regulations	WQPHN \$154,200 Council \$25,800	Federal

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Business						
Blackall Saleyards	CEO DWS Manager	Built in Hay Feeders	2024-2027	Meets all WHS and regulatory requirements	\$50,000	Council
Blackall Saleyards	CEO DWS Manager	One Loading Ramp Catwalk - WHS issue	2024-2027	Meets all WHS and regulatory requirements	\$90,000	Council
Cemeteries & Memorials						
Tambo Cemetery	DWS	Maintain cemeteries in a manner expected by the public.	2024/2025	Positive feedback from community on the appearance and condition of cemetery's. Upgrade of the Tambo Cemetery is underway.	\$12,000	Council
Blackall Cemetery	DWS	Maintain cemeteries in a manner expected by the public.	2024/2025	Positive feedback from community on the appearance and condition of cemetery's.	\$30,000	Council
Council Buildings/Facilities						
Aged Housing	DFCCS	Maintain the workshop yard and provide the best possible standard of accommodation to employees. Address all WHS issues.	2024/2025	Maintenance undertaken in a timely fashion with safety aspects addressed. Tenant satisfaction received periodically with regards to condition of housing.	Ongoing	Council
Council housing - staff housing	DWS	19 Arthur Street, 90 & 97 Thistle Street. Internal repair and paint.	2024/2025	Bringing properties back up to a good standard	\$50,000	Council
Cultural Centre - stump repairs	DWS	The level of the building is becoming uneven	2024-2027	Meets all regulatory and WHS requirements	\$60,000	Council
Cultural Centre - repairs	DWS	Macrosphere to continue improvements	2024/2025	Meets all regulatory and WHS requirements	\$240,000	W4Q 2024-2027
Tambo Administration Building	DWS	External repairs and paint	2024-2027	Meets all regulatory and WHS requirements	\$300,000	W4Q 2024-2027
Tambo Shire Hall	DWS	Replace floor timber where necessary and sand	2024/2025	Meets all regulatory and WHS requirements	\$20,000	Council
Shade Structures for TMPC, Tambo Hall, Blackall Carpark	DWS DFCCS	Shade structures so these areas can be used by the public.	2024/2025		\$150,000	Council

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Communications						
NCOM - Checking Transmitting Towers	DWS	Allocation to commence a five year maintenance contract with N-COM	2024/2025	Objective is to keep all towers functional	\$30,000	Council
Rosclare Tower	DWS	Funding for purchase of tower and installation.	2024/2025	Meets all regulatory requirements	\$75,000	Council
Tambo TMPC LED sign	DWS	Purchase and installation	2024/2025	Meets all regulatory requirements	\$24,000	Council
Tambo TV Transmitters	DWS	As required to keep the systems operational	2024/2025	Channel 7 repaired awaiting parts for channels 9 and 10.	\$20,000	Council
Plant and Equipment						
Plant replacement program	CEO DWS	Annual review of Council's plant and machinery purchases.	2024/2025	Purchases and sales budgeted for and consistent with Council's adopted purchasing policy.	\$828,500	Council
Two Generators on trailers for Tambo	DWS	Not enough power to run all appliances at community events	2024-2027	To meet all current regulatory standards.	\$40,000	W4Q 2024-2027
Avgas Aviation Tank Repairs - Blackall Airport	DWS	Upgrade of avgas aviation tanks	2024/2025	To meet all current regulatory standards.	\$70,000	Council
Public Health						
Blackall Asbestos Pit Fencing	EHO	Pit dug requires to be securely fenced	2024/2025	To meet all current regulatory standards and address all WHS issues.	\$70,000	LRCI Phase 4 \$40,000 Council \$30,000
High standards of public health and safety are maintained in the Region	EHO	The employment of an EHO is being explored on a shared basis by RAPAD Shires. EHO to conduct annual inspections for health related compliance as necessary	2024/2025	EHO to have undertaken all required inspections as per established program with reports provided to Council where appropriate.	Ongoing	Council
	EHO	EHO to be available to provide expertise on environmental health matters through the year or on an as required basis.	2024/2025	Reports to CEO to address environmental health matters with the type and level of information provided and / or action taken.	Ongoing	Council

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Water supply quality monitored and maintained to Australian standards	EHO	Undertake water sampling to ensure water supplies are maintained for safe domestic use.	2024/2025	Samples undertaken as required and action taken immediately if sample indicates non conformance to Qld Health requirements.	Ongoing	Council

Public Conveniences

Public Conveniences maintained to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2024/2025	Condition of public conveniences meeting health and safety standards at all times.	Ongoing	Council
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Recreational Activities

Tambo Courthouse (Formerly library and VIC)	CEO DFCCS	Redesign the inside of the building into a mock up courtroom using photos and articles from various archives in Qld.	2024/2025	Meets all regulatory and WHS requirements	\$100,000	Council
Tambo Scrubby Bend	DWS	Construct shed	2024/2025	Meets all regulatory and WHS requirements	\$20,000	Council
Blackall Rodeo and Campdraft	DWS	Balance of project - two tanks and troughs, Disability ramp, reduce slope to shed..	2024/2025	Meets all regulatory and WHS requirements	\$96,000	Council
Blackall Showgrounds Oval	DWS	Replace faulty lights with LEDs.	2024/2025	Meets all regulatory and WHS requirements	\$30,000	Council
Blackall Pool Lift	DWS	Purchase and install	2024/2025	Meets all regulatory and WHS requirements	\$20,000	Council
Tambo Netball Court	DWS	Estimate of council contribution if grant successful	2024/2025	Meets all regulatory and WHS requirements	\$50,000	Council
Tambo Pool Heating	DWS	Install a heating system so the pool can have greater use in cooler months.	2024/2025	Meets all regulatory requirements	\$100,000	Council

Roads, Footpaths & Pavements

Shamrock Street	DWS	Shamrock Street Beautification - second stage	2024/2025	To meet all current regulatory standards.	\$ 100,000	LRCI Phase 4
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Blackall-Tambo Regional Council		Operational Plan 2024/2025				
	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Dahlia and Larkspur Streets	DWS	Stormwater Drainage	2024-2027	To meet all current regulatory standards.	\$ 370,000	W4Q 2024-2027

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Roads, Footpaths & Pavements						
Landsborough Highway	DWS	Tambo-Blackall rehabilitate pavement	2024/2025	To meet all current regulatory standards.	\$ 4,121,400	TMR
Landsborough Highway	DWS	Aug-Tambo reconstruction works NDR	2024/2026	To meet all current regulatory standards.	\$ 394,600	TMR
Tumbar and Neverfail Roads	DWS	floodway's and re-sheeting	2024/2025	To meet all current regulatory standards.	\$ 400,000	TIDS \$200,000 Council \$200,000
Rest areas	DWS	To be confirmed	2024/2025	To meet all current regulatory standards.	\$ 100,000	TMR
St Andrews Street - Footpath from Thistle Street to Shamrock Street (East) access to St Joey's school.	DWS	Kerb, Channel and Footpath	2024-2027	To meet all current regulatory standards.	\$ 200,000	W4Q 2024-2027
Queen Elizabeth & Charles Streets - Drainage	DWS	Protect against stormwater flooding	2024-2027	To meet all current regulatory standards.	\$ 150,000	W4Q 2024-2027
QRA Betterment Program	DWS	BE4 Stabilise Pavement install new RCBC	2024/2025	To meet all current regulatory standards.	\$ 671,000	QRA \$597,200 Council \$73,800
QRA Flood Damage	DWS	Flood damage to be completed by	2024/2025	To meet all current regulatory standards.	\$12,500,000	QRA
R2R	DWS	Five year plan 2024 - 2029	2024/2029	To meet all current regulatory standards.	\$7,113,500	R2R
Tumbar Road	DWS	Specific parts - Repair and reseal	2024/2025	To meet all current regulatory standards.	\$ 774,700	LRCI Phase 4 \$466,300 Council \$308,300
Ravensbourne Road	DWS	Repair and reseal	2024/2025	To meet all current regulatory standards.	\$ 270,000	LRCI Phase 4 \$160,000 Council \$110,000
Tambo Edward Street	DWS	Drainage - stormwater protection	2024-2027	To meet all current regulatory standards.	\$ 100,000	W4Q 2024-2027
Tambo - Footpaths, Kerb and Channelling	DWS	As required	2024-2027	To meet all current regulatory standards.	\$ 100,000	W4Q 2024-2027
RMPC Maintenance Contracts	DWS	Routine maintenance	2024/2025	To meet all current regulatory standards.	\$ 2,931,000	TMR

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Roads, Footpaths & Pavements						
Rural Roads (maintenance)	DWS	Council rural road maintenance program for 2024/2025	2024/2025	Schedule undertaken and roads maintained within budget limitations.	\$ 1,000,000	Council
Town streets (maintenance)	DWS	Council road / town maintenance program for 2023/2024	2024/2025	Schedule undertaken and roads maintained within budget limitations.	\$ 500,000	Council
Sewerage						
Capital improvements	DWS	As required	2024/2025	To meet all current regulatory standards.	\$100,000	Council
IMHOFF Tank and Clarifier	DWS	Applications for funding to be announced 24-25 under State Gov Program LGGSP	2025-2028	To meet all current regulatory standards.	\$4,500,000	LGGSP
Stock Routes / Pest Management						
Central West Regional Biosecurity Plan	CEO / Ranger Coord	The Central West Biosecurity Plan outlines the strategies to be followed and implemented by the seven councils in this area.	2024/2025	The report lists the performance indicators which are reported to Council by the Ranger Coordinator.	Ongoing	Council
Stock Routes - Capital Program	CEO / Ranger Coord	Install a solar operated bore at Yalleroi	2024/2025	To meet all current regulatory standards.	\$60,000	DNR
Tourism						
Blackall Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service to all visitors. Keeping RAM Park well maintained to attract additional visitors who wish to see how people in earlier times lived.	2024/2025	Appropriate training made available through workshops and training sessions with other VICs in the region.	Ongoing	Council
Collective approach to tourism	CEO DFCCS	Work co-operatively with regional tourism groups and government agencies.	2024/2025	Arrange and attend workshops with external organisations and apply for relevant grants.	Ongoing	Council

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Tourism						
Blackall Precinct	CEO DWS	Contribution to the project and cost of plans for grant application	2024/2025	On completion the facility will be transferred to Council	\$3,000,000	Council
Tambo Truck Museum BOR	DFCCS	To support the preservation of the history of the trucking industry in Tambo and to provide an additional attraction for tourists and locals.	2024/2025	Building structure complete, two trucks installed inside the building, history of the trucking industry in Tambo being put together for museum exhibits.	\$15,000	Council
Tambo Visitor Information Centre	DFCCS	Move to Grasslands building after 2024 tourist season is complete	2024/2025	Require MOU to be revised between Council and the Arts Council to allocate responsibilities	Sept/Oct	
Town Halls						
Maintain and upgrade to community expectations	DFCCS	Continued maintenance and renewal of facilities to ensure WHS standards are maintained for public access.	2024/2025	Repairs and maintenance undertaken in a timely fashion with safety standards being met as required. Positive feedback from the public.	Ongoing	Council
Waste Management						
Maintain high quality of service to the public	DWS / EHO	Council to ensure collection and disposal of refuse in the region is efficient and cost effective.	2024/2025	Maintenance budget for the upgrade of the Blackall Tip	\$ 60,000.00	Council
Water Reticulation						
Capital improvements	DWS	Provide for upgrade of existing infrastructure - replacement of water mains, valves and service connections. Water saving initiatives.	2024/2025	To meet all current regulatory standards and address all WHS issues.	\$100,000	Council

Blackall-Tambo Regional Council

Operational Plan 2024/2025

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Capital Costs	Funding Source
Work Health and Safety						
Develop a system of WHS that is appropriate for BTRC	CEO DWS DFCCS WHSO HRO	Council officers to work in a co-operative manner with the WHS Officer together with officials from TMR and other Government Departments to ensure Council is compliant at all times.	2024/2025	Council has retained its TMR Certification and continues to strengthen the system of WHS so it is a safe place for employees.	\$220,000	Council
WHS Staff Training	CEO DWS DFCCS WHSO HRO	Training and retraining of staff so they are proficient in all activities of LG which will reduce the risk of harm to employees..	2024/2025	All tickets, certificates recorded in WHS records and expiry dates noted.	\$80,000	Council

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.17

SUBJECT TITLE:

Fees and Charges 2024-25

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The budget documents include a draft Fees and Charges schedule for 2024-2025 and Council is being asked to consider adopting this schedule.

Officer's Recommendation:

That the Fees and Charges for 2024-2025 as presented be adopted.

Background

Section 97 and 98 of the *Local Government Act 2009* has provisions for a local government under law or resolution, fix a cost recovery fee and a local government must keep a register of its cost-recovery fees.

Council officers have reviewed the existing fees and charges, and these were presented for discussion at the Councillor workshop.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 97 and 98 of the <i>Local Government Act 2009</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. Council is required to adopt fixed cost-recovery fees.

Attachments

1. 15 Fees and Charges [2.1.17.1 - 10 pages]

Blackall-Tambo Regional Council		Fees and Charges 2023-24		Fees and Charges 2024-25	
		Blackall	Tambo	Blackall	Tambo
Index					
1 - Administration			12 - Paddock Leases		
2 - Animal Management			13 - Council Housing		
3 - Halls, Grasslands & MPC			14 - Engineering -gates, grids, roads		
4 - Sport & Recreation Facilities			15 - Water & Sewerage		
5 - Tables, Chairs, Marquee, Bar & Stage			16 - Building & Planning Fees		
6 - Plant & Equipment Hire			17 - Waste disposal		
7 - Materials			18 - Airport		
8 - Licences (food, high risk, use of roads)			19 - Saleyards		
9 - Gym Fees			20 - Cemeteries		
10 - Parks & Reserves			21 - Library, NDIS		
11 - Town Common & Pound yard			22 - Aquatic Centres		
	Blackall	Tambo	Blackall	Tambo	
1. ADMINISTRATION	Price Including GST		Price Including GST		
Right to Information (Regulatory)					
Application Fee (RTI Regs 2009)	55.75		As per RTI Regulation		
Processing Fee when processing time is less than or equal to 5 hours	Nil		As per RTI Regulation		
Processing Fee when processing time is greater than 5 hours	\$8.65 per 15 minutes or part thereof		As per RTI Regulation		
RTI Photocopying - per page	0.25		As per RTI Regulation		
Miscellaneous Charges					
Binding Fee per Copy	5.50		5.50		
Laminating- A4 per copy	2.00		2.00		
Laminating - A3 per copy	3.50		3.50		
Photocopying/Printing (Black and White) - A4 & A3 per copy	0.50		0.50		
Photocopying/Printing (Colour) - A4 & A3 per copy	0.80		0.80		
Permit Fees (Annual and Individual Events)					
Application for Permit	60.00		60.00		
Renewal of Permit	60.00		60.00		
Publications (Regulatory)					
Annual Reports & Corporate Plan per copy	6.00		6.00		
Local Laws (per local law) per copy	11.00		11.00		
Minutes, Policy Documents, Statement of Affairs per document	6.00		6.00		
Subordinate Local Laws (per subordinate law) per copy	11.00		11.00		
Town Planning Scheme per copy	45.00		45.00		
Phone Book - residential	1 Free Book		1 Free Book		
Phone Book - businesses	2 Free Books		2 Free Books		
Additional copies of phone books	Free		Free		
Postage to be charged where hard copies are to be posted	12.00		12.00		
Publications (Commercial)					
Australia's Thermal Way per copy	25.00		25.00		
A Good Story Told per copy	4.00		4.00		
Belle of the Barcoo per copy	35.00		35.00		
Pastoral Country per copy	6.00		6.00		
Postage for the book by mail per copy	12.00		12.00		
Rates Notice					
Reprinting of Rates Notice (emailing/faxing/posting)	5.50		5.50		
Keys					
Lost or Non-Returned Keys	160.00		160.00		
Overdue Key Fee (per week)	12.00		12.00		
Property					
Standard rate search per rate assessment	170.00		175.00		
Change of ownership fees (invoiced on rate card)	55.00		55.00		
Search Fee building plans	100.00		105.00		
Novation Deed for Water Access Agreements			110.00		

2. ANIMAL MANAGEMENT	Price Including GST	Price Including GST
Registration Fees - Dogs over 3 (three) months (no refund on registration fees paid)		
Entire Dogs	60.00	60.00
Desexed Dogs	20.00	20.00
Desexed Dogs (Aged Pensioner Concession applies)	10.00	10.00
Guide Dogs & medically certified companion dog	0.00	0.00
Declared Dangerous Dogs	1,000.00	1,000.00
Menacing Dogs	500.00	500.00
Replacement Tag	5.00	5.00
<i>New registrations after 1st January of Financial Year - 50% of Full Fee</i>		

Blackall-Tambo Regional Council	Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo
Additional Animals Permit				
Application Fee (Non-Refundable) Per Application	150.00		150.00	
Additional Dog (third and subsequent dogs) Registration Fee - Per Dog	120.00		120.00	
Other Animal Permit Fee	40.00		40.00	
Impounding Fees - Dogs				
First Release (Dog) - Registered (if collected same day as notification)	100.00		105.00	
First Release (Dog) - Registered (overnight or weekend care)	200.00		210.00	
First Release (Dog) - Unregistered - 4 Penalty Units (Queensland)	619.20		645.20	
Second and Subsequent Release - 5 Penalty Units (Queensland)	774.00		806.50	
Release of Regulated Dog (incl. Declared Dangerous and Menacing Dogs)	1,000.00		1,000.00	
Sustenance Fees				
Sustenance fees are not payable if the dog is released on same day of impounding				
Per dog per day or part day	25.00		25.00	
Dog Collar, Dog Trap and Cat Trap				
Dog Collar Bond	200.00		200.00	
Hire Fee - Dog Control Collar per day	2.00		2.00	
Hire of Dog Trap - Bond	200.00		200.00	
Hire of Cat Trap - Bond	80.00		80.00	
Impounding of Animals (other than dogs)				
Horses or Cattle - per head	300.00		300.00	
Sheep or Goats - per head	50.00		50.00	
Blackall Town Reserve R58 - in addition to any other remedy Council may have under schedules (use of town reserves) of Local Law No2 the impounding fee for any livestock entire depastures on town reserve without a permit, the sanction of Council will be:	1,000.00		1,000.00	
Driving Charges				
Driving, droving or leading of stock	Actual Cost + GST		Actual Cost + GST	
Transportation by road	Actual Cost + GST		Actual Cost + GST	
Fees payable for notice and advertising	Actual Cost + GST		Actual Cost + GST	
Sustenance Charges				
Sustenance fees are not payable where stock are released on day of impounding				
Horses or Cattle - per head per day	50.00		50.00	
Sheep, Goat or Swine - per head per day	30.00		30.00	
Entire Horse, Bull, Ram or Goat per head per day	50.00		50.00	
Sale of Impounded Stock				
Proceeds of Sales	Actual Cost + GST		Actual Cost + GST	
Application for Permit to Conduct a Commercial Operation - Fees per year				
Pet Shops	125.00		125.00	
Cattery	125.00		125.00	
Kennels	125.00		125.00	
Destruction of Animals				
Fee per Animal	40.00		40.00	

VENUES AND FACILITIES (For Hire of Facilities and Equipment, preference is to be given to local not-for-profit groups)

3. HALLS	Price Including GST		Price Including GST	
<i>Hirer is responsible for returning all facilities in the condition they were accepted, if not actual costs + 10% + GST will apply</i>				
Blackall Cultural Centre				
Hall Bond (applicable to all hires)	500.00		500.00	
All facilities - per day	550.00		570.00	
Auditorium (incl Foyer) -per day	275.00		285.00	
Supper Room - per day	170.00		175.00	
Kitchen - per day	115.00		120.00	
Bar - per day	170.00		175.00	
Gallery Room - per day	55.00		60.00	
Hall charge per room per hr - max 4 hrs	55.00		60.00	
School Functions	Free		Free	
The sound and lighting box at the Blackall Cultural Centre is out of bounds for persons 18 years and under. CEO approval must be granted for the use of the box prior to the event				
Tambo Shire Hall				
Hall Bond (applicable to all hires)		500.00		500.00
Hall Hire - per day		340.00		350.00
School Functions		0.00		0.00
Tablecloths and Chair Covers				
Tablecloths - hiring/cleaning charge per tablecloth	22.00		23.00	
Bridal table - hiring/cleaning charge for lace tablecloth	22.00		23.00	

Blackall-Tambo Regional Council		Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo	
Replacement charge (lost, stolen) - per tablecloth	100.00		100.00		
Chair Covers - hiring/cleaning charge per cover	5.50		5.75		
Replacement charge (lost, stolen) - per chair cover	70.00		70.00		
Council will arrange for the cleaning in all circumstances. Hirers do not have the option to arrange cleaning					
TV, Projector and Screen, PA System (Venue specific, Not for use outside facility)					
Screen & Projector Bond		120.00		120.00	
Screen & Projector Hire		110.00		110.00	
Portable PA System Bond		120.00		120.00	
PA System		55.00		55.00	
Miscellaneous Charges					
Facility Setup/Packup by Council Employees (estimated at \$80 per person per hour) subject to staff availability	Actual cost + 10% + GST		Actual cost + 10% + GST		
Vase Hire (per vase)	5.00		5.00		
Replacement Vase (per vase)	30.00		30.00		
For all other hiring not specifically covered by the above schedule, a rate plus GST will be determined by Council					
Blackall Memorial Hall (Non 60 & Better use subject to availa					
Bond	200.00		200.00		
Hire Fee - Full day	160.00		165.00		
Youth Centre - Full Day	55.00		55.00		
Neighbourhood Centre - hire of disability/meeting room					
Hire Fees- Full Day	60.00		60.00		
3. GRASSLAND & MPC CENTRE		Price Including GST		Price Including GST	
Hire of Workshop -Grasslands					
Hire of Workshop (excluding Tambo Arts Council) per full day		88.00			90.00
MPC Building Hire					
Hire of room in MPC building per day		65.00			65.00
4. SPORT AND RECREATION FACILITIES		Price Including GST		Price Including GST	
(An exemption applies to Australian Defence Forces using Council facilities for camping -no bond or fee applicable)					
Hirer is responsible for returning all facilities in the condition they were accepted, if not actual costs + 10% + GST will apply					
Blackall Showgrounds					
Fee for circuses, travelling shows etc (excluding annual show)					
Bond	500.00		500.00		
Per night for use of the oval + the ruling rate for floodlighting plus GST	300.00		310.00		
Per night for sites outside the oval + the ruling rate for floodlighting plus GST	260.00		270.00		
Council reserves the right to refuse use of the oval where it believes this would be detrimental to the oval.					
Fees for the conduct of local sporting bodies					
Per night for use of the oval + the ruling rate for floodlighting plus GST	40.00		40.00		
Per night for sites outside the oval + the ruling rate for floodlighting plus GST	25.00		25.00		
Camping					
Overnight camping - coaches per night	75.00		75.00		
Other camping - special circumstances per night	30.00		30.00		
Camping by all caravan park overflows	30.00		30.00		
Special Events - Fees and charges will be determined by Council Resolution					
Showground Lighting					
For all banks per hour (6 banks)	45.00		50.00		
Per bank per hour	8.00		8.50		
Horses Stall/Facilities					
Per stall per night	5.00		5.00		
Persons camping with horses, showers/facilities - per night	30.00		30.00		
Pavilions					
Hire of pavilions -per day - per pavillion	65.00		65.00		
Blackall Multipurpose Sport and Recreation Clubhouse					
Bond	200.00		200.00		
Hire Fee per day	125.00		130.00		
Blackall Indoor Cricket Complex					
Bond	500.00		500.00		
Hire Fee per day	50.00		55.00		
Blackall Campdraft & Rodeo Complex					
Bond	500.00		500.00		
Per day for vard use (including lights) - non Blackall committees and users	260.00		270.00		

Blackall-Tambo Regional Council	Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo
Per day for yard use (including lights) -Blackall committees and users	115.00		120.00	
Blackall Tennis Clubhouse				
Bond	500.00		500.00	
Hire Fee per day	50.00		50.00	
Racecourse -Note: bond and fees not applicable for Barcoo Amateur Race Club				
Bond	500.00	500.00	500.00	500.00
Hire of facilities per day (not including kitchen)	220.00	n/a	230.00	n/a
Hire of facilities per day (including kitchen)	275.00	275.00	285.00	285.00
Tambo Western Sports Ground				
Horse Stalls				
Per stall per night		5.00		5.00
Persons camping with horses, showers/facilities - per night		30.00		30.00
Complex (Mayne Pavilion and Yards)				
Bond		500.00		500.00
Per day for yard use (including lights) - non Tambo committees and users		260.00		270.00
Per day for yard use (including lights) - Tambo committees and users		115.00		120.00
Tambo Football Ground Lighting				
For all banks per hour (4 banks)		25.00		25.00
Per bank per hour		8.00		8.00
Tambo Sports Complex				
Bond		500.00		500.00
Hire fees per day (subject to approval by Tambo Sports Club)		200.00		210.00

5. TABLES, CHAIRS, MARQUEE, BAR & PORTABLE STAGE	Price Including GST		Price Including GST	
Hirer is responsible for collecting and returning all equipment in the condition it was accepted, if not actual costs + 10% + GST will apply				
Table and Chair Hire (Commercial)				
Bond	200.00		200.00	
Hire of full trailer - per day	420.00	210.00	440.00	220.00
QantasLink Marquee				
Bond	200.00		200.00	
Hire of QantasLink Marquee - per day - community groups	100.00		100.00	
Hire of QantasLink Marquee - per day - private functions	250.00		260.00	
Large Marquee				
Bond	500.00		500.00	
Hire of Marquee - per day	250.00		260.00	
Portable Bar				
Bond	100.00		100.00	
Hire fee	50.00		55.00	
Portable Fencing Panels				
Bond	500.00		500.00	
Hire fee - pickup only - (excludes delivery)	\$20 per panel per day		\$20 per panel per day	
Portable Stage - based in Blackall				
Bond	1,000.00		1,000.00	
Hire to local community groups	0.00		0.00	
4 to 9 pieces hire fee (non locals)	750.00		750.00	
10 to 15 pieces hire fee (non locals)	900.00		900.00	
16 to 18 pieces hire fee (non locals)	1,000.00		1,000.00	
Delivery and collection by Council employees	Actual cost + 10% + GST		Actual cost + 10% + GST	
Setup/Packup by Council employees	Actual cost + 10% + GST		Actual cost + 10% + GST	

Blackall-Tambo Regional Council	Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo
6. PLANT & EQUIPMENT HIRE	Price Including GST		Price Including GST	
Council Bus (Commercial)				
Bond (per bus)	400.00		400.00	
Bus - dry hiring only - per km	1.90	1.60	1.95	1.65
Note: (1) Kilometres used is based on speedo reading taken when bus is taken out and when returned. (2) Bus will be fuelled by Council before each trip. (3) Council will be responsible for costs of normal maintenance, tyre etc if incurred during hire. (4) Bus to be returned fully fuelled by hirer (Hirer's responsible for fuel used during trip). If returned unfuelled actual costs will apply (5) Hirer is responsible to pay for any damage to the bus that occurs during the period of hire (including whatever Council insurer will not cover, and/or any excess). The hirer and an appropriate Council officer must conduct an inspection prior to the hirer taking the bus, and immediately upon the return of the bus. Failure to conduct an inspection will be deemed acceptance by the hirer that the bus was undamaged at the commencement of the hire period. (6) Hirer is responsible for picking up and returning the bus in a clean condition. If returned unclean actual costs + 10% + GST will apply				
Community BBQ Trailer				
Bond	400.00		400.00	
Hire Fee per day	120.00		125.00	
Mobile Coldroom				
Bond	200.00		200.00	
Hire Fee per day	175.00		180.00	
Plant Hire - Hirer is responsible for picking up and returning in a clean condition. If returned unclean actual costs + 10% + GST will apply. Additional charge applies for out of town hire based on cents per km.				
Tambo Weighbridge				
Per weigh/per trailer (7am - 4.30pm weekdays)		100.00		100.00
Per weigh/per trailer after hours weekdays; public holidays)		198.00		198.00
7. MATERIALS	Price Including GST		Price Including GST	
Grid Signs if supplied by Council	Actual cost + 10% + GST		Actual cost + 10% + GST	
Store Items	Actual cost + 10% + GST		Actual cost + 10% + GST	
Engineering and Works				
Gravel/Loam - per cubic metre -Refer to private providers first	Actual cost + 10% + GST		Actual cost + 10% + GST	
Private Works	Actual cost + 10% + GST		Actual cost + 10% + GST	
Construction/ Realignment and/or maintenance of fire breaks	Actual cost + 10% + GST		Actual cost + 10% + GST	
Woodchip - per m3 collected at depot	80.00		80.00	
Woodchip - per m3 delivered to site (in town area)	120.00		120.00	
Wheelie Bins - 240L (Available for purchase from local suppliers)				
Charge out rate if applicable (Bins not available for sale to public)	160.00		165.00	
8. HEALTH, LICENCES & COMMERCIAL USE OF ROADS	Price Including GST		Price Including GST	
Food Premises				
Licence application fee	130.00		135.00	
Annual Licence renewal fee	130.00		135.00	
Application for amendment of a license/alteration to premises	60.00		60.00	
Temporary licence	60.00		60.00	
Temporary food stall licence (per site at event) - Commercial	20.00		20.00	
Temporary food stall licence (per site at event) - Charity/non-profit	Free		Free	
Copy or Replacement of Licence	15.00		15.00	
Application for accreditation of a Food Safety Program (incl first inspection)	260.00		260.00	
Application for the amendment of a Food Safety Program	160.00		160.00	
Second inspection due to non-compliance	90.00		90.00	
Mobile Food Vendor (on Council land, refer to Policy)				
Annual licence fee	110.00		110.00	
Temporary licence fee	20.00		20.00	
Health Certificates				
Issue of Health Certificate / Application Fees - New Premises	250.00		250.00	
Health Search Request	180.00		180.00	
Renewal of licence	180.00		180.00	
Advertising Signs (Sandwich Boards etc.)				
Application for licence	65.00		65.00	
Renewal of licence	20.00		20.00	
Commercial Use of Roads				
Roadside Vendor - Annual	210.00		210.00	
Roadside Vendor - Temporary daily fee	15.00		15.00	
Exhibition on a footpath of goods for sale	30.00		30.00	
Stalls/Markets (sale of goods for the pursuit of any business/occupation/calling/employment)-Annual	55.00		55.00	

Blackall-Tambo Regional Council		Fees and Charges 2023-24		Fees and Charges 2024-25	
		Blackall	Tambo	Blackall	Tambo
Stalls/Marks - non-profit & charity		Free		Free	
Application for permit to conduct a business (outdoor dining etc.)		90.00		90.00	
Renewal of Permit		65.00		65.00	
Rental Accommodation (Regulatory)					
Application for permit (Boarding house etc)		65.00		65.00	
Permit Renewal Fee		25.50		25.50	
Temporary Homes (Regulatory)					
Application for Permit		60.00		60.00	
Occupation Fee (condition of permit) per week		5.00		5.00	
9. BLACKALL GYM		Price Including GST		Price Including GST	
Membership - 1 week	15.00			n/a	
Membership - 2 weeks	30.00			n/a	
Membership - 1 month	40.00			n/a	
Membership - 3 months	90.00			n/a	
Membership - 6 months	170.00			n/a	
Membership - 12 months	340.00			n/a	
Wilful Damage	Actual Cost+10%+GST			Actual Cost+10%+GST	
Non-Member Penalty Fee (excluding fee for gym use)	\$25.00 + \$5 per entry			n/a	
10. PARKS AND RESERVES		Price Including GST		Price Including GST	
Parks and Reserves -Camping					
Riverbank Camping					
Campervans and motorhomes - per night (permit fee subject to conditions)	10.00			10.00	
Circus and other entertainments - per night	75.00			75.00	
Operation of Caravan Parks Permit Fees					
Permit Fee (Application)	230.00			230.00	
Operation of Camping Grounds Permit Fees					
Application for permit	230.00			230.00	
Renewal of Permit	115.00			115.00	
Transfer of Permit	115.00			115.00	
Parks and Reserves - General					
Application to use a park or reserve for a commercial purpose	75.00			75.00	
Parks and Reserves Holding of a Public Place Activity					
Overnight camping in designated area per day	75.00			75.00	
11. TOWN RESERVES & COMMON		Price Including GST		Price Including GST	
Agistment (payable one (1) month in advance)					
Leasing of reserve 31 or part thereof	Negotiated on applic.			Negotiated on applic.	
Town Common Agistment					
Horses per head per week	8.00	8.00		8.30	8.30
Cattle per head per week	4.00	4.00		4.15	4.15
NLIS Tags	Actual cost+10%+GST			Actual cost+10%+GST	
Agistment for Blackall and Tambo Town Commons: 1. Fees are to be calculated on the basis of a week/year or part thereof and are payable one (1) month in advance. 2. Fees are not payable for horses or female cattle under the age of three (3) months, the progeny of horses or female cattle depasturing as above.					
Tambo Pound Yards					
Tambo pound yards per head per day		0.42		0.43	
Minimum charge for use of Tambo Pound Yards - non-locals		35.00		35.00	
Minimum charge for use of Tambo Pound Yards - Tambo locals		10.00		10.00	
12. PADDOCK LEASES		Price Including GST		Price Including GST	
Racecourse Paddock 1 - per week	39.00			40.50	
Racecourse Paddock 2 - per week	39.00			40.50	
Racecourse Paddock 3 - per week	39.00			40.50	
Racecourse Paddock 4 - per week	39.00			40.50	

Blackall-Tambo Regional Council	Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo
13. COUNCIL HOUSING	Price Including GST		Price Including GST	
Private Rentals - Rent Per Week				
Rent on 3 bedroom Council Houses	210.00	210.00	240.00	240.00
Rent on 2 bedroom Council Houses	180.00	180.00	200.00	200.00
Rent on Pensioner Cottage - Bauhinia Lane, Blackall	75.00		80.00	
Rent on 1 bedroom unit - Coolibah Village, Tambo		120.00		130.00
Rent on 2 bedroom unit - Coolibah Village, Tambo		140.00		150.00
14. ENGINEERING SERVICES	Price Including GST		Price Including GST	
Gates and Grids				
Application for Permit	170.00		170.00	
Note: additional legal fees involved will be payable by the applicant				
Roads (regulatory)				
Application for permit to make alterations and improvements	Decided on Application		Decided on Application	
Application for regulated purposes				
Works on road permit fee	160.00		160.00	
Erection/demolition of a building/structure abutting a road (incl. scaffolding)	110.00		110.00	
15. WATER AND SEWERAGE	Price Including GST		Price Including GST	
Sewerage				
Residential connection fee	735.00		840.00	
Disconnection fee	225.00		235.00	
Non-Residential connection fee	(minimum \$735) Actual cost + 10%		(minimum \$840) Actual cost + 10%	
House Drain Blockages				
Labour, Plant & Equipment - Private Works	Private Works (Actual cost + 10% + GST)		Private Works (Actual cost + 10% + GST)	
Private Plumbing				
Private Plumbing	Private Works (Actual cost + 10% + GST)		Private Works (Actual cost + 10% + GST)	
Septic/CED Tanks				
Pumping out of Tambo CED tanks - per pump out		Actual cost+10%+GST		Actual cost+10%+GST
Clean out septic tanks with vacuum excavation unit (Blackall Township)	(minimum \$230) Actual cost + 10% + GST		(minimum \$230) Actual cost + 10% + GST	
Rural works travel rate	\$1.05 per km		\$1.10 per km	
Water				
Residential connection fee to town grid	840.00		840.00	
Disconnection fee	220.00		220.00	
Fee to turn existing meter back on	110.00		110.00	
Non-Residential connection fee	(minimum \$840) Actual cost + connection to town grid + 10%		(minimum \$840) Actual cost + connection to town grid + 10%	
Rural connection fee	(minimum \$840) Actual cost + connection to town grid + 10%		(minimum \$840) Actual cost + connection to town grid + 10%	
Sale of Bulk Water				
Shire residents (Blackall and Tambo)	0.00		0.00	
Users outside the shire area (Blackall and Tambo) per tanker load (Council does not deliver)	.95 per kilolitre (minimum \$15)		1.00 per kilolitre (minimum \$15)	
16. BUILDING FEES	Price Including GST		Price Including GST	
Building Fees				
Building Application Filing Fee (Applicable to all Building Applications)	95.00		100.00	
All other Building Fees	Quote +10% + GST		Quote +10% + GST	
Travel expenses may apply for inspections outside of the township & for contractor travel expenses where applicable				
Resiting of Buildings (Within and from outside Shire area) (Regulatory)				
Bond to ensure Council's specified requirements are carried out.	Minimum \$10,000 or greater amount		Minimum \$10,000 or greater amount	
Min \$10,000 or such greater amount as determined by building surveyors being the estimated cost of the work required to meet Council's requirements. Note: This deposit is in addition to any applicable application or inspection fees and is returnable upon written request provided all of Council's conditions have been met.				
Transport of Buildings on Road within the Shire Area				
Indemnity bond (not limiting permittee's liability for any greater amount of damage sustained)	2,000.00		2,000.00	
Plumbing and Drainage Work (per inspection)				
Plumbing Application Filing Fee	nil		100.00	
Inspection of plumbing and drainage per inspection (including preparation and/or scrutinising of drainage plans whether prepared by Council or others)				
Travel expenses may apply for inspections outside of the township & for contractor travel expenses where applicable	330.00		330.00	

Blackall-Tambo Regional Council		Fees and Charges 2023-24		Fees and Charges 2024-25	
		Blackall	Tambo	Blackall	Tambo
16. PLANNING FEES		Price		Price	
50% concession on application fees for community organisations/not-for-profit (min fee \$655)					
Operational Work					
Operational work other than filling and excavation					
Excavation and Filling	280.00 per 100m3 or part thereof material (min-\$1,100, max-\$10,000)	280.00 per 100m3 or part thereof material (min-\$1,100, max-\$10,000)			
Material Change of Use					
Development application requiring code assessment	280.00 per 100m2 of Total Use Area (min-\$1,100, max-\$10,000)	280.00 per 100m2 of Total Use Area (min-\$1,100, max-\$10,000)			
Development application requiring impact assessment	550.00 per 100m2 of total use of area (min-\$1,750)	550.00 per 100m2 of total use of area (min-\$1,750)			
Note: Total use area means the sum of all parts of the lot used for that particular use, including any ancillary use, but does not include areas used for : (1) car parking, (2) landscaping, and (3) vehicle manoeuvring.					
Reconfiguring a Lot					
Subdivide one allotment into two and/or access easement	2,120.00	2,120.00			
Subdivide one allotment into more than two- additional charge for each lot after two	290.00	290.00			
Boundary Realignment (no new lots created)	2,120.00	2,120.00			
Survey plan endorsement	570.00	570.00			
Endorsing a document (e.g. Community Management Statement, Easement)	225.00	225.00			
Development Application for a Preliminary Approval					
Development application for a preliminary approval	75% of the relevant application lodgement fee	75% of the relevant application lodgement fee			
Development application for a preliminary approval- variation request	125% of the relevant application lodgement fee	125% of the relevant application lodgement fee			
Major Development Projects					
A major development project, as determined by Council	Price on Application	Price on Application			
Other Application and Assessment Fees					
Development Application for Building Works assessable against the Planning Scheme	690.00	690.00			
Request to apply superseded Planning Scheme	690.00	690.00			
Change application (minor change to a development approval)	690.00	690.00			
Change application (other change to a development approval)	Current Relevant Application Fee	Current Relevant Application Fee			
Extension application (to extend currency period of development approval)	690.00	690.00			
Cancellation application (request to cancel development approval)	690.00	690.00			
Written request for ‘generally in accordance’ determination or other written advice as determined by Council	690.00	690.00			
Exemption Certificate	690.00	690.00			
Public notification on behalf of applicant (plus expenses: printing, copying, signs, advertising, mailing, mileage)	690.00 + expenses	690.00 + expenses			
Planning and Development Certificates					
Issue of limited town planning certificate	230.00	230.00			
Issue of standard town planning certificate	450.00	450.00			
Issue of full town planning certificate	1,650.00	1,650.00			
Refund of Fees for Withdrawn Applications					
Application Stage	90% of the relevant application fee	90% of the relevant application fee			
Information request or referral stage	50% of the relevant application fee	50% of the relevant application fee			
Public Notification Stage	30% of the relevant application fee	30% of the relevant application fee			
Decision Stage	10% of the relevant application fee	10% of the relevant application fee			
Note: no refund once decision has been made by Council					
17. WASTE DISPOSAL		Price Including GST		Price Including GST	
Waste Disposal					
Disposal of Construction & Demolition Waste - mixed per m3	130.00	135.00			
Disposal of Construction & Demolition Waste - separated - concrete per m3	38.00	39.50			
Disposal of Construction & Demolition Waste - separated - bricks per m3	38.00	39.50			
Disposal of Construction & Demolition Waste - separated - timber per m3	27.00	28.00			
Disposal of Asbestos - Up to 4 cubic meters - minimum charge	300.00	310.00			
Disposal of Asbestos - Over 4 cubic meters	Per Quote	Per Quote			
18. AIRPORT		Price Including GST		Price Including GST	
Landing Fees					
Landing Fees per tonne (RFDS & Air Ambulance Exempt)	8.90		9.25		
Passenger embark/disembark fee - Adult	19.00		19.75		
Passenger embark/disembark fee - Child (Child is defined as a person whom the airline has permitted to travel on a "Child fare or ticket) Avdata is contracted to collect these fees and reimburse Council	10.90		11.30		
Passenger and Checked Baggage Screening Charge - per passenger	14.80		15.35		
Aircraft Hangar					
Permanent rental/lease of hangar	Negotiated on application + GST		Negotiated on application + GST		

Blackall-Tambo Regional Council		Fees and Charges 2023-24		Fees and Charges 2024-25	
		Blackall	Tambo	Blackall	Tambo
19. SALEYARDS	Price Including GST		Price Including GST		
Liveweight Sales					
Large Stock per head (Cattle, Horses, Buffalo)	3.35		3.48		
NLIS scanning fees (yard and sale fee)	1.90		1.97		
Levy on gross sales (yard and sale fee)	1/2% + GST		1/2% + GST		
Passed in levy per head (Adult)			14.80		
Passed in levy per head (Calf)			1.40		
Sales/Auction					
Large Stock per head (Cattle, Horses, Buffalo)	1.75		1.82		
Small Stock (Sheep and Goats) per head	0.65		0.68		
Levy on gross sales	1/2% + GST		1/2% + GST		
Stock Not Sold Through Saleyards					
Payment of salaries for private weighs outside normal working hours is the responsibility of the person authorising the private weigh, and payment shall be made direct to the employees concerned. Under no circumstances will the payment of wages outside normal hours be accepted by the Council.					
Private Weigh					
Large Stock per head (Cattle, Horses, Buffalo)	3.70		3.84		
Yard dues if overnight (per head per day)	0.70		0.73		
Scanning fee per head	0.80		0.83		
Minimum charge	82.50		85.70		
Private Scanning					
Large Stock per head (Cattle, Horses, Buffalo)	1.65		1.72		
Minimum charge	82.50		85.70		
Bull/Stud Sales (Includes commercial bulls or stud females)					
Yard fee per beast sold (includes passed in levy)	9.00		9.35		
Levy on gross sales	1/2% + GST		1/2% + GST		
Other Saleyards Fees					
NLIS Tags- Cattle with no tag and fitted with Saleyards NLIS Tag	33.00		34.00		
NLIS Tags- Bulls with no tag and fitted with Saleyards NLIS Tag	100.00		104.00		
NLIS Tags- Calves born in the yards (no commercial value)	5.00		5.20		
Electrolyte block -1kg & Electrolyte tablets-150 grams	Actual cost+10%+GST		Actual cost+10%+GST		
Molasses					
Minimum charge	20.00		21.00		
Molasses per litre	Actual cost+10%+GST		Actual cost+10%+GST		
Avdata Charges - Saleyards Washdown Facility					
Key for use of truck washdown facility	40.00		40.00		
Fee for use of truck washdown facility per minute	0.80		0.83		
Agistment/Spelling Charges					
Provided that for stock sold through the Blackall Saleyards all charges for agistment and spelling shall be waived for a maximum of 3 days preceding the day of sale and for 3 days subsequent to the day of sale.					
Agents Permit Fee					
Annual fee per agent for BLAA agents	5,000.00		5,000.00		
Fixed fee per agent per sale	200.00		200.00		
Agent Operating Fee (per head of cattle)	1.50		1.55		
Yard Fees					
Large Stock per head per day or part thereof	0.70		0.73		
Sheep per head per day or part thereof	0.25		0.26		
Organic spelling per head per day or part thereof			1.00		
Minimum charge	82.50		85.70		
Saleyards and Surrounds (Tailing out stock)					
Large Stock per head per day or part thereof (includes calves over 3 months)	1.05		1.09		
Small Stock per head per day or part thereof (includes lambs over 3 months)	0.35		0.36		
Minimum charge	82.50		85.70		
Use of Saleyards for Cross Branding/Dehorning etc.					
Where stock is sold through Blackall Saleyards all charges for cross branding/dehorning etc shall be waived provided that such cross branding/dehorning etc is completed within 72 hours after sale of stock through Saleyards.					
Cattle and Horses per head per day or part thereof	0.70		0.73		
Minimum charge	82.50		85.70		
Burial Charges					
Burial of dead cattle and horses per head	100.00		104.00		
Burial of dead sheep, lambs and goats per head	100.00		104.00		
Minimum charge sheep, lambs and goats	100.00		104.00		

Blackall-Tambo Regional Council	Fees and Charges 2023-24		Fees and Charges 2024-25	
	Blackall	Tambo	Blackall	Tambo
20. CEMETERIES	Price Including GST		Price Including GST	
Interment Fees (Regulatory)				
Preparation of grave - working day	990.00		1,030.00	
Preparation of grave - weekends and public holidays	1,280.00		1,330.00	
Exhumation of human remains	Actual cost + GST		Actual cost + GST	
Disposal of human remains outside of the Council cemetery	Actual cost + GST		Actual cost + GST	
Other works/requests to be dealt with on a case by case basis and upon application	Actual cost + GST		Actual cost + GST	
Ancillary Charges (Regulatory)				
Permit to erect headstone	50.00		50.00	
Plaques (Commercial)				
Plaque and installation	Actual cost +10% + GST		Actual cost +10% + GST	
Plot Fees				
Reservation of Plot (non-refundable)	40.00		40.00	
Interment of Cremated Remains				
Interment of ashes - working day	150.00		155.00	
Interment of ashes - weekends and public holidays (This fee does not include shade or chairs for graveside service.)	230.00		240.00	
21. LIBRARIES	Price Including GST		Price Including GST	
Lost Books etc	value of book + any handling fee as advised by Public Library Division		value of book + any handling fee as advised by Public Library Division	
21. COMMUNITY HEALTH PROGRAMS	Price Including GST		Price Including GST	
National Disability Insurance Scheme (NDIS) Brokerage Agreement	as per NDIS price guide		as per NDIS price guide	
22. AQUATIC CENTRES	Price Including GST		Price Including GST	
Daily Passes				
Children (16 and under)	1.00		1.00	
Adults	2.00		2.00	
Pensioners	2.00		2.00	
Family (2 Adults / 3 Children under 16)	6.00		6.00	
Spectators (non-swimming)	0.00		0.00	
Summer Season Passes - 1st October to 30 April				
Children (16 and under)	60.00		60.00	
Adults	120.00		120.00	
Pensioners	80.00		80.00	
Family (2 Adults / 3 Children under 16)	250.00		250.00	
Family - 4th and each additional child under 16	60.00		60.00	
Winter Season Passes - 1st May to 30 September				
Children (16 and under)	50.00		50.00	
Adults	60.00		60.00	
Pensioners	50.00		50.00	
Family (2 Adults / 3 Children under 16)	120.00		120.00	
Family - 4th and each additional child under 16	30.00		30.00	
Monthly Passes				
Children (16 and under)	20.00		20.00	
Adults	40.00		40.00	
Pensioners	30.00		30.00	
Family (2 Adults / 3 Children under 16)	60.00		60.00	
Family - 4th and each additional child under 16	20.00		20.00	
Learn to Swim - Private Classes - per person per lesson				
Children (16 and under)	1.00		1.00	
Adults	2.00		2.00	
Pensioners	2.00		2.00	
Centre Hire - Blackall Aquatic				
Full Venue 7am to 6pm	300.00		300.00	
Full Venue 6pm to 11pm	200.00		200.00	
Lane Hire per lane per hour (Max 8 adults- no entry fee applies)	21.00		21.00	
Centre Hire -Tambo Aquatic				
Full Venue - subject to Council approval		300.00		300.00

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:**2.1.18****SUBJECT TITLE:****Financial Forecast (10 Year)**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

A local government's long-term financial forecast is a forecast, covering a period of a least 10 years. Section 171 of the *Local Government Regulation 2012* provides the requirements for a long-term financial forecast.

Officer's Recommendation:

That the ten-year Financial Forecast as presented be adopted.

Background

Section 171 of the *Local Government Regulation 2012* states that a local government's long-term financial forecast is a forecast, covering a period of at least 10 years, of the following for each year during the period of the forecast-

- (a) Income of the local government;
- (b) Expenditure of the local government;
- (c) The value of assets, liabilities and equity of the local government.

And the local government must -

- (a) Consider its long-term financial forecast before planning new borrowings; and
- (b) Review its long-term financial forecast annually.

The ten-year financial forecast has been prepared in accordance with section 171 of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 171 of the <i>Local Government Regulation 2012</i> .	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

1. 8 Budgeted 10 year Income Statement [2.1.18.1 - 1 page]
2. 9 Budgeted 10 year Balance Sheet [2.1.18.2 - 1 page]
3. 10 Sustainability Ratios [2.1.18.3 - 1 page]

**BLACKALL-TAMBO
REGIONAL COUNCIL****Budgeted 10 Year Income Statement**

	<u>24/25</u> <u>Forecast</u> (\$'000)	<u>25/26</u> <u>Forecast</u> (\$'000)	<u>26/27</u> <u>Forecast</u> (\$'000)	<u>27/28</u> <u>Forecast</u> (\$'000)	<u>28/29</u> <u>Forecast</u> (\$'000)	<u>29/30</u> <u>Forecast</u> (\$'000)	<u>30/31</u> <u>Forecast</u> (\$'000)	<u>31/32</u> <u>Forecast</u> (\$'000)	<u>32/33</u> <u>Forecast</u> (\$'000)	<u>33-34</u> <u>Budget</u> (\$'000)
1. Income										
1.1 Revenue										
1.1.1 Recurrent revenue										
Net rate and utility charges	5,819	5,994	6,173	6,360	6,520	6,750	6,980	7,110	7,340	7,560
Fees and charges	1,611	1,659	1,709	1,760	1,813	1,867	1,923	1,981	2,041	2,102
Interest received	1,011	1,000	900	927	955	983	1,013	1,043	1,075	1,107
Rental Income	211	217	224	231	238	245	252	260	267	275
Sales - contract and recoverable works	7,687	5,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Other recurrent income	527	400	400	412	424	437	450	464	478	492
Grants, subsidies, contributions, donations	21,855	22,000	22,000	22,660	23,340	24,040	24,761	25,504	26,269	27,057
Contributions from Developers	0		0	0	0	0	0	0	0	0
Total recurrent revenue	38,721	36,770	37,906	38,850	39,790	40,823	41,880	42,862	43,970	45,094
1.1.2 Capital revenue										
Grants, subsidies, contributions, donations	4,564	5,000	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149
Profit on disposal of non current assets	100	100	100	20	20	20	20	20	20	20
Total income	43,385	41,870	43,006	44,020	45,114	46,306	47,528	48,678	49,960	51,263
2. Expenses										
2.1 Recurrent expenses										
Employee benefits	-9,674	-9,964	-10,263	-10,571	-10,888	-11,215	-11,551	-11,898	-12,255	-12,622
Materials and services	-24,015	-20,000	-20,000	-20,600	-21,218	-21,855	-22,510	-23,185	-23,881	-24,597
Finance costs	-13	-13	-14	-15	-16	-16	-16	-17	-17	-17
Depreciation and amortisation	-5,610	-6,000	-6,350	-5,900	-5,950	-6,500	-6,500	-7,500	-7,500	-7,800
Total recurrent expenses	-39,312	-35,977	-36,627	-37,086	-38,072	-39,585	-40,577	-42,600	-43,653	-45,037
Operating surplus/(deficit)	-591	793	1,279	1,764	1,718	1,238	1,303	262	317	57
Capital Expenditure										
Loss on sale of non-current assets	-1,323	-1,300	-1,300	-1,400	-1,400	-1,400	-1,500	-1,500	-1,500	-1,500
Total expenses	-40,635	-37,277	-37,927	-38,486	-39,472	-40,985	-42,077	-44,100	-45,153	-46,537
Net result attributable to council	2,750	4,593	5,079	5,534	5,642	5,321	5,450	4,578	4,807	4,726

**BLACKALL-TAMBO REGIONAL
COUNCIL****Budgeted 10 Year Balance Sheet**

	<u>24-25</u> <u>Budget</u> (\$'000)	<u>25/26</u> <u>Forecast</u> (\$'000)	<u>26/27</u> <u>Forecast</u> (\$'000)	<u>27/28</u> <u>Forecast</u> (\$'000)	<u>28/29</u> <u>Forecast</u> (\$'000)	<u>29/30</u> <u>Forecast</u> (\$'000)	<u>30/31</u> <u>Forecast</u> (\$'000)	<u>31/32</u> <u>Forecast</u> (\$'000)	<u>32/33</u> <u>Forecast</u> (\$'000)	<u>33/34</u> <u>Forecast</u> (\$'000)
Current Assets										
Cash and cash equivalents	27,900	29,700	31,700	32,000	32,800	33,620	34,461	35,322	36,205	37,110
Trade and other receivables	700	750	800	800	850	850	900	900	900	900
Inventories	400	450	500	515	530	546	563	580	597	615
Total current assets	29,000	30,900	33,000	33,315	34,180	35,016	35,923	36,802	37,702	38,625
Non-current Assets										
Property, plant and equipment	297,950	315,243	331,322	343,500	355,081	366,522	378,230	389,308	400,812	412,448
Capital works in progress	600	700	700	800	800	800	800	800	800	800
Total non-current assets	298,550	315,943	332,022	344,300	355,881	367,322	379,030	390,108	401,612	413,248
TOTAL ASSETS	327,550	346,843	365,022	377,615	390,061	402,338	414,953	426,910	439,314	451,873
Current Liabilities										
Trade and other payables	4,200	5,000	5,000	5,100	5,202	5,306	5,412	5,520	5,631	5,743
Employee benefits	2,500	2,750	2,800	2,884	2,971	3,060	3,151	3,246	3,343	3,444
Contract liabilities	1,500	1,500	1,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total current liabilities	8,200	9,250	9,300	9,984	10,173	10,366	10,564	10,766	10,974	11,187
Non-current Liabilities										
Other non-current liabilities	400	550	600	600	650	650	650	650	650	650
Total non-current liabilities	400	550	600	600	650	650	650	650	650	650
TOTAL LIABILITIES	8,600	9,800	9,900	10,584	10,823	11,016	11,214	11,416	11,624	11,837
NET COMMUNITY ASSETS	318,950	337,043	355,122	367,031	379,239	391,323	403,740	415,493	427,690	440,036
Community Equity										
Asset revaluation reserve	186,000	199,500	212,500	218,875	225,441	232,204	239,171	246,346	253,736	261,348
Retained surplus/(deficiency)	132,950	137,543	142,622	148,156	153,798	159,119	164,569	169,147	173,954	178,688
TOTAL COMMUNITY EQUITY	318,950	337,043	355,122	367,031	379,239	391,323	403,740	415,493	427,690	440,036

BLACKALL-TAMBO REGIONAL COUNCIL

Key Sustainability Ratios			Budget Year	Forecast Years								
Type	Measure	Target	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034
Financial Capacity	Council-Controlled Revenue	N/A	19.2%	20.8%	20.8%	20.9%	20.9%	21.1%	21.3%	21.2%	21.3%	21.4%
	Population Growth	N/A	0.8%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%
Operating Performance	Operating Surplus Ratio	Contextual	-1.5%	2.2%	3.4%	4.5%	4.3%	3.0%	3.1%	0.6%	0.7%	0.1%
	Operating Cash Ratio	>0%	13.0%	18.5%	20.2%	19.8%	19.3%	19.0%	18.7%	18.1%	17.8%	17.5%
Liquidity	Unrestricted Cash Expense Cover Ratio (months)	>4	10	N/A								
Asset Management	Asset Sustainability Ratio	>90%	120.4%	139.2%	130.3%	152.0%	150.5%	135.7%	135.7%	115.2%	115.2%	110.1%
	Asset Consumption Ratio	>60%	70.4%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.19

SUBJECT TITLE:

Income Statement

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Section 169 of the *Local Government Regulation 2012* stipulates that as part of a local government's budget each financial year an income statement must be prepared.

Officer's Recommendation:

That the budget income statement for the year ending 30 June 2025 as presented be adopted.

Background

The statement of income and expenditure must state each of the following:

- Rates and utility charges excluding discounts and rebates;
- Contributions from developers;
- Fees and charges;
- Interest;
- Grants and subsidies;
- Finance costs;
- Net result;
- The estimated costs of -
 - The local government's significant business activities carried on using a full cost pricing basis; and
 - The activities of the local government's commercial business units; and
 - The local government's significant business activities.

The budget income statement has been prepared in accordance with section 169 of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 171 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

1. 11 Budgeted Income Statement (1) [2.1.19.1 - 1 page]

BLACKALL-TAMBO REGIONAL COUNCIL**Budgeted Income Statement**

For the year ended 30 June 2025

	<u>24/25 Budget</u>	<u>25/26 Budget</u>	<u>26/27 Budget</u>
	(\$'000)	(\$'000)	(\$'000)
1. Income			
Rates, levies and charges	5,819	5,994	6,173
Fees and charges	1,611	1,659	1,709
Interest received	1,011	1,000	900
Rental Income	211	217	224
Sales - contract and recoverable works	7,687	5,500	6,500
Other recurrent income	527	400	400
Grants, subsidies, contributions, donations	21,855	22,000	22,000
Contributions from Developers	0	0	0
Total recurrent revenue	38,721	36,770	37,906
1.1 Capital revenue			
Grants, subsidies, contributions, donations	4,564	5,000	5000
Profit on disposal of non-current assets	100	100	100
Total income	43,385	41,870	43,006
2. Expenses			
2.1 Recurrent expenses			
Employee benefits	-9,674	-9,964	-10,263
Materials and services	-24,015	-20,000	-20,000
Finance costs	-13	-13	-14
Depreciation and amortisation	-5,610	-6,000	-6,350
Total recurrent expenses	-39,312	-35,977	-36,627
Operating surplus	-591	793	1,279
Capital Expenditure			
Loss on sale of non-current assets	-1,323	-1,300	-1,300
Total expenses	-40,635	-37,277	-37,927
Net result attributable to council	2,750	4,593	5,079

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:**2.1.20****SUBJECT TITLE:****Balance Sheet**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The budgeted balance sheet is a statement of the financial position for the budget year and forecast for the following two years.

Officer's Recommendation:

That the budgeted balance sheet for the year ending 30 June 2025 as presented be adopted.

Background

The budgeted balance sheet provides a statement of the financial position of Blackall-Tambo Regional Council for the budget year along with a forecast for the following two years.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

1. 12 Budgeted Balance Sheet [**2.1.20.1** - 1 page]

BLACKALL-TAMBO REGIONAL COUNCIL**Budgeted Balance Sheet**

For the year ended 30 June 2025

	<u>24/25 Budget</u> (\$'000)	<u>25/26 Budget</u> (\$'000)	<u>26/27 Budget</u> (\$'000)
Current Assets			
Cash and cash equivalents	27,900	29,700	31,700
Trade and other receivables	700	750	800
Inventories	400	450	500
Total current assets	29,000	30,900	33,000
Non-current Assets			
Property, plant and equipment	297,950	315,243	331,322
Capital works in progress	600	700	700
Total non-current assets	298,550	315,943	332,022
TOTAL ASSETS	327,550	346,843	365,022
Current Liabilities			
Trade and other payables	4,200	5,000	5,000
Employee benefits	2,500	2,750	2,800
Contract Liabilities	1,500	1,500	1,500
Total current liabilities	8,200	9,250	9,300
Non-current Liabilities			
Other non-current liabilities	400	550	600
Total non-current liabilities	400	550	600
TOTAL LIABILITIES	8,600	9,800	9,900
NET COMMUNITY ASSETS	318,950	337,043	355,122
Community Equity			
Asset revaluation reserve	186,000	199,500	212,500
Retained surplus/(deficiency)	132,950	137,543	142,622
TOTAL COMMUNITY EQUITY	318,950	337,043	355,122

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

2.1.21

SUBJECT TITLE:

Statement in Changes of Equity

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Section 169 of the *Local Government Regulation 2012* states a local government's budget for each financial year must include statements, including a changes in equity statement.

Officer's Recommendation:

That the budgeted statement for changes in equity for the year ending 30 June 2025 as presented be adopted.

Background

The changes in equity statement as been prepared in accordance with section 169(1)(b)(iv) of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 169 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

1. 13 Budgeted Equity Statement [2.1.21.1 - 1 page]

BLACKALL-TAMBO REGIONAL COUNCIL**Budgeted Statement of Changes in Equity**

For the year ended 30 June 2025

	Asset Revaluation Reserve			Retained Surplus			Totals		
	24/25	25/26	26/27	24/25	25/26	26/27	24/25	25/26	26/27
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	
Opening balance	172,000	186,000	199,500	130,200	132,950	137,543	302,200	318,950	337,043
Revaluations of Infrastructure Assets	14,000	13,500	13,000				14,000	13,500	13,000
Transferred to income statement on sale									
Transfer to Shire Capital									
Net income recognised directly in equity									
Surplus for the period				2,750	4,593	5,079	2,750	4,593	5,079
	186,000	199,500	212,500	132,950	137,543	142,622	318,950	337,043	355,122
Transfers to and from reserves									
Transfers to general reserves									
Transfers from general reserves									
Total transfers to and from reserves									
Closing balance	186,000	199,500	212,500	132,950	137,543	142,622	318,950	337,043	355,122

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:**2.1.22****SUBJECT TITLE:****Statement of Cash Flows**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

A statement of cash flow must be prepared and included in a budget for a local government as per the requirements in section 169(1)(b)(ii) of the *Local Government Regulation 2012*.

Officer's Recommendation:

That the budgeted statement of cash flows for the year ending 30 June 2025 as presented be adopted.

Background

The budgeted statement of cash flow as been prepared in accordance with section 169(1)(b)(ii) of the *Local Government Regulation 2012*.

Link to Corporate Plan

Governance

Outcome 4 - Financial - Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Finance

Manager of Finance

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The budget has been compiled in accordance with legislative requirements.	Low
Legal & Regulatory	Low	Compliant with section 169 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil.

Attachments

1. 14 Budgeted Cash Flow Statement [**2.1.22.1** - 1 page]

BLACKALL-TAMBO REGIONAL COUNCIL**Budgeted Statement of Cash Flows****For the year ended 30 June 2025**

	Budget 24/25 (\$'000)	Budget 25/26 (\$'000)	Budget 26/27 (\$'000)
Cash flows from operating activities:			
Receipts from customers	35,639	28,806	28,524
Payments to suppliers and employees	-53,709	-46,310	-45,734
	-18,070	-17,504	-17,210
Interest received	1,011	1,000	900
Borrowing costs	-13	-13	-14
Rental income	211	217	224
Non-capital Grants, subsidies, contributions and donations	21,855	22,000	22,000
Net cash inflow (outflow) from operating activities	4,994	5,700	5,900
Cash flows from investing activities:			
Payments for property, plant and equipment	-10,309	-9,000	-9,000
Capital Grants, subsidies, contributions and donations	4,564	5,000	5,000
Profit / Loss on sale of PPE	100	100	100
Net cash inflow (outflow) from investing activities	-5,645	-3,900	-3,900
Net increase (decrease) in cash held	-651	1,800	2,000
Cash at beginning of reporting period	28,551	27,900	29,700
Cash at end of reporting period	27,900	29,700	31,700

4 Close of Meeting