

**2020 / 2021**

# Budget

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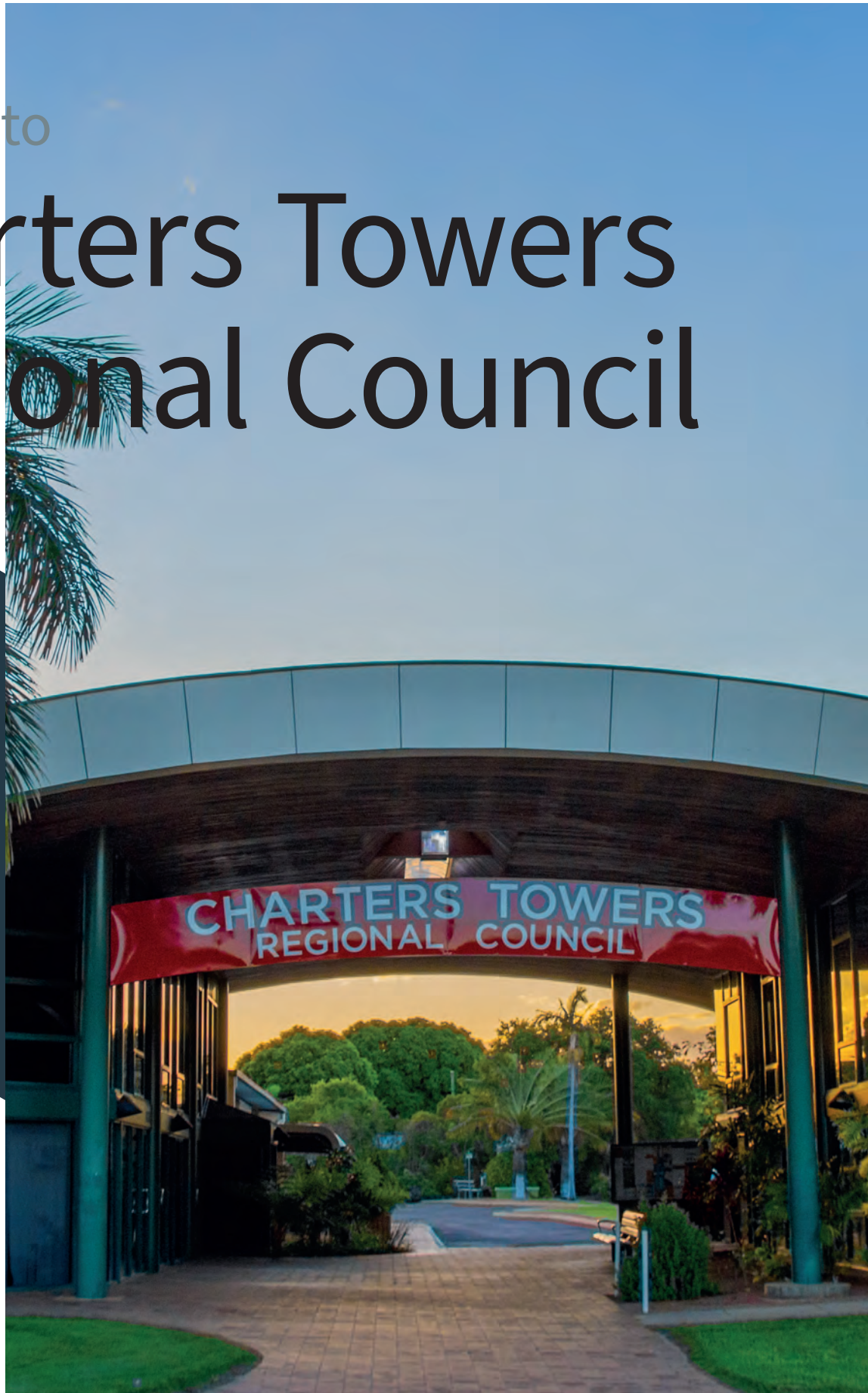
**Keeping the Region  
Going and Growing**



Welcome to

# Charters Towers Regional Council

Budget  
2020 / 2021



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## Acknowledgement of Country

Charters Towers Regional Council is committed to honouring Australian Aboriginal and Torres Strait Islander peoples unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to our society.

We acknowledge the people of the Gudjala, Gugu Badhun, Birriah and Jangga first nation lands on which Charters Towers and its greater region are located, and is where we conduct our business. We pay our respects to ancestors and Elders, past, present and emerging.

We are committed to a positive future for all.

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# Mayor's Message

## Keep the Region Going and Growing



The Charters Towers Regional Council 2020/2021 Budget takes a balanced approach to keeping the Region Going and Growing. Our continued key budget priority is to ensure sustainability and improve livability for our Region.

This is the first budget in the Council's four-year term and it provides for continued investment in maintaining and improving our critical infrastructure, whilst considering the current difficult times being experienced due to the COVID-19 pandemic. The financial impacts to the Region from the pandemic are yet to be fully quantified, however Council needs to ensure that there are sufficient economic resources post-pandemic to grow the Region.

With this in mind, Council has adopted a minimal rise of 1.89% across all rates and charges including water, excess water, sewerage and waste management, based on the 2020 Local Government Cost Index. Council has made this decision carefully to ensure that there is sufficient coverage of costs, as Council, just like households and private businesses, is not immune to increases in its expenses like wages, electricity, registration and goods and services.

Due to the continuation of rate capping to 15% on various rate categories, following significant valuation changes to some properties in 2018, some properties will experience an increase greater than 1.89%. If Council had not adopted a rate rise in this year's budget, it is anticipated that future year increases would be much larger to counter the impact. Rates are the main source of income for Charters Towers Regional Council, so it is important to maintain this revenue stream and ensure a strong financial future for the Region. Council will continue to offer residents a choice of either Allocation or Two-Part Tariff for water charges and the annual allocation will remain at 750kL per year.

The 2020/2021 budget for Capital Works is \$16.3m, with a number of these projects being either fully or substantially funded through government grants, which will help to improve the livability of the Region through

the development of new recreational facilities and road improvements, including disaster readiness projects. The budget includes over \$9.4m in grant funding.

Major projects for 2020/2021 include:

- Completion of Council's 2019-2021 Works for Queensland Projects
- Finalisation of the implementation of Council's Enterprise Resource Planning Software and other IT purchases (\$2.269m)
- Commencement of installation of additional flood warning infrastructure network (year 1 of 2 year program of works - \$0.35m)
- Completion of the flood damage restoration works (\$38m)
- Roads and drainage capital works program (\$5.9m) – including a new roundabout on Racecourse Road, Fanning River crossing realignment on Dotswood Road and various pathway upgrades in the CBD.
- Completion of the Water Infrastructure Upgrade Project and the design of a new booster pump station and balance tank (\$1.955m)
- Refurbishment and upgrade works to various Council and Community facilities (\$0.576m)
- Development of a new Water Park (\$2.852m)
- Installation of a new pump track (\$0.4m)
- Installation of new walking paths at Towers Hill including a mine shaft viewing platform (\$1.306m)
- Fleet replacements (\$1.564m)

Council will continue its generous community grants program through supporting sporting groups with mowing of fields, rate remissions for sporting, cultural and welfare groups and the twice yearly community grants program at a total cost annually of \$330,000.

Council has carefully considered the impacts to the community during these difficult times to balance community needs and expectations, and still deliver some very exciting projects to keep the Region Going and Growing.

# Council

**Mayor  
Frank Beveridge**  
Ex-Officio - All Portfolios |  
Advocacy



**Sonia Bennetto**

Deputy Mayor  
Economic Development and  
Planning



**Julie Mathews**

Councillor  
Tourism



**Bernie Robertson**

Councillor  
Infrastructure and Sustainability



**Kate Hastie**

Councillor  
Infrastructure and Sustainability



**Alan Barr**

Councillor  
Water and Wastewater



**Graham Lohmann**

Councillor  
Community

# Budget Snapshot

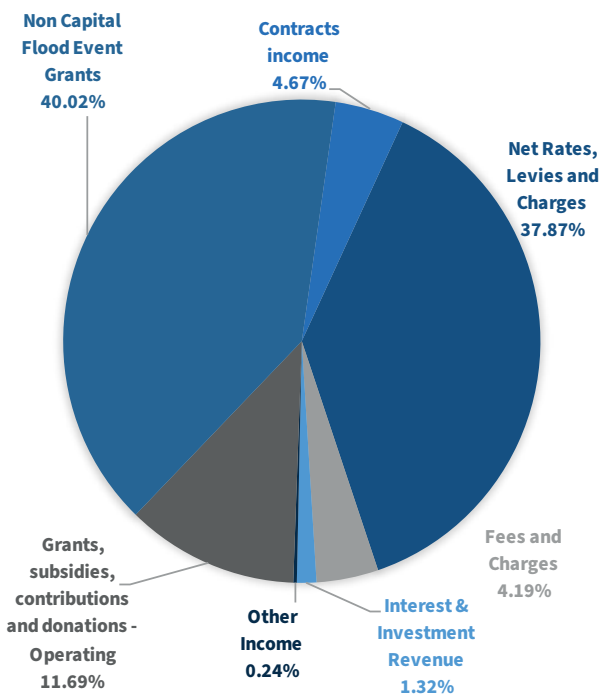


1.89%  
Rates Increase

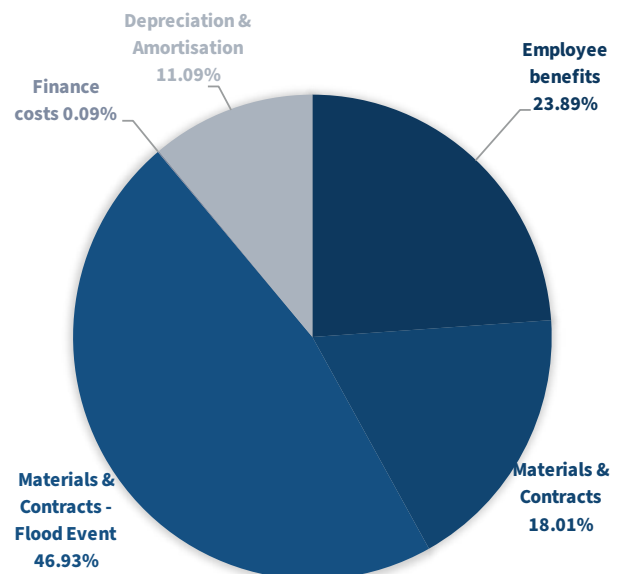


\$16.3M  
Capital Works  
Budget

## OPERATING REVENUE



## OPERATING EXPENDITURE



# Major Projects



## Restoration Works \$37.5M

Flood damage  
restorations works  
Year 2 of 2



## Roads \$5.9M

Roads  
Capital Works  
Program



## Water \$1.955M

Finalisation of the Water  
Infrastructure Upgrade  
Project & other design works



## Plant \$1.564M

Plant  
replacement



## Supporting Community Groups \$0.33M

Twice-yearly grants  
program and services



## Walking Paths \$1.306M

Towers Hill paths  
including mine shaft  
viewing platform



## Pump Track \$0.4M

Installation of Pump Track  
in Defiance Mill Park



## Water Park \$2.852M

Construction and  
installation of a  
water park on Water Street

# EXECUTIVE SUMMARY

The Budget Document for the 2020-21 financial year has been prepared in accordance with legislation and with the Budget Guidelines released from the Office of the Chief Executive Officer.

Each year the budget process is the most important part of the Corporate Calendar.

Under legislation the Mayor has the extra responsibility of developing and proposing the budget to the Council for adoption.

Changes to legislation in 2009 and 2012 now require local governments to consider the longer term when managing their finances. Copies of the relevant sections of the legislation and the requirements of councils have been included in this document for the purpose of informing the community of this obligation.

Charters Towers Regional Council has taken this responsibility seriously and has been working to ensure that while this is a legislative requirement, it is also good governance and management practice to ensure that the Council remains financially viable and planning becomes part of the way that we regularly do business.

Legislation changes in 2009 saw a move from a very prescriptive Local Government Act 1993 to legislation that gave Council more autonomy. However with autonomy comes accountability and the Government provided a set of five local government principles.

To ensure the system of local government is accountable, effective, efficient and sustainable, Parliament requires-

- (a) anyone who is performing a responsibility under this Act to do so in accordance with the local government principles; and
- (b) any action that is taken under this Act to be taken in a way that-
  - (i) is consistent with the local government principles; and
  - (ii) provides results that are consistent with the local government principles, in as far as the results are within the control of the person who is taking the action.

The local government principles are-

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and
- (e) ethical and legal behaviour of councillors and local government employees. Charters Towers Regional Council's 2020-2021 Budget has been prepared in accordance with these guiding principles.



# FUNCTIONAL RESPONSIBILITIES

The Operational Plan has been structured in accordance with the functional responsibilities of the Charters Towers Regional Council.

These functions are as follows:

## Councillors

Charters Towers Regional Councillors are responsible for the good rule and local government of the Council area. They are responsible for representing the current and future interests of the community and for setting the strategic direction of the local government. The responsibilities of Councillors are clearly articulated in the *Local Government Act 2009*.

## Office of the Chief Executive Officer

The Office of the Chief Executive Officer is responsible for the organisational leadership, administration and strategic management of the organisation.

This includes economic development, tourism, native title, advocacy, disaster management, organisational safety, day to day management of all functions of Council and to ensure that the decisions and policy of Council is carried out. The Chief Executive Officer also provides advice to the Councillors and is the custodian of records and documents of Council.

## Corporate and Community Services

Corporate and Community Services provide the following functions; strategic and business continuity planning, insurance administration, development and training, human resources, customer service, risk management, asset management, financial services, rating, internal audits, information technology, geographical information services, records management, community relations programs including grants administration and management, arts and library services, community development, planning and land development, regulatory and building compliance, community leasing, corporate properties commercial operations, tenancy, local laws, procurement, stores, tenders and contracts, organisational brand, media and communication, governance and legal administration.

## Infrastructure Services

Infrastructure Services provide the following functions; water and sewerage, resource recovery, engineering design and projects, roads and urban services, facilities management, fleet and depot management, environmental services, land care, open space and stock route management.

# BUDGET CONTENTS

In accordance with the *Local Government Regulation 2012 section 169* the following documents are to be included in the budget presented to Council -

- a) Financial position.
- b) Cash flow.
- c) Income and expenditure.
- d) Changes in equity.

The budget must also include-

- (a) A long-term financial forecast.
- (b) A revenue statement.
- (c) A revenue policy.

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

- a) Rates and utility charges excluding discounts and rebates.
- b) Contributions from developers.
- c) Fees and charges.
- d) Interest.
- e) Grants and subsidies.
- f) Depreciation.
- g) Finance costs.
- h) Net result.
- i) The estimated costs of-
  - i. The local government's significant business activities carried on using full cost pricing basis.
  - ii. The activities of the local government's commercial business units.
  - iii. The local government's significant business activities.

The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the following 9 financial years, being-

- (a) Asset sustainability ratio.
- (b) Net financial liabilities ratio.
- (c) Operating surplus ratio.

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

For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded. The budget must be consistent with the following documents of the local government-

- (a) Its 5-year Corporate Plan.
- (b) Its Annual Operational Plan.

In this section - Financial management (sustainability) guideline means the document called 'Financial Management (Sustainability) Guidelines 2013', made by the department.

# FINANCIAL SUSTAINABILITY AND ACCOUNTABILITY

A local government must ensure it is financially sustainable, to do this, a local government must implement systems to meet the following sustainability criteria;

- (a) Manage financial risk prudently;
- (b) Financial policies are to be formulated:
  - i. To ensure a reasonable degree of equity, stability and predictability.
  - ii. So that current services, facilities and activities are financed by the current users of the services, facilities and activities.
  - iii. Having regard to the effect of the policies on the future users of services, facilities and activities.
- (c) Full, accurate and timely information about the local government's finances and infrastructure is to be made available to the public on the local government's website.

A local government is financially sustainable if the local government is able to maintain its financial capital and infrastructure capital over the long term.

In accordance with the *Local Government Act 2009 section 104*, each local government must establish a system of financial management that complies with the requirements prescribed under a regulation and must regularly review the performance of its system of financial management.

# FINANCIAL MANAGEMENT, PLANNING AND ACCOUNTABILITY

In accordance with the *Local Government Act 2009 section 104* the system of financial management established by a local government must include -

- (a) The following financial management documents prepared for the local government -
  - (i) An annual budget.
  - (ii) A general purpose financial statement.
  - (iii) A long-term financial forecast.
  - (iv) An asset register.
  - (v) A revenue statement.
- (b) the following planning and accountability documents prepared for the local government -
  - (i) An annual report.
  - (ii) A 5-year corporate plan, incorporating community engagement.
  - (iii) An annual operational plan.
  - (iv) A long-term asset management plan.
  - (v) A report on the results of an annual review of the implementation of the annual operational plan, 5-year corporate plan and long-term community plan.
- (c) the financial plan includes the following policies -
  - (i) An investment policy.
  - (ii) A debt policy.
  - (iii) A revenue policy.

# CONTRACTING PRINCIPLES

In accordance with the *Local Government Act 2009 section 104(1)(a)* when entering into a contract for:

- (i) The supply of goods or service; or
- (ii) The disposal of assets.

The local government must have regard to the sound contracting principles under *section 104(3)*.

The **sound contracting principles** are -

- (a) Value for money;
- (b) Open and effective competition;
- (c) The development of competitive local business and industry;
- (d) Environmental protection; and
- (e) Ethical behaviour and fair dealing.

To remove any doubt, it is declared that *section 104(1)(a)* does not require equal consideration to be given to each of the sound contracting principles.

# GOVERNANCE

A local government must carry out a review of the implementation of the Annual Operational Plan, 5-year Corporate Plan and its financial policies annually.

# POLICIES

## INVESTMENT POLICY

**NUMBER:** S0037

**ACT:** Local Government Act 2009  
Local Government Regulation 2012

**POLICY TITLE:** Investment Policy 2020/2021

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### POLICY

#### 1. PURPOSE AND SCOPE

- 1.1. The purpose of this policy is to outline the objectives, recognition of risk and management approach that Charters Towers Regional Council will adopt in the Investment risk management process.
- 1.2. Council will maximise the investment rate of return on surplus funds whilst maintaining an acceptable level of risk within established prudential guidelines. All investments made in managing surplus cash shall be in products permitted under the relevant legislation and in accordance with this policy.
- 1.3. Council will actively manage the net debt position of core surplus funds, ensuring there is necessary liquidity to meet future requirements.
- 1.4. Financial assets will be managed in an economic and efficient manner for the long term benefit of the community.
- 1.5. Manage in such a way that Council is able to meet its obligations at all times.
- 1.6. Maintain adequate internal controls and staffing to minimise operational risk.

#### 2. COMMENCEMENT OF POLICY

This Policy will commence from 29 July 2020. It replaces all other policies relating to investment activities (whether written or not).

#### 3. APPLICATION OF POLICY

This policy applies to all people acting for and on behalf of the Charters Towers Regional Council, including Councillors, employees, consultants and contractors.

#### 4. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

Authorised Deposit-taking Institution (ADI)	Institutions (banks, building societies and credit unions) that take deposits and are supervised by the Australian Prudential Regulation Authority.
Investment Risk Management	Is defined as the management of the liquidity of the Council to ensure that the financial assets are managed in an economic and efficient manner, whilst maximising the return on surplus funds within acceptable levels of risk.
Interest Rate Risk	The risk that Council will suffer a financial loss or reduced earnings due to the adverse movements in interest rates.
Liquidity Risk	The risk that an unforeseen event or miscalculation in the required liquidity level will result in poor interest income earnings.
Credit Risk	The risk that arises through the inability of the counterparty to meet its financial obligations resulting in a financial loss to Council.
Operational Risk	Exists where inadequate or inappropriate policies and procedures lead to financial mismanagement or fraud.
At Call Investment	An investment by a statutory body, where the body may, without penalty, obtain all amounts under the investment- a) Immediately it gives written or oral notice to the person with whom the investment is made; or

	b) Within 30 days after written or oral notice is given to the person with whom the investment is made.
Bank Bills	An investment which is an unconditional written order by a bank to pay a fixed sum –the bill's face – at a fixed time to the statutory body.
Term Deposit	An investment where money is placed for a fixed period at a stated rate of interest, which will applies for the durations of the term.
Fixed Interest Securities	Investments where interests paid on investments, such as bonds and debentures, is paid at a predetermined and unchanging rate for a specified period (the life of the bond or debenture).
Negotiable Certificate of Deposit	Certificates of deposit are negotiable bearer debt securities. They are issued at a discount to the face value and do not require endorsement when sold.
Short-term rating A-1+	Indicates that the ADI's capacity to meet its financial commitment on obligations is extremely strong.
Short-term rating A-1	Indicates a strong capacity to meet its financial commitment on obligations.
Short-term rating A-2	Exhibits a satisfactory capacity to meet its financial commitment on obligations, however, ADI is somewhat susceptible to the adverse effects of changes in circumstances and economic conditions.
Short-term rating A-3	Exhibits adequate protections, however, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity to meet financial commitments on obligations.
Long-term rating AAA to AAA -	An extremely strong capacity to meet financial commitments.
Long-term rating AA + to AA -	A very strong capacity to meet financial commitments.
Long-term rating A + to A -	A strong Capacity to meet financial commitments, however, somewhat susceptible to the adverse effects of changes in circumstances and economic conditions.
Long-term rating BBB + to BBB -	An adequate capacity to meet financial commitments, however, adverse economic conditions or changing circumstances are more likely to lead to weakened capacity to meet financial obligations.

## 5. POLICY PROVISIONS

### 5.1 Risk Management

#### 5.1.1 Interest Rate Risk

Council will manage its cash flow to minimise risk to adverse interest rate movements and in line with the liquidity requirements of the organisation. Surplus funds will be invested in approved investment vehicles and/or products approved under this policy and authorised by legislation.

#### 5.1.2 Liquidity Risk (Cash Flow Risk)

The Finance Section within the Corporate and Community Services Directorate will be responsible for managing the cash flow of the Council, to ensure appropriate cash balances or facilities are available to meet financial obligations in a timely manner.

In order to minimise exposure to any one particular financial institution, the percentage limitation for each institution is outlined in the table below.

<b>Maximum from the total investment pool invested with any one particular Institution</b>		
<b>ADI type - Financial Institutions</b>	<b>Value</b>	<b>Percentage</b>
Major & Regional Banks	\$2,500,000.00	20%
Rated Building Societies	\$1,500,000.00	20%
Unrated Building Societies	\$500,000.00	5%
Credit Unions (Assets more than \$1 billion)	\$1,000,000.00	10%
Credit Unions (Assets more than \$300 million)	\$500,000.00	5%

### 5.1.3 Credit Risk

Council's surplus funds will be invested in products as approved in this policy and in line with those investments allowed under the *Local Government Act 2009*, the *Local Government Regulation 2012* and the *Statutory Bodies Financial Arrangements Act 1982*.

If any of the funds/securities held are downgraded such that they no longer fall within Council's investment policy guidelines, they will be divested as soon as it is practicable, but no later than 28 days after the change becomes known to Council.

Council shall keep a current list of long term paper ratings for both the cash and bond funds (the managed funds must maintain a minimum AA rating) and the financial institutions. Refer to Appendix 1 for Credit Rating Definitions.

The Authorised Deposit-taking Institution's (ADI) ratings shall be updated on a minimum 6 monthly basis. Appendix 2 provides a list of ADI's with their credit ratings as considerations for future investment opportunities.

A complete list of ADIs can be found at Australian Prudential Regulation Authority website at the following web address: <https://www.apra.gov.au/authorised-deposit-taking-institutions>.

### 5.1.4 Operational Risk

The Director Corporate and Community Services is responsible for ensuring that appropriate policies and procedures are in place for investment management and that such internal controls exist:

- a) Appropriate reporting mechanisms
- b) Separation of duties
- c) Identify and manage conflicts of interest
- d) Prudent person standard
- e) Clearly delegate authority

## 5.2 Investment Framework

### 5.2.1 Derivation of Authority for Investments



Charters Towers Regional Council adopts an investing framework, which complies with Category 1 Investment Powers. Guidelines and authorities for Category 1 investments are outlined in:

5.2.1.1 Statutory Bodies Financial Arrangements Act 1982, Part 6 – Section 44 Category 1 investment power

- (1) Category 1 investment powers is the power to invest in all or any of the following –
- a) deposits with a financial institution;
  - b) investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
  - c) other investment arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
  - d) investment arrangements, managed or offered by QIC or QTC, prescribed under a regulation for this paragraph;
  - e) an investment arrangement with a rating prescribed under a regulation for this paragraph
  - f) other investment arrangements prescribed under a regulation for this paragraph.

(2) However, the investment must be –

- a) at call; or
- b) for a fixed time of not more than 1 year.

5.2.1.2 Statutory Bodies Financial Arrangements Regulation 2007 – Schedule 3

### 5.3 Term of Investment

Council's investment portfolio should be realisable, without penalty, in a reasonable time frame. The term to maturity of Council's fixed or minimum term investments will not exceed one year in accordance with Section 44(2) of the **Statutory Bodies Financial Arrangements Act 1982**. Also, in accordance with **Statutory Bodies Financial Arrangements Act 1982**, Section 43 Council must invest:

- a) In Australian money; and
- b) Undertake investment in Australia.

### 5.4 Approved investment possibilities consist of:

- a) Debentures or Securities guaranteed by the Commonwealth or a State or Territory of the Commonwealth;
- b) Deposits at interest with a licensed bank as an approved ADI (Authorised Deposit-taking Institution);
- c) Deposits at interest with a Credit Union or Building Society as an approved ADI; and
- d) Deposits at interest with a person approved by the Reserve Bank of Australia as a dealer in the short term money market.

*Refer to list as per Australian Prudential Regulatory Authority (APRA) website for approved institutions.*

**5.5 Approved Financial Instruments, with investment limits**

<b>Instrument</b>	<b>Maximum Maturity</b>	<b>\$ Limit or Maximum % of Total Investments</b>
At Call	At Call	NA *
Bank Bills	365 Days	100%
Term Deposits	365 Days	100%
Fixed Interest Security	365 Days	100%
Negotiable Certificate of Deposit	365 Days	100%

Definitions on the abovementioned instruments can be found at **4. DEFINITIONS**.

*\* Account balance maintained at or above institution requirements. Total Investment at call depends on cash flow requirements to meet council's financial obligations*

**5.6 All Other Investments**

Areas of Fund Placement

There are two areas of funds placement available to Council.

- a) Direct Council Investment – investment
- b) Brokering

**5.7 Diversification of Investments to Minimise Exposure to Credit Risk**

Credit risk is the risk that the Council will suffer a financial loss due to the failure of the counterparty to meet its financial obligations. To manage credit risk this policy sets limits on the placement of investments.

Investments will be limited in relation to:

**5.7.1 The ADI's long-term and short-term credit rating**

When placing investments, consideration will be given to the relationship between credit rating and interest rate. The amount invested with financial counterparties should not exceed the following percentages of funds invested.

	<b>Long Term Rating (Standard &amp; Poor's or equivalent)</b>	<b>Short Term Rating (Standard &amp; Poor's or equivalent)</b>	<b>Maximum Percentage of Total Investments</b>
<b>Group 1</b>	AAA to AA-	A-1+	100%
<b>Group 2</b>	A+ to A-	A-1	75%
<b>Group 3</b>	BBB+ to BBB-	A-2 to A-3	50%
<b>Group 4</b>	Unrated	-	25%

Refer to **4. DEFINITIONS** for Credit Ratings Definitions.

**5.7.2 The ADI Type**

The amount of capital exposure per ADI type is limited as outlined in the table below. This table determines the maximum allowable capital exposure per ADI type.

<b>ADI Type - Financial Institutions</b>	<b>Maximum Percentage of Total Investments</b>
Major & Regional Banks	100%
Rated Building Societies	50%
Unrated Building Societies	25%
Credit Unions (Assets more than \$1 billion)	25%
Credit Unions (Assets more than \$300 million)	25%

**Major Banks** – including but not limited to ANZ, National Australia Bank, Westpac and Commonwealth Bank of Australia.

**Regional Banks** – include but not limited to Queensland Country Bank, Suncorp-Metway Limited, Bendigo and Adelaide Bank Limited, Bank of Queensland, and Rural Bank Limited.

**Rated Building Societies** – Include Greater Building Society, IMB Ltd and Newcastle Permanent Building Society.

**Unrated Building Societies** – include but not limited to B & E Ltd and Hume Building Society Ltd.

**Rated Credit Unions** – Credit Union Australia Ltd and Teachers Mutual Bank.

Unrated Credit Unions with assets over \$1 billion – include but not limited to Australian Central Credit Union (T/A People's Choice Credit Union) and Queensland Teachers' Mutual Bank.

**Unrated Credit Unions with assets over \$300 million** – include but not limited to Police Credit Union, Railways Credit Union Ltd and Community First Credit Union.

A list of ADI's with their relevant rating is attached as Appendix 1 for reference purposes and Appendix 2 has a list of Unrated ADI's noting their asset backing.

#### 5.7.3 Investment Process

- a) The Director Corporate and Community Services will confirm details of request for potential investment to the Accounting Officer.
- b) The Financial Services Coordinator will obtain potential investment rates from the ADI's listed of Approved ADI's.
- c) The list of rates obtained will be presented to the Director Corporate and Community Services.
- d) The Director Corporate and Community Services will decide on the investment to be taken.

#### 5.7.4 Investment Decision

The decision for placing investments should take into consideration the following points:

- a) The relationship between credit rating and interest rate.
- b) The amount currently invested with the ADI's for each rating group, which should not exceed the percentages of total capital invested as outlined in Table 5.1.2.
- c) The amount currently invested with ADI.

#### 5.7.5 Assessment and Decision Making Process for New Investment Product or Financial Institution

The assessment process should take into consideration the following points:

- a) The risks associated with the new Investment Product or Financial Institution.
- b) Determine the margins for investing in new Investment Product or Financial Institution.

The findings from the assessment of the new Investment Product or Financial Institution will be presented in a report from the Finance Section to the Chief Executive Officer.

The decision making process will involve:

- a) The Chief Executive Officer evaluating the report on the new Investment Product or Financial Institution.
- b) Based on the assessment report decide if the new investment Product of Financial Institution is an investment option for Council.

#### 5.7.6 Reporting

The monthly report shall be provided to the Chief Executive Officer for authorisation prior to presentation to Council. The report will detail the investment portfolio providing information on:

- a) Terms of performance
- b) ADI percentage exposure of total portfolio
- c) Any breaches of the policy

The report shall value investments at cost or on a market-to-market basis for securities. It shall give details of the investment portfolio in terms of:

- a) Interest rate
- b) Year to date return versus the 90 day BBSW (Bank Bill Swap Reference Rate)

#### 5.7.7 Recording Keeping

The Finance Section is to maintain an Investment Register detailing the following information:

- a) Record of comparative rates gathered at time of obtaining investment rates from Approved ADIs.
- b) Information relevant to all current investments, including applicable interest rate, term, amount.
- c) Comparison of total current invested funds by amount, percentage and rating of ADI.

### 6. **POLICY REVIEW**

The policy is to be reviewed whenever legislation changes, OR annually to coincide with the annual budget, at the direction of the Chief Executive Officer.

### 7. **VARIATIONS**

CTRC reserves the right to vary, replace or terminate this Policy from time to time.

### 8. **ASSOCIATED DOCUMENTS**

- *Local Government Regulation 2012*: Chapter 5 Financial Planning and Accountability – Part 4 Financial Policies, Section 191

## APPENDIX 1 – Rated Authorised Deposit-taking Institution Information

### Major & Regional Banks

Institution	Short term rating	Long term rating	Credit watch action	Rating Date
<b>Major Banks</b>				
ANZ Banking Group Ltd	A-1+	AA-	Negative	12 Sept 96 short-term 01 Dec 11 long-term
Commonwealth Bank of Australia	A-1+	AA-	Negative	14 Jun 96 short-term 01 Dec 11 long-term
Westpac Banking Corp	A-1+	AA-	Negative	12 Sep 96 short-term 01 Dec 11 long-term
National Australia Bank Ltd	A-1+	AA-	Negative	15 Nov 94 short-term 01 Dec 11 long-term
<b>Regional Banks</b>				
Suncorp-Metway Ltd	A-1	A+	Positive	11 Dec 03 short-term 04 Oct 10 long-term
Bendigo and Adelaide Bank Ltd	A-2	BBB+	Stable	29 May 02 short-term 22 May 17 long-term
Bank of Queensland Ltd	A-2	BBB+	Stable	14 Jan 94 short-term 22 May 17 long-term
Members Equity Bank Pty Ltd	A-2	BBB	Stable	25 Aug 06 short-term 22 May 17 long-term
Macquarie Bank Ltd	A-1	A+	Negative	17 Jan 94 short-term 11 Dec 19 long-term
AMP Bank Ltd	A-2	BBB+	Watch Neg	01 Mar 19 short-term 27 Aug 19 long-term
Queensland Country Bank	A-2	BBB	Stable	03 Mar 20 short-term and long-term

### Rated Building Societies

Institution	Short term rating	Long term rating	Credit watch action	Rating Date
Greater Bank Ltd	A-2	BBB	Stable	12 Oct 06 short-term 22 May 17 long-term
Newcastle Permanent Building Society Ltd	A-2	BBB	Stable	12 Oct 04 short-term 22 May 17 long-term

## Organisational ratings for possible At-call Fund Investments

Institution	Short term rating	Long term rating	Credit watch action	Rating Date
Queensland Treasury Corporation	A-1+	AA+	Stable	04 Jul 02 short-term 20 Feb 09 long-term
Commonwealth Bank of Australia	A-1+	AA-	Negative	14 Jun 96 short-term 01 Dec 11 long-term
ANZ Banking Group Ltd	A-1+	AA-	Negative	12 Sept 96 short-term 01 Dec 11 long-term

## Rated Credit Unions

Institution	Short term rating	Long term rating	Credit watch action	Rating Date
Credit Union Australia Ltd	A-2	BBB	Stable	15 Oct 10 short-term 22 May 17 long-term
Teachers Mutual Bank Ltd	A-2	BBB	Stable	04 Aug 10 short-term 22 May 17 long-term
Australian Central Credit Union (T/a People's Choice Credit Union)	A-2	BBB	Stable	15 Jun 12 short-term 22 May 17 long-term

## Ratings Outlook Definitions

- a) Positive means that a rating may be raised
- b) Negative means that a rating may be lowered
- c) Stable means that a rating is not likely to change
- d) Developing means a rating may be raised or lowered

Unrated Authorised Deposit-taking Institution information – asset backing from Annual Reports

## Unrated Building Society with assets over \$300 million dollars

Institution	Gross Assets (as per 2019 annual reports)	Net Assets (as per 2019 annual reports)
B & E Ltd t/a Bank of us	\$993 million	\$72.5 million
Hume Bank Limited Ltd	\$1.2 billion	\$80.8 million

**Unrated Credit Unions with assets over \$1 billion dollars**

<b>Institution</b>	<b>Assets (as per 2019 annual reports)</b>	<b>Net Assets (as per 2019 annual reports)</b>
Teachers' Mutual Bank Limited	\$8 billion	\$549 million

**Unrated Credit Unions with assets over \$300 million dollars**

<b>Institution</b>	<b>Assets (as per 2019 annual reports)</b>	<b>Net Assets (as per 2019 annual reports)</b>
Police Credit Union	\$1.35 billion	\$83.3 million
Railways Credit Union t/a MOVE Bank	\$671 million	\$65.5 million
Community First Credit Union	\$1.1billion	\$92.8 million

## DEBT POLICY

<b>NUMBER:</b>	S0001
<b>ACT:</b>	LOCAL GOVERNMENT ACT 2009 LOCAL GOVERNMENT REGULATION 2012
<b>POLICY TITLE:</b>	DEBT POLICY 2020/2021

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### POLICY

**1. PURPOSE AND SCOPE**

To comply with the legislative requirements under Local Government Regulations 2012.

**2. COMMENCEMENT OF POLICY**

This Policy will commence from 29 July 2020. It replaces all other policies relating to debt (whether written or not).

**3. APPLICATION OF POLICY**

This policy applies to all people acting for an on behalf of the Charters Towers Regional Council, including councillors, employees, consultants and contractors.

**4. POLICY PROVISIONS**

**4.1. PLANNED BORROWINGS  
2020-2021**

In accordance with the Long Term Financial Forecast (LTFF), no borrowings currently deemed required.

2021-2022

In accordance with the LTFF, no borrowings currently deemed required.

2022-2023

In accordance with the LTFF, no borrowings currently deemed required.

2023-2024

In accordance with the LTFF, no borrowings currently deemed required.

2024-2025

In accordance with the LTFF, no borrowings currently deemed required.

2025-2026

In accordance with the LTFF, no borrowings currently deemed required.

2026-2027

In accordance with the LTFF, no borrowings currently deemed required.

2027-2028

In accordance with the LTFF, \$3.5 million is forecast to be borrowed through Queensland Treasury Corporation for sewerage infrastructure improvements.

2028-2029



In accordance with the LTFF, no borrowings currently deemed required.

2029-2030

In accordance with the LTFF, no borrowings currently deemed required.

#### 4.2. LOAN REPAYMENTS TIMEFRAMES

Schedule of loan repayments for all existing and proposed loans:

<b>Purpose</b>	<b>Annual Repayment</b>	<b>Proposed Maturity</b>
2016/2017 Enterprise Resource Management System Loan	\$143,428	June 2027

#### 4.3. SHORT TERM FINANCE

The council may, from time to time, seek Treasury approval for short-term finance for operational cash-flow purposes. Borrowings of this type are only contemplated in cases of an emergent nature and would be raised through Queensland Treasury Corporation by way of an overdraft facility.

#### 5. POLICY REVIEW

The policy is to be reviewed whenever legislation changes, OR annually to coincide with the annual budget, at the direction of the Chief Executive Officer.

#### 6. VARIATIONS

CTRC reserves the right to vary, replace or terminate this Policy from time to time.

#### 7. ASSOCIATED DOCUMENTS

- Local Government Regulation 2012; Chapter 5 Financial Planning and Accountability- Part 4 Financial Policies

##### Section 192 **Debt Policy**

(1) A local government must prepare and adopt a debt policy for the 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.

## REVENUE POLICY

**NUMBER:** S0002  
**ACT:** LOCAL GOVERNMENT ACT 2009  
LOCAL GOVERNMENT REGULATION 2012  
**POLICY TITLE:** REVENUE POLICY 2020/2021

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### LEGISLATIVE REQUIREMENTS

LOCAL GOVERNMENT REGULATION 2012:

- *Chapter 5 Financial Planning and Accountability*
- *Part 4 Financial Policies*

#### 1. SECTION 193 REVENUE POLICY

- 1.1. *A local government's revenue policy for a financial year must state:*
- (a) *the principles that the local government intends to apply in the financial year for –*
    - (1) *levying rates and charges; and*
    - (2) *granting concessions for rates and charges; and*
    - (3) *recovering overdue rates and charges; and*
    - (4) *cost-recovery methods; and*
  - (b) *if the local government intends to grant concessions for rates and charges – the purpose for the concessions; and*
  - (c) *the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.*
- 1.2. *The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.*
- 1.3. *A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.*

#### 2. 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 so as to minimise the impact of rating on the efficiency of the local economy.  
Council will also have regard to the principles of:

- 2.1. transparency in the making of rates and charges;
- 2.2. having in place a rating regime that is simple and inexpensive to administer;
- 2.3. equity by taking account of the different levels of capacity to pay within the local community; and
- 2.4. flexibility to take account of changes in the local economy.

#### 3. THE LEVYING OF RATES

In levying rates Council will apply the principles of:

- 3.1. making clear what is the Council's and each ratepayer's responsibility to the rating system;
- 3.2. making the levying system simple and inexpensive to administer;
- 3.3. timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- 3.4. equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

#### 4. CONCESSIONS FOR RATES AND CHARGES

In accordance with the *Local Government Act*, Council remits rates for Pensioner Concession Card Holders on the same basis as permitted by the State Government Pensioner Rate Subsidy Scheme as administered by the Concessions Unit, Planning & Policy Co-ordination Branch, Department of Communities, Disability Services and Seniors.

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

- 4.1. equity by having regard to the different levels of capacity to pay within the local community;
- 4.2. the same treatment for ratepayers with similar circumstances;
- 4.3. transparency by making clear the requirements necessary to receive concessions; and
- 4.4. flexibility to allow Council to respond to local economic issues.

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

## **5. THE RECOVERY OF RATES AND CHARGES**

In accordance with the *Local Government Act*, Council has processes in place for the recovery of unpaid amounts of rates and charges.

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

- 5.1. transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations;
- 5.2. making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- 5.3. capacity to pay in determining appropriate arrangements for different sectors of the community;
- 5.4. equity by having regard to providing the same treatment for ratepayers with similar circumstances; and
- 5.5. flexibility by responding where necessary to changes in the local economy.

## **6. COST-RECOVERY FEES**

In accordance with *Local Government Act*, Council may under a local law or by resolution fix a cost-recovery fee. Cost-recovery fees set by Council must not be more than the cost to the local government of taking the action for which the fee is charged.

## **7. POLICY REVIEW**

The policy is to be reviewed whenever legislation changes, OR to coincide with year budget procedures.

## **8. VARIATIONS**

*CTRC reserves the right to vary, replace or terminate this Administrative Directive from time to time.*

## **9. ASSOCIATED DOCUMENTS**

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- S0003 Revenue Statement 2020/2021

## REVENUE STATEMENT

NUMBER:	S0003
ACT:	LOCAL GOVERNMENT ACT 2009 LOCAL GOVERNMENT REGULATION 2012
POLICY TITLE:	REVENUE STATEMENT 2020/2021

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### POLICY

#### 1. PURPOSE AND SCOPE

- 1.1 The Revenue Statement is prepared in accordance with section 104 of the *Local Government Act 2009* and section 169 and 172 of the *Local Government Regulation 2012* to accompany the budget, outlining revenue measures adopted in the budget.
- 1.2 The purpose of the Revenue Statement is to set out:
- The rates and charges to be levied in the financial year
  - The concessions for rates and charges to be granted in the financial year
  - The limitations and increases in rates and charges
  - The criteria for cost recovery fees.

#### 2. COMMENCEMENT OF POLICY

- 2.1 This Policy will commence from 29 July 2020. It replaces all other policies relating to the Revenue Statement (whether written or not).

#### 3. APPLICATION OF POLICY

- 3.1 This Revenue Policy will apply to all rateable land within the Charters Towers Regional Council area.

#### 4. DEFINITIONS

- 4.1 To assist in interpretation the following definitions shall apply:

**Act** shall mean the *Local Government Act 2009*

**Regulation** shall mean the *Local Government Regulation 2012*

**Council** shall mean *Charters Towers Regional Council*

**Department** shall mean the *Department of Natural Resources and Mines*

**Townships** shall mean *Pentland, Greenvale or Ravenswood*.

#### 5. POLICY PROVISIONS

##### 5.1 DIFFERENTIAL GENERAL RATES

Council has 23 categories of rateable land for 2020/2021 as stated and described below. Pursuant to section 80 of the Regulation the following Differential Rating Categories have been determined having regard to:

- Land use as determined by Council and the Department
- Parcels similarly valued which are used for the same or similar purpose and receive similar services
- Valuation

##### Category 1 - Urban Residential (< 9,000m<sup>2</sup>)

Properties used for residential purposes with an area less than 9,000m<sup>2</sup>, including all townships.

**Category 2 - Large Homesites <\$100,000 Rating Valuation**

Properties used for residential purposes on sites with an area greater than 9,000m<sup>2</sup> situated within 8 kilometres of the Charters Towers central business district with a rating valuation less than \$100,000.

**Category 3 - Large Homesites \$100,000 to \$199,999 Rating Valuation**

Properties used for residential purposes on sites with an area greater than 9,000m<sup>2</sup> situated within 8 kilometres of the Charters Towers central business district with a rating valuation between \$100,000 and \$199,999.

**Category 4 - Large Homesites \$200,000 to \$299,999 Rating Valuation**

Properties used for residential purposes on sites with an area greater than 9,000m<sup>2</sup> situated within 8 kilometres of the Charters Towers central business district with a rating valuation between \$200,000 and \$299,999.

**Category 5 - Large Homesites >= \$300,000 Rating Valuation**

Properties used for residential purposes on sites with an area greater than 9,000m<sup>2</sup> situated within 8 kilometres of the Charters Towers central business district with a rating valuation greater than or equal to \$300,000.

**Category 6 - Rural Residential properties >8kms from Charters Towers central business district**

Properties used for rural residential purposes situated beyond 8 kilometres from the Charters Towers central business district, including all townships.

**Category 7 - Multi-unit Residential 2 flats**

Properties used for the purpose of multiple residential units, maximum of 2 flats, including properties situated in townships.

**Category 8 - Multi-unit Residential 3-4 flats**

Properties used for the purpose of multiple residential units, 3-4 flats, including properties situated in townships.

**Category 9 - Multi-unit Residential >= 5 flats**

Properties used for the purpose of multiple residential units, 5 flats or greater, including properties situated in townships.

**Category 10 - Commercial Retail and Business <8kms from Charters Towers central business district**

Properties zoned or used in part or in full for commercial, retail or business purposes situated within 8 kilometres of the Charters Towers central business district.

**Category 11 - Industrial, Transport & Storage Category <8kms from Charters Towers central business district**

Properties used for industrial, transport or storage purposes situated within 8 kilometres of the Charters Towers central business district.

**Category 12 - Noxious or Hazardous Industries**

Properties used for noxious or hazardous industry purposes.

**Category 13 - Drive-in Shopping Centre > 1,500m<sup>2</sup> gross floor area**

Properties used for a drive-in shopping centre having a gross floor area greater than 1,500m<sup>2</sup> and onsite car parking spaces.

**Category 14 - Other Commercial/Industrial land**

Properties used for other commercial or industrial purposes situated greater than 8 kilometres from the Charters Towers central business district, including properties situated in townships.

**Category 15 - Rural Agricultural**

Properties situated beyond 8 kilometres from the Charters Towers central business district used primarily for agricultural purposes.

**Category 16 - Mines >200 employees and/or contractors**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, utilised as a working mine with greater than 200 employees and/or contractors as at 1 July 2019.

**Category 17 - Mines - 101 to 200 employees and/or contractors**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, utilised as a working mine with between 101 and 200 employees and/or contractors as at 1 July 2019.

**Category 18 - Mines – 50 to 100 employees and/or contractors**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, utilised as a working mine with between 50 and 100 employees and/or contractors as at 1 July 2019.

**Category 19 - Mines – 25 to 49 employees and/or contractors**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, utilised as a working mine with between 25 and 49 employees and/or contractors as at 1 July 2019.

**Category 20 - Other working mine or quarry – 1 to 24 employees and/or contractors**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, utilised as a working mine or quarry with between 1 and 24 employees and/or contractors as at 1 July 2019.

**Category 21 – Non-working mine or quarry**

Properties located across the region containing one or more mining leases issued pursuant to the Mineral Resources Act 1989, which are not working mines or quarries and do not fall into Categories 16 to 20.

**Category 22 – Special Uses**

Properties with uses for non-residential purposes outside of commercial categories such as sporting or other special uses or community groups.

**Category 23 – Other**

Properties which use does not fall into categories 1 to 22.

The following Differential Rates have been made for 2020/2021:

Category	Category Description	Rate in Dollar	\$ Minimum
1	Urban Residential (< 9,000m <sup>2</sup> )	0.02496	1,044
2	Large Homesites <\$100,000 Rating Valuation	0.02130	1,200
3	Large Homesites \$100,000 to \$199,999 Rating Valuation	0.01620	2,112
4	Large Homesites \$200,000 to \$299,999 Rating Valuation	0.01274	3,166
5	Large Homesites >= \$300,000 Rating Valuation	0.01019	3,798
6	Rural Residential properties >8kms from Charters Towers CBD	0.00999	1,044
7	Multi-unit Residential 2 flats	0.02496	1,312
8	Multi-unit Residential 3-4 flats	0.02680	1,364
9	Multi-unit Residential >= 5 flats	0.02904	1,380
10	Commercial Retail and Business <8kms from Charters Towers CBD	0.04422	2,190
11	Industrial, Transport & Storage Category <8kms from Charters Towers CBD	0.02894	1,978
12	Noxious or Hazardous Industries	0.03352	1,206
13	Drive-in Shopping Centre > 1,500m <sup>2</sup> gross floor area	0.05421	10,392
14	Other Commercial/Industrial land	0.06582	1,206
15	Rural Agricultural	0.00927	1,004
16	Mines >200 employees and/or contractors	0.84355	24,104
17	Mines - 101 to 200 employees and/or contractors	0.75205	18,078
18	Mines – 50 to 100 employees and/or contractors	0.31178	6,028
19	Mines – 25 to 49 employees and/or contractors	0.25065	4,122
20	Other working mine or quarry – 1 to 24 employees and/or contractors	0.12512	1,810
21	Non-working mine or quarry	0.02506	1,256
22	Special Uses	0.02904	1,004
23	Other	0.02180	1,004

### Limitation on Increase in Rates

Pursuant to section 116 of the Regulation, Council applies capping to the Categories listed below in which the general rates levied for the property for the previous financial year (year ending 30 June 2020) will not be exceeded by 15%:

- Categories 1-5
- Categories 10-12
- Categories 14-15
- Categories 21-23

The differential general rates for eligible land will not exceed the higher of:

- The relevant minimum rate for the property; or
- The amount of general rates levied for the property for the year ending 30 June 2020, plus an increase of 15%.

This is subject to a minimum rate for each category and the following conditions:

- Capping will apply only to general rates;
- Capping will apply only to the categories listed above;
- Capping is not available retrospectively and will only apply from the beginning of a financial year; and
- If ownership of the land to which capping applies is transferred in the period after 1 July of any year, then capping will cease to apply for the following year (*e.g. If rates-capped land is sold during 2020/2021, capping will not apply in 2021/2022 but will apply in 2022/2023 (unless the land is sold again after 1 July 2021).*)

An average increase of 1.89% has been applied across all rates and charges for 2020/2021.

## 5.2 UTILITY RATING GROUP DEFINITIONS

### Group 31 Charters Towers Reserve – Residential

A parcel of rateable land contained completely within the Town Reserve area of Charters Towers, which is not zoned commercial and is either vacant or used for residential purposes.

### Group 32 Charters Towers Reserve – Non-Residential

A parcel of rateable land contained completely within the Town Reserve area of Charters Towers, which is zoned commercial and vacant, or used for non-residential purposes.

### Group 34 Within 8 km radius of CBD Charters Towers Residential - Both Water & Bitumen

A parcel of residential rateable land, not within Utility Group 31, located partly or completely within an eight (8) kilometre radius of the CBD in Charters Towers which is serviced by both Charters Towers reticulated water and which has sealed road access to the property.

### Group 35 Within 8 km radius of CBD Charters Towers Non-Residential - Both Water & Bitumen

A parcel of non-residential rateable land, not within Utility Group 32, located partly or completely within an eight (8) kilometre radius of the CBD in Charters Towers which is serviced by both Charters Towers reticulated water and which has sealed road access to the property.

### Group 36 Within 8 km radius of CBD Charters Towers Residential–One or Neither Water & Bitumen

A parcel of residential rateable land, not within Utility Group 31, located partly or completely within an eight (8) kilometre radius of the CBD in Charters Towers which is not serviced by BOTH bitumen road access and Charters Towers reticulated water.

### Group 37 Within 8 km radius of CBD Charters Towers Non-Residential - One or Neither Water & Bitumen

A parcel of non-residential rateable land, not within Utility Group 32, located partly or completely within an eight (8) kilometre radius of the CBD in Charters Towers which is not serviced by BOTH bitumen road access and Charters Towers reticulated water.

### Group 38 Townships - Pentland, Ravenswood & Greenvale

Township – a parcel of rateable land contained partly or completely within the defined Township Reserves of Pentland, Ravenswood, or Greenvale.

### Group 39 Outside 8 km radius of the GPO – All others not in Group 38

All other parcels of rateable land contained within the region of Charters Towers and not contained within any other Group.

## 5.3 UTILITY RATING GROUPS 31 AND 32

### 5.3.1 SEWERAGE CHARGES – Utility Groups 31 & 32

A Sewerage Charge will be levied in accordance with the Sewerage Charge Schedule, on each surveyed parcel of land, vacant and occupied, that Council has or is able to provide with sewerage services. The charge may also be levied on those areas where construction of the service infrastructure has commenced but access is not yet available to the sewerage service.

The sewerage charge will be set to recover all of the annual operating costs associated with the provision of sewerage and wastewater services provided by Council. These costs include loan interest, asset depreciation and the cost of ongoing maintenance and operation of the system, including treatment plant operations.



## The adopted Sewerage Charges Schedule is as follows:

- (1) Surveyed parcel of vacant land = 4 units.
- (2) 1 pedestal or urinal = 4 units. (Base Charge)
- (3) Residential Properties, including residential lots under the Body Corporate and Community Management Act, such as a house or strata title unit, shall be charged a base sewerage charge per dwelling and shall be entitled to unlimited pedestals.
- (4) Residential properties consisting of flats or units, covered by a single title, shall be charged a sewerage levy on a per pedestal basis.
- (5) Non-Residential connected to the Sewerage system:
  - (i) The first 5 pedestals or urinals = 4 units per pedestal.
  - (ii) From 6 to 15 pedestals or urinals = 2 units per pedestal.
  - (iii) From 16 or over pedestals or urinals = 1 unit per pedestal.

In accordance with the above schedule, the undermentioned Sewerage Charges be made and levied for the rating period 01 July to 30 June in the report period.

<b>UTILITY GROUP</b>	<b>GROUP DESCRIPTION</b>	<b>ANNUAL CHARGE PER UNIT For Sewerage</b>
31	Charters Towers Reserve - Residential	\$215
32	Charters Towers Reserve - Non-Residential	\$215

### 5.3.2. WASTE COLLECTION CHARGES – Utility Groups 31 & 32

A Waste Collection Charge will be levied in accordance with the following Waste Collection Charges Schedule, on the owner of each parcel of land or structure occupied or capable of being occupied, for which Council is prepared to provide a waste collection service. Where there is more than one structure on land capable of separate occupation a charge will be made for each structure.

For domestic and non-residential users, the charge will be for a weekly collection of a 240 litre mobile bin. Charges will be made for additional collections per week from domestic or non-residential properties, referred to in the fees as Extra Waste Collection, or additional bins can be provided and collected at the weekly collection.

If any collection of industrial and bulk waste is required by Council, this will be charged based on volume and frequency of collection in accordance with market rates.

No refund of any charges in respect of a regular service duly made and levied in respect of a year or part thereof shall be made or given by Council for the reason that premises are unoccupied.

The costs incurred in the operation and maintenance of all waste management functions provided by Council, will primarily be funded by waste collection charges. The proceeds from the charges, together with the Landfill Management levy will fund the acquisition, operation and maintenance of Council's Landfill and recycling activities, the collection of waste from street side rubbish bins, the removal of dead animals and abandoned motor vehicles and environment protection activities generally.

A unit charge covers the provision of one 240 litre mobile bin in accordance with the following Schedule:

WASTE COLLECTION SCHEDULE			Units	Min	Max
a.	Dwellings		1	1	
b.	Multiple Dwellings	Per unit/dwelling	1	1	
c.	Accommodation Units	Per 2 pedestals	1	2	10
d.	Motels, Caravan Parks, Hotel/Motels	Per 2 pedestals	1	2	20
e.	Hotel and Taverns	Per 2 pedestals	1	1	
f.	Clubs, Community Groups/Churches	Per 2 pedestals	1	1	2
g.	Education	Per 2 pedestals	1	1	20
h.	Childcare	Per 2 pedestals	1	1	4
i.	Hospitals, Nursing Home & Place of Retirement	Per 2 pedestals	1	1	20
j.	Non-residential Premises, Shops	Per shop/premise, whichever is greater	1		
k.	Supermarket (Gross floor area >800 m2)	Per pedestal	1	6	
l.	Other non-residential		1	1	

In accordance with the above schedule, the undermentioned Waste Collection Charges be made and levied by the Council for the rating period 01 July to 30 June in the report period. The following table also covers the Landfill Management levy applicable to every assessment, no exception, within Utility Rate Group 31 and 32.

UTILITY GROUP	GROUP DESCRIPTION	ANNUAL CHARGE PER UNIT For Bin Collection	LANDFILL MANAGEMENT Flat Rate per Assessment For Provision	LANDFILL USAGE
31	Charters Towers Reserve - Residential	\$203	\$30	Fees apply
32	Charters Towers Reserve - Non-residential	\$240*	\$30	Fees apply

\*Includes the Queensland Waste Levy annual charge of \$37 per bin collected in accordance with the *Waste Reduction and Recycling (Waste Levy) Amendment Act 2019*

### 5.3.3 LANDFILL MANAGEMENT LEVY – Utility Groups 31 & 32

The Landfill Management Levy is broken into two components being Provision and Use. In Utility Groups 31 and 32, the levy is based on the assumption that properties will use the Stubley Street Landfill where at a 'user pay policy' has been implemented.

Utility Group	Provision	Use	Annual Levy
31	\$30.00	Pay per use	<b>\$30.00</b>
32	\$30.00	Pay per use	<b>\$30.00</b>

### 5.3.4 REGIONAL WATER CHARGES

The basis of the water charge is:

**Residential:** Can choose between the Allocation Tariff or Two Part Tariff  
**Non-Residential:** Two Part Tariff only

**Allocation Tariff** is an annual fixed charge combining access charge with an annual allowance of water, and is unit based per parcel according to the variables as set out in the Water Charges Schedule.

#### Two Part Tariff

- First Part: Flat Charge covering Access or Availability (levied in advance)

- **Second Part: Charge per kilolitre Used**  
(levied in the year following meter read).

Residential Properties can choose annually between tariffs. A defined timeframe will be advertised each year, following water meter readings, during which time a request to transfer can be submitted online, or via a hardcopy Transfer Form. Transfer requests will not be accepted outside of the defined advertised 'Transfer Period'.

All such charges levied shall be used to defray the cost of constructing the water supply facilities, including the payment of loan interest, asset depreciation and the costs associated with the operation, maintenance and management of the water supply system.

The charges are also made on a specified basis in respect of any land or other structure, building, individual shop or place on land to which water is supplied that is not rateable under the *Local Government Act*.

**Multiple Dwellings** shall be levied as set out in the Water Charges Schedule. In cases where the consumption by individual lots and the common property cannot be individually measured, consumption charges will be levied on a per lot basis. It will be necessary for Council to apportion the consumption of the scheme land in accordance with the schedule of lot entitlements in the Contribution Schedule contained in the Community Management Statement.

**Meter Readings** - Water Meters are read on an annual basis. See 5.5.6 for more details.

**Stopped Meter** - Should a meter be found to have stopped, usage for the current year will be levied as averaged across the previous three years.

**Undetected Leak** - In the case where there is an undetected leak within the property boundaries, assessment will come under the guidelines within Council's Concealed Leak Policy, and subject to approval, the associated method of charging will apply.

## **WATER CHARGES – Utility Groups 31 & 32**

A Water Charge will be levied in accordance with the Water Charges Schedule, on each surveyed parcel of land, both vacant and occupied, that Council has or is able to provide with a water service. 'Able to provide' means the property is within 100 metres of a water main. The charge may also be levied on those areas where construction of the service infrastructure has commenced but access is not yet available to the water service.

## **WATER CHARGES – Utility Groups 34 to 39**

### **Group 34 – 37**

Levies apply to all parcels to which supply is provided.

### **Group 38 - Ravenswood**

Levies apply to all parcels to which supply is provided.

### **Group 38 - Greenvale and Pentland**

Levies apply on availability of water as per the defined area.  
See Annexure B "Greenvale Water Area" & "Pentland Water Area".

## ANNUAL WATER LEVIES ACROSS THE REGION

In accordance with the Water Charges schedule, the undermentioned Water Rates and Charges be made and levied by the Council for the rating period 01 July to 30 June in the report period, with items j) to m) being in accordance with the attached Special Water Unit Charges Schedule (Annexure A).

### WATER CHARGES SCHEDULE ACROSS THE REGION

WATER UNIT SCHEDULE ACROSS THE REGION (per parcel)		UNITS
a.	All Vacant Land Not Connected	4
	<b>Residential</b>	
b.	Dwelling	4
c.	Multiple Dwelling Single Parcel – 1 <sup>st</sup> unit/flat	4
	- all remaining units/flats	2
d.	Multiple Dwellings Separate Parcels (Per unit)	2
e.	Multiple Dwellings:(Per unit) Exempt general rate levies under the LG Act	4
	<b>Non-Residential</b>	
f.	Community Clubs & Organisations	4
g.	Clubs – Private	6
h.	Commercial and Industry	6
i.	Religious Organisation	4
	<b>As per Special Water Unit Schedule</b>	
j.	Schools/Education	
k.	State Government	
l.	State Government Corporations	
m.	Special Allocations	

### WATER ALLOCATION TARIFF (Residential Only)

UTILITY GROUP	Category	ANNUAL ALLOWANCE PER UNIT	ANNUAL CHARGE PER UNIT For Water	EXCESS WATER CHARGE Per KILOLITRE	
				Used in 2019/2020	Used in 2020/2021
31	Residential	187.5 Kilolitres	\$277.00	\$1.66	\$1.69
34	Residential	187.5 Kilolitres	\$277.00	\$1.66	\$1.69
36	Residential	187.5 Kilolitres	\$342.00	\$1.66	\$1.69
38-Greenvale	Residential	187.5 Kilolitres	\$304.00	\$1.66	\$1.69
38-Pentland	Residential	187.5 Kilolitres	\$233.00	\$1.66	\$1.69
38-Ravenswood	Residential	187.5 Kilolitres	\$245.00	\$1.66	\$1.69

### WATER TWO PART TARIFF

UTILITY GROUP	CATEGORY	AVAILABILITY OR ACCESS CHARGE PER UNIT	CHARGE PER KILOLITRE USED UNDER THRESHOLD	EXCESS THRESHOLD PER UNIT	EXCESS WATER CHARGE PER KILOLITRE
31	Residential	\$171	\$0.94	187.5 KLS	\$1.69
32	Non-Residential	\$150	\$0.94	187.5 KLS	\$1.69
32	Non-Residential	\$192	Connection-No Meter - Access & Usage		
34	Residential	\$171	\$0.94	187.5 KLS	\$1.69
35	Non-Residential	\$150	\$0.94	187.5 KLS	\$1.69
36	Residential	\$210	\$0.94	187.5 KLS	\$1.69
37	Non-Residential	\$185	\$0.94	187.5 KLS	\$1.69
38-Greenvale	Residential	\$171	\$0.94	187.5 KLS	\$1.69
38-Pentland	Residential	\$171	\$0.94	187.5 KLS	\$1.69
38-Ravenswood	Residential	\$171	\$0.94	187.5 KLS	\$1.69
38-Greenvale	Non-Residential	\$150	\$0.94	187.5 KLS	\$1.69
38-Pentland	Non-Residential	\$150	\$0.94	187.5 KLS	\$1.69
38-Ravenswood	Non-Residential	\$150	\$0.94	187.5 KLS	\$1.69

### VACANT – Water Available – Not Connected

All Groups	Vacant	\$172			
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## WATER SUPPLIES

## Charters Towers

Council reticulates treated water via infrastructure fully installed and owned by Council. Water is sourced from the Burdekin River, pumped to the treatment plant and then reticulated from the storage reservoir on Towers Hill. Some locations are reticulated prior via water travelling to the reservoir.

## Pentland

Council reticulates treated water to a defined area of Pentland Township from ground water bores.

## Greenvale

Council reticulates treated water to the whole of the Greenvale Township by way of a mains reticulation system originally installed by Queensland Nickel Ltd. As this infrastructure is now owned by Council, the maintenance and replacement of these assets lies with Council to fund.

## Ravenswood

Ravenswood water supply is originally sourced from the Burdekin River by Carpentaria Gold. Water is pumped to a "turkey nest" dam before Carpentaria Gold provides treated water to the township. Council is responsible for the maintenance of these assets, and currently pays Carpentaria Gold to operate and provision the service.

### 5.3.5 UTILITY RATING GROUPS 34 to 39

#### 5.3.5.1 WASTE COLLECTION CHARGES – Utility Groups 34 to 39

That the undermentioned Waste Collection Charges be made and levied by the Council for the rating period 01 July to 30 June in the report period. One unit covers a weekly collection of one 240 litre mobile bin for a twelve month period.

UTILITY GROUP	ANNUAL CHARGE PER One Unit	WHEN CHARGE TO APPLY
<b>34</b>	\$203.00	A dwelling to which a collection service is practically available, as determined by Council, from the date of provision of service.
<b>35</b>	\$240.00*	A non-residential premise to which a collection service is practically available, as determined by Council, from the date of provision of service.  *Includes the Queensland Waste Levy annual charge of \$37 per bin collected in accordance with the Waste Reduction and Recycling (Waste Levy) Amendment Act 2019
<b>36</b>	\$269.00	A dwelling to which a collection service is practically available, as determined by Council, from the date of provision of service.
<b>37</b>	\$307.00	A non-residential premise to which a collection service is practically available, as determined by Council, from the date of provision of service.  *Includes the Queensland Waste Levy annual charge of \$37 per bin collected in accordance with the Waste Reduction and Recycling (Waste Levy) Amendment Act 2019.
<b>38 - Greenvale</b>	\$269.00	To all land parcels with a dwelling within the defined area (see Annexure C "Greenvale Garbage Area").
<b>38 - Pentland</b>	\$269.00	To all land parcels within the defined area (see Annexure C "Pentland Garbage Area") to which a collection service is practically available, as determined by Council, from the date of provision of service.
<b>38 - Ravenswood</b>	\$269.00	To all land parcels within the defined area (see Annexure C "Ravenswood Garbage Area") with a dwelling to which a collection service is practically available, as determined by Council, from the date of provision of service.
<b>39 - Hervey Range</b>	\$269.00	To all land parcels with a dwelling within the defined area (see Annexure C "Hervey Range Garbage Area") as from date of provision of service.
<b>39 - Balfes Creek</b>	\$269.00	To all land parcels with a dwelling within the defined area (see Annexure C "Balfes Creek Garbage Area") as from date of provision of service.
<b>39 - Homestead</b>	\$269.00	To all land parcels with a dwelling within the defined area (see Annexure C "Homestead Garbage Area") as from date of provision of service.
<b>39 - Mingela</b>	\$269.00	To all land parcels with a dwelling within the defined area (see Annexure C "Mingela Garbage Area") as from date of provision of service.

<b>39 - Sellheim</b>	\$269.00	To all land parcels within the defined area (see Annexure C "Sellheim Garbage Area") with a dwelling to which a collection service is practically available, as determined by Council, from date of provision of service.
<b>39 - Reid River</b>	\$269.00	To all land parcels within the defined area (see Annexure C "Reid River Garbage Area") with a dwelling to which a collection service is practically available, as determined by Council, from date of provision of service.

\*Includes the Queensland Waste Levy annual charge of \$37 per bin collected in accordance with the  
*Waste Reduction and Recycling (Waste Levy) Amendment Act 2019*

Pro rata charges will be levied where services are commenced, or made available, during the course of the financial year.

A service is defined as the collection of one domestic bin per week per domicile.

Waste Collection Charges for Non-residential Services in Groups 36 to 39 will be charged \$307.00 per annum.

#### 5.3.5.2. UNITS TO BE USED – Sewerage – Utility Groups 34 to 39

That the following schedule of units be adopted for application to Sewerage utility charges throughout the relevant categories, per surveyed parcel of land.

<b>LAND USE</b>	<b>NO. OF UNITS</b>
<b>Sewerage Utility Groups 38 &amp; 39</b>	
Vacant Land	2
Dwellings	2
Accommodation Units and Flats - per unit/flat	2
Business premises	2
Café	3
Dwelling combined with business premises	3
School	6
Hotel	10
Hall	2
Church	2
Caravan Park	8
Racecourse	2
Rodeo Grounds	2
Sports Club	2
Motel	10
Shopping Centre – per shop/business within the centre	2
Service Station	3
Industrial – Light and Heavy	3
Golf Course	2
Police Station and Residence	4
Not otherwise defined	4
<b>Specific</b>	
Greenvale Swimming Pool	4
Greenvale Fire and Ambulance	4
State Emergency Service Facilities	4

That the undermentioned Sewerage Charges be made and levied for the rating period 01 July to 30 June in the report period, based on the above Utility Units Table.

<b>UTILITY GROUP</b>	<b>ANNUAL CHARGE PER UNIT (Refer Utility Units Table)</b>	<b>WHEN CHARGE TO APPLY</b>
<b>38-Greenvale</b>	\$322.00 per annum	Upon connection to mains

<b>38-Ravenswood</b>	\$322.00 per annum	Upon connection to mains
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Pro rata charges will be levied where services are commenced, during the course of the financial year.

#### 5.3.5.3. LANDFILL MANAGEMENT LEVY – Utility Groups 34 to 39

The following levies are based on their associated assumption 1 to 5 and the two generic assumptions 6 & 7:

1. All property owners within Utility Groups 34 to 37- the closest landfill is Stubble Street, Charters Towers.
2. All property owners within Utility Group 38 - the closest landfill is either Greenvale, Pentland or Ravenswood.
3. Property owners within Utility Group 39 who have a waste collection service - the closest landfill is either Greenvale, Pentland or Ravenswood.
4. Property owners within Utility Group 39 who have a waste collection service and are located whereby the closest landfill is Stubble Street.
5. Property owners within Utility Group 39 who do not have a waste collection service and will manage their own landfills on their property, do not pay a landfill management levy.
6. The Stubble Street Landfill has a 'user pay policy'.
7. The Greenvale, Pentland or Ravenswood landfills do not have a 'user pay policy'.

Where there are exceptions to 3) above, and a property within Utility Group 39 is located closer to the Stubble Street landfill, and therefore incurs 'user pay fees' when using the landfill, a reduced landfill management levy will apply on application and subsequent approval.

<b>Assumption</b>	<b>Provision</b>	<b>Use</b>	<b>Annual Levy</b>
1	\$30.00	Pay per use	<b>\$30.00</b>
2	\$30.00	\$15.00	<b>\$45.00</b>
3	\$30.00	\$15.00	<b>\$45.00</b>
4	\$30.00	\$ 0.00	<b>\$30.00</b>
5	\$ 0.00	\$ 0.00	<b>\$ 0.00</b>

## 5.4 REBATES AND CONCESSIONS ON RATES AND CHARGES

Rebates and concessions will be determined on an annual basis on the adoption of each budget and will reflect Council's desire to continue to assist Pensioners with their rates payments, while also assisting Sporting/Cultural and Welfare Groups with their rates payments.

### 5.4.1 Pensioner Rebates

To qualify for the following rebates all of the following conditions must apply:

- 5.4.1.1. The applicant must be the holder of a Pensioner Concession Card or Repatriation Health Card for all Conditions (Gold Card) issued by the Commonwealth Department of Social Security or the Commonwealth Department of Veterans Affairs. Holders of Health Benefit Cards (The Department of Community Services) are not eligible under this scheme, as these cards are issued for a limited specified period of time only; and
- 5.4.1.2. The applicant must be the owner (either solely or jointly) of property which is his/her principal place of residence and the property shall not be utilised for non-residential activities, including Home Occupations; and
- 5.4.1.3. The applicant must have either solely or jointly with a co-owner, the legal responsibility for payment of rates and charges as defined herein which are levied in respect of the said property by the local government in whose area the property is situated; and
- 5.4.1.4. The applicant must be approved in accordance with State Government interpretation of the above; and
- 5.4.1.5. Such concession of rates will only apply if the applicant/s remains a pensioner/s and also retains ownership of the property in respect of which concession is sought, for the whole of the financial year. Council also reserves the right to accept or reject.

### 5.4.2. Council Remission and Rebate

Policies for pensioner rate accounts across the region are as follows:

- 5.4.2.1. Discount on pensioner rate accounts is calculated on the nett levy, after state and council

- concessions are applied.
- 5.4.2.2. Council pensioner remissions are limited to pensioners who pay out their rate account by 15<sup>th</sup> June in the year levied.
- 5.4.2.3. Where a pensioner's rate account is not paid out in full prior to close of discount, that a bonus pensioner rebate, equal to the '30 day discount available' be granted to pensioners who pay out their rate account by 15<sup>th</sup> June in the year levied.
- 5.4.2.4. The Council Pensioner Remission is calculated on the general rate only, to a maximum of 27% of the general rate levy applicable to the rating category designated, capped at \$174.00 if levied half yearly and \$348.00 if levied once per year.

#### **5.4.3. State Government Subsidy**

In accordance with the Queensland Government Pensioner Rate Subsidy Scheme, as existing at the time of rating, a Pensioner Subsidy of 100%, capped at the State Government's approved maximum of an anticipated \$200 per annum, will be allowed on General rates as levied for residential properties.

Pensioners wishing to apply for subsidy are required to initially complete the necessary application form. Council will then confirm ongoing eligibility on a yearly basis, via reconciliation with the records held by the State Government.

#### **5.4.4. Sporting/Cultural/Welfare Groups Concessions**

Pursuant to the *Local Government Act*, Council will continue to provide financial assistance to approved Sporting, Cultural and Welfare Groups as budgeted, with the basis of concession being as follows; subject to nett rates and charges, after concession applied, being paid in full by the due date as printed on the rates notice:

- 5.4.4.1. 50% of the General Rate; 50% of the Sewerage Charge; Nil concession on Water Charges unless otherwise determined and 50% of the calculated Excess Water Charge when an organisation has an approved Water Management Plan, subject to a defined period, if required.

### **5.5 OTHER RATES, CHARGES AND RATING MATTERS**

#### **5.5.1 Issue of Rates Notices**

Council will issue Half Yearly Rates Notices:

1. In September/October (first levy) for the billing period 1 July to 31 December; and
2. In January/February (second levy) for the billing period 1 January to 30 June.

The levy will contain excess water levies incurred across the previous twelve month period.

The levy will also contain hardcopies of the Rates & Charges booklet and other standard inclusions. Property owners are requested to retain this booklet for reference. Copies will be available on Council's website.

#### **5.5.2 Interest on Arrears**

Pursuant to the *Local Government Act*, rates and charges which are unpaid as of the due date, bear interest at the approved rate of 8.53%, being the maximum interest rate, in accordance with the *Local Government Regulation*; unless interest free instalment arrangements are approved in accordance with the terms stated within this document.

#### **5.5.3 Discount on Rates and Charges**

Pursuant to the *Local Government Act*, a discount of 6% is granted on gross rates and charges (less Council and State pensioner rebates, rate arrears, interest and fire levies), to any persons liable to pay the rates and charges levied, provided payment is made within the approved thirty (30) day discount period. In order to receive the benefit of discount, payment in full must be received by Council on or before the due date.

#### **5.5.4 Fire Levy and/or Emergency Management, Fire & Rescue Levy**

Local Governments are a collection agency only for the State Government Emergency Management, Fire & Rescue Levy on improved and vacant land. All levies collected by local governments throughout Queensland are forwarded on to the State Government. Premises are levied in accordance with the approved schedule, as issued annually, by the Queensland Department of Community Safety.

#### **5.5.5 Rate Instalment Arrangements**



Pursuant to the *Local Government Act*, Council may approve the entering into of a conditional Rate Instalment Arrangement to pay a rate account by weekly, fortnightly or monthly instalments. As part of each application approval, the agreed 'Method of Payment' will be determined. Unless an 'Ongoing Periodic Authority' is in place, as noted on the signed arrangement paperwork; to qualify for an interest free arrangement, applications must be received on or before the due date of the rates notice. Rate accounts containing arrears shall incur interest.

### **5.5.6 Water Meter Readings**

Water Meter Readings will be undertaken annually, with the aim of commencing early June each year.

In accordance with *S102 of the Local Government Regulation 2012*, adoption of this policy confirms "a meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read".

*Example—*

*In calculating utility charges for a period ending on 31 May, if a meter*

*is read on 13 June, the meter reading is taken to be the meter reading on 31 May.*

Where water is connected, Water Notices showing usage against allocation between 1 June and 31 May will be issued annually, with the first half yearly rates notice issued each financial year.

The first half yearly rates notice will be issued in September/October and will contain excess water levies across the previous 12 month period plus 50% of the allocation water levy for the current financial year.

The second half yearly rates notice will be issued in January/February and will only contain the remaining 50% of the allocation water levy for the current financial year.

Please refer to 5.3.4 for details on the levying of the Two Part Tariff.

### **5.5.7 Water Meter Reading Averaging**

A Meter Replacement program takes place annually. The program is aimed at replacing all water meters when 5,000 kilolitres has passed through them, or when the meter reaches 9 years of age, whichever comes first. This program has resulted in stopped or slowed meters becoming less common.

However, faults do still occur, and when they do it is important that it does not result in lost revenue, or inequities whereby property owners do not pay for the water they use. To avoid this, averaging water usage is required.

In the instance where a water meter is found to have stopped, usage on the meter will be averaged based on daily consumption across the previous three full years.

### **5.5.8 Excess Water**

Excess water charges are applied per water meter connected to a property, on the basis of all water used in excess of the annual allowance applicable to the Utility Rate Group allocated to the property, or under the Two Part Tariff, applicable for usage which exceeds the 1<sup>st</sup> tier threshold.

### **5.5.9 Delegation authorisation Rates and Sundry Debtor Write Off Entries**

Rate or Sundry Debtor write off entries processed by the Rates Section or Accounts Section throughout the year will be authorised & approved before the end of the financial year by the Chief Executive Officer or delegate.

### **5.5.10 General Rate Levies on Mining Categories 16 to 20**

General Rating Levies will be adjusted throughout the year on assessments allocated mining rating categories 16 to 20 inclusive, based on the number of workers as reported in the latest version of the DNR&M Mine Safety Statistics & Company Report. Credit adjustments are conditional on companies advising Council of reduced staff numbers; and substantiated by providing a copy of the abovementioned Report. Adjustments will be effective from the 'quarter end date' of the substantiating report.

#### **5.5.10.1 Mine Definition**

Land that is the subject of a mining lease (issued pursuant to the *Mineral Resources Act 1989*) or other form of tenure that was used, is used, or intended to be used:

- 5.5.10.1.1 as a mine (or for purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation); or
- 5.5.10.1.2 in conjunction with other land (the subject of a mining lease or other mine tenure) as part of an integrated mining operation.

5.5.10.2 Integrated mining operation

Land contained in more than one mining lease (issued pursuant to the *Mineral Resources Act 1989*) or other form of tenure which land was used, is used, or intended to be used in an integrated manner for the purposes of mining or purposes ancillary or associated with mining such as, for example, washing down, processing, stockpiling, haulage, water storage and rehabilitation.

5.5.10.3 Other Working Mine or Quarry

A mine as defined above or quarry with less than 25 workers and/or contractors involved which may be in the development stage, be subject to minor extraction activities including exploration, testing and drilling works, or may be in a care and maintenance situation or subject to rehabilitation.

## 5.6 SCHEDULE OF FEES AND CHARGES

In accordance with section 97 of the *Local Government Act*, Annual Fees and Charges will be determined on an annual basis. Initially, Council will determine them in the monthly meeting of Council prior to the annual statutory budget meeting and will reflect Council's commitment to establishing criteria to decide the amount of all Cost Recovery Fees and Commercial Charges. As necessary, the fees and charges will be updated throughout the year.

### 5.6.1 Criteria for Identifying Cost-Recovery Fees

5.6.1.1 Council's cost-recovery fees relate to an action in respect of:

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

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

## 6. POLICY REVIEW

The policy is to be reviewed whenever legislation changes, OR every two years if no changes have been required to be enacted, at the direction of the Chief Executive Officer.

## 7. VARIATIONS

CTRC reserves the right to vary, replace or terminate this Policy from time to time.

## 8. ASSOCIATED DOCUMENTS

- Local Government Act 2009
- Local Government Regulation 2012
- S0002 Revenue Policy 2020/2021

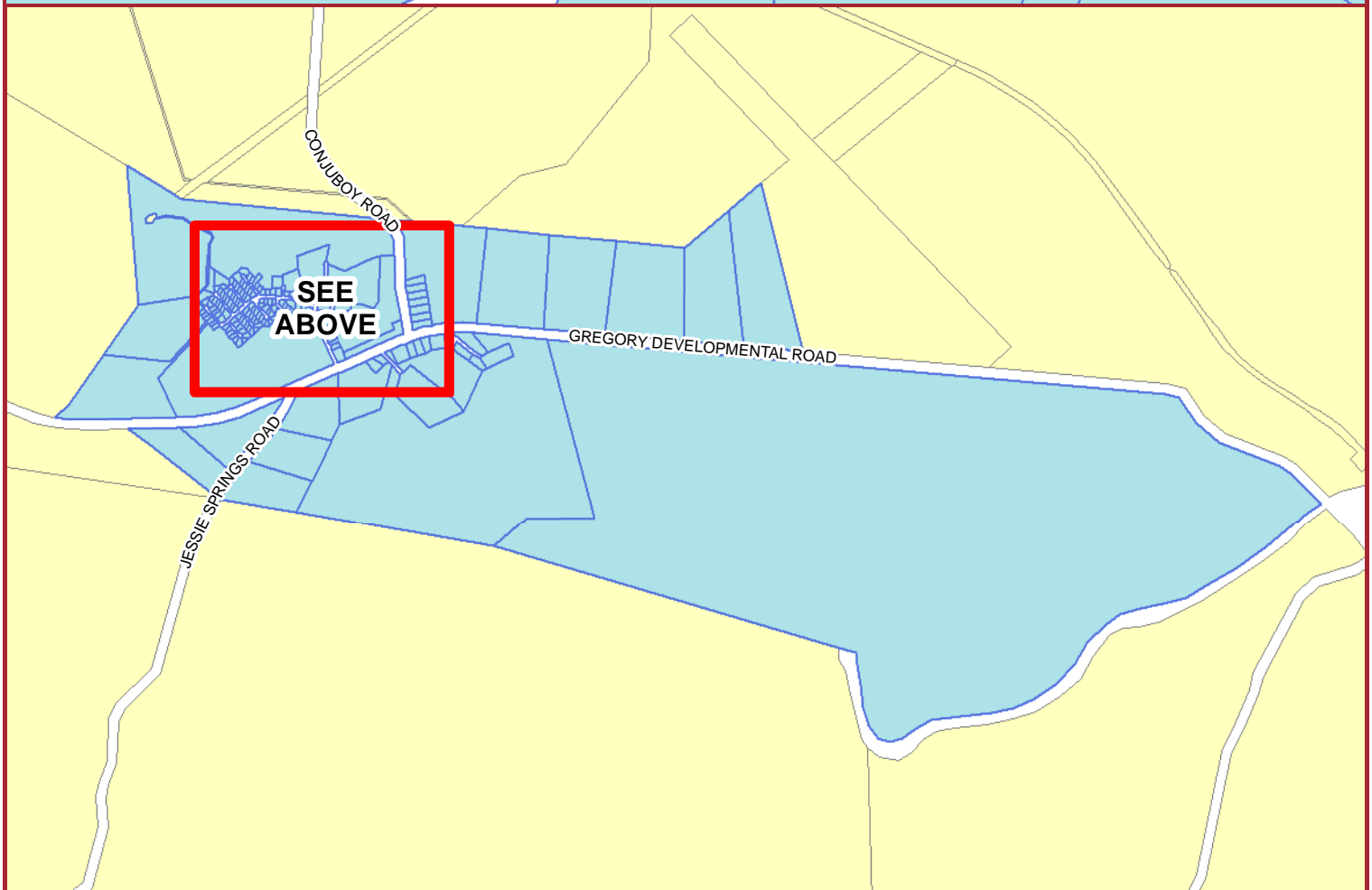
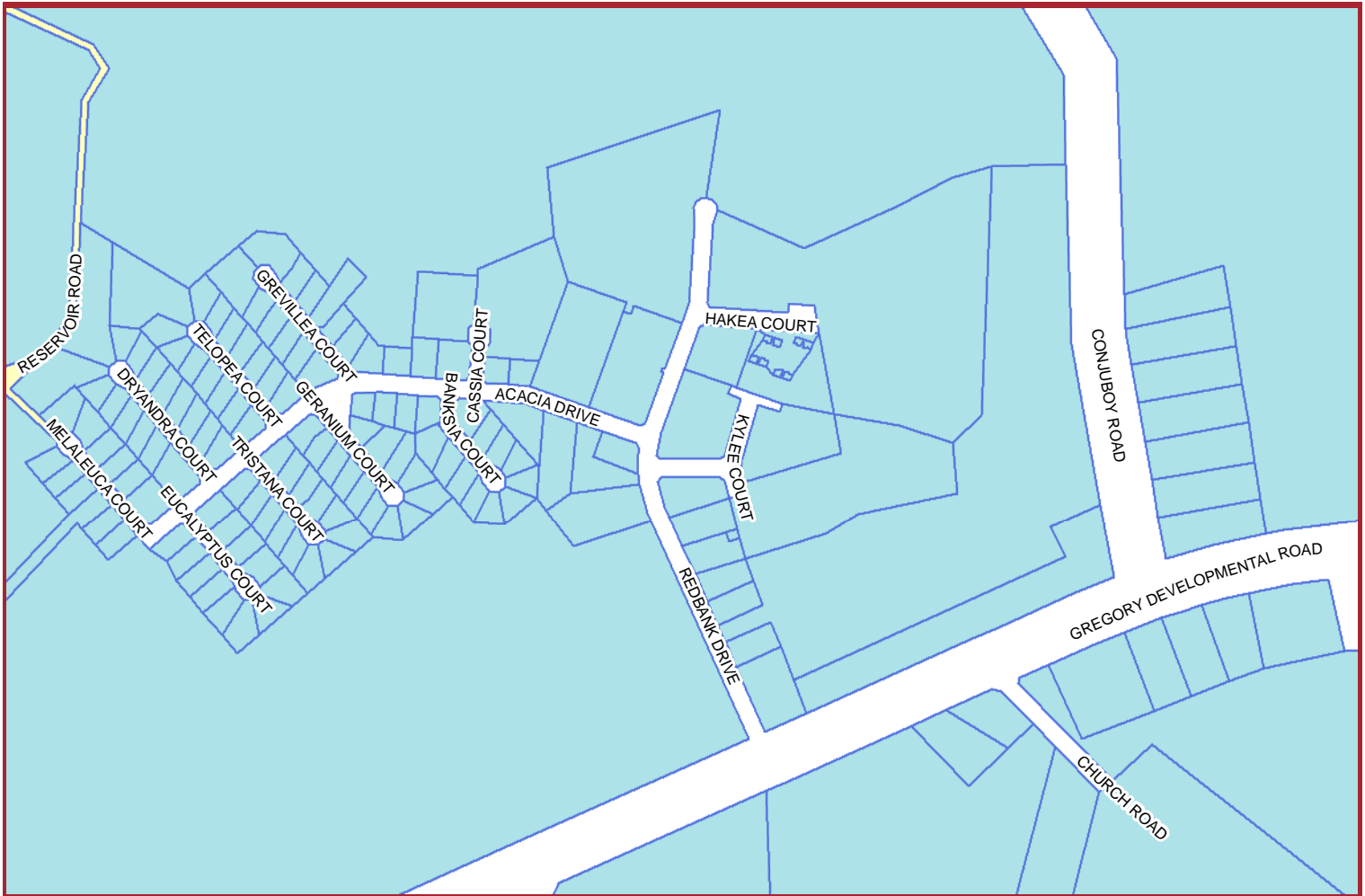
## 9. ANNEXURES

- Annexure A – Water Units Schedule
- Annexure B – Township Water Supply Areas
- Annexure C – Regional Refuse Collection Areas

**"Annexure A to Revenue Statement"**  
**CHARTERS TOWERS REGIONAL COUNCIL**  
**WATER UNIT CHARGES SCHEDULE 2020/2021**

**NON STANDARD ALLOCATIONS ACROSS THE REGION - Utility Rating Groups 31 to 38**

RATE ASSESS	CATEGORY	PREMISES	ADDRESS	TOTAL UNITS
	<b>CAT: h) SCHOOLS/EDUCATION</b>			
11836	Pre-schools	KUDJULA PLAYGROUP	BENNETT ST	4
11288		C.T. KINDERGARTEN	BRIDGE ST	4
10307	Private/Boarding School	C.C.C. (ST MARYS)	MARY ST	111
11345/05		C.C.C. (MOUNT CARMEL)	HACKETT TCE	189
11470		BLACKHEATH & THORNBURGH COLLEGE	KING ST	150
12565/8		ALL SOULS ST GABRIELS SCHOOL	DR GEORGE ELLIS DRIVE	150
11965	State Schools	MILLCHESTER STATE SCHOOL	BLUFF RD	240
12043/02		SCHOOL OF DISTANCE EDUCATION	BRISK ST	240
12317		RICHMOND HILL STATE SCHOOL	BAKER ST	240
10040		CENTRAL STATE SCHOOL	HIGH ST	240
10050		STATE HIGH SCHOOL	ALAND ST	240
20174		RAVENSWOOD STATE SCHOOL	SCHOOL ST	School & Dwelling 10
21010		PENTLAND STATE SCHOOL	MILL ST	6
21257		GREENVALE STATE SCHOOL	CASSIA CRT	6
	<b>CAT: i) STATE GOVERNMENT</b>			
11644		RAILWAY STATION, COMPOUND, DWELL & GOODS SHED	ENTERPRISE RD	16
10147		HOSPITAL	GILL ST	400
11731/92		MOSMAN HALL	GLADSTONE RD	330
12367		EVENTIDE	DALRYMPLE RD	660
11940/5		MINES DEPARTMENT DEPOT	NAGLE ST	6
12127/14		WEEDS RESEARCH STATION and RESIDENCES	NATAL DOWNS RD	28
10128		POLICE STATION - CHARTERS TOWERS	GILL ST	12
20225/74	Police Station Dwelling is A/n 20225-2 = 4	POLICE STATION RAVENSWOOD	TOWNSVILLE ST	6
21083	Police Station Dwelling is A/n 24040 = 4	POLICE STATION - PENTLAND	PATERSON ST	6
21176		POLICE STATION & DWELLING - GREENVALE	ACACIA DRIVE	10
10111		COURTHOUSE COMPLEX	HODGKINSON ST	12
10031		STATE WORKS DEPT DEPOT	VULTURE ST	12
10079/3		DEPT OF PRIMARY INDUSTRIES	HODGKINSON ST	6
12442/1		DEPT OF PRIMARY INDUSTRIES	PRIOR STREET	12
12460/05		TRADE TRAINING CENTRE	MCPHERSON STREET	6
	<b>CAT: j) STATE GOVERNMENT CORPORATIONS</b>			
11769		Ergon - DEPOT	NEW QUEEN RD	6
11971/2		Ergon - SUB STATION	BLUFF RD	6
12564/2		Ergon - SUB STATION	DR GEORGE ELLIS DRIVE	6
10646/1		TELECOM EXCHANGE	BOW ST	6
10121		POST OFFICE (2 FLOORS)	GILL ST	6 + 4 10
10153		AMBULANCE (2 X Res)	GILL ST	6, D x 2 14
10194		FIRE BRIGADE (2 X Res)	GILL ST	6, D x 2 14
10485/9		NEIGHBOURHOOD CENTRE (OWNED BY STATE OF QLD)	POWELL LANE	6
12469/8		RURAL FIRE (OWNED BY STATE OF QLD)	BURDEKIN STREET	6
	<b>CAT: k) COMMUNITY WELFARE</b>			
11267/1	DALRYMPLE VILLA	DALRYMPLE VILLA INC	FRASER ST	100
	<b>CAT: l) COUNCIL LAND</b>			
10707	ENTERTAINMENT CENTRE	CHARTERS TOWERS REGIONAL COUNCIL	MOSMAN ST	6
	<b>CAT: m) SPECIAL ALLOCATIONS</b>			
	Per Connection for other purposes such as an animal trough	Across the Region		4
12165	CHARTERS TOWERS CARAVAN PARK		MT LEYSHON RD	Approv. 08/02 16
11345/2	HILLVIEW MOTEL		3A HACKETT TERRACE	Approv. 05/09 12
12193	COUNTRY ROAD MOTEL		4 MT LEYSHON RD	Approv. 06/09 20
10140	MCDONALDS RESTAURANT		GILL ST	Approv. 08/02 12



**LEGEND**

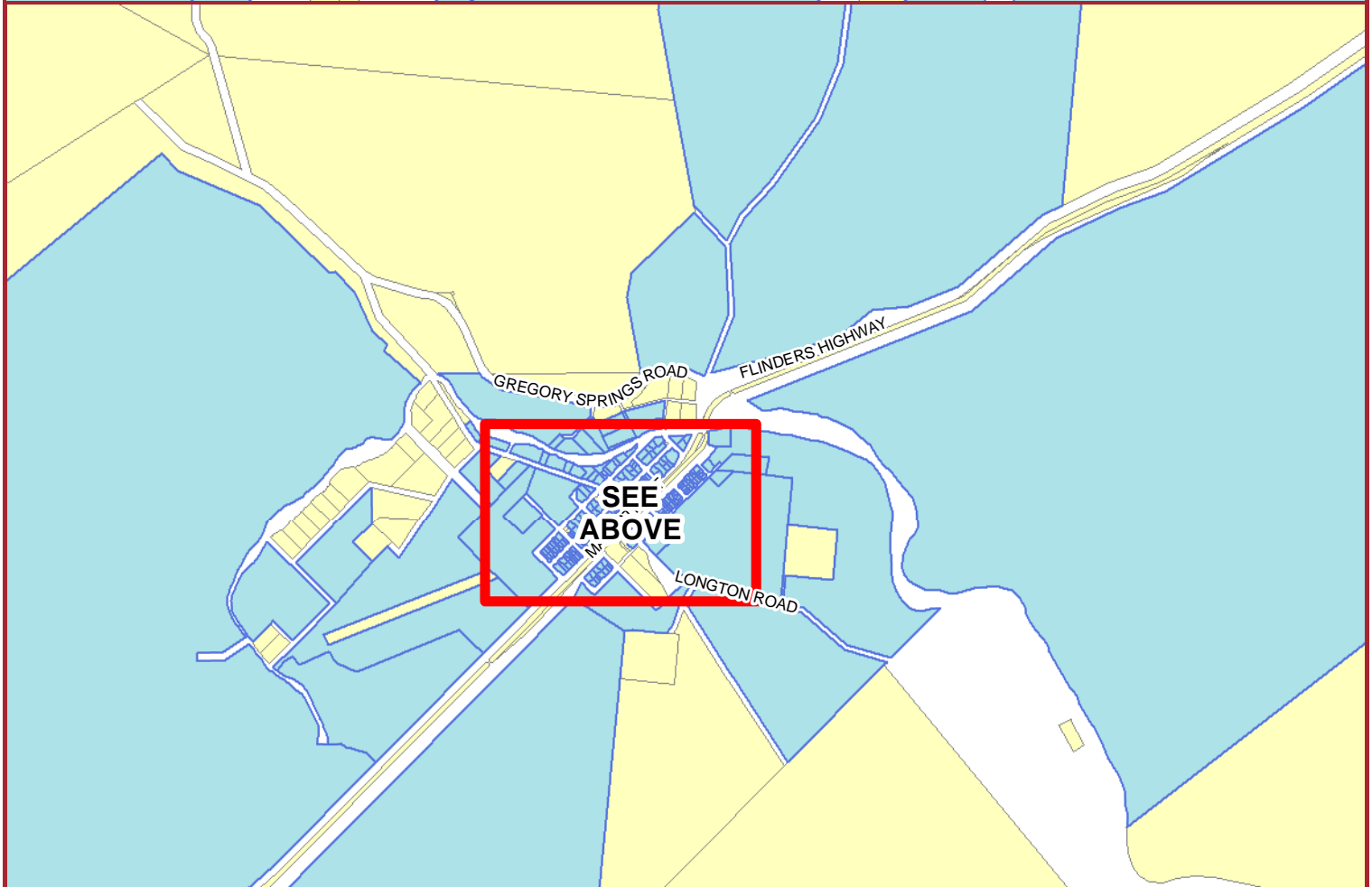
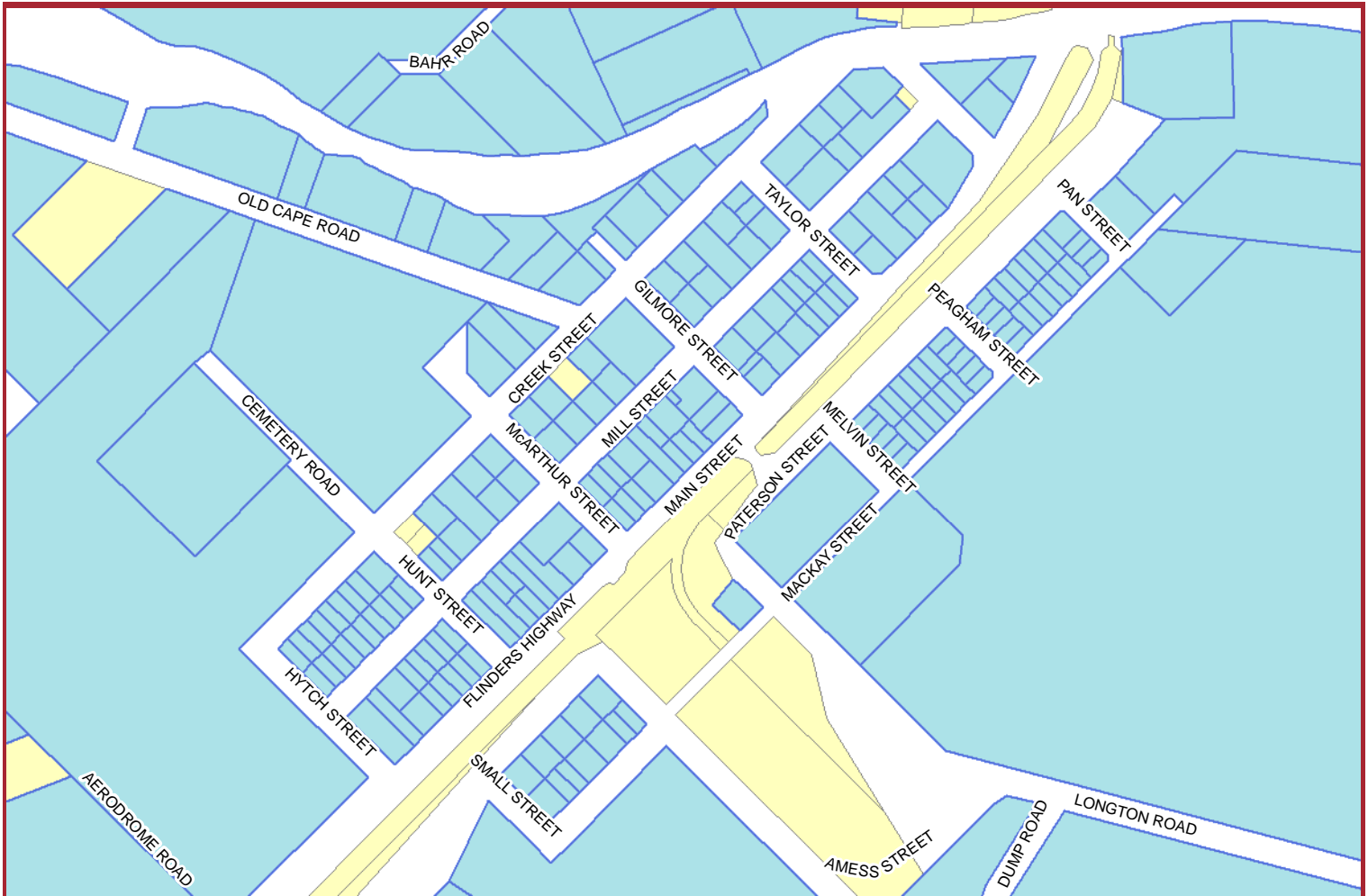
- Water Supply Area
- Land Parcels

**Greenvale Water Supply Area**

Po Box 189 CHARTERS TOWERS QLD 4820  
 T: (07) 4761 5300  
 E: mail@charters Towers.qld.gov.au  
 www.charters Towers.qld.gov.au

Date: 14/07/2015  
 Drawn By: Ihickey





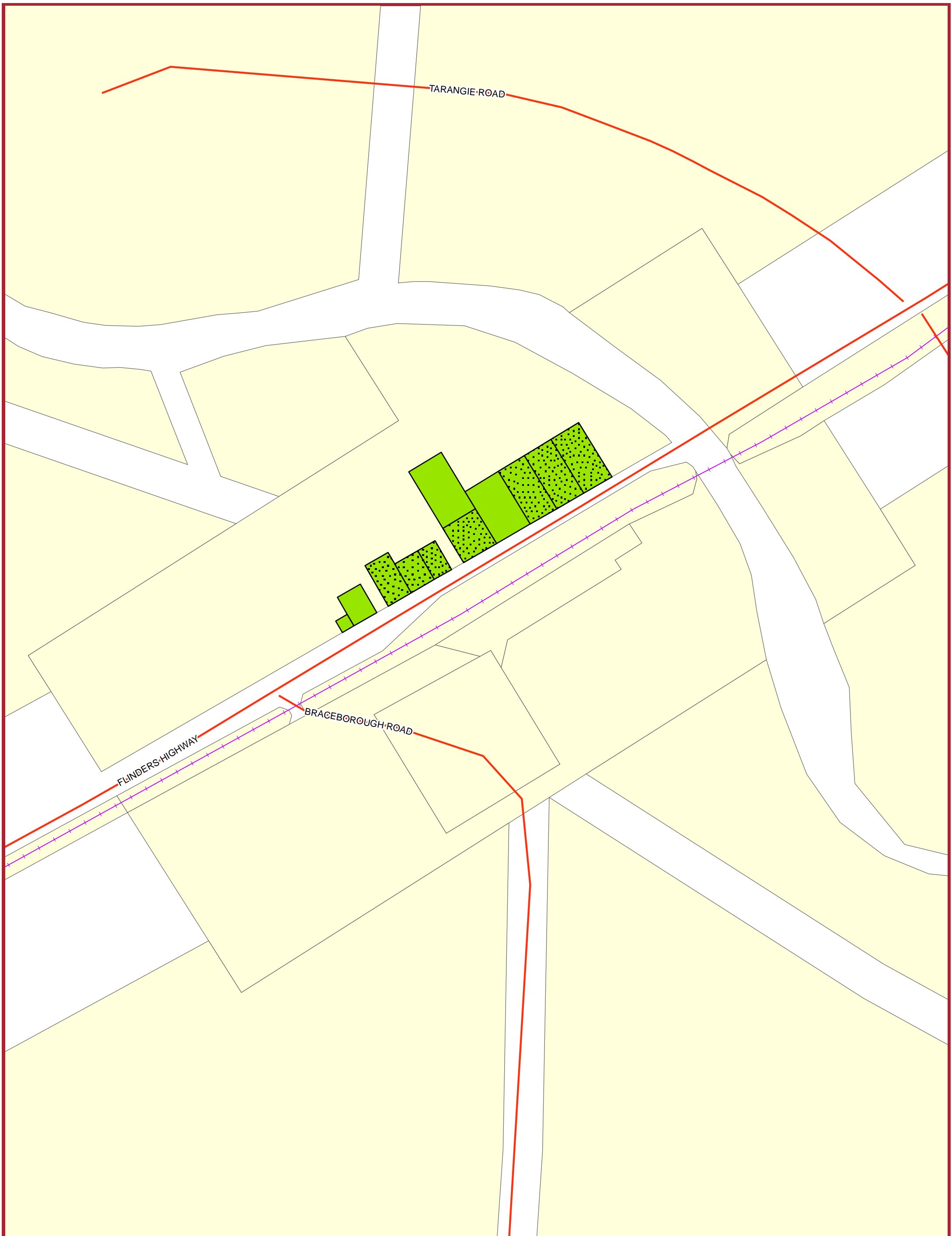
**LEGEND**

- Water Supply Area
- Land Parcels

**Pentland Water Supply Area**

Po Box 189 CHARTERS TOWERS QLD 4820  
 T: (07) 4761 5300  
 E: mail@charters Towers.qld.gov.au  
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**LEGEND**

- Refuse Collections
- Defined Collection Area
- Land Parcels
- Road Centrelines

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**Balfes Creek**  
**Defined Refuse Collection Area 2015**

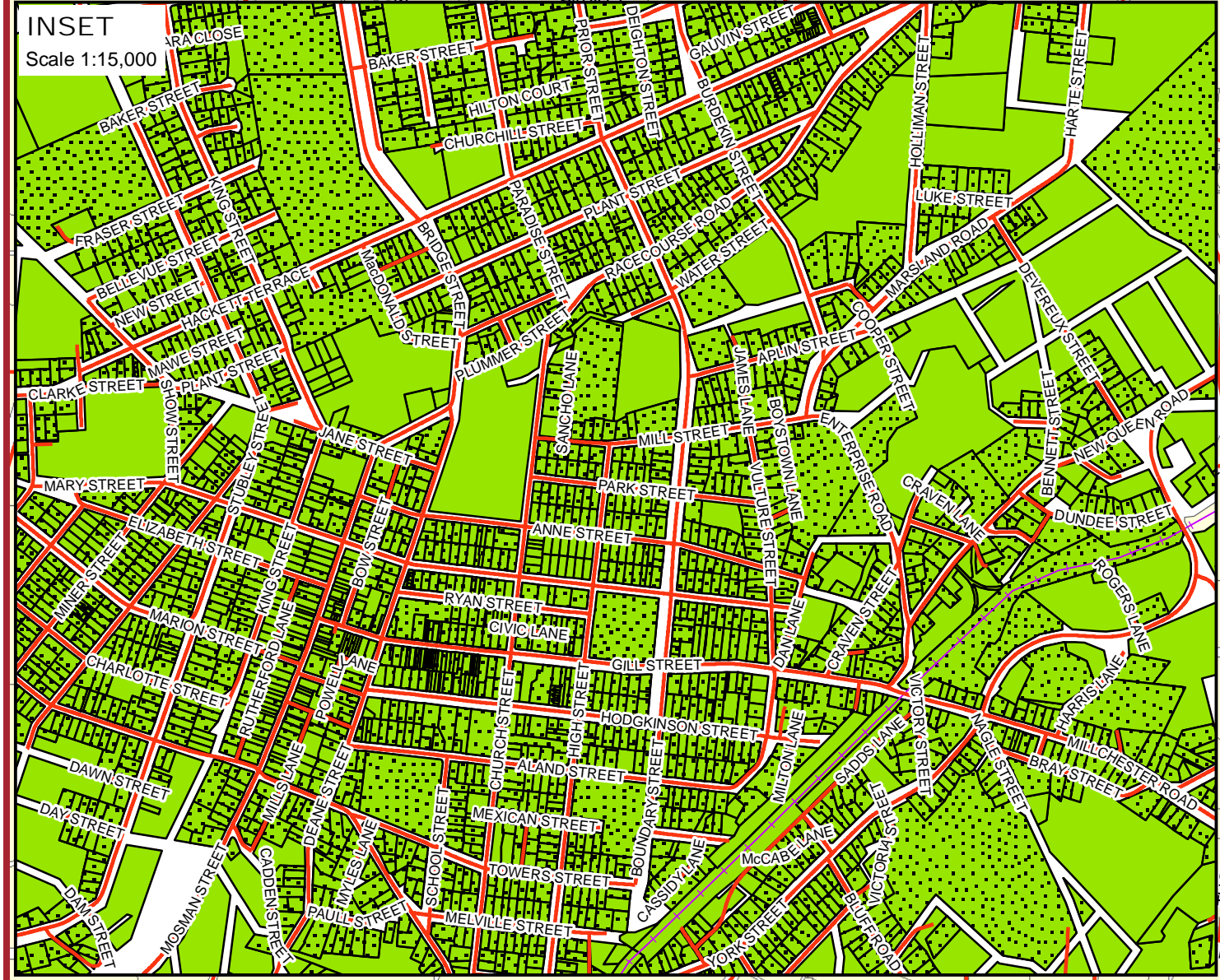
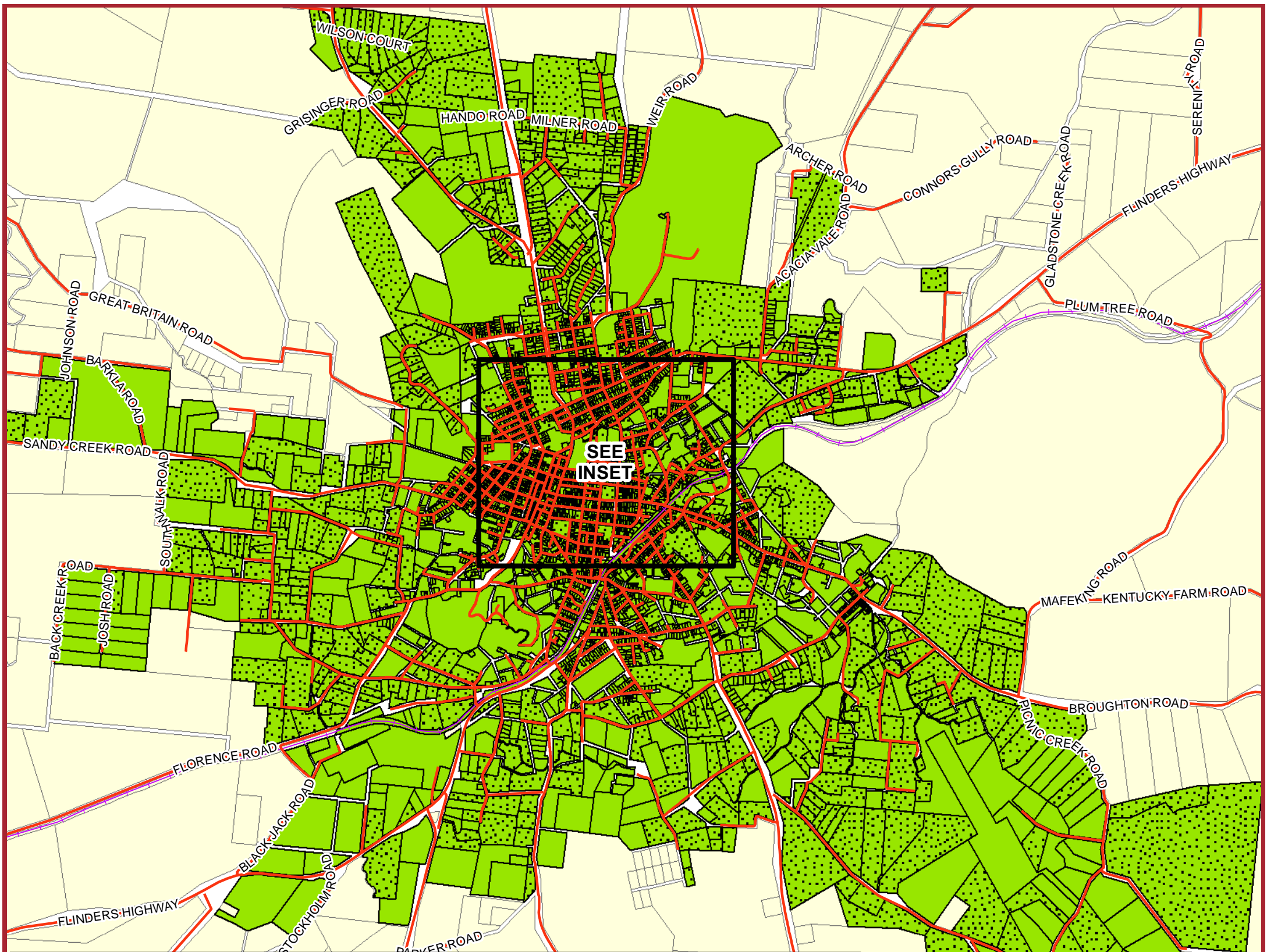
0 25 50 100 150 200 250  
Metres

Scale @ A3 - A:5,000

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 E: [mail@chartersowers.qld.gov.au](mailto:mail@chartersowers.qld.gov.au)  
[www.chartersowers.qld.gov.au](http://www.chartersowers.qld.gov.au)

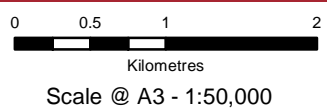
Date: 9/07/2015  
 Drawn By: Ihickey  
 Document:  
 2015\_refuse\_collection\_areas





- LEGEND**
- Refuse Collections
  - Defined Collection Area
  - Land Parcels
  - Road Centrelines

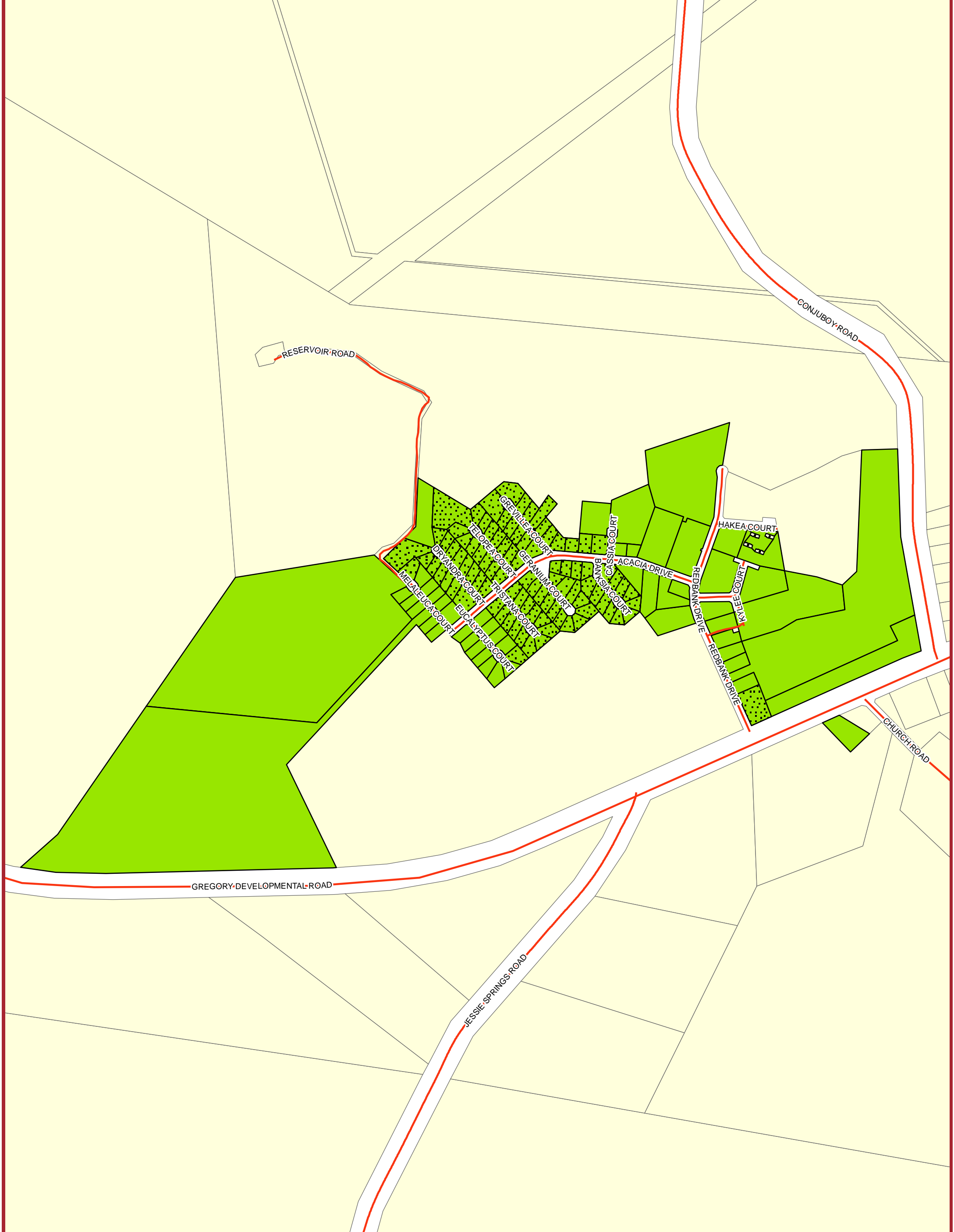
**Charters Towers and Environs  
Defined Refuse Collection Area 2015**







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[www.charters Towers.qld.gov.au](http://www.charters Towers.qld.gov.au)

Date: 9/07/2015  
 Drawn By: Ilickey  
 Document:  
 2015\_refuse\_collection\_areas



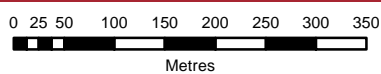


**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

45 Charters Towers Regional Council Budget 2020 / 2021

**Greenvale  
Defined Refuse Collection Area 2015**



Scale @ A3 - 1:7,500

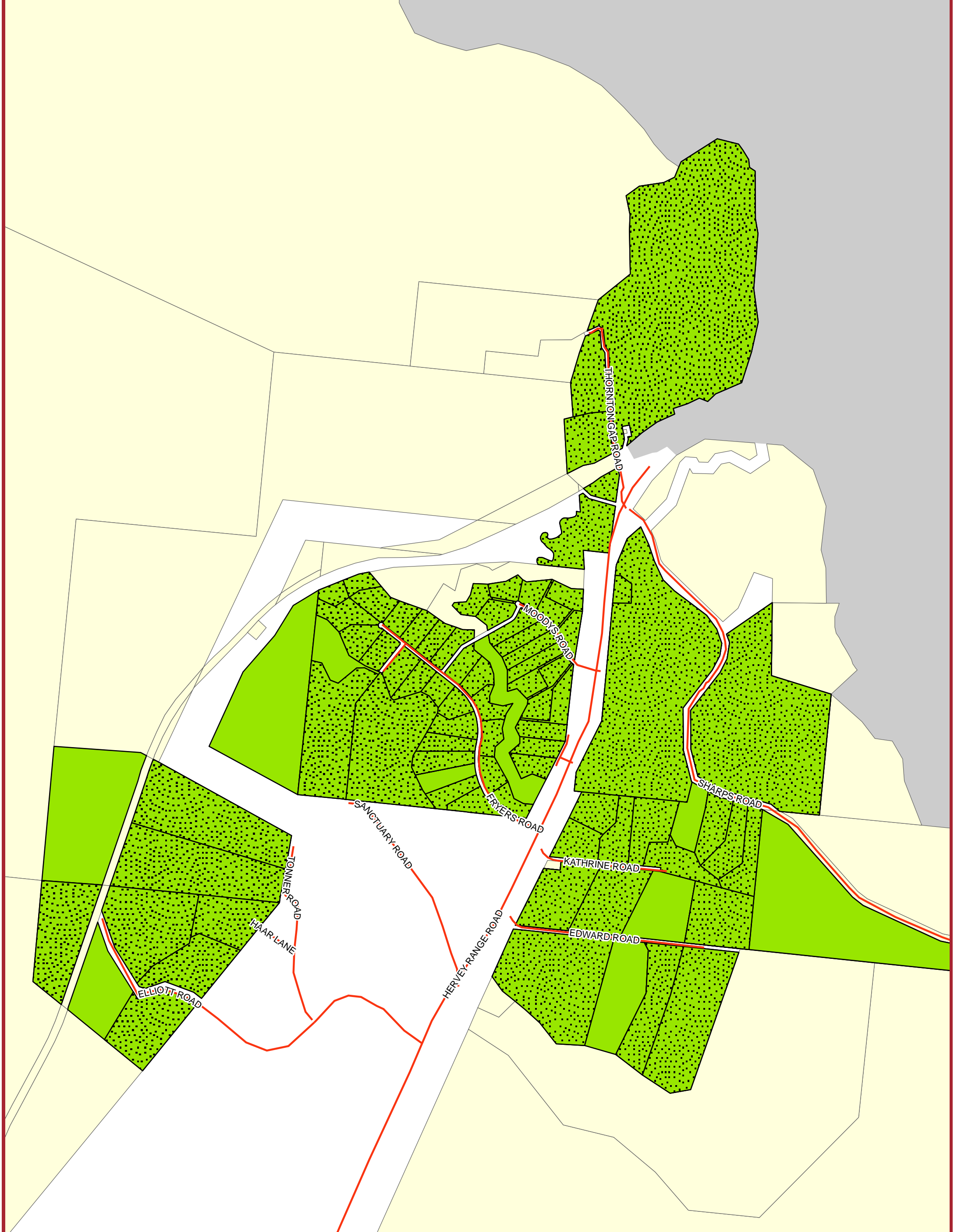


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Date: 9/07/2015  
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 Document:  
 2015\_refuse\_collection\_areas







**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

46 Charters Towers Regional Council Budget 2020 / 2021

**Hervey Range  
Defined Refuse Collection Area 2015**



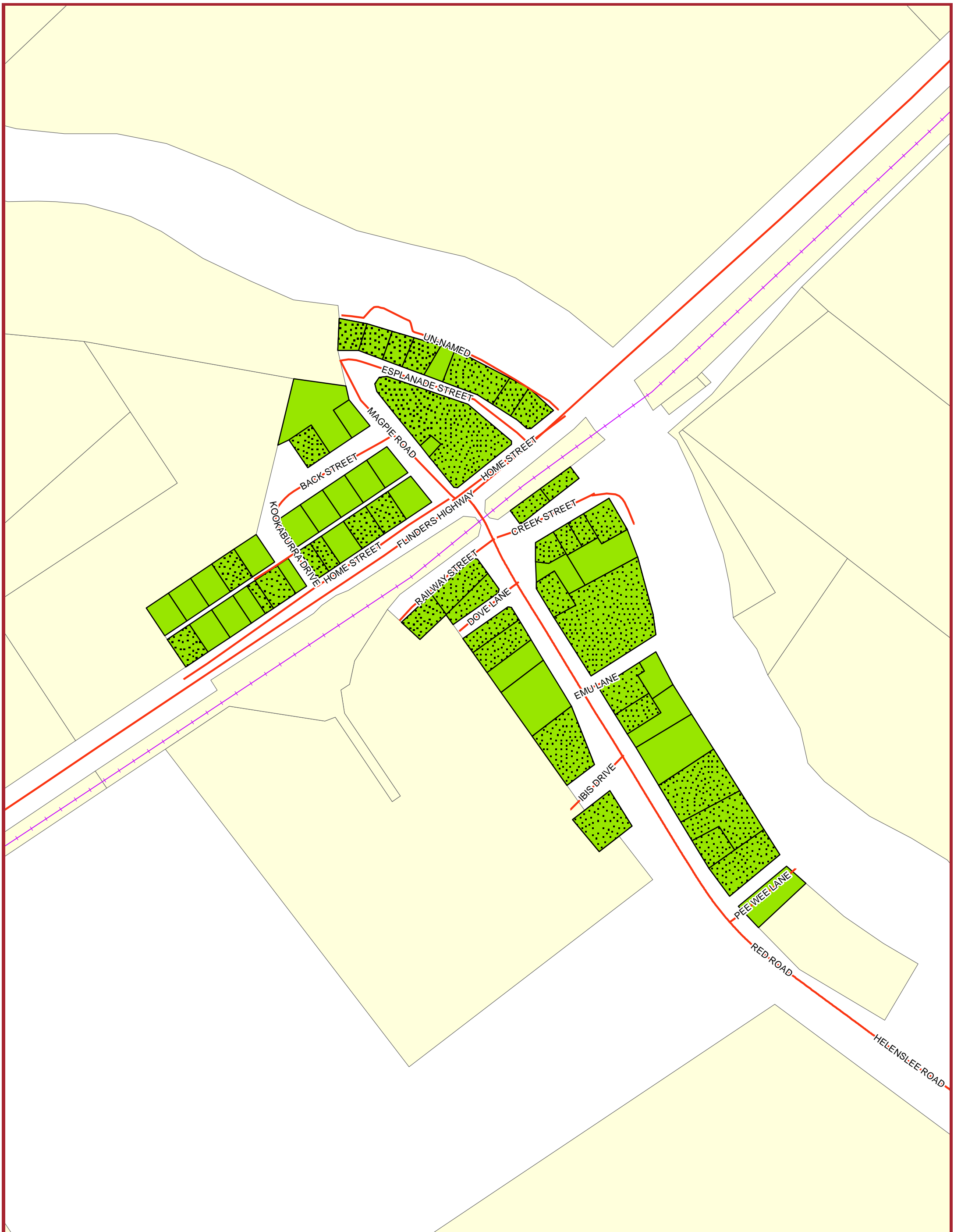
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 Document:  
 2015\_refuse\_collection\_areas





**LEGEND**

- Refuse Collections
- Defined Collection Area
- Land Parcels
- Road Centrelines

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**Homestead**  
**Defined Refuse Collection Area 2015**

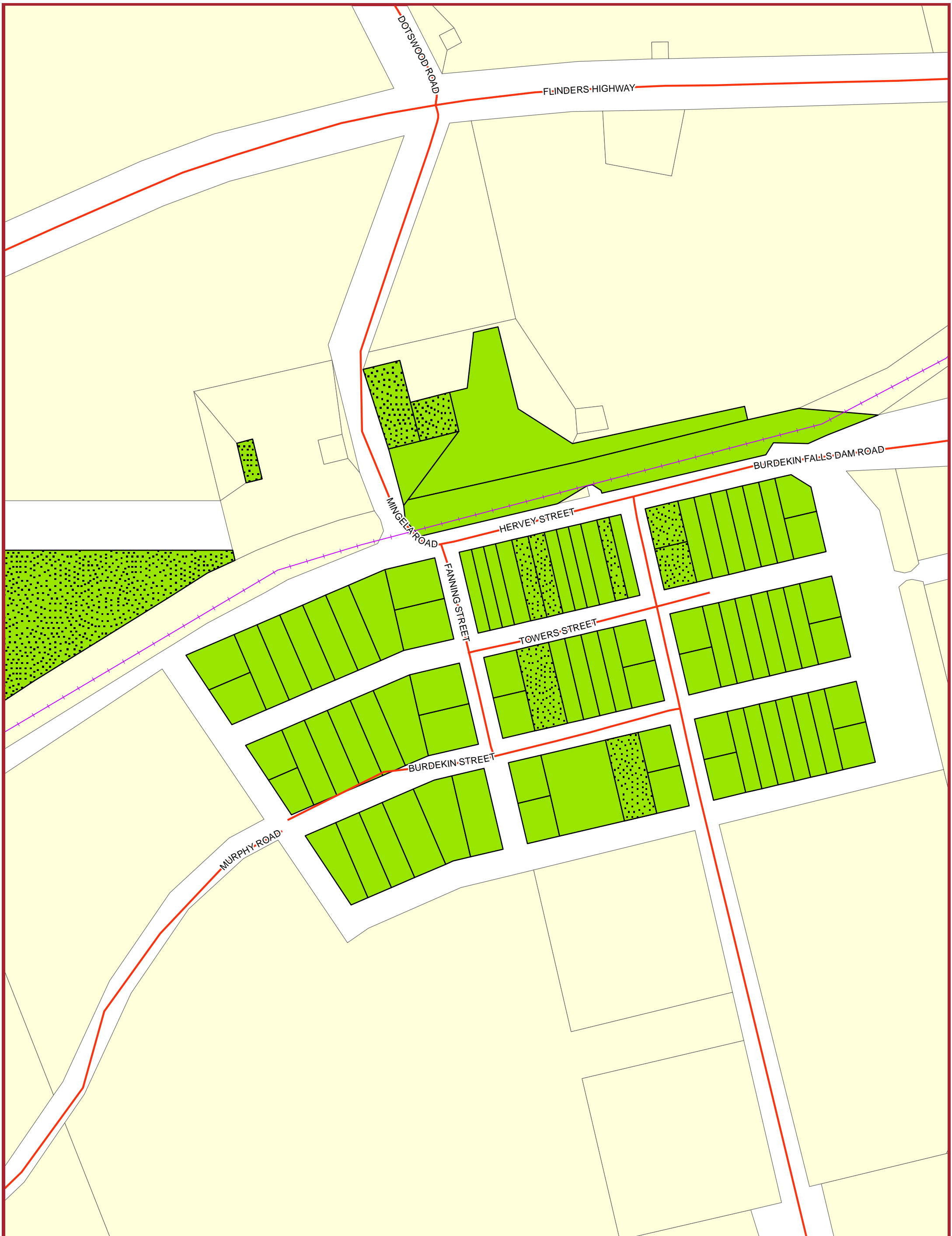
0 25 50 100 150 200 250  
Metres

Scale @ A3 - 1:5,000


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 T: (07) 4761 5300  
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 www.charters Towers.qld.gov.au

Date: 9/07/2015  
 Drawn By: Ilicy  
 Document:  
 2015\_refuse\_collection\_areas



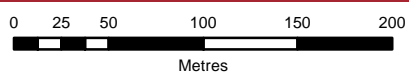


**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

48 Charters Towers Regional Council Budget 2020 / 2021

**Mingela**  
**Defined Refuse Collection Area 2015**



Scale @ A3 - 1:4,000




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Date: 9/07/2015  
 Drawn By: Ilickey  
 Document:  
 2015\_refuse\_collection\_areas



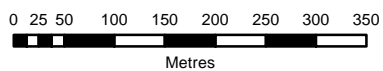


**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

49 Charters Towers Regional Council Budget 2020 / 2021

**Pentland  
Defined Refuse Collection Area 2015**



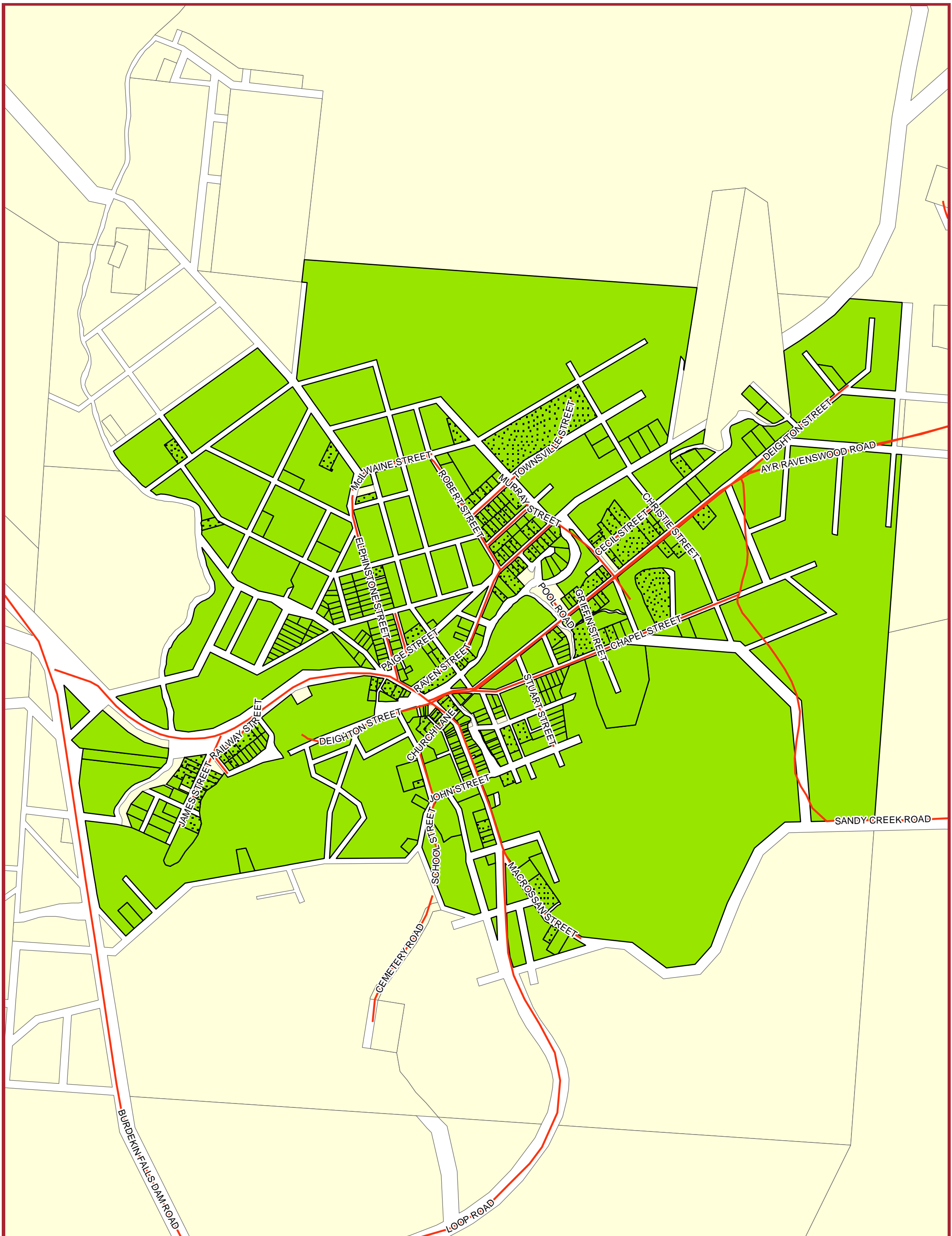
Scale @ A3 - 1:7,500





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[www.charters Towers.qld.gov.au](http://www.charters Towers.qld.gov.au)

Date: 9/07/2015  
 Drawn By: Ihickey  
 Document:  
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**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

50 Charters Towers Regional Council Budget 2020 / 2021

**Ravenswood  
Defined Refuse Collection Area 2015**



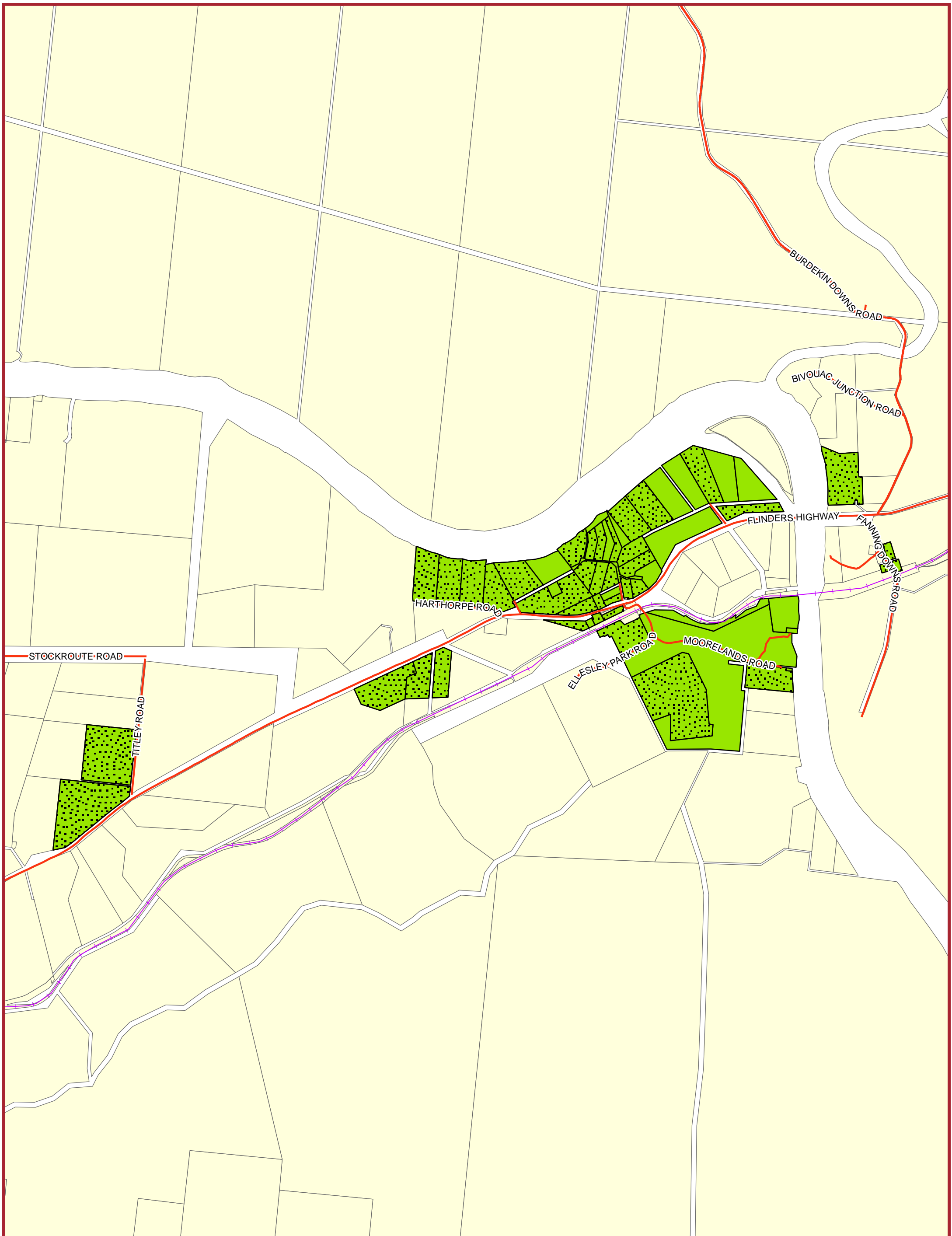
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 www.charters Towers.qld.gov.au

Date: 9/07/2015  
 Drawn By: Ihickey  
 Document:  
 2015\_refuse\_collection\_areas



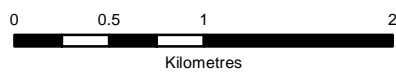


**LEGEND**

-  Refuse Collections
-  Defined Collection Area
-  Land Parcels
-  Road Centrelines

51 Charters Towers Regional Council Budget 2020 / 2021

**Sellheim  
Defined Refuse Collection Area 2015**



Scale @ A3 - 1:40,000



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 E: mail@chartersowers.qld.gov.au  
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Date: 9/07/2015  
 Drawn By: Ihickey  
 Document:  
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# STATEMENT OF ORIGINAL BUDGET

## INCOME STATEMENT



**CHARTERS TOWERS**  
REGIONAL COUNCIL

### Charters Towers Regional Council

#### Statement of Comprehensive Income (BUDGET)

For the Year Ended 30 June 2021

	2019/2020 ORIGINAL BUDGET	2019/2020 ESTIMATED ACTUALS	2020/2021 ORIGINAL BUDGET	2021/2022 ORIGINAL BUDGET	2022/2023 ORIGINAL BUDGET
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Gross Rates, Levies and Charges	24,521,986	24,341,000	25,545,000	26,311,400	27,232,250
Discounts and Rebates on Rates and Charges	(1,508,086)	(1,256,000)	(1,580,000)	(1,627,400)	(1,684,360)
<b>Total Net Rates, Levies and Charges</b>	<b>23,013,900</b>	<b>23,085,000</b>	<b>23,965,000</b>	<b>24,684,000</b>	<b>25,547,890</b>
Fees and Charges	2,711,370	3,256,000	2,654,000	2,707,000	2,761,000
Interest & Investment Revenue	998,798	848,000	834,000	653,000	606,000
Other Income	149,510	189,000	150,000	153,000	156,000
Grants, subsidies, contributions and donations - Operating	7,624,736	7,536,050	7,394,000	7,459,000	7,525,000
Contributions from Developers	-	-	-	-	-
Non Capital Flood Event Grants	17,000,000	32,734,950	25,324,000	-	-
Contracts income	2,880,000	11,014,000	2,955,000	2,999,000	3,044,000
Sales revenue	150,000	-	-	-	-
<b>Capital Revenue</b>					
Grants, subsidies, contributions and donations - Capital	5,742,598	9,022,291	9,419,000	1,673,000	1,673,000
Contributions from Developers	-	4,709	15,000	-	-
Gain on Sale of Assets	-	-	283,000	-	-
<b>Total Revenue</b>	<b>60,270,912</b>	<b>87,690,000</b>	<b>72,993,000</b>	<b>40,328,000</b>	<b>41,312,890</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee benefits	16,243,497	16,161,000	19,125,000	19,591,000	20,068,000
Materials & Contracts	19,081,608	20,350,000	14,413,522	14,560,000	14,709,000
Materials & Contracts - Flood Event	17,000,000	19,930,000	37,562,298	-	-
Finance costs	37,050	71,000	70,000	66,000	62,000
Depreciation & Amortisation	7,426,490	8,893,000	8,874,000	10,027,000	10,221,000
Audit Fees	-	-	-	-	-
<b>Capital Expenses</b>	<b>-</b>	<b>1,902,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenses</b>	<b>59,788,645</b>	<b>67,307,000</b>	<b>80,044,820</b>	<b>44,244,000</b>	<b>45,060,000</b>
<b>Net Result</b>	<b>482,267</b>	<b>20,383,000</b>	<b>(7,051,820)</b>	<b>(3,916,000)</b>	<b>(3,747,110)</b>
<b>Notional Operating Position before Capital Income</b>	<b>(5,260,331)</b>	<b>13,258,000</b>	<b>(16,768,820)</b>	<b>(5,589,000)</b>	<b>(5,420,110)</b>
<b>Other Comprehensive Income</b>					
Increase / (decrease) in asset revaluation surplus	-	(32,790,000)	-	-	-
<b>Total Other Comprehensive Income</b>	<b>-</b>	<b>(32,790,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Comprehensive Income</b>	<b>482,267</b>	<b>(12,407,000)</b>	<b>(7,051,820)</b>	<b>(3,916,000)</b>	<b>(3,747,110)</b>

# STATEMENT OF ORIGINAL BUDGET

## FINANCIAL POSITION STATEMENT



### Charters Towers Regional Council

#### Statement of Financial Position - (BUDGET)

For the Year Ended 30 June 2021

**CHARTERS TOWERS**  
REGIONAL COUNCIL

	2019/2020 ORIGINAL BUDGET	2019/2020 ESTIMATED ACTUALS	2020/2021 ORIGINAL BUDGET	2021/2022 ORIGINAL BUDGET	2022/2023 ORIGINAL BUDGET
<b>Current Assets</b>					
Cash and cash equivalents	25,964,444	54,300,222	42,284,900	35,488,900	35,028,900
Cash Floats	9,400	7,100	7,100	7,100	7,100
Trade and other receivables	3,050,384	3,800,000	6,330,000	3,852,000	3,957,000
Inventories	634,671	634,895	634,895	635,000	635,000
Accrued Revenue & Provisions	2,450,059	-	-	-	-
	<u>32,108,958</u>	<u>58,742,217</u>	<u>49,256,895</u>	<u>39,983,000</u>	<u>39,628,000</u>
Non Current Assets held for sale	-	-	-	-	-
<b>Total Current Assets</b>	<u>32,108,958</u>	<u>58,742,217</u>	<u>49,256,895</u>	<u>39,983,000</u>	<u>39,628,000</u>
<b>Non Current Assets</b>					
Trade and other receivables	10,942	3,532	3,532	4,000	4,000
Internal Loans Receivable	8,973,650	276,000	184,000	92,000	-
Property, plant and equipment	510,119,856	455,866,666	463,295,000	461,535,000	458,019,000
<b>Total Non Current Assets</b>	<u>519,104,448</u>	<u>456,146,198</u>	<u>463,482,532</u>	<u>461,631,000</u>	<u>458,023,000</u>
<b>Total Assets</b>	<u>551,213,406</u>	<u>514,888,414</u>	<u>512,739,427</u>	<u>501,614,000</u>	<u>497,651,000</u>
<b>Current Liabilities</b>					
Trade and other payables	3,251,147	4,553,000	9,691,000	2,721,000	2,748,000
Borrowings	143,429	172,000	147,000	151,000	155,000
Provisions	4,101,807	1,863,000	-	-	-
<b>Total Current Liabilities</b>	<u>7,496,383</u>	<u>6,588,000</u>	<u>9,838,000</u>	<u>2,872,000</u>	<u>2,903,000</u>
<b>Non Current Liabilities</b>					
Borrowings	949,418	922,000	804,000	653,000	497,000
Provisions	737,660	875,671	2,738,683	2,738,000	2,739,000
Internal Loans Payable	8,973,650	276,000	184,000	92,000	-
<b>Total Non Current Liabilities</b>	<u>10,660,728</u>	<u>2,073,671</u>	<u>3,726,683</u>	<u>3,483,000</u>	<u>3,236,000</u>
<b>Total Liabilities</b>	<u>18,157,111</u>	<u>8,661,671</u>	<u>13,564,683</u>	<u>6,355,000</u>	<u>6,139,000</u>
<b>Net Community Assets</b>	<u>533,056,295</u>	<u>506,226,743</u>	<u>499,174,744</u>	<u>495,259,000</u>	<u>491,512,000</u>
<b>Community Equity</b>					
Asset Revaluation Surplus	160,329,963	121,734,679	121,734,679	121,736,000	121,735,000
Retained Surplus / (Deficiency)	-	0	-	-	-
Reserves	25,964,444	54,300,022	43,916,900	37,618,900	37,453,900
Council Capital	346,761,888	330,192,041	333,523,165	335,904,100	332,323,100
Current Year Net Earnings	-	-	-	-	-
<b>Total Community Equity</b>	<u>533,056,295</u>	<u>506,226,743</u>	<u>499,174,744</u>	<u>495,259,000</u>	<u>491,512,000</u>



# STATEMENT OF ORIGINAL BUDGET

## CASH FLOW STATEMENT



### Charters Towers Regional Council

Cash flow Statement - (BUDGET)

For the Year Ended 30 June 2021

	2019/2020 ORIGINAL BUDGET	2019/2020 ESTIMATED ACTUALS	2020/2021 ORIGINAL BUDGET	2021/2022 FORECAST BUDGET	2022/2023 FORECAST BUDGET
<b>Cash flows from operating activities</b>					
Receipts from customers	28,904,780	43,882,650	28,520,000	30,460,000	31,412,000
Payments to suppliers & employee benefits	(52,362,155)	(59,464,000)	(66,004,000)	(41,163,000)	(34,790,000)
	(23,457,375)	(15,581,350)	(37,484,000)	(10,703,000)	(3,378,000)
Interest Received	998,000	848,000	834,000	652,000	606,000
Non Capital Grants & Contributions	7,624,736	7,641,416	6,069,476	10,020,000	7,518,000
Non Capital NDRRA Event Grants	17,000,000	32,592,222	25,323,524	-	-
Borrowing Costs	-	(32,714)	(29,000)	(25,000)	(21,000)
<b>Net Cash inflow (outflow) from operating activities</b>	<b>2,165,361</b>	<b>25,467,574</b>	<b>(5,286,000)</b>	<b>(56,000)</b>	<b>4,725,000</b>
<b>Cash flows from investing activities</b>					
Payments for property, plant & equipment	(11,701,269)	(16,976,000)	(16,303,700)	(8,266,700)	(6,706,700)
Receivables-Community Loan Repayments	9,026	-	700	700	700
Receivables-Internal Loans	394,350	-	-	-	-
Proceeds from sale of property, plant & equipment	539,000	-	283,000	-	-
Capital grants, subsidies, contributions	5,742,598	9,026,907	9,434,284	1,673,000	1,672,000
<b>Net cash inflow (outflow) from investing activities</b>	<b>(5,016,295)</b>	<b>(7,949,093)</b>	<b>(6,585,716)</b>	<b>(6,593,000)</b>	<b>(5,034,000)</b>
<b>Cash flows from financing activities</b>					
Repayment of Internal Loan Borrowings	(394,350)	-	-	-	-
Repayment of External Loan Borrowings	(141,054)	(139,660)	(143,427)	(147,000)	(151,000)
<b>Net cashflow from financing activities</b>	<b>(535,404)</b>	<b>(139,660)</b>	<b>(143,427)</b>	<b>(147,000)</b>	<b>(151,000)</b>
<b>NET INCREASE (DECREASE) IN CASH</b>	<b>(3,386,338)</b>	<b>17,378,821</b>	<b>(12,015,143)</b>	<b>(6,796,000)</b>	<b>(460,000)</b>
<b>Opening Cash</b>					
Cash at the beginning of the reporting period	29,360,182	36,928,179	54,307,000	42,292,000	35,496,000
<b>Closing Cash</b>					
Cash at end of reporting period	25,973,844	54,307,000	42,292,000	35,496,000	35,036,000
<b>Cash Movement</b>					
Net Increase/(Decrease) in Cash	(3,386,338)	17,378,821	(12,015,000)	(6,796,000)	(460,000)

## STATEMENT OF ORIGINAL BUDGET

### CHANGES IN EQUITY STATEMENT



#### Charters Towers Regional Council

##### Statement of Changes in Equity - (BUDGET)

For the Year Ended 30 June 2021

	2019/2020	2019/2020	2020/2021	2021/2022	2022/2023	
	ORIGINAL BUDGET	ESTIMATED ACTUALS	ORIGINAL BUDGET	ORIGINAL BUDGET	ORIGINAL BUDGET	
<b>Asset Revaluation Surplus</b>						
Opening balance	160,329,963	154,525,000	121,735,000	121,735,000	121,735,000	
Net result	-	-	-	-	-	
Increase in asset revaluation surplus	-	(32,790,000)	-	-	-	
Closing balance	160,329,963	121,735,000	121,735,000	121,735,000	121,735,000	
<b>Retained surplus</b>						
Opening balance	372,244,065	358,304,000	345,897,000	338,845,000	334,929,000	
Net result	482,267	20,383,000	(7,052,000)	(3,916,000)	(3,747,000)	
Increase in asset revaluation surplus	-	(32,790,000)	-	-	-	
Closing balance	372,726,332	345,897,000	338,845,000	334,929,000	331,182,000	
<b>Total</b>						
Opening balance	532,574,028	518,634,000	506,227,000	499,175,000	495,259,000	
Net result	482,267	20,383,000	(7,052,000)	(3,916,000)	(3,747,000)	
Increase in asset revaluation surplus	-	(32,790,000)	-	-	-	
<b>CLOSING BALANCE COUNCIL CAPITAL</b>	<b>533,056,295</b>	<b>506,227,000</b>	<b>-</b>	<b>499,175,000</b>	<b>-</b>	<b>491,512,000</b>

# LONG-TERM FINANCIAL FORECAST

## INCOME STATEMENT

QTC Local Government Forecasting Model—Charters Towers Regional Council													
Statement of Comprehensive Income													
All outputs are in thousands, (\$'000's) unless otherwise indicated													
	Annual result												
	June 2018	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024	June 2025	June 2026	June 2027	June 2028	June 2029	June 2030
	Actual	Actual	Estimated	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Income</b>													
<b>Revenue</b>													
Operating revenue													
Net rates, levies and charges	21,852	22,682	23,085	23,965	24,684	25,548	26,442	27,368	28,325	29,317	30,343	31,405	32,504
Fees and charges	2,266	2,739	3,256	2,654	2,707	2,761	2,816	2,873	2,930	2,989	3,049	3,110	3,172
Interest received	1,071	1,047	848	834	652	606	611	882	913	1,113	1,089	1,117	1,228
Sales contract and recoverable works	10,328	14,933	11,014	2,955	2,999	3,044	3,090	3,136	3,183	3,231	3,280	3,329	3,379
Other income	143	131	189	150	153	156	159	162	166	169	172	176	179
Grants, subsidies, contributions and donations	7,300	13,273	40,271	32,718	7,459	7,525	7,591	7,658	7,726	7,794	7,863	7,933	8,003
<b>Total operating revenue</b>	<b>42,960</b>	<b>54,805</b>	<b>78,663</b>	<b>63,276</b>	<b>38,655</b>	<b>39,640</b>	<b>40,710</b>	<b>42,079</b>	<b>43,243</b>	<b>44,612</b>	<b>45,796</b>	<b>47,068</b>	<b>48,465</b>
<b>Capital revenue</b>													
Grants, subsidies, contributions and donations	8,095	5,859	9,027	9,434	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	3,346
<b>Total revenue</b>	<b>51,055</b>	<b>60,664</b>	<b>87,690</b>	<b>72,710</b>	<b>40,328</b>	<b>41,313</b>	<b>42,383</b>	<b>43,752</b>	<b>44,916</b>	<b>46,285</b>	<b>47,469</b>	<b>50,414</b>	<b>48,465</b>
<b>Capital income</b>													
Profit/(loss) on disposal of property, plant & equipment	1	186	-	283	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>51,056</b>	<b>60,850</b>	<b>87,690</b>	<b>72,993</b>	<b>40,328</b>	<b>41,313</b>	<b>42,383</b>	<b>43,752</b>	<b>44,916</b>	<b>46,285</b>	<b>47,469</b>	<b>50,414</b>	<b>48,465</b>
<b>Expenses</b>													
<b>Operating expenses</b>													
Employee benefits	20,003	19,061	16,161	19,125	19,591	20,068	20,557	21,058	21,571	22,097	22,636	23,189	23,755
Materials and services	17,599	23,320	40,280	51,976	14,561	14,709	14,859	15,010	15,163	15,318	15,474	15,632	15,791
Finance costs	39	76	71	70	66	62	58	53	49	44	41	41	41
Depreciation and amortisation	7,629	7,581	8,893	8,874	10,027	10,221	10,399	10,582	10,369	10,427	9,252	9,448	9,626
<b>Total operating expenses</b>	<b>45,270</b>	<b>50,038</b>	<b>65,405</b>	<b>80,045</b>	<b>44,244</b>	<b>45,060</b>	<b>45,873</b>	<b>46,703</b>	<b>47,152</b>	<b>47,886</b>	<b>47,404</b>	<b>48,309</b>	<b>49,212</b>
<b>Capital expenses</b>													
Restoration & rehabilitation provision expense	-	151	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement	-	4,769	-	-	-	-	-	-	-	-	-	-	-
Other capital expenses	2,016	3,223	1,902	-	-	-	-	-	-	-	-	-	-
<b>Total capital expenses</b>	<b>2,016</b>	<b>8,143</b>	<b>1,902</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total expenses</b>	<b>47,286</b>	<b>58,181</b>	<b>67,307</b>	<b>80,045</b>	<b>44,244</b>	<b>45,060</b>	<b>45,873</b>	<b>46,703</b>	<b>47,152</b>	<b>47,886</b>	<b>47,404</b>	<b>48,309</b>	<b>49,212</b>
<b>Net result</b>	<b>3,770</b>	<b>2,669</b>	<b>20,383</b>	<b>(7,052)</b>	<b>(3,916)</b>	<b>(3,747)</b>	<b>(3,490)</b>	<b>(2,951)</b>	<b>(2,235)</b>	<b>(1,601)</b>	<b>65</b>	<b>2,105</b>	<b>(746)</b>
<b>Other comprehensive income</b>													
Items that will not be reclassified to net result													
Increase (decrease) in asset revaluation surplus	-	(5,805)	(32,790)	-	-	-	-	-	-	-	-	-	-
<b>Total other comprehensive income for the year</b>	<b>-</b>	<b>(5,805)</b>	<b>(32,790)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total comprehensive income for the year</b>	<b>3,770</b>	<b>(3,136)</b>	<b>(12,408)</b>	<b>(7,052)</b>	<b>(3,916)</b>	<b>(3,747)</b>	<b>(3,490)</b>	<b>(2,951)</b>	<b>(2,235)</b>	<b>(1,601)</b>	<b>65</b>	<b>2,105</b>	<b>(746)</b>
<b>Operating result</b>													
Operating revenue	42,960	54,805	78,663	63,276	38,655	39,640	40,710	42,079	43,243	44,612	45,796	47,068	48,465
Operating expenses	45,270	50,038	65,405	80,045	44,244	45,060	45,873	46,703	47,152	47,886	47,404	48,309	49,212
Operating result	(2,310)	4,767	13,258	(16,769)	(5,589)	(5,420)	(5,163)	(4,624)	(3,908)	(3,274)	(1,608)	(1,241)	(746)

# LONG-TERM FINANCIAL FORECAST

## STATEMENT OF FINANCIAL POSITION

### QTC Local Government Forecasting Model—Charters Towers Regional Council Statement of Financial Position

All outputs are in thousands (\$'000s) unless otherwise indicated

	Annual result	June 2018	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024	June 2025	June 2026	June 2027	June 2028	June 2029	June 2030
	Actual	Actual	Estimated	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Assets</b>														
<b>Current assets</b>														
Cash at bank and cash loans	39,092	36,928	54,307	42,292	35,496	35,036	36,092	37,186	39,028	36,920	36,905	40,404	42,597	
General trade and other receivables	5,064	9,830	3,800	6,330	3,852	3,957	4,054	4,176	4,291	4,519	4,410	4,658	4,788	
Inventories held for distribution	635	601	635	635	635	635	635	635	635	635	635	635	635	
Prepayments	436	292	-	-	-	-	-	-	-	-	-	-	-	
<b>Total current assets</b>	<b>45,227</b>	<b>47,651</b>	<b>58,742</b>	<b>49,256</b>	<b>39,983</b>	<b>39,628</b>	<b>40,781</b>	<b>41,997</b>	<b>43,954</b>	<b>42,074</b>	<b>41,950</b>	<b>45,698</b>	<b>48,020</b>	
<b>Non-current assets</b>														
General trade and other receivables	32	19	4	4	4	4	4	4	4	4	4	4	4	
Property, plant & equipment	485,972	482,479	455,866	461,268	459,712	456,401	451,827	447,740	443,617	444,084	444,246	442,969	440,133	
Intangible assets	-	-	-	2,027	1,823	1,618	1,414	1,210	1,005	801	596	392	188	
<b>Total non-current assets</b>	<b>486,004</b>	<b>482,498</b>	<b>455,870</b>	<b>463,299</b>	<b>461,538</b>	<b>458,023</b>	<b>453,245</b>	<b>448,953</b>	<b>444,626</b>	<b>444,846</b>	<b>444,888</b>	<b>443,365</b>	<b>440,325</b>	
<b>Total assets</b>	<b>531,231</b>	<b>530,149</b>	<b>514,612</b>	<b>512,555</b>	<b>501,521</b>	<b>497,651</b>	<b>494,026</b>	<b>490,951</b>	<b>488,580</b>	<b>486,920</b>	<b>486,838</b>	<b>489,063</b>	<b>488,345</b>	
<b>Liabilities</b>														
<b>Current liabilities</b>														
Trade and other payables	7,353	9,406	6,416	9,691	2,720	2,748	2,768	2,804	2,833	2,861	2,883	2,920	2,950	
Borrowings	-	140	172	147	151	155	160	164	169	4	-	-	-	
<b>Total current liabilities</b>	<b>7,353</b>	<b>9,546</b>	<b>6,588</b>	<b>9,838</b>	<b>2,872</b>	<b>2,903</b>	<b>2,928</b>	<b>2,968</b>	<b>3,002</b>	<b>2,866</b>	<b>2,883</b>	<b>2,920</b>	<b>2,950</b>	
<b>Non-current liabilities</b>														
Borrowings	1,370	1,094	922	804	653	497	338	173	4	-	-	-	-	
Employee - provisions	330	317	317	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	
Restoration & rehabilitation	408	558	558	558	558	558	558	558	558	558	558	558	558	
<b>Total non-current liabilities</b>	<b>2,108</b>	<b>1,969</b>	<b>1,791</b>	<b>3,542</b>	<b>3,391</b>	<b>3,235</b>	<b>3,076</b>	<b>2,911</b>	<b>2,742</b>	<b>2,738</b>	<b>2,738</b>	<b>2,738</b>	<b>2,738</b>	
<b>Total liabilities</b>	<b>9,461</b>	<b>11,515</b>	<b>8,385</b>	<b>13,380</b>	<b>6,262</b>	<b>6,139</b>	<b>6,004</b>	<b>5,880</b>	<b>5,744</b>	<b>5,604</b>	<b>5,604</b>	<b>5,621</b>	<b>5,688</b>	
<b>Net community assets</b>	<b>521,770</b>	<b>518,634</b>	<b>506,227</b>	<b>499,175</b>	<b>495,259</b>	<b>491,512</b>	<b>488,022</b>	<b>485,071</b>	<b>482,836</b>	<b>481,300</b>	<b>481,235</b>	<b>483,405</b>	<b>482,657</b>	
<b>Community equity</b>														
Asset revaluation surplus	160,330	154,525	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	
Retained surplus	361,440	364,109	384,492	377,440	373,524	369,777	366,287	363,336	361,101	359,500	359,500	361,670	360,922	
<b>Total community equity</b>	<b>521,770</b>	<b>518,634</b>	<b>506,227</b>	<b>499,175</b>	<b>495,259</b>	<b>491,512</b>	<b>488,022</b>	<b>485,071</b>	<b>482,836</b>	<b>481,300</b>	<b>481,235</b>	<b>483,405</b>	<b>482,657</b>	

# LONG-TERM FINANCIAL FORECAST

## CASH FLOW STATEMENT

### QTC Local Government Forecasting Model—Charters Towers Regional Council Statement of Cash Flows

	Annual result		June											
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
	Actual	Actual	Estimated Actual	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Cash flows from operating activities</b>														
Receipts from customers	36,950	36,412	43,883	28,520	30,460	31,412	32,415	33,425	34,497	35,594	36,738	37,890	39,111	
Payments to suppliers and employees	(39,533)	(40,413)	(59,503)	(66,004)	(41,163)	(34,790)	(35,436)	(36,073)	(36,747)	(37,427)	(38,130)	(38,824)	(39,557)	
Interest received	1,070	1,045	848	834	652	606	611	882	913	1,113	1,089	1,117	1,228	
Non-capital grants and contributions	7,299	13,274	40,271	31,392	10,020	7,518	7,586	7,649	7,719	7,787	7,858	7,923	7,996	
Borrowing costs	(40)	(37)	(32)	(29)	(25)	(21)	(17)	(12)	(8)	(3)	(0)	-	-	
<b>Net cash inflow from operating activities</b>	<b>5,746</b>	<b>10,281</b>	<b>25,467</b>	<b>(5,286)</b>	<b>(56)</b>	<b>4,724</b>	<b>5,160</b>	<b>5,871</b>	<b>6,374</b>	<b>7,063</b>	<b>7,556</b>	<b>8,106</b>	<b>8,778</b>	
<b>Cash flows from investing activities</b>														
Payments for property, plant and equipment	(12,283)	(18,741)	(16,975)	(14,259)	(8,266)	(6,706)	(5,621)	(6,290)	(6,041)	(10,690)	(9,210)	(7,967)	(6,585)	
Payments for intangible assets	-	-	-	(2,044)	-	-	-	-	-	-	-	-	-	
Proceeds from sale of property, plant and equipment	181	559	-	-	-	-	-	-	-	-	-	-	-	
Grants, subsidies, contributions and donations	8,016	5,859	9,027	9,434	1,673	1,673	1,673	1,673	1,673	1,673	1,673	3,346	-	
Other cash flows from investing activities	14	14	-	283	-	-	-	-	-	-	-	-	-	
<b>Net cash inflow from investing activities</b>	<b>(4,072)</b>	<b>(12,309)</b>	<b>(7,948)</b>	<b>(6,586)</b>	<b>(6,593)</b>	<b>(5,033)</b>	<b>(3,948)</b>	<b>(4,617)</b>	<b>(4,366)</b>	<b>(9,017)</b>	<b>(7,537)</b>	<b>(4,621)</b>	<b>(6,585)</b>	
<b>Cash flows from financing activities</b>														
Repayment of borrowings	(131)	(136)	(140)	(143)	(147)	(151)	(155)	(160)	(164)	(169)	(169)	(169)	-	
<b>Net cash inflow from financing activities</b>	<b>(131)</b>	<b>(136)</b>	<b>(140)</b>	<b>(143)</b>	<b>(147)</b>	<b>(151)</b>	<b>(155)</b>	<b>(160)</b>	<b>(164)</b>	<b>(169)</b>	<b>(169)</b>	<b>(169)</b>	<b>-</b>	
<b>Total cash flows</b>	<b>1,543</b>	<b>(2,164)</b>	<b>17,379</b>	<b>(12,015)</b>	<b>(6,796)</b>	<b>(460)</b>	<b>1,057</b>	<b>1,094</b>	<b>1,842</b>	<b>(2,123)</b>	<b>14</b>	<b>3,485</b>	<b>2,193</b>	
<b>Net increase in cash and cash equivalent held</b>														
Opening cash and cash equivalents	37,549	39,092	36,928	54,307	42,292	35,496	35,036	36,092	37,186	39,028	36,905	36,920	40,404	
<b>Closing cash and cash equivalents</b>	<b>39,092</b>	<b>36,928</b>	<b>54,307</b>	<b>42,292</b>	<b>35,496</b>	<b>35,036</b>	<b>36,092</b>	<b>37,186</b>	<b>39,028</b>	<b>36,905</b>	<b>36,920</b>	<b>40,404</b>	<b>42,597</b>	

# LONG-TERM FINANCIAL FORECAST

## CHANGES IN EQUITY

### QTC Local Government Forecasting Model—Charters Towers Regional Council

#### Statement of Changes in Equity

All outputs are in thousands (\$'000s) unless otherwise indicated

	Annual result		Forecast											
	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024	June 2025	June 2026	June 2027	June 2028	June 2029	June 2030		
	Actual	Estimated Actual	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Asset Revaluation Surplus</b>														
Opening balance	160,330	154,525	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	
Net result	(5,805)	(32,790)	-	-	-	-	-	-	-	-	-	-	-	
Increase in asset revaluation surplus														
Closing balance	154,525	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	121,735	
<b>Retained surplus</b>														
Opening balance	361,440	358,304	345,897	338,845	334,929	331,182	327,692	324,741	322,506	320,905	320,970	323,075	323,075	
Net result	2,669	20,383	(7,052)	(3,916)	(3,747)	(3,490)	(2,951)	(2,235)	(1,601)	65	2,105	(748)	(748)	
Increase in asset revaluation surplus	(5,805)	(32,790)	na	na	na	na	na	na	na	na	na	na	na	
Closing balance	358,304	345,897	338,845	334,929	331,182	327,692	324,741	322,506	320,905	320,970	323,075	322,327	322,327	
<b>Total</b>														
Opening balance	521,770	518,634	506,227	499,175	495,259	491,512	488,022	485,071	482,836	481,235	481,300	483,405	483,405	
Net result	2,669	20,383	(7,052)	(3,916)	(3,747)	(3,490)	(2,951)	(2,235)	(1,601)	65	2,105	(748)	(748)	
Increase in asset revaluation surplus	(5,805)	(32,790)	-	-	-	-	-	-	-	-	-	-	-	
Closing balance	518,634	506,227	499,175	495,259	491,512	488,022	485,071	482,836	481,235	481,300	483,405	482,657	482,657	

# MEASURES OF FINANCE AND SUSTAINABILITY

## BUDGET RATIOS STATEMENT

	COUNCIL'S CALCULATED RATIO 2018/2019 FINANCIAL STATEMENTS	COUNCIL'S CALCULATED RATIO 2019/2020 ESTIMATED POSITION	COUNCIL'S CALCULATED RATIO 2020/2021 BUDGET	COUNCIL'S CALCULATED RATIO 2021/2022 FORECAST	COUNCIL'S CALCULATED RATIO 2022/2023 FORECAST	COUNCIL'S CALCULATED RATIO 2023/2024 FORECAST	COUNCIL'S CALCULATED RATIO 2024/2025 FORECAST	COUNCIL'S CALCULATED RATIO 2025/2026 FORECAST	COUNCIL'S CALCULATED RATIO 2026/2027 FORECAST	COUNCIL'S CALCULATED RATIO 2027/2028 FORECAST	COUNCIL'S CALCULATED RATIO 2028/2029 FORECAST	COUNCIL'S CALCULATED RATIO 2029/2030 FORECAST	COUNCIL'S STATE GOVERNMENT TARGET 2013*
Asset Sustainability ratio	172.00%	140.40%	108%	78%	66%	54%	58%	53%	98%	94%	77%	63%	Greater than 90%
Operating Surplus ratio	8.00%	16.98%	-26.50%	-14.58%	-13.70%	-12.70%	-11.00%	-9.00%	-7.20%	-5.52%	-3.68%	-1.52%	Between 10% and 10%
Net Financial Liabilities ratio	-66.00%	-64.00%	-56.70%	-87.20%	-84.50%	-85.40%	-85.80%	-86.40%	-81.50%	-79.62%	-85.00%	-87.40%	Not greater than 60%
*Target data has been sourced from the Financial Management (Sustainability) Guideline 2013 prepared by the Department of Infrastructure, Local Government and Planning.													
Negative Net Financial Liabilities ratio - the Guideline states that a ratio less than zero (negative) indicates that current assets exceed total liabilities and therefore the local government appears to have financial capacity and the ability to increase its loan borrowings if necessary.													
Negative Operating Surplus ratio- the Guideline states that a local government is expected to not be able to generate sufficient revenues that can cover operating expenses and offset past or future operating deficits or act as a funding source for proposed capital expenditure and/or debt repayments. The percentage increase in operating revenues needed, to achieve a break-even position.													

## COUNCILLOR DISCRETIONARY FUND POLICY

<b>NUMBER:</b>	<b>S0052/OCEO</b>
<b>ACT:</b>	<b>Local Government Act 2009 Local Government Regulation 2012</b>
<b>POLICY TITLE:</b>	<b>COUNCILLORS' DISCRETIONARY FUND POLICY</b>

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### 1. PURPOSE AND SCOPE

- 1.1 The purpose of this policy is to ensure a fair, equitable and transparent framework applies in relation to the allocation of monies from the Councillors' Discretionary Funds for community purposes that benefit the community of the Charters Towers region, in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. The policy also details the annual reporting requirements for Councillor Discretionary Funds under Section 189 of the *Local Government Regulation 2012*.
- 1.2 Pursuant to section 202 of the *Local Government Regulation 2012*, a Councillor may use any councillor discretionary funds in the following ways:
- a) spend for a community purpose;
  - b) allocate for capital works of the local government that are for a community purpose, but only with the approval of
    - (i) if the councillor is the mayor - the deputy mayor and the chief executive officer; or
    - (ii) otherwise - the mayor and the chief executive officer;
  - c) allocate to a community organisation for a community purpose.

### 2. COMMENCEMENT OF POLICY

- 2.1 This Policy will commence from 29 July 2020. It replaces all other policies relating to Councillors' Discretionary Funds (whether written or not).

### 3. APPLICATION OF POLICY

- 3.1 This policy applies to Councillors and employees of the Charters Towers Regional Council and directs the application of Councillors' Discretionary Funds as determined by Councillors for community purposes within the Charters Towers region.

### 4. DEFINITIONS

- 4.1 **Community Organisation** is defined as per the dictionary Schedule of the *Local Government Regulation 2012*:  
*community organisation means:*
  - (a) an entity that carries on activities for a public purpose; or
  - (b) another entity whose primary object is not directed at making a profit.
- 4.2 **Discretionary Funds** is defined in Section 109 of the *Local Government Act 2009* as follows:  
*Are funds in the local government's operating fund that are budgeted for use by a Councillor at the Councillor's discretion.*

### 5. POLICY PROVISIONS

This Policy is to provide a framework for the allocation of funds from any Councillor Discretionary Fund pursuant to the *Local Government Act 2009* and the *Local Government Regulation 2012*.

- 5.1 Each year the Council may determine that funds shall be set aside in each new budget for the purpose of meeting requests for financial assistance from community organisations as decided upon by the Mayor and Councillors.
- 5.2 Separate expenditure accounts shall be established for the Mayor and each Councillor within the budget for this purpose and funds will be allocated to each expenditure account in accordance with the Council's Annual Budget.
- 5.3 Councillors can combine a joint contribution for allocating funds to the one organisation (eg \$1000 is requested from one organisation and four Councillors wish to contribute to this request. The



amount is divided by four and \$250 is used from each Councillors discretionary funds).

- 5.4 Section 202 of the *Local Government Regulation 2012* prescribes the requirements that Councils must follow in administering Councillors discretionary funds.
- 5.5 In accordance with Council's *Community Grants Policy (STRAT 0002)* and clause 3 of this policy, the Mayor and each Councillor is authorised to recommend funding allocation not exceeding the annual allocation adopted by Council in its annual budget, subject to the eligibility criteria in paragraph 5.7.
- 5.6 Section 202 of the *Local Government Regulation 2012* states a councillor must not allocate discretionary funds starting from 1 January in the year a quadrennial election is to be held. However, discretionary funds allocated before 1 January may be distributed during the caretaker period.
- 5.7 Following the quadrennial local government election the remaining councillor discretionary funds will be made pro-rata and equally reallocated to the new elected councillors with the new elected mayor receiving a majority allocation until the new financial year when the discretionary fund allocation will be reinstated.
- 5.8 The following eligibility criteria will apply to all requests:
- a) Funding must be allocated in accordance with the *Local Government Act 2009*, *Local Government Regulation 2012* and Council's *Community Grants Policy*;
  - b) Not-for-profit organisations must be community based and provide services and activities of benefit to the region and its communities in the Charters Towers Regional Council geographical area;
  - c) Not-for-profit organisations operating gaming machines will not be eligible for financial assistance;
  - d) Political parties are ineligible for funding;
  - e) State and Commonwealth government agencies will not be eligible for financial assistance with the exception of School Award Nights and Parents and Citizens Associations;
  - f) Applicants shall have no outstanding debt with Council (including rates);
  - g) Council's funding involvement and support must be appropriately acknowledged with opportunities provided for Council publicity and participation at key activities;
  - h) Not-for-profit organisations who have not acquitted under the *Community Grants Policy* or other Council funded programs are not eligible for further funding until the acquittal report is submitted and approved by Council; and
  - i) Funding is available for one off projects.
- 5.9 Having satisfied themselves that a request complies with paragraph 5.7 above, the Mayor and Councillors shall be authorised to recommend allocations from their individual Discretionary Fund as set out below:
- a) The Discretionary Fund requests shall be by way of a "Councillors Discretionary Fund Authority Form" (F0237/CEO – refer Attachment 1), completed by the Councillor and referred to the Chief Executive Officer who will be responsible for:
    - (i) assessing the application against this policy and Council's *STRAT 0002 Community Grants Policy*; and
    - (ii) where appropriate, authorising the processing of the Councillor's recommended allocation.
- 5.10 In accordance with section 202 of the *Local Government Regulation 2012*, the Chief Executive Officer will maintain a record of all allocations approved under the Mayor's and Councillors' Discretionary Fund and will publish on Council's website and display in Council's public office, the amount and purpose of any allocation and where an amount has been allocated to a community organisation, the name of that community organisation (refer Attachment 2 & 3).
- 5.11 In accordance with section 189 of the *Local Government Regulation 2012*, the Chief Executive Officer will keep a record of Grants to Community organisations under the Councillor Discretionary Fund and ensure that the details of expenditure are included in Council's Annual Report. This

record will also be displayed on Council's website.

## **6. POLICY REVIEW**

This policy is to be reviewed whenever legislation changes OR every two years if no changes have been required to be enacted, and at the direction of the Chief Executive Officer.

### **Variations:**

*Charters Towers Regional Council reserves the right to vary, replace or terminate this policy from time to time.*

## **ASSOCIATED DOCUMENTS**

CTRC Strategic Policy No. STRAT 0002 Community Grants Policy.  
Council's adopted annual budget.

**THIS SECTION TO BE COMPLETED BY COUNCILLOR:**

Donation Requested by:

Mayor FC Beveridge \_\_\_\_\_

Cr S Bennetto \_\_\_\_\_

Cr KF Hastie \_\_\_\_\_

Cr GJ Lohmann \_\_\_\_\_

Cr BP Robertson \_\_\_\_\_

Cr AP Barr \_\_\_\_\_

Cr JD Mathews \_\_\_\_\_

Date of request: \_\_\_\_/\_\_\_\_/\_\_\_\_

Purpose of Donation:

(A written request from the Community Organisation is to be attached to this form.)

Amount of Donation \$ Amount

Is GST applicable Yes  No  Amount of GST \$ Amount

Donation to be made payable to: Organisation

By  EFT (please provide bank details) BSB: \_\_\_\_\_ ACCOUNT: \_\_\_\_\_

Cheque – payable to: \_\_\_\_\_

Authorised by Chief Executive Officer (Signature): \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**THIS SECTION TO BE COMPLETED BY ACTIONING OFFICER:**

Discretionary Funds - Job Number Allocation:

Councillor		Job Number	(please tick)
Mayor FC Beveridge	(\$3000)	4000130	<input type="checkbox"/>
Deputy Mayor S Bennetto	(\$2000)	4000131	<input type="checkbox"/>
Cr AP Barr	(\$2000)	4000133	<input type="checkbox"/>
Cr KF Hastie	(\$2000)	4000136	<input type="checkbox"/>
Cr GJ Lohmann	(\$2000)	4000134	<input type="checkbox"/>
Cr JD Mathews	(\$2000)	4000132	<input type="checkbox"/>
Cr BP Robertson	(\$2000)	4000135	<input type="checkbox"/>

Community Organisation notified of donation: ECM Doc #: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Publication of Donation: (refer LGR 2012 s202,3(a)&(b) and (8):

Council noticeboard: \_\_\_\_/\_\_\_\_/\_\_\_\_ Website: \_\_\_\_/\_\_\_\_/\_\_\_\_

Upon completion:

- Original form and supporting documentation to be registered in ECM.
- Copy of form to accompany the purchase requisition covering the donation (together with a copy of the Council Resolution if applicable).
- Copy of form to be provided to relevant Councillor, upon request.

**NOTICE TO COMMUNITY**  
**REGARDING**  
**THE AVAILABILITY OF COUNCILLORS' DISCRETIONARY FUNDS**

In accordance with *Local Government Regulation 2012 S202 (2)*, Charters Towers Regional Council has established Councillor Discretionary Funds in support of community purposes and meeting requests for financial assistance from community organisations. This policy is in addition to and supported by Council's Community Grants and Donations Policy.

The amounts as set out below have been allocated for each Councillor's Discretionary Fund.

Community organisations which are eligible under the CTCRC Councillors' Discretionary Funds Policy may make an application directly to a Councillor for funding. To apply, please contact the Councillor directly by email or telephone as set out below:

Name	Amount	Email	Phone
Mayor Frank Beveridge	\$3000	<a href="mailto:Frank.beveridge@charterstowers.qld.gov.au">Frank.beveridge@charterstowers.qld.gov.au</a>	0458 754 589
Deputy Mayor Sonia Bennetto	\$2000	<a href="mailto:Sonia.bennetto@charterstowers.qld.gov.au">Sonia.bennetto@charterstowers.qld.gov.au</a>	0421 239 461
Councillor Alan Barr	\$2000	<a href="mailto:Alan.barr@charterstowers.qld.gov.au">Alan.barr@charterstowers.qld.gov.au</a>	0418 737 213
Councillor Kate Hastie	\$2000	<a href="mailto:Kate.hastie@charterstowers.qld.gov.au">Kate.hastie@charterstowers.qld.gov.au</a>	0403 625 271
Councillor Graham Lohmann	\$2000	<a href="mailto:Graham.lohmann@charterstowers.qld.gov.au">Graham.lohmann@charterstowers.qld.gov.au</a>	0427 966 908
Councillor Julie Mathews	\$2000	<a href="mailto:Julie.mathews@charterstowers.qld.gov.au">Julie.mathews@charterstowers.qld.gov.au</a>	0418 723 951
Councillor Bernie Robertson	\$2000	<a href="mailto:Bernie.robertson@charterstowers.qld.gov.au">Bernie.robertson@charterstowers.qld.gov.au</a>	0438 172 990

In accordance with Section 202A of the *Local Government Regulation 2012*, Council will as soon as practicable after an amount has been allocated and paid from a councillor's discretionary funds, publish a notice stating:

- (a) *the amount and purpose of the allocation; and*
- (b) *where an amount has been allocated to a community organisation, the name of that community organisation.*

For further information, please refer to the following documents (published on Council’s website, or available on request).

- Statutory Policy No S0052 - Councillors’ Discretionary Funds
- Record of Councillors’ Discretionary Funds
- Strategic Policy No STRAT0002 - Community Grants Policy

**[YEAR] COUNCILLOR DISCRETIONARY FUND RECORD AS AT [DATE]**

In accordance with Section 202(7) of the *Local Government Regulation 2012*, the following discretionary funds have been allocated by each Councillor (Please note: Amounts listed exclude GST where applicable):

**Mayor :**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Deputy Mayor**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Councillor**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Councillor**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Councillor**

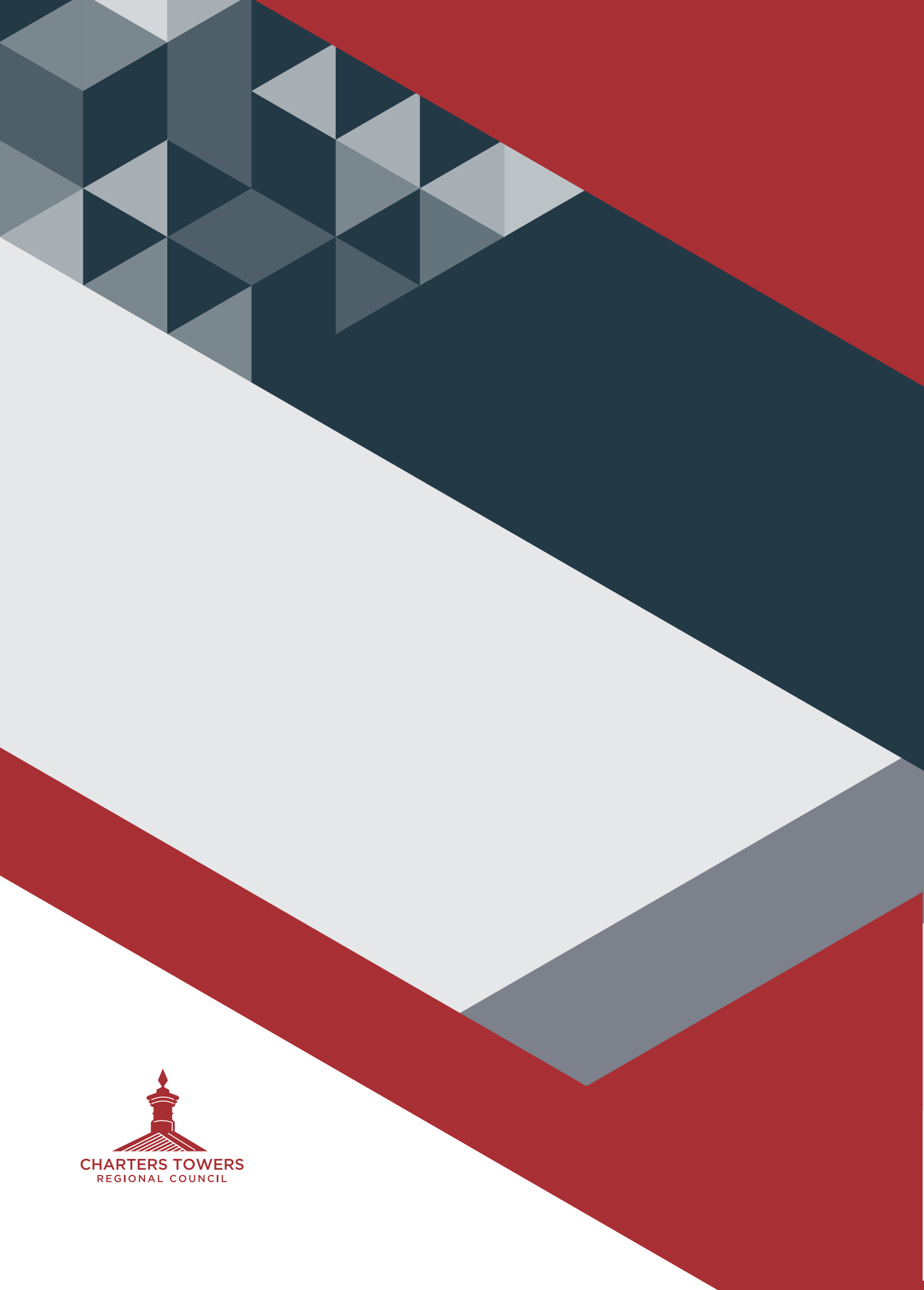
Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Councillor**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA

**Councillor**

Date	Organisation	Purpose	Donation amount	Total Allocation	Balance Remaining
					TBA



**CHARTERS TOWERS**  
REGIONAL COUNCIL