



# Burdekin Shire Council

## AGENDA

### ORDINARY COUNCIL MEETING

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 12 June 2018**

**COMMENCING AT 9:00AM**

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# Burdekin Shire Council

**TUESDAY 12 JUNE 2018**

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## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 22 May 2018**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 22 May 2018 be received and confirmed.



# Burdekin Shire Council

# **MINUTES**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 22 May 2018**

**COMMENCING AT 9:00AM**



# Burdekin Shire Council

TUESDAY 22 MAY 2018

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# Burdekin Shire Council

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## **ATTENDANCE**

Councillors L.A. McLaughlin (Mayor), J.T. Bonanno (Deputy Mayor), E.J. Bawden, A.J. Goddard (arriving at 10:48am), U.E. Liessmann, S.P. Perry and J.F. Woods

Mr. T. Brennan - Chief Executive Officer  
Mr. N. O'Connor – Director Corporate and Community Services  
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services  
Mr. D. Mulcahy – Manager Environmental and Health Services  
Mr. W. Saldumbide - Manager Operations  
Mr. K. Byers - Manager Technical Services  
Mr. R. Norman – Asset Management Coordinator (for Item 10.1)

Minutes Clerk – Ms. K. Flanagan

## **1 PRAYER**

The meeting prayer was delivered by Pastor Ian Ness of the Burdekin Uniting Church.

## **18 DELEGATIONS**

### **18.1 Draft Master Plan - Ayr Showgrounds**

Presentation of the Draft Master Plan for the Ayr Showgrounds by Mr. Michael Connelly, Managing Director of CPR Group.

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

No declarations of interest were identified.

*9:32am – Mr. Wayne Saldumbide – Manager Operations entered the meeting.*

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 8 May 2018**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 8 May 2018 be received and confirmed.



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### **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

### **3.2 Ayr Aerodrome Advisory Group Meeting Minutes - 21 February 2018**

#### **Recommendation**

That the minutes of the Aerodrome Advisory Group Meeting held on 21 February 2018 be received and adopted.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

### **3.3 Burdekin Senior Advisory Group Meeting Minutes - 11 April 2018**

#### **Recommendation**

That the minutes of the Burdekin Senior Advisory Group Meeting held on 11 April 2018 be received and adopted.

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

It was noted that in regard to CLAUSE 4 – 4.3, the Mayor and Councillors agreed to make direct contact with Ergon Energy regarding the issue raised about their contractors with the request to log the issue in their system.

#### **Follow-up Letter – Home Hill Post Office**

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Liessmann that Council writes a follow-up letter to Australia Post detailing the concern of the Burdekin Senior Advisory Group regarding the access issues for elderly and disabled people to the Home Hill Post Office building.

CARRIED

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9:46am – Mr. Kevin Byers – Manager Technical Services entered the meeting.

### **3.4 Burdekin Shire Youth Council Meeting Minutes - 23 April 2018**

#### **Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 23 April 2018 be received and adopted.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

It was noted that in regard to CLAUSE 1 Attendance, both Chelsea Scalia and Eddie Jones are now students of Ayr State High School.

### **3.5 Community Grants Panel Meeting Minutes - 8 May 2018**

#### **Recommendation**

That the minutes of the Community Grants Panel Meeting held on 8 May 2018 be received and adopted.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

It was noted that the second dot point in CLAUSE 2 should read:

- More evidence of the sustainability of the shelter and engagement with other community groups.

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## **4 REPORTS**

### **4.1 Capital Projects Report for Period Ending 30 April 2018**

#### **Recommendation**

That the Capital Projects Report for Period Ending 30 April 2018 be received.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Perry that the recommendation be adopted.

CARRIED

### **4.2 Operational Monthly Report for Period Ending 30 April 2018**

#### **Recommendation**

That the Operational Monthly Report for Period Ending 30 April 2018 be received.

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

## **5 GOVERNANCE**

### **5.1 Lease Expiry - Term Lease 236669 - Bojack Road Industrial Area**

#### **Executive Summary**

Council has received notice from the Department of Natural Resources, Mines and Energy that Term Lease 236669 being Lot 393 on CP855272 located on Bojack Road, Home Hill expired on 14 April 2018 and that Council has no further interest in the land or improvements situated thereon.

#### **Recommendation**

That Council notes the advice from the Department of Natural Resources, Mines and Energy that Term Lease 236669 being Lot 393 on CP855272 expired on 14 April 2018 and Council notifies the Department that it has no further interest in the land or improvements situated thereon.

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## **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

*10:12am – Mr. Reginald Norman – Asset Management Coordinator entered the meeting.*

## **6 ENVIRONMENTAL AND HEALTH SERVICES**

## **7 CLIENT SERVICES**

## **8 FINANCIAL & ADMINISTRATIVE SERVICES**

## **9 OPERATIONS**

## **10 TECHNICAL SERVICES**

### **10.1 Adoption of Council's Strategic Asset Management Plans**

#### **Executive Summary**

In conjunction with external consultant Ross McPherson of Asset Facilities Management & Consulting (AFMC), the following six strategic asset management plans have been developed, reviewed and workshopped with Council.

#### **Recommendation**

That Council adopts the following six strategic asset management plans as attached to this report.

- Executive Asset Management Plan – April 2018
- Buildings Asset Management Plan – April 2018
- Drainage Asset Management Plan – April 2018
- Sewerage Asset Management Plan – April 2018
- Transport Asset Management Plan – April 2018
- Water Asset Management Plan – April 2018



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## **Resolution**

Moved Councillor Woods, seconded Councillor Bonanno that the recommendation be adopted.

CARRIED

It was noted that the report should be amended to show the full names of the Authors and Reviewers.

*10:24am – Morning Tea*

*10:24am – Mr. Dan Mulcahy – Manager Environmental and Health Services left the meeting.*

*10:24am – Mr. Reginald Norman – Asset Management Coordinator left the meeting.*

*10:48am – Meeting Resumed*

*10:48am – Councillor Goddard entered the meeting.*

## **11 PLANNING & DEVELOPMENT**

## **12 COMMUNITY DEVELOPMENT**

## **13 ECONOMIC DEVELOPMENT**

## **14 NOTICES OF MOTION**

## **15 CORRESPONDENCE FOR INFORMATION**

## **16 GENERAL BUSINESS**

### **16.1 Attendance - Artlands 2018 - 10 to 14 October 2018**

## **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that Council approves the attendance of Councillor Liessmann at Artlands 2018 from 10 to 14 October 2018, with any expenses to attend the conference being met by Council.

CARRIED

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## **16.2 Council Support - Morning Ladies Cardio Tennis Group – Giru Tennis Courts**

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Goddard that Council provides support to the Giru Morning Ladies Cardio Tennis Group by undertaking minor drainage work surrounding the tennis courts.

CARRIED

## **16.3 Budget Consideration – Walking Track from Road to Mt Inkerman Nature Based Walking Trail**

### **Resolution**

Moved Councillor Bonanno, seconded Councillor Liessmann that Council lists the connection of a walking track from the road back to the Mt Inkerman Nature Based Walking Trail for future budget consideration.

CARRIED

*11:14am – Councillor Woods left the meeting due to a perceived Conflict of Interest in relation to Item 16.4 as he is both a member of the executive and a patron of the Burdekin Singers and Theatre Company Inc.*

## **16.4 Graham Street Footpath Upgrade**

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Perry that Council includes the upgrading/replacement of the Graham Street footpath from Young Street to the bus shelter in the Capital Works Program.

CARRIED

## **17 CLOSED MEETING ITEMS**

### **Council Meeting closed to Public under Section 275 of Local Government Regulation 2012**

#### **Resolution**

Moved Councillor Goddard, seconded Councillor Bawden that the Council meeting be closed to the public under the following sections of the *Local Government Regulation 2012*:

- 275(1)(e) contracts proposed to be made by Council;
- 275(1)(g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act;

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For the purpose of discussing:

1. Renewal of Trustee Lease – Millaroo Airstrip
2. Report on QBSC/18/008 – Ayr Aerodrome Fuel Facility
3. Planning and Compliance Matter

CARRIED

11:55am – Councillor Perry left the meeting.

### **Council Meeting opened to Public**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the Council meeting be opened to the public.

CARRIED

### **17.1 Renewal of Trustee Lease - Bruno Wyburg**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that Council:

1. Applies the exception under Section 236(1)(c)(iii) of the *Local Government Regulation 2012* to allow the disposal of part of Lot 114 on GS730 to Mr. Wyburg for the purpose of growing sugar cane.
2. Agrees in principle to enter into a trustee lease under Section 57(1) of the *Land Act 1994* with Mr. Wyburg over a portion of Reserve for Landing Ground for Aircraft R291 (Lot 114 on GS730) comprising of approximately 7.595 hectares of land.

CARRIED

### **17.2 Ayr Aerodrome Fuel Facility**

#### **Resolution**

Moved Councillor Goddard, seconded Councillor Bawden that in respect of QBSC/18/008 – Request for Quotation from suitable suppliers for the development of an aviation fuel facility at the Ayr Aerodrome:

1. Council accepts the quotation from IOR Aviation Pty Ltd for Option 1; and
2. Council instructs the Chief Executive Officer to begin negotiations with IOR Aviation Pty Ltd in relation to the installation of a fuel facility.

CARRIED



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There being no further business the meeting closed at 12:15pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 12 June 2018.**

**MAYOR**

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### **3.2 Burdekin Cultural Advisory Group Meeting Minutes - 26 March 2018**

#### **Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 26 March 2018 be received and confirmed.

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**MINUTES**  
**BURDEKIN CULTURAL ADVISORY GROUP MEETING**  
**HELD AT ERNIE FORD BOARD ROOM**  
**On 26 March 2018**  
**COMMENCING AT 3.30 PM**

**ATTENDANCE**

Councillors Lyn McLaughlin (Mayor) John Woods and Sue Perry.

Mrs. Treena List – Community Member  
Mrs. Cheryl Platt – Friends of the Burdekin Theatre  
Mrs. Nicky Achurra – Community Member  
Dr. Brian Glover – Community Member  
Mr. Chris Patrick – Cultural Venues Manager

Minutes Clerk – Miss. Laura Cox

Apologies – Mr. Tony Vaccaro – Manager Community Development BSC, Mrs. Jocelyn Defranciscis – Burdekin Memorial Hall Committee, Mr. Peter Pattinson – Community Member

Cr. Perry assumed the chair as Cr. McLaughlin had been delayed at another meeting.

**1 MINUTES AND BUSINESS ARISING**

**Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 26 February 2018 be received as a true and correct record.

**Resolution**

Moved Cr. Perry, seconded Dr. Glover, that the recommendation be adopted.

CARRIED

**2 NEW VENUE HIRE AGREEMENT AT THE MEMORIAL HALL**

Cultural Venues Manager, Mr. Patrick advised the meeting that he had presented the new venue hire agreement to Council. After discussions with Council it was decided that some more research had to be undertaken before the final agreement could be approved.

**3. UPGRADE OF THE INTERNAL THEATRE COURTYARD**

Discussion was held on the options available to upgrade the internal Theatre Courtyard, noting that the drainage in the area needed to be taken into account when exploring all options.

**4. KEY TO PUBLIC TOILETS**

It was noted that the Theatre staff had obtained keys to the public toilets between the Theatre and the Library. This will allow the Theatre to open the toilets for patrons when there are shows with large attendances.



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## 5. MARKETS IN THEATRE FORECOURT

Cr. Perry advised the meeting that Mrs. List, Mr. Patrick and herself had recently met to start preliminary discussions about holding markets in the Theatre Forecourt. She advised that discussions were ongoing and more research was being undertaken.

## 6. CULTURAL VENUES MANAGER'S REPORT

- (a) Cultural Venues Manager, Mr. Patrick, informed the meeting that the volume of ticket sales had been increasing over the past few months.
- (b) Mr. Patrick advised the meeting that Theatre Technician, David Luscombe, recently attended the Stage Managers Conference in Bundaberg.
- (c) Discussion was held on the internal Theatre Courtyard. Mr. Patrick informed the meeting that an idea had been put forward to install a deck in the Courtyard taking into account the drainage in the area.

An option of a vertical garden was also put forward as an option for part of the space.

It was resolved that the Burdekin Cultural Advisory Group recommend to Council that investigations be made into removing the large trees in the Theatre's Internal Courtyard.

- (d) Mr. Patrick advised the meeting that he had attended the recent Stage Queensland Manager's Conference in Brisbane. He informed the meeting that discussions at the conference centred around future shows, promotion of shows and the rise of third party ticket selling websites.
- (e) Mr. Patrick informed the meeting that a chance had come up recently to broadcast a live simulcast of a Theatre performance but unfortunately it had clashed with another event at the Theatre.
- (f) New shows were added to the Theatre schedule since the last meeting. They were Kevin Bloody Wilson and Dirty Dicks Theatre Restaurant.

Cr. McLaughlin entered the meeting at this stage.

- (g) Discussion was held on the recent purchase of an Iveco Van for the Theatre. Mr. Patrick advised the meeting that the van suited the needs of the venue and had been invaluable already with external technical operations.

Cr. McLaughlin informed the meeting that she understood the van suited the needs of the venue however Council had originally budgeted for a utility and Council could have been informed of the change.

- (h) Mr. Patrick advised that at the recent meeting with Mrs List and Cr. Perry, they looked at the possibility of moving the Cane Cutter statue from the Theatre Foyer. Mr. Patrick put forward the option that the statue could become part of the upgrade of the Internal Theatre Courtyard.

Discussion was held on options for the future locations of the statue and noting that there was no carpet presently under the statue. It was also noted that there would need to be communication with the donors of the statue, before a decision was made.



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Mrs. Achurra entered the meeting at this stage.

## **7. UPGRADE OF THEATRE SEAT NUMBERS**

Cr. McLaughlin raised the issue that the seat numbers on the Theatre seating had become harder to read. Discussion was held on options to make the Theatre seat numbers more visible to patrons.

Mr. Patrick indicated he would look into the options and bring back recommendations to the next meeting.

## **8. RECOMMENDATION TO UPGRADE PUBLIC TOILETS**

It was resolved that the Burdekin Cultural Advisory Group recommend to Council that it investigate the possibility of upgrading and refurbishing the public toilets located between the Library and the Theatre.

## **9. CHANGE OF MEETING DATE**

Due to a clash with the monthly meeting of the Burdekin Shire Youth Council it was decided that future Advisory Group meetings be held on the second Monday of each month. It was noted that the next meeting will be held in May.

## **10. DISCUSSION ON LAWN AREA IN THE THEATRE FORECOURT**

Cr. Perry noted that the tables and chairs on the lawn area of the Theatre Forecourt were old and not inviting for patrons to use.

Discussion was held on possible projects in this area. Members are to consider:-

- (a) the RADF Advisory Group investigate and provide recommendations;
- (b) purchase of new tables;
- (c) previous plans to extend the Library; and
- (d) previous usage of the area.

It was noted that the area is currently used as an evacuation point for the Theatre

It was recommended that members present possible ideas for the area at the next meeting.

**Next meeting – Monday 14 May 2018 at 3.30 pm in the John Hy Peak Rooms.**

**Councillor Sue Perry  
ACTING CHAIRPERSON**

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## ACTION ITEMS

Meeting	Action required	Person/s responsible	Status
25/9/17	Markets for the Theatre Forecourt	Cr. Perry, Mrs. List, Mr. Vaccaro, Mr. Patrick	Ongoing
23/10/17	Price of Structure	Cr. Perry	26/2/18
26/3/18	Numbers on Seats	Mr. Patrick	14/5/18

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### **3.3 Audit Committee Meeting Minutes - 9 May 2018**

#### **Recommendation**

That the minutes of the Audit Committee Meeting held on 9 May 2018 be received and confirmed.



<b>Location of Meeting:</b>	Ernie Ford Board Room
<b>Date of Meeting:</b>	9 May 2018
<b>Commencing at:</b>	8:58am
<b>Minutes Clerk:</b>	Rebecca Stockdale- Executive Officer

## Attendance

<b>Attendees</b>	Ian Jessup - Independent Chairperson, Cr. John Woods - committee member, Mr. Jim Fahey - Independent Professional Member, Mr. Jim Nuttall - Independent Community Member, Terry Brennan - Chief Executive Officer, Nick O'Connor - Director Corporate and Community Services, Kim Olsen - Manager Financial and Administrative Services, Kathy Cortabitarte - Financial Accountant Systems, Donna Sinanian - Crowe Horwath/QAO, Via Telephone - John Crook - QAO, Rebecca Stockdale - Executive Officer, For relevant parts - Kevin Byers - Manager Technical Services, Bradley Hutchinson - Safety and Productivity Coordinator,
<b>Apologies</b>	Cr. Sue Perry- member, Mayor Lyn McLaughlin- observer.

## Agenda Items

1. Apologies
2. Confirmation of Previous Minutes
3. Review of Adopted Audit Committee Charter
4. QAO Chair Briefing- update from Committee Chair Ian Jessup
5. Financial Reporting
  - 5.1. Ordinary Citizen Transactions (Related Party Disclosures)
  - 5.2. Shell Financial Statements
6. Infrastructure Assets
  - 6.1. Proposed annual infrastructure valuation methodology report
  - 6.2. Asset Management Plans
7. Financial Assets
  - 7.1. Review Investment Policy
  - 7.2. Review Financial Controls
8. QAO advice
  - 8.1. QAO Briefing- emerging issues
9. External Audit
  - 9.1. Results of audit and follow-up with management
  - 9.2. Consider External audit reports for the Council
  - 9.3. Review Crowe Horwath external audit plan including timetable, staffing and audit fee
  - 9.4. Consider need for closed session briefing with Crowe Horwath/QAO excluding management and Internal Audit

**10. Internal Audit**

- 10.1. Internal Audit Report- progress towards achieving audit schedule and recommendations from audits taken
- 10.2. Review performance and resourcing of Internal Audit

**11. Management updates**

- 11.1. Risk Management Framework
- 11.2. Review Fraud and Corruption Control Plan
- 11.3. Follow up on Audit Issues

**12. Other Business**

## Minutes

**1. Apologies**

Apologies were received from Cr. Sue Perry and Mayor Lyn McLaughlin.

**2. Confirmation of Minutes from Previous Meeting**

Moved Cr. John Woods, seconded Mr. Fahey that the minutes from the previous meeting be adopted.

Carried.

**3. Review Adopted Audit Committee Charter**

It was noted that the Audit Committee Charter had now been to Council for formal adoption with no changes. Moved Mr. Jessup, seconded Mr. Fahey that the Audit Committee Charter be noted.

Carried.

**4. QAO Audit Committee Chair Briefing- Update from Committee Chair Ian Jessup**

Mr. Jessup provided an overview of the Audit Committee Chair Briefing hosted by QAO on 8 May, 2018. The slides from the briefing are available via QAO's website. Points of interest that were noted included:

- Recently tabled reports to parliament- Local Government Entities: 2016-17 results of financial audits. Of note, this report shows that Burdekin Shire Council was one of 8 entities to receive green lights across all scoring areas in this report to parliament.
- A second report of note is the Fraud Risk Management report tabled on 15 February
- Technical advice regarding new accounting standards and when they are expected to be introduced. (It was noted that the briefing paper from Council's finance officers demonstrates that Council is already on top of these expected changes.
- An overview was provided about the traffic light system used by QAO in the audit process- including thresholds across the areas of Timeliness, Quality and Year End Close Processes.
- QAO advice highlighted a list of common internal control deficiencies that lead to increased risk of fraud and corruption.
- QAO has released their Strategic Audit Plan- which covers the next three year period. QAO is aiming to table 12 reports to parliament each year.
- Focus on fraud and corruption control (report tabled February) - Key learnings include senior management commitment, establishing a framework, risk management based approach, monitoring and reviewing, identifying and responding.
- The QAO has a fraud risk management tool available on their website.



## 5. Financial Reporting

### 5.1 Ordinary Citizen Transactions (Related Party Disclosures)

A copy of the proposed categories of transactions that would be deemed as ordinary citizen transactions was circulated to all attendees ahead of the meeting. The Senior Leadership Group and the Council have reviewed the Ordinary Citizen Transactions and there are no proposed changes to the ordinary citizen transactions that were used for related party disclosures last financial year.

The audit committee had no questions in relation to the ordinary citizen transaction list.

### 5.2 Shell Financial Statements

Mrs. Cortabitarte, Financial Accountant Systems, provided an overview of some of the factors, adjustments and accounting treatments which have been applied in preparing the shell financial statements. It was noted that the briefing paper referred to the incorrect date in the section regarding "Restoration Provisions" and should read 31 March 2018. A number of changes have occurred during the 2017/2018 financial year and these factors have been considered in the preparation of the Shell Financial Statements. The considered changes include: the organisational restructure; Flooding event in March 2018; Grants, subsidies and contributions note; Auction to recover unpaid rates; Superannuation note; AASB 107.44A-44E Changes in liabilities arising from financing activities; Not previously recognised assets; Rangemore Road- accounting treatment (including consideration of potential related party disclosure re: joint local government activity, existing unsealed road, licence and future costs) and consideration of new upcoming accounting standards e.g. Financial Instruments, Revenue and Leases accounting standard; The briefing paper also provided a summary of information omitted from the shell financial statements based on materiality.

Moved Mr. Jessup seconded Cr. Woods that the Shell Financial Statements be endorsed by the Audit Committee.

Carried.

## 6. Infrastructure Assets

### 6.1 Proposed annual infrastructure valuation methodology report

A copy of the Internal Valuation Report and External Valuation report were circulated to attendees prior to the meeting. The reports provide information about the process undertaken to value Council assets across a range of asset classes. Valuations are conducted to determine Fair Value of Council Assets for Accounting Compliance purposes. Some of the valuations have been conducted "in-house" by the asset management team and other, more complex valuations have been undertaken by an external valuer (for example water towers, buildings, land, sewerage treatment plants). Mr. Kevin Byers, Manager Technical Services, advised the committee that a comprehensive full valuation and on-site asset inspection was undertaken in January 2015 for all asset classes. Since this time a number of desktop assessments have been completed by both Council officers and external valuers. This year, the valuation process has seen marginal variations to Fair Value in a number of asset classes - most classes saw an increase between 2-4%. Mr. Byers advised the audit committee that in previous years Council was able to compare road structure valuations with information provided by Roads Alliance in cooperation with LGAQ; however this service has been discontinued.

It was noted that there was a mistake on page 5 of the External Valuation Report with the labelling of the two photographs included.



**Audit Committee Meeting**

Moved Mr. Nuttall seconded Cr. Woods that the audit committee note the Internal and External Valuation Reports.

Carried.

**6.2 Asset Management Plans**

Mr. Byers advised that the original asset management plans have been developed and adopted by Council between 2012 and 2014. The Asset Management Plans have now been reviewed and updated. It was noted that although Council has assets across 8 or 9 classes, there are currently only asset management plans in place for 5 of those classes and that accounts for about 90% of the Fair Value of Council's assets. The Executive Level Asset Management Plan provides guidance and explanation regarding common elements of each asset management plan created by Council (avoiding duplication in each asset management plan for each class of asset). Mr. Byers provided information about the sustainability ratios within each class. The Drainage (Stormwater) asset management plan included low sustainability ratios as most assets in this class did not need to be replaced as structurally they are in good condition, however some replacements may be necessary due to the current drainage not being of adequate size. Mr. Byers advised that risk assessments would be conducted to determine where drainage upgrades are required. The asset management plans have been workshopped with the Council and will be used to inform the budget process. The Asset Management Plans will now be put forward to Council for formal adoption.

Moved Cr. John Woods, seconded Mr. Fahey, that the asset management plans be noted by the audit committee.

Carried.

**7. Financial Assets****7.1 Review Investment Policy**

Council has workshopped the Investment Policy and has not proposed any changes to the policy from what was adopted last year.

Moved Mr. Jessup seconded Mr. Fahey that the Audit Committee notes the Investment Policy as workshopped by Council.

Carried.

**7.2 Review Financial Controls**

The Audit Committee acknowledged that the financial controls were reviewed in detail last year and that no significant changes had occurred since then.

Moved Mr. Jessup, seconded Mr. Fahey that no further review of the financial controls are necessary at this time.

Carried.

**8. QAO Advice**

The QAO briefing paper was taken as read. Mr. Crook advised that in addition to the performance review the Auditor General would be providing sector wide feedback to all councils following a desktop review of budget processes in accordance with Section 169 of the *Local Government Regulation 2012*. Councils

**Audit Committee Meeting**

will be encouraged to review the feedback and consider their own budget processes in light of the Auditor General's recommendations.

**9. External Audit**

Mrs. Sinanian provided an overview of the 2018 External Audit Plan which was forwarded to all attendees ahead of the meeting. The interim audit visit is scheduled on 28 May, 2018 with the interim management report due to be issued on 15 June 2018. Mrs Sinanian has been liaising with council to agree on the approach going forward.

Moved Ian Jessup, seconded Cr. Woods that the External Audit Plan be noted.

Carried.

**10. Internal Audit****10.1 Internal Audit Briefing**

Mr. Hutchinson, Safety and Quality Coordinator, provided an overview of the activities within the Internal Audit Function since the last audit committee meeting. One audit has been finalised and a report has been provided to the audit committee (See item 10.2 below). A further internal audit is close to finalisation and will be presented at the next audit committee meeting. JLT External Auditors have advised that they will not be available to undertake the biennial audit of the Safety Management System, it has therefore been proposed that a full internal audit be conducted, using JLT's audit tool, to ensure Council is maintaining the standards necessary to meet the previously achieved 70% compliance standard for safety management. Mr. Hutchinson will conduct this internal audit in accordance with the tool. Internal Audit Action Items from previously completed audits are on track to being implemented. It was noted that for the next financial year, Council is proposing to engage an external contractor to provide internal audit services to Council.

Moved Mr. Jessup, seconded Mr. Nuttall that the Internal Audit Briefing be noted.

Carried.

**10.2 Review of Internal Audit Report- Statutory and Legal Obligations and Responsibilities FY16/17**

The Internal Audit Report for Statutory and Legal Obligations and Responsibilities was provided to all attendees ahead of the meeting. It was noted that the scope of the internal audit focused on delegations and did not capture the full range of statutory and legal obligations and responsibilities faced by Council. A number of recommendations have been made and management have provided their responses to these recommendations in the report.

Mr. Jessup queried if there was any intention to widen the scope or conduct a review audit to capture other areas of statutory and legal obligations of Council, given that the delegations register is only one part of this broad area. Mr. O'Connor advised that the internal audit plan would be reviewed and a risk management exercise undertaken to determine if further internal audits are required in this area.

Moved Mr. Jessup, seconded Mr. Fahey that the Internal Audit Report be noted.

Carried.



**11. Management Updates****11.1 Risk Management Framework**

A briefing paper and minutes from the Risk Management Committee Meetings were provided to attendees prior to the meeting. Mrs. Stockdale, Executive Officer, provided an update in relation to Enterprise Risk Management. Council has established a new Risk Management Committee in line with recommendations from the internal audit of the Enterprise Risk Management Systems. The Risk Committee was established late in 2017 and has met monthly during 2018. The committee has reviewed and updated the Risk Management Consequence Table and Risk Matrix and these were presented to the Audit Committee to be approved.

Moved Cr. Woods, seconded Mr. Jessup that the Risk Consequence Table and Risk Matrix as tabled be endorsed by the Audit Committee.

Carried.

**11.2 Fraud and Corruption Control Plan**

Mr. Brennan, CEO advised the audit committee that a review of the Fraud and Corruption Control Plan was underway. Mr. O'Connor, Director Corporate and Community Services and Mrs. Stockdale, Executive Officer have proposed a review of existing tools and resources to further develop Council's Fraud and Corruption Control Plan.

**11.3 Follow up on Audit Issues**

The audit committee was provided with a report on the status of outstanding audit issues prior to the meeting. The outstanding audit issues will be reviewed by the external auditor during their audit visit.

**12. General Business****12.1 Welcome new Director Corporate and Community Services**

Mr. Jessup formally welcomed Mr. O'Connor, Director Corporate and Community Services and asked him to share a few words by way of introduction. Mr. O'Connor provided a brief overview of his work history and experience and where his focus would be in his new role as Director Corporate and Community Services.

**12.2 EBA update**

Mr. Brennan, CEO, advised the Audit Committee that the draft Enterprise Agreement had been put out to employees to be voted on. The vote was in favour to adopt the draft EA and Council is now in the process of sending the agreement to the Commission to be certified. The new EBA will be a three year agreement and include back pay and annual pay increase for the period of the agreement.

**Meeting Closure**

<b>Meeting Closed at:</b>	10.28am
<b>Date of Next Meeting:</b>	20 June 2018

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### **3.4 RADF Advisory Group Meeting Minutes - 17 May 2018**

#### **Recommendation**

That the minutes of the RADF Advisory Group Meeting held on 17 May 2018 be received and confirmed.



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**Burdekin Shire Council**

**Minutes – RADF Advisory Group Meeting held on 17 May 2018**

Held at Ernie Ford Board Room  
The meeting commenced at 2.00pm

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**CLAUSE 1 ATTENDANCE**

Cr. U Liessmann – Chairperson  
Cr. J Bonanno  
Mrs. Laura Vidmar – Acting Manager Community Development  
Mrs. Mickey McKellar  
Ms. Erin Alloway  
Mrs. Treena List  
Observer – Cr Lyn McLaughlin – Mayor  
  
Mrs. Janice Horan – RADF Liaison Officer

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**CLAUSE 2 MINUTES OF 10 APRIL 2018 MEETING RECEIVED**

Moved Ms. Alloway, seconded Mrs. Vidmar that the minutes of the RADF Advisory Group Meeting held on 10 April 2018 be received. CARRIED

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**CLAUSE 3 CONSIDERATION OF CONCEPT MURAL – BURDEKIN LIBRARY**

The meeting considered a concept design mural prepared by Mr. John Bradshaw (145167 281) which was intended to be installed on the Graham Street front wall and side wall leading to the entrance of the Burdekin Library.

The meeting recommends that the concept design mural submitted by Mr. John Bradshaw for installation on the front and side walls of the Burdekin Library be accepted, as the proposed cloud trail draws attention to the Burdekin Library sign and provides subtle directive towards the entrance to the library, and that the project be funded from Works for Queensland 2.

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**CLAUSE 4 CONCEPT DEVELOPMENT FOR ARTWORK ON GRANITE MONUMENT – HOME HILL COMFORT STOP**

Cr Liessmann advised the meeting that further to discussions at the previous meeting on the need to update the granite monument at the Home Hill Comfort Stop, he had discussed possible concepts with artist, Mr. Cameron Rushton.

Cr Liessmann explained his preferred concept was the development of a kookaburra on the top of the granite monument looking down at a lizard which would be placed on one of the side facings of the monument. Four existing signs on the monument would be removed and upgraded to facilitate installation of the artwork.

The meeting recommends that development of the concept continue and that artist Cameron Rushton be requested to provide a drawing and quotation of the proposed artwork for consideration at the next meeting.

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**CLAUSE 5 CONCEPT DEVELOPMENT OF MURAL IN HOME HILL**

Cr. Liessmann advised the meeting that he had identified a site in Home Hill for possible development of another mural to compliment the exiting murals installed near the Comfort Stop.

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The meeting discussed a possible site in the vicinity of 26 Seventh Street and also discussed possible themes for the mural.

The meeting recommends that Cr. Liessmann be authorised to further investigate themes for a possible mural in the vicinity of 26 Seventh Street, for consideration at the next meeting.

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**CLAUSE 6                      CONSIDERATION OF ART CONCEPTS FOR POSSIBLE DEVELOPMENT IN BURDEKIN SHIRE**

The meeting discussed a number of art concepts for possible development in Burdekin Shire including:

The concept of establishing a pop-up art gallery within empty shops in the Burdekin Shire;

Development of apps to provide information to the traveling public including but not limited to tourism attractions and art installations in Burdekin Shire.

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**CLAUSE 7                      CONSIDERATION OF FUNDING APPLICATIONS RECEIVED IN THE JUNE 2018 ROUND**

Applicant	Project	Requested Funding	Recommended Funding
Burdekin Readers & Writers Assn.	Towards cost of conducting Ignite your Mind Readers and Writers' Festival – 12-14 October	\$5,000-00	\$5,000-00
Burdekin Brass Band	Towards cost of employing a tutor to conduct learner classes for new and existing members.	\$5,000-00	\$4,600-00
Burdekin Patchwork and Quilters Guild	Towards cost of employing tutor in Blue Diamond Quilt Making <i>Members noted that the required Outcome Report had not submitted for their last funded project and therefore, under the guidelines, the application could not be considered.</i>	\$1,830-00	Nil
Burdekin Shire Council	Create "The Burning Man" Sculpture as part of Burdekin Sweet Days, Hot Nights Festival	\$3,000-00	\$3,000-00
TOTAL		\$14,830-00	\$12,600-00

The meeting resolved to recommend funding of RADF projects as listed above for Round 2 of the 2017/18 funding year.

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**CLAUSE 8                      CONFIRMATION OF ATTENDANCE AT ARTLANDS CONFERENCE BY RADF LIAISON OFFICER, MRS. JANICE HORAN AND RADF ADVISORY GROUP MEMBER, MS. ERIN ALLOWAY**

The meeting resolved to confirm the attendance by RADF Liaison Officer, Mrs. Janice Horan and RADF Advisory Group Member, Ms. Erin Alloway at the Artlands Conference to be held in Bendigo from 10 to 14 October 2018. The meeting noted funds for their attendance was provided in RADF Round 1 of the 2017/18 funding year. The meeting also noted that Cr. Liessmann, as Chairperson of RADF, would be seeking Council's approval to attend the conference and his expenses would be met by Council.

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**CLAUSE 9                      CONSIDERATION OF CONCEPT – LIGHT PROJECTIONS AT HOME HILL COMFORT STOP**

Cr. Liessmann informed the meeting of the concept of projecting coloured light utilising a projector onto the corrugated aluminium wall at the front of the Home Hill Comfort Stop. He said at various times water in the fountain in Queen Street is coloured to celebrate significant events. By installing a projector and reflecting colour on to the corrugated aluminium wall at the front of the Home Hill Comfort Stop, then Home Hill would be able to also participate in the events.



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The meeting authorised Cr. Liessmann to investigate the costs of purchase and installation of a projector at the Home Hill Comfort Stop, for consideration at the next meeting.

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**CLAUSE 10                    IDEAS TO UPDATE MARBLES SCULPTURES IN QUEEN STREET**

The meeting further discussed various options for updating the marbles sculptures in Queen Street at two sites at the intersection of Queen and Edwards Street and the intersection of Queen and Young Street.

The meeting discussed an option to, remove the existing marbles, sculpture cut-out coloured aluminium/stainless steel sheets to fit within the existing framework and install coloured LED lights at the top of the artwork.

The meeting recommends that Council employ a contractor to develop a prototype of the proposed artwork in miniature format, in consultation with Cr. Liessmann. The prototype will assist in explaining the artwork to Councillors, the community and Department of Transport and Main Roads.

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**CLAUSE 11                    CONSIDERATION OF INSTALLATION OF FAIRY LIGHTS IN TREES LOCATED IN EIGHTH AVENUE, HOME HILL**

Cr. McLaughlin suggested that consideration be given to the installation of commercial grade fairy lights in the trees in Eighth Avenue in the Home Hill CBD, and that costs be investigated by Council.

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**CLAUSE 12                    ATTENDANCE AT RADF COMMITTEE WORKSHOP – TOWNSVILLE – FRIDAY 15 JUNE 2018 1PM – 5PM**

The meeting recommends that the RADF Chairman, Cr. Liessmann and the RADF Liaison Officer, Mrs. Horan attend the RADF Committee Workshop to be presented by Arts Queensland in Townsville on Friday 15 June 2018 from 1pm to 5pm. (No other members were available to attend the workshop).

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**CLAUSE 13                    GENERAL BUSINESS**

**Artwork on Façade at Ayr Swimming Pool:**

Mrs. List sought confirmation that the recommendation for the repainting of the artwork on the façade of the Ayr Swimming Pool, as contained in the previous meeting, was that the work would be undertaken by Council and not by RADF. The meeting confirmed that the intention of the recommendation from the RADF minutes of 10 April 2018 was that Council give consideration to the repainting of the artwork.

**Fence at Ayr Showgrounds (Bruce Highway side):**

Mrs. List sought an update on signage arrangements for the block wall fence at the Ayr Showgrounds (Bruce Highway side), as contained in the previous minutes.

Mrs. Vidmar offered to follow up this matter.

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There being no further business, the meeting closed at 4-00pm.

Cr. U Liessmann  
CHAIRPERSON

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### **3.5 Burdekin Road Safety Advisory Committee Meeting Minutes - 23 May 2018**

#### **Recommendation**

That the minutes of the Burdekin Road Safety Advisory Committee Meeting held on 23 May 2018 be received and adopted.

# Burdekin Shire Road Safety Advisory Committee Meeting

Held on 23 May 2018 at 10.30am

Council Administration Building - John Hy Peake Heritage Room

## 1. Attendance

### Core Members

Councillor Tony Goddard	Chairman	Burdekin Shire Council
Councillor Ted Bawden	Councillor (Acting Chairman)	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Mr. Matthew Ingle	Manager Design Office	Burdekin Shire Council
Mr. Kevin Riseley	Technical Officer (Road Safety)	Department of Transport and Main Roads

### Core Members Apologies

Senior Constable Brett Elton	Road Unit	Queensland Police Service – Ayr
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### Advisors

Ms. Beverly Gorman	Road Safety Officer	Department of Transport and Main Roads
Ms. Gail Clarke	Road Safety Officer	Department of Transport and Main Roads
Mr. David Jackson	President	Home Hill Chamber of Commerce
Mr. Brett Maguire	Officer in Charge	Queensland Ambulance Service
Sgt. Ben Walsh	(Acting) Officer in Charge	Queensland Police Service - Ayr
Mr. Steve Postma	Cane Supply Manager	Wilmar Sugar
Mr. Peter Luke	Cane Supply Manager	Wilmar Sugar

### Advisors Apologies

Mrs. Barbara Stockdale	Senior Works Administration Officer	Burdekin Shire Council
Ms. Nicole Smart	Senior Engineer (Civil)	Department of Transport and Main Roads
Mr. Warren Hubbard	Representative	NDL Transport

Minutes Clerk – Mrs. S. Saunders

## 2. Minutes Received

### MINUTES OF THE BURDEKIN SHIRE ROAD SAFETY ADVISORY COMMITTEE MEETING HELD ON 28 FEBRUARY 2018.

The Flying Minute sent on 19 March 2018 endorsed that the Minutes of the Burdekin Shire Road Safety Advisory Committee Meeting held on Wednesday 28 February 2018 were true and correct.

## 3. Business Arising out of Minutes and Review of Action Items List

3.1 Business Arising out of Minutes – NIL

3.2 Review of Action Items List – Please refer to Action Table at the end of Minutes.

## 4. Correspondence for Information

NIL



## 5. General Business - Reports for Consideration

### A. Groper Creek Road and Woods Road Intersection

Refer to action item 6.5.2 - 23 August 2017 meeting.

### B. Two-Minute Parking at Ayr Schools

Sgt Walsh has held discussions with three schools in Ayr regarding car parking arrangements at drop-off and pick-up times. Currently there is no designated two minute parking at Ayr State High School (ASHS) or Burdekin Catholic High School (BCHS). A designated marked disabled parking area, followed by a bus park, with ten, two-minute parking bays at East Ayr State School (EASS) along Ross Street, have recently been marked by Council at the request of the school. This has improved pick up and drop off safety conditions. However further discussions have taken place between Sgt Walsh and the school to further streamline the parking at EASS. Due to the proximity of the school gate, it has been suggested that the bus parking bay be moved to behind the two-minute parking bays, rather than in front, and the two-minute bays be remarked and shuffled forward to behind the disabled parking bay. Two of the two-minute parking bays will need to be removed to ensure the bus parking bay at the back does not impact on the parking of the resident's house. Sgt Walsh agreed this proposal will work better. Mr. Ingle proposed:

- 1) Moving the EASS Ross Street two-minute parking spaces forward by two spaces, to behind the disabled parking space and marking the bus bay parking behind the two-minute parking.
- 2) Adding seven, two-minute car parking spaces for pick up and drop off times at BCHS along Gibson Street near the school's front gate.
- 3) Adding a disabled car parking space followed by two lots of seven, two-minute car parking spaces at ASHS along Edwards and Wickham Streets in close proximity to the school gate.

The Burdekin Road Safety Committee has endorsed these changes to school car parking spaces.

### C. Parking on Footpaths

Mr. Ingle advised that parking on the footpath or nature strip is an offence under the Transport Operation Road Use Management (Road Rules) Regulation. A letter to the residents in Home Hill has been issued advising that it is an offence and also the danger it creates to pedestrians and other road users.

## 6. General Business

- 6.1 Mr. Ingle raised the concern of School Crossing Zones. The crossings at the two high schools, BCHS and ASHS are unmanned crossings. Flags are installed at either end of the crossing zone to indicate this is a School Crossing Zone. These flags have been placed on the crossings all day by the schools, they are however only to be place there during the school zone crossing times, indicating this is a pedestrian crossing during school crossing zone times only. Mr. Ingle suggested optional extra dash line-marking be added to these two School Crossing Zones to make them more visible to motorists. Ms. Gorman advised she can issue the school with education material instructing how the School Crossing Zones are to be flagged correctly. ASHS, Wickham Street crossing signs are slightly obscured from view by foliage. ASHS to be advised to trim the trees to increase visibility for motorists.
- The Burdekin Road Safety Committee has endorsed these changes be made to the School Crossing Zones.
- 6.2 Sgt. Walsh raised concerns from the St. Francis School principal regarding motorists exiting the St. Francis external car park pick-up area on Burke Street. This is a left turn only exit. Double lines are already in place on Burke Street at this exit and there is a black arrow at the exit point indicating the correct direction to turn. Mr. Ingle advised a concrete barrier would not be suitable on this road as a deterrent as it would make the road too narrow and inhibit property access.
- 6.3 Mr. Maguire raised a request that Council mark all residences with their house numbers on the kerb. Brandon houses particularly have full streets of houses with the house number not visible. This becomes an issue for emergency services when needing to pinpoint a residence quickly. GPS tracking is not always accurate and time has previously been wasted knocking on doors in an emergency situation.
- 6.4 Mr. Postma advised that the crushing season starts on 12 June 2018 and is expected to end towards the end of November, beginning of December 2018.
- He also advised that this will be his last meeting with the Burdekin Road Safety Advisory Group and introduced, the new Cane Supply Officer at Wilmar Sugar, Mr Luke.

Councillor Goddard thanked Mr. Postma for his contributions to the BRSAG over the past five years and wished him all the best with his transition to Townsville.

- 6.5 Sgt. Walsh requested installation of Give Way signs along Soper Street and Wickham Street intersections enabling these streets to be free flow streets, north to Beach Road and Burke Street, as they currently have uncontrolled intersection. This will help with safe straight through travel for emergency services. The Give Way signs would be installed at Wilmington and Graham Streets at the Soper Street intersections and Parker Street at the Wickham Street intersection.  
Mr Byers advised this can be included in the consultation process of the Transport Strategic Plan Review.
- 6.6 Mr. Byers attended the Regional Road Group Meeting this week. There was discussion that historically there was a Regional Road Safety Group, this is not the case anymore, it was suggested the local meetings encompass a regional focus. Further direction on this will be provided in the future.  
Mr. Byers raised his previous request to be provided with Road Crash data from QPS and a police representative at the meeting to help identify problem areas for funding. He provided a copy of the Charters Towers police report provided to their Road Safety meetings. (Please refer to Action Item 3.1 from 23 August 2017 meeting.)
- 6.7 Mr. Luke advised that Loco movement will be starting next week around the Home Hill area and traffic lights will be commissioned over the next few weeks. He asked to please remind friends and family to be more vigilant on the roads around haulout trucks and railway crossings during the crushing season. He also advised that if there are any malfunctioning lights please call the 1800 number on the lights as this Call Centre will be manned 24 hours a day through the crushing season.
- 6.8 Mr. Riseley  
Read out the Crash Report statistics issued for the last few years.  
Advised the Black Spot funding submissions are due by 20 July 2018.  
Reported on the Haughton River Flood Plain project. This project is due to be completed by 2021.  
Advised the Liebrecht and Ayr - Dalbeg Road submission for lighting funding has been successful.

There being no further business, the meeting closed at 12.15pm.

**The next meeting will be held on Wednesday 22 August 2018 at 10.30am.**

Councillor T. Goddard  
Chairperson



<b>ACTION TABLE</b>			
<b>ACTION ITEMS FROM MINUTES OF MEETING – 23 AUGUST 2017</b>			
<b>Item</b>	<b>Action</b>	<b>Person(s) Responsible</b>	<b>Status</b>
<b>3.1</b>	Collection of accident information from Police through Web Crash Reports and Crash Data Reports to assist Council with future Black Spot Funding Applications and damaged structure updates.	<b>Senior Sergeant Steve Barton – Ayr Police Station</b>	28/2//2018 - Waiting on advice from the new Inspector. 28/2//2018 - Police will be instructed to email infrastructure damage to Council. <b>23/05/2018</b> – Request raised again by Kevin Byers. He provided an example from Charters Towers Shire.
<b>6.2</b>	Potential Pioneer Mill turnoff upgrades.	<b>Mr. Kevin Riseley – TMR</b>	23/08/2017 - Mr. Riseley advised that he would follow up and advise committee of updates. <b>23/05/2018</b> – Mr. Riseley advised this intersection has been moved into the Bruce Highway Safety Upgrade Project. At present there is no committed funding. <b>ACTION COMPLETED</b>
<b>6.5.1</b>	Drivers turning right into IGA driveway across double lines and creating a safety hazard to pedestrian on the footpath.	<b>Mr. Kevin Riseley – TMR</b>	23/08/2017 - Mr. Riseley advised that he would take this request back to the department. He advised the moving of right turn arrows (specifically the location of the third) is the preferred option and this will be recommended to TMR Design Maintenance for execution. QPS will continue to Monitor for improvements. <b>23/05/2018</b> – Mr. Riseley advised this issue has been captured in the RSMW list for a potential infrastructure solution. One (1) option – A Kerb Separator System has been discussed/proposed as a cost effective solution, however at present there is no committed funding. <b>ACTION COMPLETED</b>
<b>6.5.2</b>	Woods and Groper Creek Roads Intersection, Home Hill	<b>Mr. Matthew Ingle – Burdekin Shire Council</b>	28/2//2018 - Mr Ingle advised a report is being prepared. <b>23/05/2018</b> – Mr. Ingle advised investigation by Council Officers has taken place regarding this intersection. A staggered T intersection and widening of narrow sections leading up to this intersection have been considered. The speed limit of 80km/h to be extended both ways, past the crossing, has also been proposed. A QLimit review supported the 80km/h speed zone extension. This treatment along with widening the road at the culverts is endorsed by the Road Safety Advisory Group.
<b>6.6</b>	Vehicles are exiting right, over the painted traffic island and double barrier lines (and chevron) at the United Service Station on the Ayr side of the Burdekin Bridge	<b>Mr. Matthew Ingle – Burdekin Shire Council</b>  <b>Mr. Kevin Riseley -TMR</b>	28/2//2018 - Council to review Development Application Conditions and liaise with Mr. Riseley as there are two State Controlled Roads involved (entry and exit driveways). Property owner to be contacted by BSC regarding the possibility of voluntarily installing line marking on driveway and a 'No Right Turn' sign at exit. <b>23/05/2018</b> – Mr. Riseley advised that TMR has investigated the extent of the issue via the fixed traffic and NPR cameras on the Home Hill bridge approaches in March, April and May of this year. Information (registration numbers, vehicle makes and models, trend data etc.) has been provided to the local QPS – Home Hill to enable enforcement action. The amount of road users conducting this unlawful movement has been steadily increasing from initially about 13 per day in March 2018, to 30 per day in May 2018. One of the greatest concerns is the fact there have also been two B Doubles (livestock), two semi-trailers, two rigid trucks and two motorcycles (April & May) captured on camera conducting these

			<p>movements during morning and afternoon peak periods.</p> <p>This matter was referred to Corridor Management on 24/04/2018 (following the observed B Double movements) for contact with the United Service station owner/s. Previous correspondence about this issue dating back to 2010 was provided by Corridor Management and reviewed by Road Safety. A treatment proposed back in 2010 by TMR to resolve the issue does not appear to have been installed by the Service Station owner/s.</p>
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**ACTION ITEMS FROM MINUTES OF MEETING – 22 November 2017**

Item	Action	Person(s) Responsible	Status
6.7.1	Mr. Ingle will inspect the sign at the intersection of Hocoy and Sayers Roads, Brandon	Mr. Ingle	28/02/2018 - To be reviewed by Mr. Ingle
6.8	Senior Constable Elton will follow up the 'advice to Council when damage occurs' notification process to enable the possibility of remuneration for damages.	Senior Constable Elton	28/02/2018 - Awaiting follow up information 23/05/2018 – Senior Constable Elton absent from this meeting.

**ACTION ITEMS FROM MINUTES OF MEETING – 28 February 2018**

Item	Action	Person(s) Responsible	Status
6.1	Increase 60 km speed zone to 70km/h on Ayr-Dalbeg Road	TMR	<p>23/05/2018 - Mr. Riseley advised that a speed review was conducted in March 2016 which resulted in the redundant buffer section being removed and the 60km/h. zone extended (as the current length of the 60km/h. zone was less than the normal minimum length of 600 metres – MUTCD – Part 4). This area is a rural residential area and the existing speed zone is appropriate. TMR therefore advises there will not be a speed review conducted of this zone in this instance and advised it will remain at 60km/h.</p> <p><b>ACTION COMPLETED</b></p>
6.2	White centre line to be marked on intersection of Liebrecht Road and Ayr-Dalbeg Road	TMR	<p>23/05/2018 - Mr. Riseley advised that an investigation found: As 1742.2 / MUTCD – Part 2, Section 5.3.9 (iv) states to install Give Way lines and Sign requires the pavement width to be at least 6 meters. Liebrecht Road pavement width is less than 6 metres. TMR's position is until such time as Liebrecht Road has marked centre line markings along its full length. TMR advises the current arrangement will remain.</p> <p>*NOTE – The Transport Operations (Road Use Management – Road /Rules) Regulation 2009, Section 132 (1) Keeping to the left of the centre of a road or the dividing line outlines the penalty available to local QPS to correct poor road user behaviour/compliance.</p> <p><b>ACTION COMPLETED</b></p>
6.3	Safety concerns relating to queued traffic when there is a closure of Burdekin River Bridge. Particularly queued traffic in the south bound lane on the northern side of the bridge approach around the bend where a speed zone of 80km/hr. applies. These motorists have no prior warning of the queued traffic ahead. Even when the overhead message board is activated, this is not visible in advance of the bend. Request for warning signs.	TMR	<p>23/05/2018 - Mr. Riseley advised that preliminary investigations have been conducted. The Stopping Sight Distance – SSD along the inside of the horizontal curve prior to 18 and 19 April 2018, (where vegetation clearing at the Northern Stopping Bay was conducted), appears to have been restricted.</p> <p>SSD measurements are pending at the physical location following this meeting.</p>



<b>6.4</b>	Investigate the re-alignment of the section of the Bruce Highway in Home Hill between Milburn Road and Seventeenth Street. Concerns have been raised about the safety of pedestrians and vehicles reversing from properties adjacent to the highway.	<b>TMR</b>	<p><b>23/05/2018</b> - Mr Riseley Sought clarification about "re-alignment" and thought this word may have been a typo and meant "re-line marked section" (regarding recent installation of the chevron with protected turn lanes for Fifteenth, Sixteenth and Seventeenth Streets).</p> <p>Council clarified the request was in relation to relocating the highway to the other side of the railway line.</p> <p>Advised the available road reserve at the front of the property boundaries abutting Seventh Avenue appears sufficient enough to turn a vehicle around within, to enable it to be safely driven out.</p> <p>In the future with the proposed second Burdekin River crossing project it may be a possibility the Bruce Highway alignment would change.</p> <p><b>ACTION COMPLETED</b></p>
<b>6.5</b>	Intersection of Beach Road and Parker Road, Ayr, investigate replacing the painted island with a raised island.	<b>Mr. Ingle</b>	<p><b>23/05/2018</b> – Mr. Ingle advised investigation is underway.</p>
<b>6.6</b>	Investigate signage to deter tourists using Viero Road, Ayr between Cacciola Road and the Highway.	<p><b>Mr. Postma</b></p> <p><b>Mr. Ingle</b></p>	<p><b>23/05/2018</b> - Mr. Ingle advised that a No through Road sign has been placed on Viero Road. Further action for the northern end of the road to be considered.</p> <p>Mr. Postma advised he has put a notification in his system at work for this to be addressed.</p> <p>Mr Ingle reported part of the problem is Google Maps directions showing this road as a through road.</p> <p><b>ACTION COMPLETED</b></p>
<b>6.7.1</b>	Previous 'Give Way' painted road markings on Ninth Avenue, Home Hill are reappearing and confusing motorists.	<b>Mr. Ingle</b>	<p><b>23/05/2018</b> – Mr. Ingle advised that Council officers have been notified to complete this action.</p> <p><b>ACTION COMPLETED</b></p>
<b>6.7.2</b>	'Give Way' sign currently on Fourteenth Street, Home Hill and Fifth Avenue, Home Hill to be relocated onto Fifth Avenue, Home Hill.	<b>Mr. Ingle</b>	<p><b>23/05/2018</b> – Mr. Ingle advised that Council officers have been notified to complete this action.</p>
<b>6.7.3</b>	'No Entry' sign at Seventh Avenue to be upgraded to a larger sign.	<b>Mrs. Stockdale</b>	<p><b>23/05/2018</b> – Mrs. Stockdale was absent from this meeting. Mr. Ingle will follow up this action.</p>
<b>6.8</b>	Possible relocation of blue sign outside 53 Seventh Avenue, Home Hill as it obstructs access of vehicles out of his property.	<b>Mr. Ingle/TMR</b>	<p><b>23/05/2018</b> - Mr. Riseley advised that in context of this specific concern along with the footpath project (IGA – Home Hill) in April 2018, an email was sent to BSC on 16 April 2018 suggesting an alternate location to enable the property owner (and the neighbouring property) to have the sign placed in a nearby location where it will not restrict vehicle movements (and manoeuvring) on the footpath for safe access in and out of their properties.</p> <p><b>ACTION COMPLETED</b></p>



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**ACTION ITEMS FROM MINUTES OF MEETING – 23 May 2018**

<b>5B</b>	<b>Parking at Ayr Schools</b> 1) Bring the EASS Ross Street two minute parking spaces forward by two spaces and move the bus parking space forward. 2) Add seven, two minute car parking spaces at BCHS along Gibson Street. 3) Add two lots of seven, two-minute car parking spaces at ASHS along Edwards and Wickham Streets.	<b>Mr. Ingle</b>	
<b>6.1</b>	<b>School Crossing Zones</b> Optional extra dash line-marking to be added to ASHS and BCHS School Crossings Zones. Issue schools with education material instructing how the School Crossing Zones are to be flagged correctly. Trim trees and foliage at ASHS Wickham Street crossing.	<b>Mr. Ingle</b>  <b>Mrs. Gorman</b>	
<b>6.3</b>	Request to go to Council for all house blocks to be marked with house numbers on the kerb.	<b>Mr. Byers</b>	
<b>6.5</b>	Request for Give Way signs to be installed along Soper Street and Wickham Street intersections enabling these streets to be free flow streets all the way to Beach Road/ Burke Street.	<b>Mr. Byers</b>	

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## 4 REPORTS

### 4.1 Council Workshops - May 2018

#### Document Information

Referring Letter No:	N/A
File No:	1394
Name of Applicant:	N/A
Location:	N/A
Author and Title:	Terry Brennan, Chief Executive Officer

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#### Executive Summary

The Council conducted workshops during the past month on 1 and 15 May 2018 with a range of policy and operational issues discussed.

A brief summary of the items discussed at the workshops is contained in the report.

#### Recommendation

That the report on the Council workshops held on 1 and 15 May 2018 be received and noted.

#### Background Information

Following a review of existing governance arrangements in late 2016 the Council adopted a fortnightly Council meeting cycle. In conjunction with this it also agreed to conduct workshops with councillors on the alternate week to the scheduled Council meetings.

During the past month workshops were held on 1 and 15 May 2018. The workshops covered a range of policy and operational issues and also included presentations from external organisations.

A brief summary of the issues discussed at the workshops is outlined below:

##### **1 May 2018**

- Draft Burdekin Tourism strategy
- DTMR issues including the new Haughton River Bridge and Bruce highway realignment project
- Draft Masterplan for Ayr Showgrounds
- Asset Management Plan review
- Edwards Street Drainage project – tender outcomes

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**15 May 2018**

- Ayr Showgrounds Masterplan and usage data
- Review of existing policies
  - Waste management
  - Wild Dog Control assistance
  - Herbicide Subsidy
- Draft Burdekin 10 Year Sport and Recreation Plan
- LGAQ Civic Leaders Summit
- Future Cities, Smart Communities Summit 2018  
Innovation & Technology Showcase - Cairns

### **Link to Corporate/Operational Plan**

5.3.1 Demonstrate open and transparent leadership

### **Consultation**

Consultation was undertaken with various parties in the presentation of the workshop topics.

### **Legal Authority or Implications**

N/A

### **Policy Implications**

Any policy proposals are subsequently referred to a Council meeting via a report for consideration and adoption.

### **Financial and Resource Implications**

As highlighted in the workshop presentations.

### **Report prepared by:**

Terry Brennan - Chief Executive Officer

### **Report authorised by:**

Terry Brennan - Chief Executive Officer

### **Attachments**

N/A



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## **5 GOVERNANCE**

### **5.1 Interest Free Loan Request - Burdekin Rugby Union Club Inc.**

#### **Document Information**

**Referring Letter No:** 1456240

**File No:** 98

**Name of Applicant:** Burdekin Rugby Union Club Inc.

**Location:** 11-23 Jones Street, Ayr

**Author and Title:** Mrs Janice Horan - Grants and Property Officer

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#### **Executive Summary**

A formal request has been received from Burdekin Rugby Union Club Inc. for an interest free loan of \$88,000 towards the cost of a multi-purpose shed at 11-23 Jones Street, Ayr.

#### **Recommendation**

That Council not approve an interest free loan to Burdekin Rugby Union Club Inc. as the application was submitted after completion of construction of the multi-purpose shed.

#### **Background Information**

A properly prepared request has been submitted by Burdekin Rugby Union Club Inc. for an interest free loan of \$88,000 towards the cost of construction of a multi-purpose shed at the rugby union grounds located at 11-23 Jones Street, Ayr. The shed would contain a bbq area, gym area, supporters' area, and functions area.

A previous application for funding of the project to the Department of National Parks, Sport and Racing was not successful.

On investigation, it became evident that the multi-purpose shed had been constructed and completed with all accounts paid prior to submission of the interest free loan application. There is an expectation that interest free loan applications are submitted and approval received prior to commencement of the project which is in line with all philanthropic, State and Federal funding programs.

In this case the construction was completed prior to submission of the funding application. It is considered that an undesirable precedent could be established if this application is approved.

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## **Link to Corporate/Operational Plan**

Corporate Plan 2017-2022 – 3.4.2 – Support sporting organisations in providing opportunities for physical activity.

## **Consultation**

Members of Burdekin Rugby Union Club Inc.

## **Legal Authority or Implications**

Nil

## **Policy Implications**

Revenue Assistance (Interest Free Loans) Policy

## **Financial and Resource Implications**

Nil

## **Report prepared by:**

Mrs Janice Horan - Grants and Property Officer

## **Report authorised by:**

Mr Nick O'Connor - Director Corporate and Community Services

## **Attachments**

1. Nil

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## 5.2 Interest Free Loan Request - Ayr Golf Club Inc.

### Document Information

**Referring Letter No:** 1453417

**File No:** 98

**Name of Applicant:** Ayr Golf Club Inc.

**Location:** 209 – 261 Edwards Street, Ayr

**Author and Title:** Mrs Janice Horan, Grants and Property Officer

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### Executive Summary

A formal request has been received from Ayr Golf Club Inc. for an interest free loan of \$35,000 towards the purchase of a Toro 7000 fairway mower.

### Recommendation

That Council approves an interest free loan of \$35,000 (no GST applicable) to the Ayr Golf Club Inc., for the purchase of a Toro 7000 mower subject to the Club agreeing to a repayment schedule which would repay this loan and the balance of existing loan by 30 June 2022.

### Background Information

Council's Revenue Assistance (Interest Free Loans) Policy provides a framework for provision of financial assistance to sporting, cultural and community based organisations subject to certain qualifying criteria and conditions.

The total cost of the Toro mower is \$45,000. In accordance with the policy, applicants are expected to attempt to source other funding for their projects to offset the extent of interest free loans sought from Council. In this case the Club has sourced funds of \$10,000 from Gaming Community Benefit Fund towards the purchase. The application requested funds of the balance of \$35,000.

Throughout the years the Club has been provided with various Interest Free Loans from Council. The projected balance of the current Interest Free Loan is \$51,138.70.

If this application is approved, staff suggest the following repayment schedule of the Ayr Golf Club for the financial years 2018/19 to 2021/22 as follows:

- 2018/19 - \$26,400 (increased from \$19,989.78)
- 2019/20 - \$26,400 (increased from \$19,989.78)
- 2020/21 - \$26,400 (increased from \$19,989.78)
- 2021/22 - \$6,938.70 increased from \$1,789.80)



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At 30 June 2018, the Ayr Golf Club will have paid \$6,410.22 in advance of their approved repayment schedule for their existing loan. This advance payment has been taken into account in the above proposed repayment schedule.

### **Link to Corporate/Operational Plan**

3.4.2 Support sporting organisations in providing opportunities for physical activity

### **Consultation**

Members of Ayr Golf Club Inc.

Council Workshop 5 June 2018

### **Legal Authority or Implications**

Nil

### **Policy Implications**

Revenue Assistance (Interest Free Loans) Policy

### **Financial and Resource Implications**

Available funds for Interest Free Loans are \$259,048.

The ability of the applicant to repay the loan must also be considered. Ayr Golf Club has a good track record in repaying previous interest free loan commitments. Perusal of the Ayr Golf Club's financial statements for the last two financial years indicates that the club is in a position to continue to make the payments.

### **Report prepared by:**

Mrs Janice Horan, Grants and Property Officer

### **Report authorised by:**

Mr Nick O'Connor, Director Corporate and Community Services

### **Attachments**

1. N/A

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## 6 ENVIRONMENTAL AND HEALTH SERVICES

### 6.1 Adoption of Revised Wild Dog Control Assistance Policy

#### Document Information

**Referring Letter No:** N/A

**File No:** 1690

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Dan Mulcahy – Manager Environment and Health Services

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#### Executive Summary

Council and staff review the Wild Dog Control Assistance Policy annually to determine if any improvements or changes are required. The policy sets guidelines for providing financial support to Burdekin Shire landholders who need assistance in baiting/trapping wild dogs on their property.

#### Recommendation

That Council adopts the attached revised Wild Dog Control Assistance Policy.

#### Background Information

Wild dog is a declared pest (restricted invasive animal) under *Biosecurity Act 2014* and Burdekin Shire Biosecurity Plan 2016-2020. Wild dog management is an essential and integral part of the sustainable management of natural resources for the benefit of the economy, the environment, human health and amenity. Under this policy Council provides financial support of up to 33% of the cost of the treatment to a maximum of \$500 per annum for eligible landholders.

#### Link to Corporate/Operational Plan

4.1.6 Promote the adoption of environmental best practice by Council, residents and business.

#### Consultation

Council reviewed this policy at a workshop on 15 May 2018.

#### Legal Authority or Implications

Nil

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## **Policy Implications**

This policy will replace the existing Wild Dog Control Assistance Policy adopted on 27 June 2017.

## **Financial and Resource Implications**

Funding provided in budget.

### **Report prepared by:**

Dan Mulcahy – Manager Environment and Health Services

### **Report authorised by:**

Nick Wellwood – Director Infrastructure, Planning and Environmental Services

## **Attachments**

1. Wild Dog Control Assistance Policy

Policy Type	Corporate
Function	Environmental Management
Policy Owner	Manager Environment and Health Services
Policy Contact	Senior Environmental Health Officer
Review Schedule	12 Months
Resolution No.	<a href="#">Enter Resolution Number</a>

### 1. Purpose

This document sets out Council's policy on financial support to Burdekin Shire landholders who need assistance in baiting/trapping wild dogs on their property and have a current Property Biosecurity Plan with Council. This policy outlines the criteria required to access the funding and how the scheme is to operate.

### 2. Scope

Wild dog is a declared pest (restricted invasive animal) under *Biosecurity Act 2014* and Burdekin Shire Biosecurity Plan 2016-2020. Wild dog management is an essential and integral part of the sustainable management of natural resources for the benefit of the economy, the environment, human health and amenity. Combating the wild dog problem is a shared responsibility that requires all parties to have a clear understanding of their roles. Prioritisation of and investment in wild dog management must be informed by a risk management approach.

The techniques listed below are those most used to manage wild dog problems.

- (i) Trapping – Contractors.
- (ii) Baiting – Council officers provide free of cost 1080 baiting to landholders on request. Landholders provide the bait material. Coordinated baiting with Charters Towers Regional Council is conducted once a year. Commercial baits are available as an alternative option and applications are to be made through Queensland Health.
- (iii) Land shooting - Landholders can hire Conservation Volunteers (Sporting Shooters Association) free of cost to do on ground shooting.
- (iv) Aerial shooting - Normally during the aerial pig shoots any wild dogs sighted are killed. No shooting schedule targeting wild dogs is currently undertaken.

The Burdekin Shire Council will provide a financial support of up to 33% of the cost of the treatment to a maximum of \$500 per annum to Burdekin landholders for baiting or trapping subject to:

- The land owner has a registered Property Biosecurity Plan with Council.
- The treatment is verified by Council's Pest Management Officer.
- An invoice for the cost is provided

This policy will ensure a risk based process to facilitate distribution of the available funds to achieve the acceptable level of wild dog control.

The available funds will be determined each year by Council when adopting the Annual Budget.



### 3. Exceptions

Nil.

### 4. Definitions

**Wild dog** is defined pragmatically as a pest that requires some form of action to reduce its harmful effects on the economy, the environment, human health and amenity and is classified as an Invasive Category 3,4,5,6 pest under the *Biosecurity Act 2014* and/is identified as a High Priority Pest under Burdekin Shire Biosecurity Plan 2016-2020.

**Property Biosecurity Plan** is a tool you can use to identify and manage the issues and risks associated with weeds and pest animals on your property. The plan is agreed and signed off by the landowner and a Council Pest Management Officer.

### 5. Objectives

The objective of this policy is to reduce the impact of the existing wild dog problem in the Shire in conjunction with land owners by the sustainable distribution of the available funds.

### 6. Policy Statement

Only the land owners who have a current registered Property Biosecurity Plan and where a Council Pest Management Officer has verified the wild dog problem is eligible to apply for the financial support.

The amount approved will be guided by the technique used and will not exceed \$500 per landholder per financial year.

Burdekin landholders will have the responsibility to provide evidence by submitting invoice from contractors and photos if applicable.

All requests must be facilitated through a Council Pest Management Officer via a specified approved claim form.

### 7. Legislation

*Biosecurity Act 2014*

Burdekin Shire Biosecurity Plan 2016-2020

**8. Related Documents**

Document Title	Description
Procedure	
Wild Dog Assistance Claim Form	

**9. Document History**

Revision Number	Revision Details	Approved By (Officers Name)	Resolution Number	Date
1.0	Adopted	Ordinary Council Meeting	1397198	27/06/2017

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## 6.2 Adoption of Revised Herbicide Subsidy Policy

### Document Information

**Referring Letter No:** N/A

**File No:** 1420

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Dan Mulcahy - Manager Environment and Health Services

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### Executive Summary

Council and staff review the Herbicide Subsidy Policy annually to determine if any improvements or changes are required.

A review has been undertaken of the policy and a revised version is attached for consideration and adoption.

### Recommendation

That Council adopt the attached revised Herbicide Subsidy Policy.

### Background Information

Weed Management is an essential and integral part of the sustainable management of natural resources for the benefit of the economy, the environment, human health and amenity. Under the Herbicide Subsidy Policy Council provides a 40% subsidy to eligible landowners for herbicide to be applied to nominated weed pests. A maximum subsidy of \$1,600 per annum applies to eligible landowners.

Lantana has been added to the list of nominated weed pests that the herbicide subsidy applies to. Lantana has previously been added as a medium risk plant to the Shire Biosecurity Plan following consultation with stakeholders. No further changes have been made.

### Link to Corporate/Operational Plan

4.1.6 Promote the adoption of environmental best practice by Council, residents and business.

### Consultation

Council reviewed this policy at a workshop on 15 May 2018.

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## **Legal Authority or Implications**

Nil

## **Policy Implications**

This policy will replace the existing Herbicide Subsidy Policy that was adopted on 27 June 2017.

## **Financial and Resource Implications**

The annual budget consists of \$120,000 expenditure and \$72,000 in contributions, which leaves a balance of \$48,000 available to be provided as a subsidy. These funds are provided out of the environmental levy.

### **Report prepared by:**

Dan Mulcahy – Manager Environment and Health Services

### **Report authorised by:**

Nick Wellwood – Director Infrastructure, Planning and Environmental Services

## **Attachments**

1. Herbicide Subsidy Policy



Policy Type	Corporate
Function	Environmental Management
Policy Owner	Manager Environment and Health Services
Policy Contact	Senior Environmental Health Officer
Review Schedule	12 Months
Resolution No.	

### 1. Purpose

This document sets out Council's policy on supplying herbicide at a subsidised rate to Burdekin Shire landholders who have a current Property Biosecurity Plan with Council. This policy outlines the criteria required to access the scheme and how the scheme is to operate.

### 2. Scope

Weed management is an essential and integral part of the sustainable management of natural resources for the benefit of the economy, the environment, human health and amenity. Combating weed problems is a shared responsibility that requires all parties to have a clear understanding of their roles. Prioritisation of and investment in weed management must be informed by a risk management approach.

The Burdekin Shire Council provides a 40% subsidy to eligible landowners for herbicide to be applied to nominated weed pests provided:

- The land owner has a registered Property Biosecurity Plan with Council.
- This problem is verified by the Council Pest Management Officer and

The nominated weed pests are a subset of all the weed pests in the Shire and selected on the grounds that they are the most common to rural landowners in the Shire. The nominated weed pests are those listed in Appendix 1 attached. Council reserves the right to amend this list each year based on weed infestation and landowner feedback.

This policy will ensure a risk based process to facilitate distribution of the available funds to achieve the acceptable level of weed control.

The available funds will be determined each year by Council when adopting the Annual Budget.

### 3. Exceptions

Nil.

### 4. Definitions

**Weed** is defined pragmatically as a plant that requires some form of action to reduce its harmful effects on the economy, the environment, human health and amenity.

**Weed pests** are generally classified as a restricted or prohibited pest plant in the *Biosecurity Act 2014*; high or medium priority in the *Burdekin Shire Council Biosecurity Plan 2016-2020*;

and/or identified as a declared local pest in the *Burdekin Shire Council Subordinate Local Law 3 (Community and Environment Management ) 2012*.

**Property Biosecurity Plan** is a tool you can use to identify and manage the issues and risks associated with weeds, pest animals and plague pests on your property. The plan is agreed and signed off by the landowner and a Council Pest Management Officer.

**Herbicide** is defined as a chemical or combination of chemicals used to kill weeds.

## 5. Objectives

The objective of this policy is to reduce the impact of the existing priority weed problem in the Shire as identified in the Burdekin Shire Biosecurity Plan 2016-2020 in conjunction with land owners by the sustainable distribution of the available herbicide subsidy funds.

## 6. Policy Statement

Only the land owners who have a current registered Property Biosecurity Plan and where a Council Pest Management Officer has identified the weed infestation is eligible to apply for the herbicide subsidy.

The amount approved will be guided by the plants/weeds identified in Appendix 1.

The amount approved will be directly proportional to the level and area of infestation and confirmed by a Council Pest Management Officer as described in Appendix 1.

The Burdekin Shire Council will provide financial support to eligible landowners of up to 40% of the cost of the herbicide supplied to a maximum of \$1,600 per annum.

Landholders will have the responsibility to take the photos before and after the application of the herbicides to authenticate the appropriate use and effect of the subsidised chemical.

All herbicide requests must be facilitated through Council's Pest Management team via a specified order form.

Subsidised herbicides are only to be purchased from the Burdekin Shire approved supplier.

## 7. Legislation

*Biosecurity Act 2014*

*Local Government Act 2009*

Burdekin Shire Biosecurity Plan 2016-2020

Local Law No 3 (Community and Environmental Management) 2012

Subordinate Local Law No 3 (Community and Environmental Management) 2012



### 8. Related Documents

Document Title	Description
Procedures	
Herbicide Order Form	

### 9. Document History

Revision Number	Revision Details	Approved By (Officers Name)	Resolution Number	Date
1.0	Adopted	Ordinary Council Meeting	1450448	11/08/2015
1.1	Amended	Ordinary Council Meeting	1397197	27/06/2017

### APPENDIX 1

Area Infested (ha)	Herbicide	Quantity of herbicide/hectare
Parkinsonia		
1-10	Grazon Extra	5L
10-30		10L
30-90		20L
90-150		40L
150+		20L per 50 ha
Rubber Vine		
1-10	Access	1L
10-30		5L
30-90		5 -10L
90-150		10+L
150		
Chinee Apple		
1-10	Grazon Extra	5L
10-30		10L
30-90		20L
90-150		40L
150+		20L per 50 ha
Prickly Acacia		
1-10	Grazon Extra	5L
10-30		10L
30-90		20L
90-150		40L
150+		20L per 50 ha
Lantana		
1-10	Grazon Extra	5L
10-30		10L
30-90		20L
90-150		40L
150+		20L per 50 ha



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## 6.3 Free Dump Weekend

### Document Information

**Referring Letter No:** N/A

**File No:** 791, 1131

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Dan Mulcahy - Manager Environment and Health Services

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### Executive Summary

Council has considered that a service such as a “Free Dump Weekend” at the Kirknie Road Landfill for domestic residents only and which occurs at a regular time prior to the cyclone season may assist in providing an opportunity to clean up around the house.

### Recommendation

That Council approves the provision of a “Free Dump Weekend” at the Kirknie Road Landfill only under the following terms:

- The initiative is available to domestic residents only;
- Household rubbish and items will be accepted at the landfill free of charge;
- Residents are still encouraged to recycle where possible;
- Green waste is required to be separated;
- Waste that will not be accepted include asbestos, hazardous waste such as paints and solvents, chemical waste and contaminated soil;
- The weekend will be the last weekend in November with hours being 8 am to 5 pm Saturday and Sunday.

### Background Information

Council resolved on 6 February 2018 that the cost of provision of a free dump day at Kirknie Landfill be investigated. Council currently offers free dumping if waste is sorted for domestic waste disposed of by Burdekin residents.

Currently if landfill waste is sorted and the domestic customer is in a car, van, ute with or without a trailer charges are not applied. If a domestic customer is in a truck or larger vehicle charges apply.

All commercial users of the landfill are charged in accordance with Council fees and charges.

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### Domestic items currently charged

Domestic customers are charged for certain items where Council incurs external costs for recycling and or disposal. These items include tyres, asbestos, car bodies, waste oil and oil filters over a certain quantity, mattresses and metal appliances not decommissioned. Table 1 below lists the charges for these items.

Item	BSC Charges
Tyres	At cost
Car Bodies (landfill only)	\$51.00
Asbestos (landfill only)	\$132.50 per tonne
Metal Appliances not Decommissioned	\$35.00 each
Mattresses	\$5.00 each
Waste Cooking Oil > 20L	\$1.00 per L
Waste Motor Oil > 6L	\$0.20 per L
Oil Filters > 3	\$3.00 each

Table 1: Charged items

Based on the above table, a consideration is then how much of the above items are not being taken to the landfill and left at domestic premises? If the answer is not too many, then the benefits of a free dump day are limited.

There is also the question of whether residents would still be required to sort their waste as per normal.

### Other Council's free dump days

Townsville City Council (TCC) held 2 free domestic waste disposal weekends this financial year. The dates of the free dump weekends were 26-28 October 2017 (in preparation for cyclone season) and the Australia day long weekend 25-28 January 2018. Exclusions included tyres and hazardous waste (asbestos and contaminated soils). TCC noted that their sites were extremely busy over the weekends. They also noted that they received a large number of non-decommissioned appliances and mattresses.

Hinchinbrook Shire Council held 2 free domestic waste disposal days in preparation for cyclone season. The dates were Saturday 9 December 2017 and Sunday 17 December 2017. Exclusions included commercial waste, tyres and asbestos.

Charters Towers Regional Council held a free domestic waste disposal day on Monday 27 March 2017 in preparation for Cyclone Debbie. They accepted boot loads, utilities and standard trailers of domestic waste and green waste. Other waste (tyres, asbestos, contaminated soil and construction and demolition) and larger volumes were charged as per normal gate fees.

### Behavioural Considerations

A "free dump day" can have an impact on residents' behaviour.

Residents could wait for the free dump day believing they are getting something for nothing. This could encourage the resident to stockpile household waste and work against encouraging the resident to develop a continual routine of cleaning up their premises.

A free dump day, reasonably promoted, could also provide a psychological impetus for the resident to take waste to the landfill.

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A free dump day may have a benefit in cleaning up households and yards prior to any cyclone alert and therefore minimise the use of and congestion at the landfill and transfer stations at that time.

### **Link to Corporate/Operational Plan**

3.5.1 Co-ordinate and facilitate disaster planning and preparedness to reduce the impact of disaster events.

### **Consultation**

Council considered this issue at workshops on 24 April and 15 May 2018.

### **Legal Authority or Implications**

Nil

### **Policy Implications**

Council's current free sorted waste policy allows residents to dispose of most waste items without charges provided they sort their waste. A free dump weekend may work against this message.

Council's current Waste Management Policy also provides for a "Pre-Cyclone Clean Up". Under this policy, when a cyclone watch and/or warning has been issued for the Burdekin area, the Council may allow for free disposal of certain wastes to Shire waste facilities (landfill and transfer stations) during the period of the watch and/or warning. The Council retains the right to nominate which wastes may still attract a charge and where certain volumes may be disposed of.

### **Financial and Resource Implications**

Acceptance of the items listed in table 1 without charging will increase Council's operational cost. Given the likely increase in customers associated with a free dumping day or weekend, Council will need to employ an additional operator at the landfill. Currently Kirknie Landfill only opens from 8am to 12 pm on Saturday and is closed Sunday's. If Council proceeds with a free dump day or weekend the operating hours would have to be extended. Additional wages of approximately \$2,000 would be incurred.

### **Report prepared by:**

Dan Mulcahy – Manager Environment and Health Services

### **Report authorised by:**

Nick Wellwood – Director Infrastructure, Planning and Environmental Services

### **Attachments**

Nil

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## 6.4 Environmental Levy - Pyott's Lagoon Restoration Project - Amendment

### Document Information

**Referring Letter No:** 1448864

**File No:** 342

**Name of Applicant:** Pyott's Lagoon Restoration Project – BBIFMAC

**Location:** Pyott's Lagoon, Airdmillan

**Author and Title:** Linda Govan - Coordinator Environment and Health

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### Executive Summary

An application has been previously received from Bowen Burdekin Integrated Flood Management Advisory Committee (BBIFMAC) on behalf of local landholders for funding to remove aquatic weeds from Pyott's Lagoon, Airdmillan. The funding requested of \$20,000 was to be used to pay for the removal of weed using Council's weed harvester, the hire of an excavator to remove part of the choke and if available the amphibious excavator.

This application was approved by Council on 12 December 2017.

Following the approval date, subsequent rainfall events has led to a flushing effect on the lagoon resulting in an alteration in proposed works to reduce the aquatic weeds in the lagoon and remove the new floating weed mat currently lodged on the spillway.

### Recommendation

That Council approves the revised action plan submitted from BBIFMAC to assist in the restoration of Pyott's Lagoon under the previously approved Environmental Levy application for \$20,000.

### Background Information

An Environmental Levy Application was previously received from Bowen Burdekin Integrated Flood Management Advisory Committee (BBIFMAC) on behalf of local landholders for funding to remove aquatic weeds from Pyott's Lagoon, Airdmillan. The funding requested of \$20,000 was to be used to pay for the removal of weed using Council's weed harvester, the hire of an excavator to remove part of the choke and if available the amphibious excavator.

This application was approved by Council on 12 December 2017.

A copy of the report considered by Council is attached for reference.



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Following the approval date, subsequent rainfall events has led to a flushing effect on the lagoon which has changed the weed locations, specifically the creation of a floating weed mat on the spillway.

BBIFMAC has now submitted a revised action plan or an alteration in the proposed works to reduce the aquatic weeds in the lagoon and remove the new floating weed mat currently lodged on the spillway.

The commentary in the first report in relation to the eligibility criteria and benefits of the project equally apply to the revised action plan as to the original application.

The revised action plan also has the benefit of making the adjacent 4 landowners more able to deal with and contribute to weed removal in the long term. As part of the application process, BBIFMAC have indicated that they will enter into an agreement with the landowners to ensure that the necessary controls and accountabilities are put in place to achieve the desired outcomes of the project.

The revised action plan includes significant in-kind contributions from Lower Burdekin Water and the landowners and builds upon work undertaken by NQ Dry Tropics in Lilliesmere Lagoon and Kalamia Creek as part of their Systems Repair Project.

### **Link to Corporate/Operational Plan**

#### **4.1.3 Protect and enhance the natural environment**

### **Consultation**

Discussions with BBIFMAC which has had discussions with LBW and landowners.

### **Legal Authority or Implications**

N/A

### **Policy Implications**

N/A

### **Financial and Resource Implications**

Approved funds of \$20,000 will be provided from the Environmental Levy fund.

### **Report prepared by:**

Linda Govan - Coordinator Environment and Health

### **Report authorised by:**

Dan Mulcahy - Manager Environment and Health Services

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## **Attachments**

1. Previous Report to Council Meeting 12 December 2017
2. Revised Action Plan submitted by BBIFMAC

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**Subject Heading:**        **Environmental Levy – Pyott’s Lagoon Restoration Project**

**Document Information**

**Referring Letter No:**    1428352

**File No:**                    342

**Name of Applicant:**    Pyott’s Lagoon Riparian Management – BBIFMAC

**Location:**                Pyott’s Lagoon, Airdmillan

**Author and Title:**        Ms. Linda Govan - Coordinator Environment and Health

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**Executive Summary**

An application has been received from Bowen Burdekin Integrated Flood Management Advisory Committee (BBIFMAC) on behalf of local landholders for funding to remove aquatic weeds from Pyott’s Lagoon, Airdmillan. The funding of \$20,000 is to be used to pay for the removal of weed using Council’s weed harvester the hire of an excavator to remove part of the choke and if available the amphibious excavator.

**Recommendation**

That Council approves the application for funding under the Environmental Levy for \$20,000 to conduct water weed removal activities at Pyott Lagoon.

**Background Information**

Environmental Levy

A request has been received for funding under Council’s Environmental Levy program from BBIFMAC on behalf of three landholders adjacent to Pyott Lagoon. The request has been assessed against the Environmental Levy criteria established by Council and falls into 4.1.3 To undertake rehabilitation, care or maintenance of the natural environment in areas such as:

- d)    Aquatic weed management;
- e)    Wetland management;
- h)    Biodiversity preservation or enhancement;
- k)    Water quality preservation; and
- l)    Natural resource management

Project

The activities in this lagoon will comprise of clearing the remaining weed choke in the lagoon to return open water habitat. The restoration activities will require a land based excavator to walk down the western bank to remove the weed choke along this bank. The weeds will be piled along the bank to decanter the water and

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removed by a local landholder to higher ground once the piles are dry. The Burdekin Shire Council weed harvester will be used to remove the bulk of the remaining weeds in the main wetland body and placed on the banks. The amphibious excavator if available will target the shallower areas of the western end. Alternatively a land based excavator will be used to clear the southern causeway choke. The activities will occur from February 2018 to May 2018 when water levels are at an optimum depth to enable the weed harvester to reach the maximum area.

### Benefits

The removal of the current weed choke will return open water habitat for water birds, improve the water quality for fish life and reduce the mosquito populations that breed amongst the aquatic weeds. Clearing the weed and opening the water will assist in expanding the migration of juvenile fish species. This lagoon is the first lagoon the fish enter when migrating from the ocean. The lagoon enables them to feed and build up strength before migrating further upstream, e.g. into Lilliesmere Lagoon 10 km upstream.

Maintaining the lagoon as a healthy, weed free wetland will also improve water quality flowing into the mangrove areas and the Great Barrier Reef.

Recent work in Kalamia Creek and Lilliesmere lagoon by NQ Dry Tropics as part of their Systems Repair project has seen the return of a large number of bird species. BirdLife Australia have visited the area and identified more than 20 species of birds.

Returning the area to closer to its natural state provides an opportunity for ecotourism in the Burdekin which could be a positive for the local economy.

### Future

Once the work has been undertaken it is intended for the parties to work together to develop a Riparian Management Agreement between landholders and Council to co-contribute to the ongoing maintenance of the lagoon.

### Comments

Weeds present in the lagoon include water hyacinth, water lettuce and *Salvinia*. Each weed has been identified as a Medium Priority pest plant in the *Burdekin Shire Council Biosecurity Plan 2016-2019*.

The impact of the weeds is described in the Biosecurity Plan:

Water hyacinth – rampant growth can destroy native habitat and waterways, impacting on native fish and other species as well as recreational activities. Large infestations restrict water flows, damage infrastructure and cause flooding and erosion through a damming effect during seasonal flood events.

Water lettuce and *Salvinia* – affects water quality, water flow, clogs irrigation pump intakes, destroys habitat for a range of native species and denies access for fishing and recreational activities.

Pyott's Lagoon is not currently part of Council's water weeds program.

Council has been working with NQ Dry Tropics in Lilliesmere lagoon and Kalamia Creeks as part of their Systems Repair project. Funding from NQ Dry Tropics



finishes at the end of this financial year and there are limited funds left after spending approximately \$50,000 last year and another \$50,000 has been set aside for major works this year in these systems.

### **Link to Corporate/Operational Plan**

4.1.3 Protect and enhance the natural environment

### **Consultation**

BBIFMAC, NQ Dry Tropics and adjacent landowners.

### **Legal Authority or Implications**

N/A

### **Policy Implications**

N/A

### **Financial and Resource Implications**

If the application is approved funds of \$20,000 will be provided from the Environmental Levy fund.

Some of the costs will be towards the cost of hiring Council's weed harvester and officer to remove the weed. Officer commitments would be balanced with the work required under this application.

### **Report prepared by:**

Ms. Linda Govan - Coordinator Environment and Health

### **Report authorised by:**

Mr. Dan Mulcahy - Manager Governance and Local Laws

### **Attachments**

1. Map of area to be cleared – Pyott Lagoon
-



## Pyott's Lagoon Revised Action Plan and Budget 24.5.18

Activities	Action	Who	Timeline	Resources
Contract Ryan Jones (Ryellen) to aerial spray current extent of floating aquatic weeds and Typha in Creek system.	Spray early to prevent too much growth for landholders to control via spot spraying.	BBIFMAC	June	\$3,000
LBW remove weeds along eastern edge to create fire break and also around and along the spillway. (as part of cleaning program)	Mobilise excavator as part of routine program.	LBW	June	1 day in-kind
Order 10 - 15 cubic metres of rock to be delivered to create boat access area for landholders to access lagoon for weed control	BBIFMAC order rock.	BBIFMAC	June	\$4,000
LBW construct and firm in boat access point.	Construct boat access area while cleaning edge.	LBW	June-July	2 hours in-kind
LBW (or other contractor) remove the floating weed mat currently lodged on spillway (approx half a hectare)		LBW	June	2 days in-kind
Landholders burn Typha areas once kill is achieved.			July/Aug	1 day in-kind
BBIFMAC purchase spray equipment and Landholders assemble in the boat.		BBIFMAC	June - July	\$5,000
BBIFMAC purchase herbicide for farmers (RoundUp Biactive).		BBIFMAC	June - July	\$1,000
Landholders spot spray when required and inform BSC if infestation is getting out of control or if they are going on holidays and can't keep up with weed growth.		Landholders/ BBIFMAC	As required	In-kind
LBW or other contractor with long reach arm & stick rake remove weeds within tree line and place snags at key areas for fish (snags		LBW	June - July	2 - 3 days \$5,000

will need to be well marked).				
Install booms or float rope to corral weeds	Use councils boat	BSC, BBIFMAC, NQDT	June-July	In-kind
Landholders continue to burn Typha approximately one month after each herbicide application.		Landholders	As required	In-kind
<b>BSC weed management advice to landholders</b> - we don't have to kill 100% of the weeds all the time. Don't spray blue floating lillies. Only spray Lotus once the stems emerge from the water column. Use these plants to benefit water quality and habitat requirements. They help shade and control submerged weeds and provide fish habitat.	BSC - ongoing key messages			
BBIFMAC project management, labour and administration costs				\$2,000
<b><i>TOTAL Environmental Levy Funds Re-allocated</i></b>				<b><i>\$20,000</i></b>



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## 7 CLIENT SERVICES

### 7.1 Bi-annual Staff Accrued Annual Leave and Long Service Leave Entitlements Report

#### Document Information

**Referring Letter No:** N/A

**File No:** N/A

**Name of Applicant:** Eileen Robinson

**Location:** Council

**Author and Title:** Eileen Robinson - Manager Client Services

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#### Executive Summary

The purpose of this report is to provide Council with an update on current Annual Leave and Long Service Leave accrued entitlements for staff.

#### Recommendation

That the Staff Accrued Annual Leave and Long Service Leave Entitlement Reports be received and noted.

#### Background Information

##### Annual Leave

The Burdekin Shire Council Enterprise Bargaining Agreement 2012 states:

*“18.3 Council encourages all employees to take their full complement of annual leave during each year of employment. If the employee accumulates more than ten weeks annual leave Council requires the employee to submit a plan to take all leave in excess of the ten weeks within a reasonable time frame.”*

As at 13 March 2018 the total Annual Leave accrual above 10 weeks was:

- 13 employees
- 16.75 weeks (accumulative total)

This is a slight improvement from the last reporting period ending 10 October 2017 which had the following:

- 20 employees
- 18.36 weeks (accumulative total)

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Enhanced management of annual leave will be a focus for the Executive over the coming six month period.

### Long Service Leave

The Burdekin Shire Council Enterprise Bargaining Agreement 2012 states:

*“21.6 Employees will be required to keep their long service leave balance below two blocks of entitlement (i.e. twenty years). Employees who exceed this entitlement will be required to submit an appropriate leave plan to reduce their balance within an appropriate timeframe.”*

As our workforce ages (over 50% are 45 years or older) and the average length of service for an employee grows (currently 9.63 years) the higher the accrual balances become.

It is traditional that an employee does not generally take LSL prior to completing 10 years of service, which accounts for the accruals between 13 – 26 weeks being quite high. Council does allow LSL pro-rata from 7 years of service.

Long Service Leave is an entitlement that needs to be monitored and staff that have excessive LSL balances should be in negotiation with their Manager/Supervisor regarding leave plans.

Long Service Leave accruals are measured in two ways - accruals between 13 to 26 weeks (1<sup>st</sup> entitlement) and over 26 weeks (2<sup>nd</sup> entitlement).

#### **1<sup>st</sup> Entitlement (13 – 26 weeks)**

As at 13 March 2018 the long service leave accrual between 13 and 26 weeks was:

- 56 employees
- 251.51 weeks (accumulative total)

This is only a slight improvement from the last reporting period ending 10 October 2017 when the accruals were:

- 56 employees
- 257.75 weeks (accumulative total)

#### **2<sup>nd</sup> Entitlement (over 26 weeks)**

As at 13 March 2018 the long service leave accrual over 26 weeks was:

- Two employees
- 1.46 weeks (accumulative total)

This is a slight increase from the last reporting period ending 10 October 2017. The accruals were:

- Two Employees
- 0.23 weeks (accumulative total)

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**NOTE:** Currently the Burdekin Shire Council 2018 Certified Agreement is lodged with the Industrial Relations Commission. Upon certification the clauses below will come into effect, and help manage employee leave.

### **Annual Leave**

*35.7 Council encourages all employees to take their full complement of annual leave during each year of employment. Council shall consider annual leave accruals to be excessive in accordance with the following scale. Employees who exceed the excessive limits will be required to submit an appropriate leave plan to reduce their accrual balance to below the limits within an appropriate timeframe.*

- *effective 1.7.18 - 10 weeks*
- *effective 1.7.19 - 10 weeks*
- *effective 1.7.20 - 9 weeks*

### **Long Service Leave**

*36.7 Council shall consider long service leave accruals to be excessive in accordance with the following scale. Employees who exceed the excessive limits will be required to submit an appropriate leave plan to reduce their accrual balance to below the limits within an appropriate timeframe.*

- *effective 1.7.18 - 26 weeks*
- *effective 1.7.19 - 24 weeks*
- *effective 1.7.20 - 22 weeks*

The new Certified Agreement (CA) also has provisions for the cashing out of Annual Leave and Long Service Leave balances, rules apply.

### **Link to Corporate/Operational Plan**

#### *Corporate Plan*

- 5.3.1. Demonstrate open and transparent leadership
- 5.4.1. Develop a cost-effective, adaptable and capable workforce to implement the vision for Burdekin Shire Council.
- 5.4.3. Maintain Council's commitment to ensure a safe and healthy work environment for all employees.

#### *Operational Plan*

HR6 – Manage employee leave accruals to ensure Council's leave liability remains at an acceptable level.

### **Consultation**

Chief Executive Officer  
Director Corporate and Community Services

### **Legal Authority or Implications**

N/A

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## **Policy Implications**

The Burdekin Shire Council Enterprise Bargaining Agreement 2012 states:

*“18.3 Council encourages all employees to take their full complement of annual leave during each year of employment. If the employee accumulates more than ten weeks annual leave Council requires the employee to submit a plan to take all leave in excess of the ten weeks within a reasonable time frame.”*

*“21.6 Employees will be required to keep their long service leave balance below two blocks of entitlement (i.e. twenty years). Employees who exceed this entitlement will be required to submit an appropriate leave plan to reduce their balance within an appropriate timeframe.”*

## **Financial and Resource Implications**

Excess leave accruals have been noted as a significant liability in previous financial audits. It has been recommended that Council reduce its excess leave balances and subsequently reduce Councils liability.

### **Report prepared by:**

Eileen Robinson - Manager Client Services

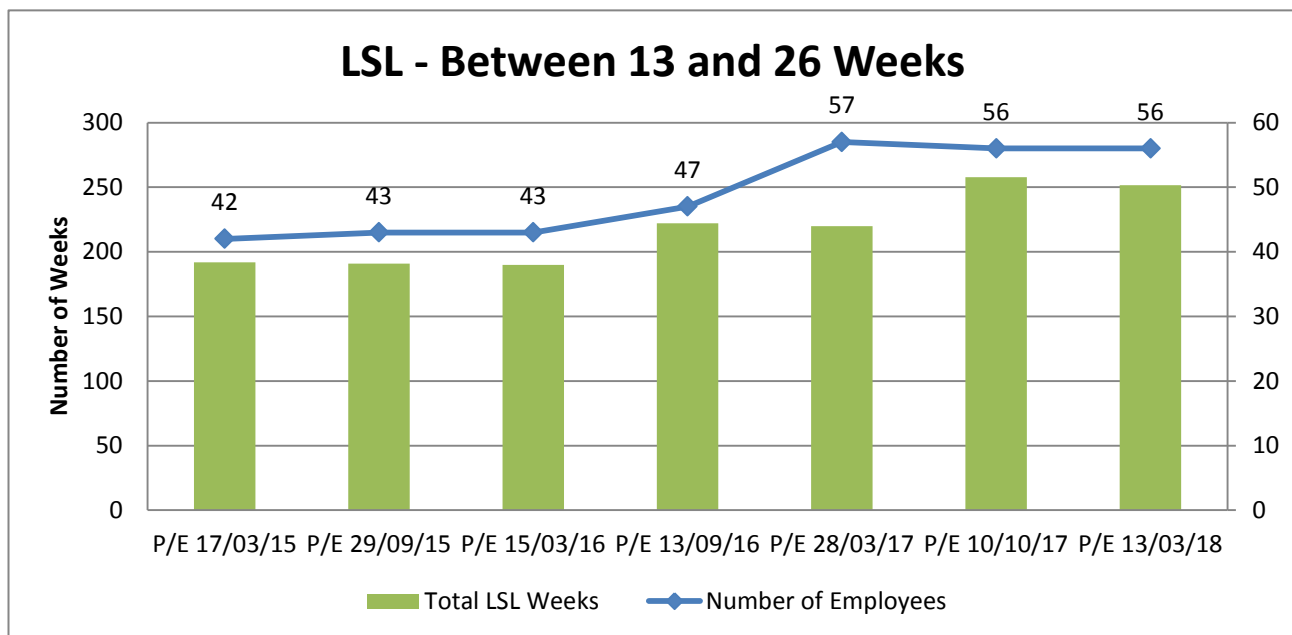
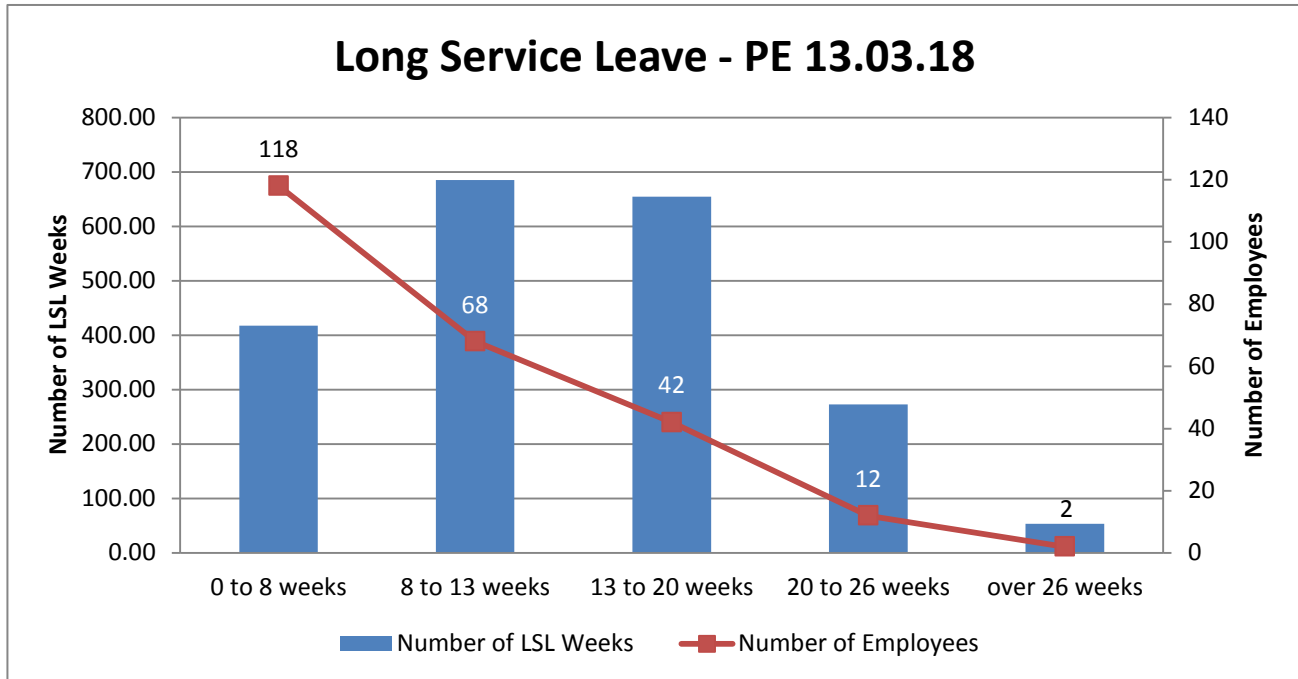
### **Report authorised by:**

Nick O'Connor - Director Corporate and Community

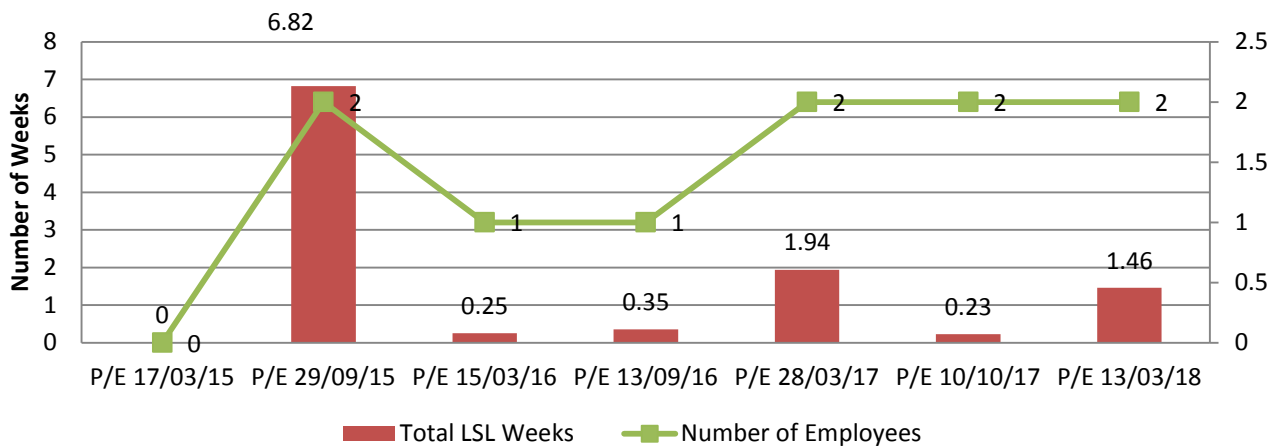


## Attachments

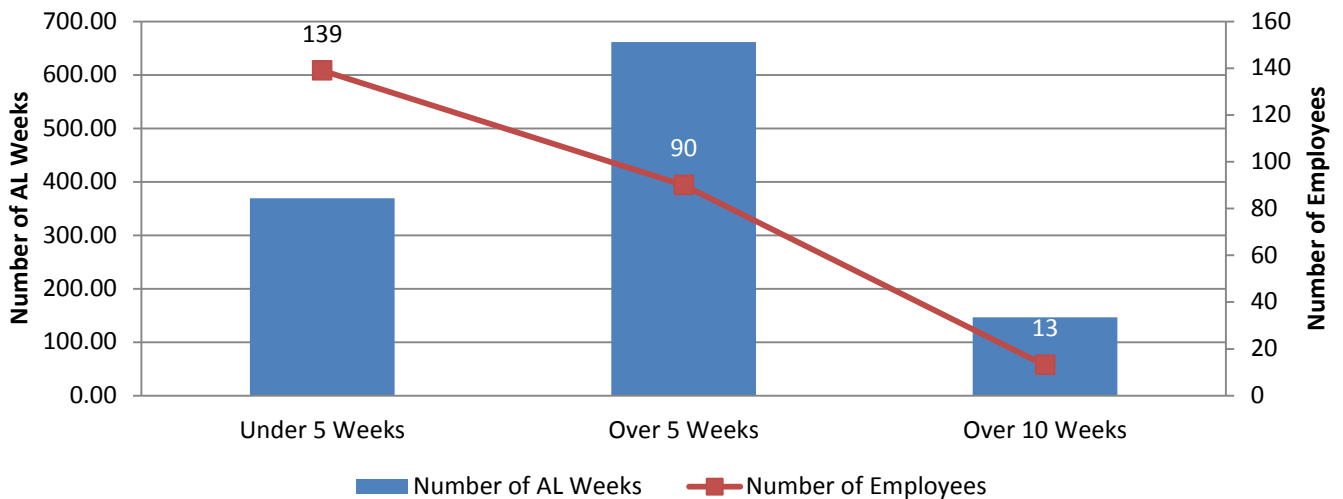
1. Annual Leave Report – Period Ending 13 March 2018
2. Long Service Leave Report – Period Ending 13 March 2018



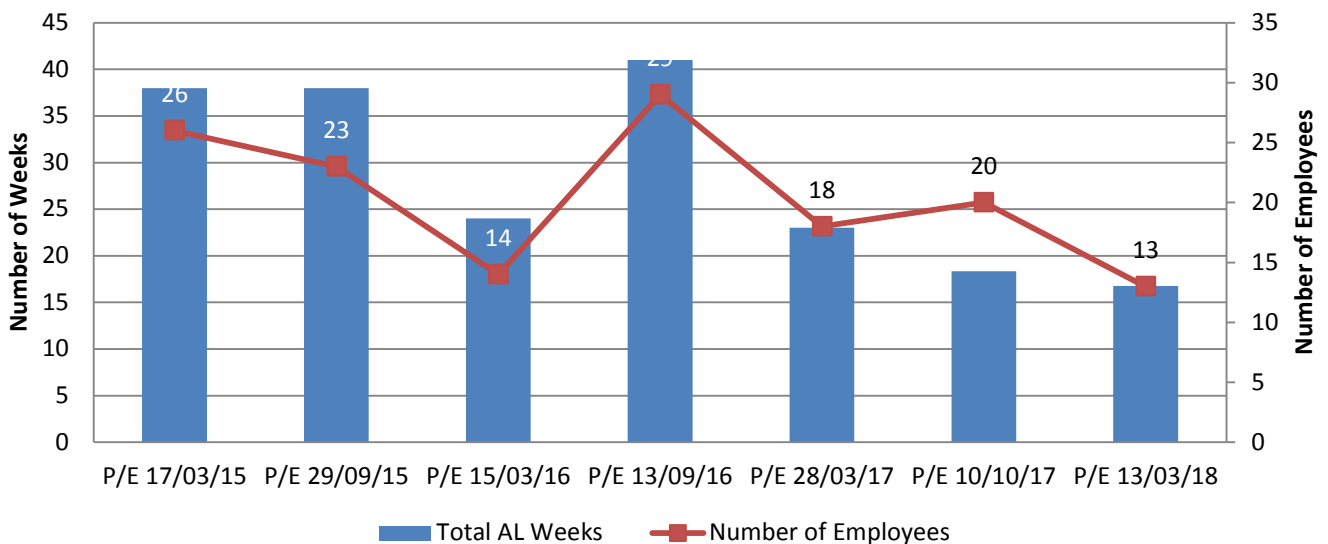
### LSL - Over 26 Weeks



### Annual Leave - PE 13.03.18



### AL - above 10 Weeks



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## 8 FINANCIAL & ADMINISTRATIVE SERVICES

### 8.1 Adoption of 2018/19 Fees and Charges

#### Document Information

**Referring Letter No:** N/A

**File No:** 367

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Jacqui Thomasson – Administration and Records Coordinator

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#### Executive Summary

The Fees and Charges Schedule for 2018/19 is required to be adopted by Council to take effect from 1 July 2018.

#### Recommendation

That in accordance with the *Local Government Act 2009*, Council adopts the 2018/19 Fees and Charges Schedule as attached, to take effect from 1 July 2018.

#### Background Information

Under the *Local Government Act 2009*, Council has charging powers to establish user pay charges. The fees and charges in the attached schedule are cost recovery in nature which means Council can only recover the cost of providing the service.

Historically fees have been increased by a global percentage rate. This year a global percentage increase of 2% has been applied to most fees and charges except for the aerodrome rentals which have been increased by 5% as per Council resolution. Some fees and charges may have increased by more than 2% to ensure cost recovery is met.

A review of fees and charges has been carried out by Council officers throughout March to May 2018.

The fees and charges form a significant part of Council's revenue raising requirements and provide the source of funding and/or contribute to programs delivered by Council. The fees and charges are set in conjunction with the Budget each year to ensure appropriate and responsible revenue raising.

The proposed fees and charges schedule has been provided for review and details the current and proposed fees.

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Upon approval by Council the newly adopted 2018/19 Fees and Charges Schedule will be uploaded and presented on Council's website.

### **Link to Corporate/Operational Plan**

5.3.2 Ensure Council's financial position is effectively managed

5.3.3 Adhere to the governance framework and public reporting systems

5.3.4 Undertake regulatory responsibilities in accordance with state regulations

### **Consultation**

Council's managers and officers have reviewed the costs associated with the delivery of services and have developed a schedule of fees and charges which are reflective of the resources required to deliver the service, cost recovery and ongoing efficiencies through process and technology initiatives. A standard 2% increase has generally been applied across all fees and charges. Fees that have not increased in line with the proposed 2% have been further reviewed by the relevant Director to provide justification.

Consultation was undertaken with Councillors at a Council Workshop meeting held on 29 May 2018.

### **Legal Authority or Implications**

*Local Government Act 2009* sections 97, 98, 99 & 262.

### **Policy Implications**

The fees and charges in the schedules can be amended at any time throughout the year in accordance with legislation.

### **Financial and Resource Implications**

Where the true cost of services is not recovered through fees then additional impost is placed on other revenue sources, typically rates.

#### **Report prepared by:**

Jacqui Thomasson – Administration and Records Coordinator

#### **Report authorised by:**

Kim Olsen – Manager Financial and Administrative Services

### **Attachments**

1. 2018/19 Fees and Charges (refer separate attachment to agenda)



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## 9 OPERATIONS

### 10 TECHNICAL SERVICES

#### 10.1 Adoption of Undetected Water Leak Policy

##### Document Information

**Referring Letter No:** N/A

**File No:** 1818

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Rebecca Stockdale - Executive Officer

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##### Executive Summary

Council have developed a new policy to effectively manage requests for financial assistance to property owners in relation to expenses incurred due to undetected water leaks. Water leaks are the responsibility of a property owner, however Council recognises that undetected leaks can lead to increased water consumption charges and has traditionally provided adjustments of 50% of the additional water consumed upon application by the property owner. The Undetected Water Leak Policy provides very clear criteria in relation to the eligibility for an adjustment to water consumption charges.

##### Recommendation

That Council adopts the Undetected Water Leak Policy as attached to this report.

##### Background Information

Council has previously included a clause in its revenue statement dealing with cases of undetected water leaks and how consumption charges will be handled. Recent advice from King and Company has been received by Council recommending the removal of this clause from the revenue statement and the subsequent development of a separate Council Policy. The proposed policy reflects Council's current practices in relation to managing water consumption charges where an undetected leak has been identified.

##### Link to Corporate/Operational Plan

5.1.2 Be responsive and proactive in providing information in the public interest

5.3.2 Ensure Council's financial position is effectively managed

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## **Consultation**

This policy was developed in consultation with relevant Council Officers and was discussed at a Council Workshop on Tuesday 5 June, 2018

## **Legal Authority or Implications**

N/A

## **Policy Implications**

This is a new policy and will be added to Council's Policy Register and published to the website.

## **Financial and Resource Implications**

Where appropriate details are provided by a property owner, Council may provide a rebate of up to 50% of the additional water used due to a bone fide undetected leak, as per the policy. On average, over the past four years, Council has refunded \$3075 per annum in water consumption charges due to undetected leak.

### **Report prepared by:**

Rebecca Stockdale - Executive Officer

### **Report authorised by:**

Kevin Byers - Manager Technical Services

## **Attachments**

1. Undetected Water Leak Policy

Policy Type	Corporate
Function	Water Supply
Policy Owner	Manager Technical Services
Policy Contact	Technical Design Manager
Review Schedule	24 Months
Resolution No.	<a href="#">Enter Resolution Number</a>

### 1. Purpose

Burdekin Shire Council recognises that property owners may request assistance to reduce the water consumption costs incurred due to an undetected water leak.

This policy explains how Burdekin Shire Council will manage requests for financial adjustments related to undetected water leaks.

### 2. Scope

The assistance outlined in this policy applies in circumstances of undetected water leaks of potable water only.

### 3. Exceptions

NA

### 4. Definitions

#### **Undetected Leak**

Water escaping from a private water service that is either underground, under or within concrete or underneath a building where an occupant could not reasonably be expected to know of its existence as determined by the authorised officer.

#### **Average Water Consumption**

Average water consumption will be calculated based on the last three (3) years or applicable period of ownership. Where no prior billing history is available the average Burdekin residential consumption will be used.

#### **Billing period**

Is the time between meter readings and does not refer to the time when the bill was sent, nor to the time of payment.

### 5. Objectives

The objective of this policy is to allow an equitable remission of water charges where financial hardship is evident, whilst maintaining the owner's responsibility for maintenance of the internal water service and wastage of water.

## 6. Policy Statement

Burdekin Shire Council –

- 6.1 may assist eligible property owners with a financial adjustment of 50% of the difference between the consumption for the billing period and the average of the previous consumption history as recorded by Council over the preceding three (3) years or applicable period of ownership.
- 6.2 may assist non-residential property owners with a permit to discharge to sewer (trade waste) with an adjustment of the trade waste portion of the charges:
  - where the trade waste charge is calculated based on the water measured through the property's water meter; and
  - if increased trade waste charges occurred due to the relationship between water consumption volumes used to calculate trade waste charges and the concealed leak that occurred.
- 6.3 will provide a rebate for a maximum of two (2) consecutive billing periods, the period in which the leak was repaired and the previous period may be considered for a rebate.

Application of this policy is at the discretion of Burdekin Shire Council, and all requests for financial adjustment will be assessed against the entire eligibility criteria.

## 7. Eligibility Criteria

For a rebate due to an undetected leak to be considered all of the following criteria must be met:

- 7.1 The water leak must be undetectable e.g. escaping from either underground, under or within concrete or underneath a building where an occupant could not reasonably be expected to know of its existence.
- 7.2 The leak must be repaired within four (4) weeks of receiving a high water usage notification letter or the date of the water account (whichever was earliest). Notification by Burdekin Shire Council is provided as a courtesy only.
- 7.3 The application must be submitted to Council by the property owner within three (3) months of receiving a high water usage notification letter or the date of the water account (whichever was earliest).
- 7.4 Council requires the property owner to submit the following details:
  - A completed *undetected water leak application form* (available on the Burdekin Shire Council website: [www.burdekin.qld.gov.au](http://www.burdekin.qld.gov.au)) giving two (2) accurate water meter readings (one week apart) after the leak has been repaired.



- A letter/report from the licensed plumber who repaired the leak to confirm that the leak was undetectable and the date it was repaired.
- A copy of the licensed plumber's tax invoice for repairing the water leak.

7.5 The property owner has not received a rebate for undetected water within the last five (5) years for the same property, unless a property transfer had occurred.

## 8. Legislation

NA

### 9. Related Documents

Document Title	Description
Frequently Asked Questions – Undetected Water Leaks	Fact Sheet
Undetected water leak application form	Undetected water leak application form

### 10. Document History

Revision Number	Revision Details	Approved By (Officers Name)	Resolution Number	Date
1.0	Draft	Kevin Byers	N/A	5/06/2018

Effective Date: [Select Effect Date](#)

**PROTECTIVE MARKING**

Page 4 of 4

Documents are considered uncontrolled when printed or removed from their source location

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## 10.2 Adoption of Faulty or Broken Water Meter Policy

### Document Information

**Referring Letter No:** N/A

**File No:** 1819

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Rebecca Stockdale - Executive Officer

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### Executive Summary

Council have developed a new policy to effectively manage water consumption charges in cases where a water meter has become faulty or broken and the water meter is not accurately reflecting the amount of water consumed. The Policy also deals with charges for water meter testing and water meter replacement in cases where damage has been caused to the water meter, by someone other than a Council Officer.

### Recommendation

That Council adopts the Faulty or Broken Water Meter Policy as attached to this report.

### Background Information

Council has previously included a clause in its revenue statement dealing with defective or broken water meters and detailing how water consumption charges shall be calculated in cases where the water meter is found to be faulty. Recent advice from King and Company has been received by Council recommending the removal of this clause from the revenue statement and the subsequent development of a separate Council Policy. The proposed policy reflects Council's current practices in relation to managing water consumption charges where a water meter is found to be faulty or broken as well as dealing with the charges for the replacement water meter.

### Link to Corporate/Operational Plan

5.1.2 Be responsive and proactive in providing information in the public interest

5.3.2 Ensure Council's financial position is effectively managed

### Consultation

This policy was developed in consultation with relevant Council Officers and was discussed at a Council Workshop on Tuesday 5 June, 2018.

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## **Legal Authority or Implications**

Water Supply (Safety and Reliability) Act 2008

## **Policy Implications**

This is a new policy and will be added to Council's Policy Register and published to the website.

## **Financial and Resource Implications**

N/A

## **Report prepared by:**

Rebecca Stockdale - Executive Officer

## **Report authorised by:**

Kevin Byers - Manager Technical Services

## **Attachments**

1. Faulty or Broken Water Meter Policy



Policy Type	Corporate
Function	Water Supply
Policy Owner	Manager Technical Services
Policy Contact	Technical Design Manager
Review Schedule	24 Months
Resolution No.	<a href="#">Enter Resolution Number</a>

## 1. Purpose

The purpose of this policy is to provide Council with a method of charging for water consumption where the water meter has been found to be faulty or broken.

## 2. Scope

The Water Meter Policy (this 'Policy') applies to water connections in the water service areas within Burdekin Shire Council that are not used solely for fire services.

## 3. Exceptions

N/A

## 4. Definitions

### **Billing Period**

The time between meter readings which occur two times per year.

### **Resident**

Property owner or tenant who resides at the property.

### **Council**

Burdekin Shire Council.

### **Owner**

Individual or entity in possession of title for the land.

## 5. Objectives

To achieve an economical outcome for both the Rate Payer and Council.

## 6. Policy Statement

Where a water meter has been found to be incorrectly recording water consumption the following will occur –

### 6.1 Faulty or Broken Water Meters

Effective Date: [Enter Resolution Number](#)

**PROTECTIVE MARKING**

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- 6.1.1 Council will be responsible for the cost to repair or replace water meters that are deemed faulty due to deterioration or general wear and tear;
- 6.1.2 If the damage was found to be caused by someone other than Council staff, Council will charge any costs incurred in repairing a damaged or broken water meter to the property owner. If the meter was not damaged by the owner it is the owner's responsibility to recoup the fees from the third party.

## **6.2 Testing of Water Meters**

If a customer believes a water meter is recording inaccurately the customer may, upon prepayment of the Testing of a Meter Fee, request that the meter be independently tested. Council will remove the meter and replace it with a new meter. The removed meter will be sent to an independent accredited workshop for testing. Upon receiving the results, Council will deem the meter to be accurate if it is reading within  $\pm 5\%$  of the actual quantity of water passing through it.

If the water meter is not functioning correctly the following will occur –

- The test fee will be refunded
- The meter will be replaced at no cost to the resident
- The associated water usage will be adjusted

## **6.3 Calculating water usage when a water meter has stopped or is faulty**

When a water meter has stopped or has been proven to be faulty, Council will adjust the customer's account accordingly. Council will estimate the consumption by considering the daily average consumption of a comparative period or the whole of the previous financial year, whichever is the lowest, and multiplying this average by the number of days the meter is out of order or registering inaccurately.

## **7. Legislation**

Water Supply (Safety and Reliability) Act 2008

**8. Document History**

Revision Number	Revision Details	Approved By (Officers Name)	Resolution Number	Date
1.0	Draft Policy	Kevin Byers	N/A	5/06/2018

Effective Date: **PROTECTIVE MARKING**

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## **11 PLANNING & DEVELOPMENT**

### **11.1 Development Application Material Change of Use for Backpacker Accommodation (Tourist Facility) at 111 Young Street, Ayr (Lot 34 on A26511)**

#### **Document Information**

**Referring Letter No:** 1449034, 1452928

**File No:** 226 (MCU18/0004)

**Name of Applicant:** Zambezi Produce Pty Ltd

**Location:** 111 Young Street, Ayr (Lot 34 on A26511)

**Author and Title:** Shane Great – Manager Planning and Development

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#### **Executive Summary**

Council has received a Development Application from Burdekin Building Design Pty Ltd on behalf of their client Zambezi Produce Pty Ltd seeking a development permit for a Material Change of Use Backpacker Accommodation (Tourist Facility) at 111 Young Street, Ayr (Lot 34 on A26511).

The proposal is for a defined use and triggers an 'Impact Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (the scheme).

#### **Recommendation**

That Council approves the Development Application for a Material Change of Use for a Backpacker Accommodation (Tourist Facility) at 111 Young Street, Ayr (Lot 34 on A26511) subject to the following conditions:

#### **GENERAL**

- 1.1 The conditions of the development permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.
- 1.2 All rates and charges (including regulated infrastructure charges), in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.
- 1.3 The development and conduct of the approved use of the premises and the construction and maintenance of any building on the premises must be generally in accordance with the supporting material included in the application and approved plans listed below submitted by 'Burdekin Building Design'. (except where modified by the conditions of this Development Permit and any approval issued there under).



Job No	Sheet No. and Issue	Date
BBD1800009	A00 A(iii)	02/2018
BBD1800009	A01 A(iii)	02/2018
BBD1800009	A02 A(iii)	02/2018
BBD1800009	A03 A(iii)	02/2018
BBD1800009	A04 A(iii)	02/2018
BBD1800009	A05 A(iii)	02/2018
BBD1800009	A06 A(iii)	02/2018
BBD1800009	A07 A(iii)	02/2018

- 1.4 To ensure the accommodation facility operates strictly in accordance within its intended use, an onsite manager is to reside within the identified manager's residence at 111 Young Street, Ayr at all times.
- 1.5 The operator of the Accommodation Facility must keep a Complaints Register on the premises at all times, for the inspection of an authorised officer of the Council identifying:
  - The time, date and detail of any complaint made to the operator relating to the use and occupation of the Accommodation Facility; and
  - Any action or response taken by the operator to rectify or reasonably deal with the complaint.

## **BUILDING WORK**

- 2.1 A development permit for Building Works is to be obtained before any triggered building works are carried out on the premises.
- 2.2 Provide evidence that the existing six 1A Dwelling Units have had a change of classification approval granted under the provisions contained in the *Building Act 1975* and subordinate legislation prior to the commencement of the intended use.

## **NOTICE OF INTENTION TO COMMENCE THE USE**

3. Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use.

## **ACCESS AND CARPARKING**

- 4.1 Parking on site is to be restricted to the manager's and guests' vehicles only.
- 4.2 Parking space and layout must be designed in accordance with the provisions contained in the supporting material included in the plans submitted with the application by 'Burdekin Building Design'.
- 4.3 Access to the premises, car parking and manoeuvring areas must be constructed in an all-weather low glare paving, exposed aggregate concrete or similar dust suppressant material to the satisfaction of the Chief Executive Officer.

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#### 4.4 For both accesses in Young Street

- A grated trench drain is to be installed at the property boundary to catch stormwater before crossing the footpath. The stormwater is to be conveyed to the kerb, under the footpath, in suitable sized heavy duty galvanised steel conduits
- The drive crossing is to be reconstructed from the invert of the gutter to the proposed trench drain. Minimum thickness 150mm, 32MPa concrete and SL72 mesh placed centrally.
- The footpath section between the accesses is to be replaced with new footpath of the same width, minimum thickness 100mm, 25MPa concrete and SL62 mesh placed centrally.

4.5 Provide to Council prior to the commencement of works a cross section 1:50 natural scale from the side of Young Street to the property boundary showing existing and design levels for the crossovers in condition 4.4.

4.6 The area from the trench drain to the existing carport and for the full width of the carport is to be concreted. Minimum thickness 100mm, 25MPa concrete SL72 mesh placed centrally

4.7 The construction of any additional crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

4.8 The applicant is to provide at no cost to Council an on-street loading/bus zone in Wilmington Street to provide a safe pick-up/drop-off area for residents of the facility. The zone will need to be line-marked and signed in accordance with AS2890.5 and the Manual of Uniform Traffic Control Devices (MUTCD). The location of the zone shall commence a minimum of 1 metre south from the existing driveway access to 104 Wilmington Street, Ayr.

### **AMENITY - LIGHTING**

5. Any night and outdoor lighting must be designed, conducted and operated in accordance with 'AS 4282 – Control of the obtrusive effects of outdoor lighting'.

### **PUBLIC UTILITY SERVICES**

6. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

### **DRAINAGE**

7.1 Stormwater drainage from any new paved/sealed areas must be discharged under the footpath to kerb and channelling within the adjoining road reserves in accordance with AS3500.2.2003 or as otherwise required or agreed to in writing by the Chief Executive Officer.

- 
- 7.2 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.
- 7.3 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

## **OPERATIONAL WORKS**

8. Where operational works are required to be carried out as part of any development permit issued, the developer must, within the timeframes required by the Planning Act 2016 and prior to the commencement of any work, lodge with Council an application for a development permit for operational works. As part of such application, the developer must submit:-
- (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is a current Registered Professional Engineer of Queensland; and
  - (b) a certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant Council Codes and Planning Scheme Policies and the relevant Australian Standard Codes of Practice;

## **AMENITY – SCREEN FENCING**

9. A 1.8m high screen fence must be provided along the adjoining property boundaries. The section of fence abutting the residential property located at 115 Young Street, Ayr must have additional noise abatement design elements to ensure existing residential amenity is maintained. The new fence must be designed to achieve an adequate level of privacy for inhabitants and neighbours. The type and design must be submitted and approved by the Chief Executive Officer prior to construction of the screen fence.

## **LANDSCAPING AND SCREENING**

10. A landscaping plan shall be submitted and approved by the Chief Executive Officer. This plan must be prepared by a landscape architect or other suitably qualified and experienced person detailing the following;
- the location of existing and proposed plantings;
  - landscaping of the designated areas generally in accordance with the approved plans;
  - proposed fencing and screens, including rubbish bin enclosures;
  - location of public infrastructure;

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## TRADE WASTE

### 11. Prior to commencement of use

- An Approval to Discharge Trade Waste is to be obtained
- All waste from kitchen sinks must be taken to an approved grease trap prior to discharging to council's reticulated sewer

## ENVIRONMENT AND HEALTH

12.1 Facilities for the use of occupants at the premises must comply and be maintained at all times in accordance with the provisions of the relevant Local Law.

12.2 Detailed plans of proposed buildings or alterations, which comply with local law requirements, including details of all facilities, must be submitted and approved prior to the occupancy or use of any buildings used in connection with the accommodation business.

12.3 The accommodation business and all ancillary activities must be conducted within the boundaries of premises that are the subject of this approval.

## AMENITY – NOISE

13. The activities subject to this development approval must be conducted in a manner to ensure that no noise deemed unreasonable by an authorised person and caused by the activity can be detected beyond the boundary of the site to which this development permit relates.

## ADVICE ONLY;

- *It is advised to contact the Environment & Health Department in regards to licensing and registration in accordance with the Food Act 2006.*
- *The operator of the premises must hold a licence with Burdekin Shire Council for the operation of the accommodation premises under the provisions of the Local Government Act 2009 and Local laws proclaimed pursuant to the Act.*
- *The activity must be operated in accordance with Council's Waste Management Policy and the Environmental Protection (waste management) regulation 2000 to meet capacity for additional maximum accommodation capacity.*
- *A Development Application for building works which include habitable rooms may have to include a 1% AEP Flood Certificate. N.B. this applies in Localised and River Flood areas as identified in Burdekin Shire Councils mapping.*



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**The following comments are from the Manager of Planning and Development, Mr Shane Great:**

### **Background Information**

Burdekin Shire Council acting as the Assessment Manager has received a properly made Development Application seeking a development permit for a Material Change of Use to convert six existing flats into Backpacker Accommodation at 111 Young Street, Ayr (Lot 34 on A26511) The application was lodged by Burdekin Building Design Pty Ltd, on behalf of Zambezi Produce Pty Ltd.

The proposal triggers an 'Impact Assessable' development application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*).

The proposed Backpacker Accommodation (Tourist Accommodation) is located on land zoned 'Residential'. The application has been assessed against the relevant sections of Council's scheme including the Desired Environmental Outcomes and the 'Residential Zone' Code.

### **The Application**

The applicants' intent is to convert an existing 2 storey multiple unit building at 111 Young Street, Ayr into Backpackers Accommodation. The design of the existing building encompasses 6 x 2 bedroom units and 4 covered carports. An additional open carport is also attached to the building. The applicants' intent is to undertake the development of the site over two stages. The first stage will be to refurbish the existing units into 'backpacker' style accommodation. The second stage will involve converting the 4 covered carports on the ground floor into additional dormitory style accommodation and the outdoor living space.

The fully completed redevelopment will cater for up to 90 persons in a mix of accommodation styles and include provisions for an on-site manager. The application qualifies as 'properly made' and includes all of the necessary components required including detailed plans illustrating existing and proposed site layout, floor plans and building elevations.

The application required public notification and was advertised in the Ayr Advocate on Friday the 27 April, 2018. At the closing date for submissions on 18 May, 2018, 1 properly made submission was received.

As parts of the assessment process and to allow Council officers the ability to further assess the proposal, additional information was requested from the applicant. Further information with regard to trade waste, traffic management and compliance with Local Law (Operation of Rental Accommodation 2012) was requested and subsequently provided.

### **Site Description/Surrounding Land Uses**

The subject site is a relatively flat regular shaped parcel of land with an area of 1012 m<sup>2</sup>. The premises are located on the corner of Young and Wilmington Streets in Ayr and positioned in close proximity to the Central Business District. The site is currently improved with a 2 storey multi-unit building consisting of 6 x2 bedroom units and 4 on site carports covering an area of just under 40% of the subject site.

---

The subject site has two adjoining properties. A residential dwelling adjoins the south eastern boundary with Council owned land at the rear of the property. The Council owned land is used for stormwater management purposes and also houses a sewerage pump station. The wider surrounding area has a mix of uses including residential dwellings, multiple units and several commercial businesses.

## **The Proposed Use**

The use is best described as '*Tourist Accommodation*' as defined in the scheme:

### *Tourist Accommodation*

*"Premise used for the accommodation of tourist including backpackers lodgings and includes, dining, administration, housekeeping and maintenance facilities when carried on in conjunction with the use".*

The impact assessment level does not however infer any particular support or lack thereof for the application noting that limited development within Queensland is prohibited, merely that Council's role in assessing the matter must have specific regard to the provisions of the *Planning Act 2016* when undertaking this assessment. Most particularly, the entirety of Council's scheme is to be applicable, not just specific codes.

## **Planning Scheme Assessment**

The subject land is zoned 'Residential', with the proposal triggering an 'Impact Assessable' development application.

The application has been assessed against the relevant provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*) and as identified above triggers impact assessment under Table 2 – Assessment Categories for the Residential Zone – Making a Material Change of Use.

In assessing the application, consideration has been given to all relevant components of the scheme including the Desired Environmental Outcomes (DEO's), Specific Outcomes and Acceptable Solutions in the 'Residential Zone Code'.

The applicant has provided supporting material by way of a planning report detailing how they believe the proposal will achieve compliance with the relevant components of the scheme and includes information addressing important planning matters such as design specifications, site characteristics and vehicle access. The supporting material also includes information on how specific requirements contained in relevant Council Local Laws will be met.

Given the nature of the proposal, general compliance with the relevant components of the scheme can be achieved and are summarised as follows:

### *Desired Environmental Outcomes*

The proposal does not compromise the relevant DEO's of the scheme having regard to each in balance. In particular:

- 
- Economic Development - the proposal will provide a reliable non-residential workforce which will facilitate economic opportunities and diversification of the rural economic base.
  - Urban Development and Infrastructure – the proposal will:
    - Utilise the existing water and sewerage infrastructure;
    - Retain the current visual impact as the existing building is not being removed or extended.
  - Community Well Being – the development of the proposed facility will provide additional accommodation for non-residential seasonal workers.

### *Residential Zone Code*

The proposed use with appropriate conditioning can comply with the overall outcomes sought for the Residential Zone. Specific outcomes and acceptable solutions for the Residential Zone Code have been carefully considered noting that not all of the specific outcomes within the Residential Zone "are applicable" (see Specific Outcomes O4, O9, and O10).

As the existing building is being utilised to house the proposed facility, the specific outcomes relating to site areas, density and infrastructure provision are able to be complied with. The addition of lighting to the new outdoor area will be underroof so no additional lighting nuisance should be created.

Specific Outcome O8 requires a residential building to achieve an adequate level of privacy for both inhabitants and neighbours. Additional fencing at 1.8m in height has been proposed by the applicant with the type and design to be approved by Council before construction.

Traffic movements associated with car parking both on/off site and access/egress arrangements to and from the site were also identified as an important part of achieving compliance with Specific Outcome O8. Development assessment officers have considered current and future traffic arrangements including the current use of the land as 6x2 bedroom units and the proposed use as an accommodation building.

Initiatives such as limiting traffic in Young Street and improvements to car parking arrangements will assist in ensuring that any negative impacts as a result of the proposed Material Change of Use will be minimal. Specific conditions have been included as part of the recommendation to facilitate this outcome.

It is considered that the application is not in substantial conflict with the remaining Specific Outcomes of the Residential Zone Code that would warrant refusal or that could not be justified by reasonable planning grounds. The DEOs of the scheme and the purpose of the Residential Zone Code support the provision of an appropriate range of housing types to meet community needs within the zone. If any compliance issues arise from the proposal not being able to meet a particular outcome, conditions have been included in the recommendation that will ensure specific outcomes are met protecting adjacent residential uses.

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## **Comment on Submission**

The Development Application triggered 'Impact Assessable' development and therefore required public notification. The application was advertised in the Ayr Advocate on Friday the 27 April, 2018 and at the closing date for submissions on 18 May, 2018 there was one properly made submission received.

The submission raised valid planning concerns in regard to potential negative impacts the proposal could have on existing residential amenity. In considering these concerns, conditions have been recommended that will minimise and manage any potential negative impacts.

Main issues identified in the submission are listed below including a response.

### **Intensification of Use**

*"Having regard to the significant increase in intensity of use for the land, the protection of the privacy and amenity of the surrounding residential uses should be paramount in consideration of the application"*

#### **Response:**

The protection of existing amenity has been paramount during the assessment process. Using the relevant codes as a guide, relevant specific outcomes and acceptable solutions included as part of a code have been identified and conditions drafted to ensure the overall outcomes of the specific codes can be achieved. Specific conditions regarding noise, access, privacy screening and on-site management have been included as part of the recommendation. Also, the applicant will need to demonstrate operational compliance with Council's adopted Subordinate Local Law No. 1.11 (Operation of Rental Accommodation) 2012. This additional statutory requirement will ensure the applicant is able to comply with managing the operational aspects of the accommodation facility.

### **Noise**

*"The intensification of the proposed development's site, especially in relation to significantly increased occupancy, will result in increased noise emissions from the site....."*

#### **Response:**

It is acknowledged that due to the proposed increases in occupancy over the site, the potential for increases in noise emissions may also increase. In assessing the application, development assessment officers have been very mindful of this and have introduced specific control measures that aim to mitigate any possible increase in noise emissions. The requirement for noise amelioration screening has been introduced as well as the stipulation to have a manager on-site 24 hours a day 7 days/week. There is also a condition requiring the facility to have and maintain a complaints register to track and deal with all nature of complaints including excessive noise events. Controls for excess and untimely noise also exist under the Environmental Protection Act.

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## **Privacy**

*The submitter has referred to specific parts of the residential code and in particular O8 requiring residential buildings to achieve an adequate level of privacy for inhabitants and neighbours. Privacy screening has been identified as an acceptable solution to achieving this outcome.*

### **Response:**

A specific condition included as part of the recommendation requires the applicant to construct a suitable 1.8 metre screen/privacy fence along all adjoining boundaries. The design of the fence will need to be approved by Council prior to construction to ensure it contributes towards achieving an acceptable level of privacy for neighbours.

## **Carparking on the site and General Safety**

*The submitter raised concerns regarding increases in car parking requirements that would contribute towards unsafe and unacceptable levels of traffic movements.*

*“6 car parks for this high density site (90 beds) are unsuitable having regard to the surrounding land uses. Mini vans and buses will be required to collect the backpackers, these vehicles parked in the street out the front of the site will cause difficulty for vehicles to leave the site in a safe manner”.....*

### **Response:**

The site is constrained given the limited opportunity to provide additional on-site car parking. Every available area has been utilised to accommodate for on-site car parking. It is also important to acknowledge that only a small percentage of backpackers own or rely on cars to carry out their day to day activities when compared to traditional multiple unit tenants.

In determining an acceptable amount of car parking provision for the site as well as ensuring safe traffic arrangements are in place, officers have identified several solutions that will assist in minimising any negative impacts. An improved car parking layout has been proposed and included as part of the recommendation. A loading zone for buses in Wilmington Street is included to ensure any congestion in Young Street is reduced. In addition to these proposed improvements to existing traffic arrangements, the property has road frontages that are sealed with ample side and centre parking available in both Young and Wilmington Streets. Using data extracted from existing backpacker facilities including traffic and any relevant complaints lodged, officers are confident that the combination of traffic management initiatives and the belief that adequate on-street car parking exists in close proximity to the site the concerns raised by the submitter can be managed..

## **Conclusion**

Council's Development Assessment Team members have assessed the application in accordance with the Planning Act 2016 and have included reasonable and relevant conditions as part of the recommended approval.

Officers are confident that a decision to approve can be defended due to the ability of the proposal to fully comply with adopted planning regulations, policy and identified State interests. Submitter concerns have been considered thoroughly and remediation measures included as part of the recommendation.



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It is therefore recommended that Council approve the application subject to the abovementioned conditions.

### **Link to Corporate/Operational Plan**

2.5.1 Review land supply and uses as required to meet community and business needs.

### **Consultation**

Given that the Development Application was triggered as 'Impact Assessable', Public Notification was required. The application was advertised in the Ayr Advocate on Friday the 27 April, 2018 and at the closing date for submissions on 18 May, 2018, one properly made submission was received. All other relative Council Departments have been consulted with any comments/conditions being included as part of the recommendation.

### **Legal Authority or Implications**

Given the nature of the application and the lodging of a submission, a potential risk is present in that any decision made by the Assessment Manager may attract an appeal in the Planning and Environment Court.

### **Policy Implications**

N/A

### **Financial and Resource Implications**

Possible legal fees associated with any Planning and Environment Court appeal.

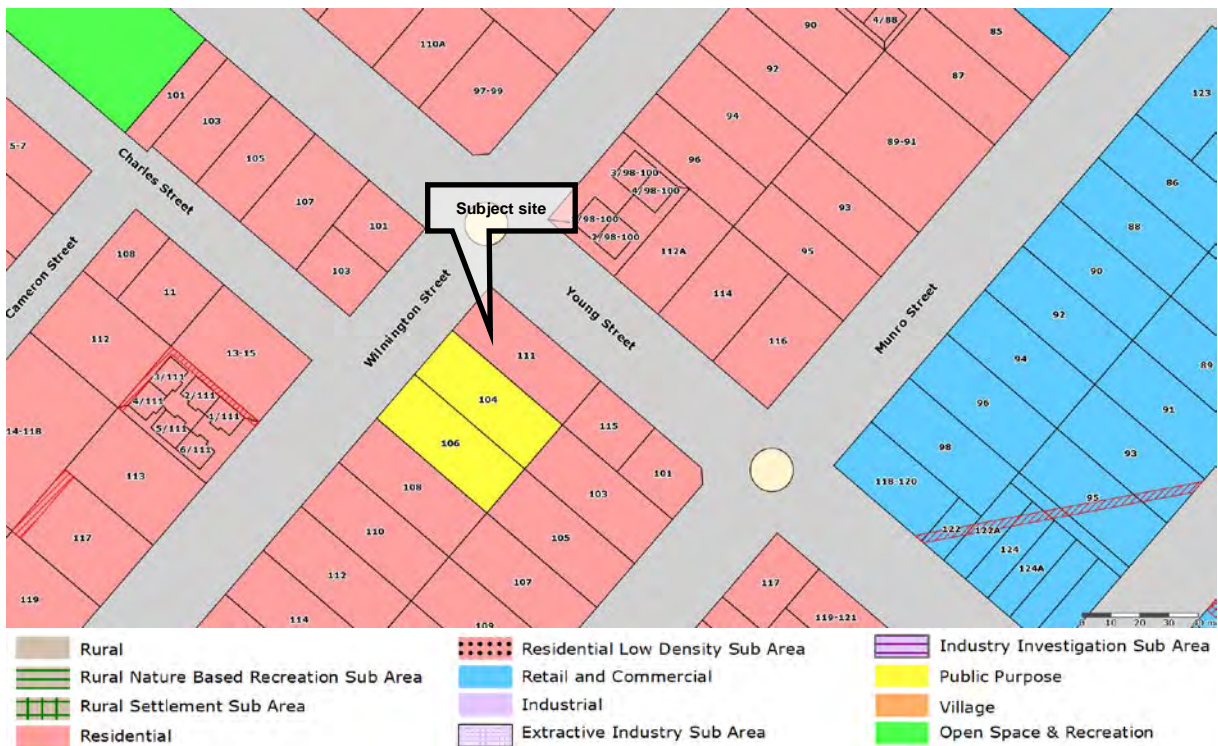
### **Report prepared by:**

Shane Great – Manager Planning and Development

### **Report authorised by:**

Nick Wellwood – Director Infrastructure, Planning & Environmental Services

## Attachments

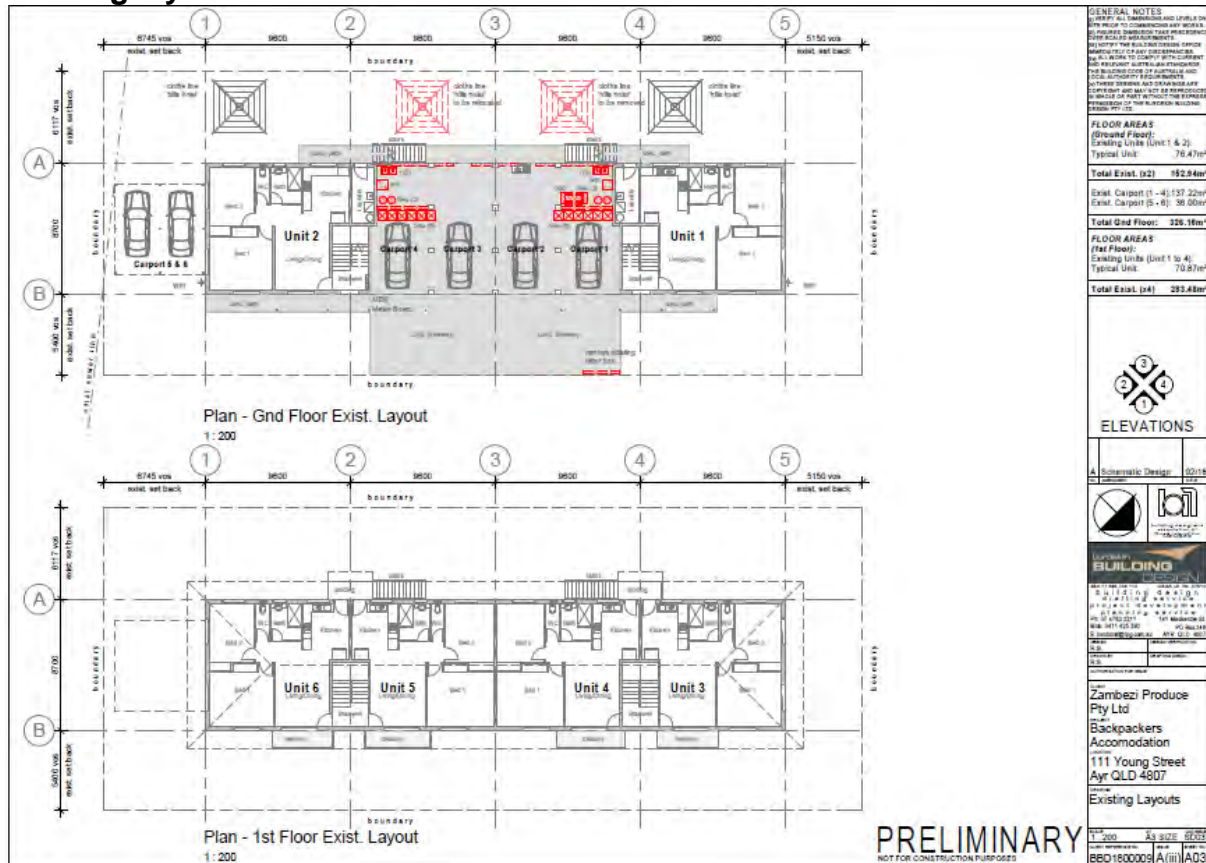




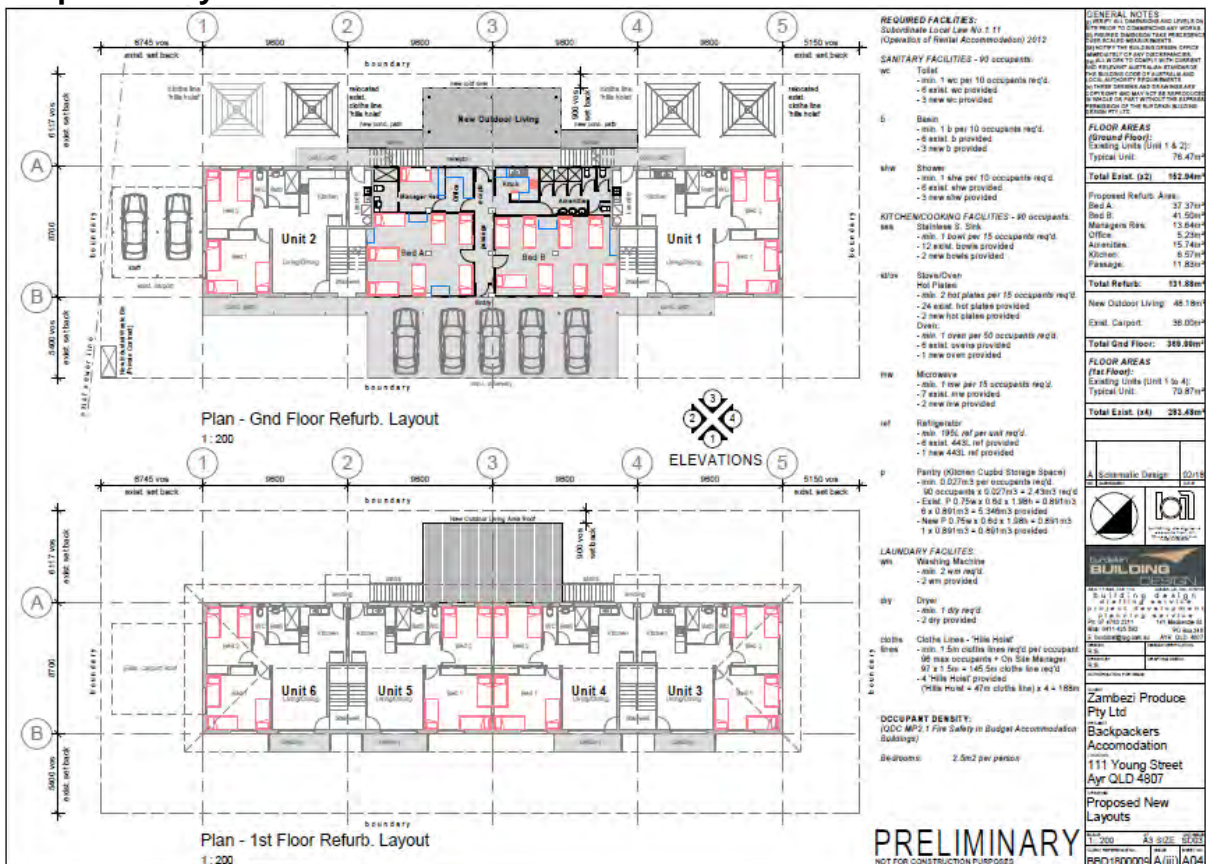




## Existing layout



## Proposed Layout







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## **11.2 Consideration of Representations made by an Applicant on Conditions of Approval for Reconfiguring a Lot at 11 Eleventh Avenue, Home Hill (Lot 23 on H61658)**

### **Document Information**

**Referring Letter No:** 1425568

**File No:** 234, RAL18/0004

**Name of Applicant:** Matthew Borg

**Location:** 11 Eleventh Avenue, Home Hill (Lot 23 on H61658)

**Author and Title:** Shane Great – Manager Planning and Development

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### **Executive Summary**

A request has been received from Brazier Motti making representations on behalf of their client, requesting the removal of a condition included on the Decision Notice issued to Matthew Borg for Reconfiguring a Lot (1 into 2 lots) at 11 Eleventh Avenue, Home Hill (Lot 23 on H61658).

### **Recommendation**

That in respect of Development Permit dated 29 March, 2018 (Ref: RAL 18/0004), Council issue a Negotiated Decision Notice with condition 3.2 removed.

### **Background Information**

Brazier Motti lodged on behalf of their client an application to subdivide 11 Eleventh Avenue, Home Hill (Lot 23 on H61658) into two lots. Currently two dwelling units exist on the subject land. The main purpose of the application was to subdivide lot 23 to allow each dwelling separate title. The code assessable application was approved due to the proposal meeting the planning scheme code outcomes. Development assessment officers assessed the application and Council as Assessment Manager issued a Decision Notice on 29 March, 2018 to approve the application.

Brazier Motti on behalf of the applicant (Matthew Borg) have now made representations pursuant to section 75 of the Planning Act 2016. These representations have requested the removal of condition 3.2 on the Decision Notice.

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Condition 3.2 states:

**3.2** *Construct layback kerb and channel and bitumen widening for the full frontage of the development. The face of kerb is to be 9 meters from the property boundary in Second Street and 4 meters from the boundary in Eleventh Avenue.*

The following historical information has been provided to ensure Council is fully cognisant of previous decisions involving similar circumstances.

- The requirement for an applicant to construct and/or contribute a monetary amount in lieu of kerb and channel works being carried out has always been included as part of any approval granted for similar ROL applications; (*N.B. seeking a monetary contribution is no longer an option due to changes in planning legislation*)
- Officers have adopted this precedent set over many years and have always conditioned accordingly. The relevance of the condition has been based upon the need to ensure new residential lots are appropriately serviced by trunk infrastructure including suitable stormwater management arrangements.
- Previous developers have either paid a contribution for the works or constructed the kerb and channelling.

Council acting as Assessment Manager is now obligated to consider the representations and respond to the applicant accordingly.

### **Applicant's representations:**

The following statement forms the basis and argument for Council to re-consider its original decision to include the requirement for kerb and channelling. It forms part of the representations received:

*"The requirement for the Applicant to provide kerb and channel and bitumen widening for the full frontage of the development is an unreasonable and onerous request. There is no kerb and channel or full bitumen widening on Eleventh Avenue or Second Street in the vicinity of the development. Accordingly, the provision of kerb and channel and bitumen widening for the subject land would be fragmented and serves little purpose if it is not intended to provide this further along the street frontages."*

### **Recommendation**

Officers have considered this request in detail and investigated future long term stormwater management strategies for this area of Home Hill. This investigation into future capital works programs for this area of Home Hill has identified no projects that would link the proposed infrastructure to the overall stormwater network.

Furthermore, the fact that Council can no longer seek a financial contribution to allow works be carried out at a later date has also been an important change to previous decision making criteria.

---

In considering these representations officers have relied upon the outcomes of further strategic stormwater management investigations and changes in legislation into recommending that the representations made by the applicant be approved. It is therefore recommended that a Negotiated Decision Notice be issued removing condition 3.2.

#### **Link to Corporate/Operational Plan**

N/A

#### **Consultation**

The relevant Council Officers have been consulted on the request to delete the proposed condition for this Development Approval.

#### **Legal Authority or Implications**

All decisions made by the Assessment Manager have the ability to be appealed.

#### **Policy Implications**

N/A

#### **Financial and Resource Implications**

Possible legal costs associated with any Planning and Environment Court appeal.

#### **Report prepared by:**

Shane Great - Manager Planning and Development

#### **Report authorised by:**

Nick Wellwood – Director Infrastructure, Planning and Environmental Services

## Attachments





**PROPOSED  
RECONFIGURATION**  
Lots 1 & 2  
Cancelling Lot 23 on HG1658



The plan is conceptual and for information purposes only. All areas, dimensions and lot area are preliminary, subject to more detailed survey, engineering and local Authority and Agency approval.

**brazier mcm**  
1300 267 878  
www.braziermcm.com.au

Date: 16th December 2017  
Scale: 1:25 @ A3  
Drawn: AB  
Job No: 88977/1-2  
Plan No: 55977/001 A

surveying | design | planning | project management | mapping and GIS

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## **12 COMMUNITY DEVELOPMENT**

## **13 ECONOMIC DEVELOPMENT**

## **14 NOTICES OF MOTION**

## **15 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

## **16 GENERAL BUSINESS**

## **17 CLOSED MEETING ITEMS**

- TBSC/16/010 – Provision of Waste Management Services and Related Matters
- Annual Tenders for the Period 1 July 2018 to 30 June 2019

## **18 DELEGATIONS**

### **18.1 Australian Citizenship Ceremony**

#### **10.15am – Citizenship Candidates**

Mr. Baby AVIRA CHERIPURAM (India)  
Mr. Indika Mangala Bandara RAMBUKWELLA (Sri Lanka)  
Mr. Tashan Movindu Bandara RAMBUKWELLA (child born 27/1/2016)  
Mr. Sang Sek YOON (Korea, South)  
Mrs. Wilhelmina Gertruida YOUNG (South Africa)

# Fees and Charges

2018/2019



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## BURDEKIN SHIRE COUNCIL

### FEES AND CHARGES FOR COUNCIL SERVICES

#### MAPS

##### District Maps

Each map of the towns of Ayr, Home Hill and Brandon	R	Local Government Act 2009   s74	\$1.55	\$0.00	\$1.55
Each map of the Shire	R	Local Government Act 2009   s74	\$5.10	\$0.00	\$5.10

#### PURCHASE OF AERIAL IMAGERY

TIFF Image – per tile (10cm or 50cm resolution)	R	Local Government Act 2009   s262(3)c	\$332.00	\$0.00	\$332.00
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#### PHOTOCOPYING & PLAN PRINTING

##### a) All General Photocopying (except Library)

A4 – each	C	Local Government Act 2009   s262(3)c	\$0.86	\$0.09	\$0.95
A3 – each	C	Local Government Act 2009   s262(3)c	\$1.23	\$0.12	\$1.35
A2 – each	C	Local Government Act 2009   s262(3)c	\$9.09	\$0.91	\$10.00
A1 – each	C	Local Government Act 2009   s262(3)c	\$14.55	\$1.45	\$16.00
AO – each	C	Local Government Act 2009   s262(3)c	\$20.00	\$2.00	\$22.00

##### b) Per copy at the Burdekin and Home Hill Libraries

Via use of coin operated photocopier – Ayr

A4 – each	C	Local Government Act 2009   s262(3)c	\$0.18	\$0.02	\$0.20
A3 – each	C	Local Government Act 2009   s262(3)c	\$0.27	\$0.03	\$0.30

##### c) Photocopying for Right to Information – each

Set by State Legislation

A4 – each	R	Right to Information Act 2009	\$0.25	\$0.00	\$0.25
A3 – each	R	Right to Information Act 2009	\$0.50	\$0.00	\$0.50

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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#### d) Plans generated from GIS system

A4 – each	R	Local Government Act 2009   s262(3)c	\$10.00	\$0.00	\$10.00
A3 – each	R	Local Government Act 2009   s262(3)c	\$15.00	\$0.00	\$15.00
A2 – each	R	Local Government Act 2009   s262(3)c	\$20.00	\$0.00	\$20.00
A1 – each	R	Local Government Act 2009   s262(3)c	\$31.00	\$0.00	\$31.00
AO – each	R	Local Government Act 2009   s262(3)c	\$41.00	\$0.00	\$41.00

### AERODROME RENTAL

Council resolution for aerodrome fees to be increased annually by 5%.

Private and Commercial operators are also required to pay site fees (rates) equal to the Minimum General Rate – Commercial and Industrial (2017/18 Site Fees = \$1056).

#### Lot Rental (per Lot)

Commercial	C	Local Government Act 2009   s262(3)c	\$400.91	\$40.09	\$441.00
Recreational	C	Local Government Act 2009   s262(3)c	\$400.91	\$40.09	\$441.00
Private	C	Local Government Act 2009   s262(3)c	\$362.73	\$36.27	\$399.00

#### Landing Fees

Commercial	C	Local Government Act 2009   s262(3)c	\$1,202.73	\$120.27	\$1,323.00
Recreational	C	Local Government Act 2009   s262(3)c	\$549.09	\$54.91	\$604.00
Private	C	Local Government Act 2009   s262(3)c	\$415.45	\$41.55	\$457.00

#### Tie-Down Fees (if required)

Commercial	C	Local Government Act 2009   s262(3)c	\$200.00	\$20.00	\$220.00
Recreational	C	Local Government Act 2009   s262(3)c	\$200.00	\$20.00	\$220.00
Private	C	Local Government Act 2009   s262(3)c	\$200.00	\$20.00	\$220.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## RAILWAY PERMITS

### New/Renewals

The applicant shall be responsible for payment of applicable stamp duty

Each Crossing	R	Local Government Act 2009   Local Law 1	\$35.00	\$0.00	\$35.00
And/or each kilometre of Tramline or part thereof	R	Local Government Act 2009   Local Law 1	\$35.00	\$0.00	\$35.00
Minimum Charge for Issue of Permit	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00

## RATE/PROPERTY SEARCHES

An amount shall be charged in advance in respect of each Rate Property recorded in the Council's rate book for each

Change of Ownership Fee	R	Local Government Act 2009   s97(2)b	\$58.00	\$0.00	\$58.00
To assist in the recovery of the cost of receiving and recording the change of ownership information on a property. This fee will appear on the next rate notice issued for the property.					
Special Water Meter Reading	R	Local Government Act 2009   s97(2)c	\$68.00	\$0.00	\$68.00
Please check to ensure a Water Meter is connected to Property. Rates are charged annually in advance to 30th June. Water meters are read twice yearly in October/November and then again in May/June. The first half year's consumption from the October/November reading is charged in December/January each year and the charge for the second half year's consumption is included with the annual rates levy in August/September. Council recommends prospective property purchasers obtain a Rate and Property Search (with inspections) in every instance.					
Verbal request for information from Council's Rate Book including Property Owner/s, Name/s and Address/s, Real Property Description, Area, Valuation, Rates and/or Water Meter details.	R	Local Government Act 2009   s97(2)c	\$8.00	\$0.00	\$8.00
This fee excludes requests made in accordance with Section 155 Local Government Regulation 2012 whereby public may inspect land record: s155 (2) However, the following persons may inspect particulars of land in the land record free of charge - (a) an owner, lessee, or occupier of - (i) the land; or (ii) adjoining land; (b) the agent of an owner, lessee or occupier of - (i) the land; or (ii) adjoining land.					

### Rate Search

Rate search (7 working days processing time)	R	Local Government Act 2009   s97(2)c	\$87.00	\$0.00	\$87.00
Includes Rates and Town Planning Zone as well as the last two (2) water Meter readings.					

### Rate and Property Search without Inspections

Rate and Property search without inspections (10 working days processing time)	R	Local Government Act 2009   s97(2)c	\$189.00	\$0.00	\$189.00
Includes Rates and Town Planning Zone as well as the last two (2) water Meter readings. Includes details of any Building, Plumbing, Engineering (Roads & Drainage), Water/Waste Water/Trade Waste, and Environment & Health, requisitions or defects on file.					

Name	Commercial or Regulatory Fee	Legislation	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)
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## Rate and Property Search with Inspections

Rate and property search with inspections (15 working days processing time)	R	Local Government Act 2009   s97(2)c	\$490.00	\$0.00	\$490.00
<p>Includes Rates and Town Planning Zone as well as the last two (2) water Meter readings.</p> <p>Includes details of any Building, Plumbing, Engineering (Roads &amp; Drainage), Water/Waste Water/Trade Waste, and Environment and Health, requisitions or defects on file.</p> <p>Includes details of Inspections by the Building Department and Plumbing Department, excludes Environment and Health Department. Please refer to Environment and Health Section for additional Search and Inspection Fees for Council licensed/approved premises, such as food premises, rental accomodation, caravan parks and camping grounds.</p> <p>Includes a Special Water Meter Reading. Inspection time to be arranged through Council's Customer Service Centre by telephone on (07) 47839800.</p>					

## PUBLICATIONS

Budget – per copy (also available on Council's website)	R	Local Government Act 2009   Local Govt (Finance, Plans & Reporting) Reg s144	\$31.00	\$0.00	\$31.00
Annual Report – per copy (also available on Council's website)	R	Local Government Act 2009   Local Govt (Finance, Plans & Reporting) Reg s144	\$31.00	\$0.00	\$31.00
For each Local Law & Subordinate Local Law – per page (also available on Council's website)	R	Local Government Act 2009   s31	\$1.00	\$0.00	\$1.00
Copies of confirmed Council Minutes, if sold to the general public – per set (also available on Council's website)	R	Local Government Act 2009   Local Govt (Operations) Reg s69	\$18.00	\$0.00	\$18.00
On Plantation Creek – A Community History of South Sea Islanders in the Burdekin Shire – per copy	C	Local Government Act 2009   s262(3)c	\$11.82	\$1.18	\$13.00
Burdekin River Bridge "50 years – Lets celebrate" commemorative booklet	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Local Disaster Management Plan – copies on request in accordance with photocopying fees (also available on Council's website)	R	Local Government Act 2009   s262(3)c	Refer Photocopying Fees		

## TRAFFIC MANAGEMENT PLANS

Cost of producing Traffic Management Plans (For Community Events only)	R	Local Government Act 2009   s262(3)c	\$180.00	\$0.00	\$180.00
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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## SOUVENIRS & PROMOTIONAL ITEMS

Shire Plaque	C	Local Government Act 2009   s262(3)c	\$36.36	\$3.64	\$40.00
Shire Flag	C	Local Government Act 2009   s262(3)c	\$109.09	\$10.91	\$120.00
Shire Cuff Links (per set)	C	Local Government Act 2009   s262(3)c	\$24.55	\$2.45	\$27.00
Burdekin Promotional DVD	C	Local Government Act 2009   s262(3)c	\$9.09	\$0.91	\$10.00
Corporate Tie	C	Local Government Act 2009   s262(3)c	\$22.73	\$2.27	\$25.00
Corporate Scarf	C	Local Government Act 2009   s262(3)c	\$31.82	\$3.18	\$35.00
Shire Tie Tac	C	Local Government Act 2009   s262(3)c	\$4.09	\$0.41	\$4.50
Shire Brooch	C	Local Government Act 2009   s262(3)c	\$5.91	\$0.59	\$6.50
Shire Biro	C	Local Government Act 2009   s262(3)c	\$3.18	\$0.32	\$3.50
Burdekin Bridge Clutch Pin	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Cane Harvester Clutch Pin	C	Local Government Act 2009   s262(3)c	\$1.82	\$0.18	\$2.00
Burdekin Bridge Medallions	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## LIBRARY MEMBERSHIP FEES

Membership is free to the following classes of membership:

- Class 1 – Permanent resident adult member
- Class 2 – Permanent resident minor member
- Class 3 – Institutional member
- Class 4 – Provisional adult member
- Class 5 – Provisional minor member
- Class 6 – Reciprocal member

Membership is available for a fee to the following class of membership:

- Class 7 – Visitor member

Non-Refundable Visitor Membership Fee – Restricted to maximum of 2 items for the normal loan period of 1 month. (This does not apply to permanent Queensland residents who are treated as reciprocal borrowers with full borrowing rights).

Replacement cost will be charged for lost or irreparably damaged library resources. #  
An administration charge will be made for repair to damaged (not irreparable) library resources.

# If a borrower pays for a lost item, and subsequently finds the item, a refund for the amount paid will be made under the following conditions:

- a) the original receipt is provided by the borrower; and
- b) a period of no longer than 4 weeks has elapsed since payment

Non-Refundable Visitor Membership Fee – Restricted to maximum of 2 items for the normal loan period of 1 month.(This does not apply to Queensland residents who are members of their local library who are treated as reciprocal borrowers with full borrowing rights)	C	Local Government Act 2009   s262(3)c	\$25.00	\$0.00	\$25.00
Replacement Membership Card	C	Local Government Act 2009   s262(3)c	\$5.00	\$0.00	\$5.00
Library Bag	C	Local Government Act 2009   s262(3)c	\$3.64	\$0.36	\$4.00
Earbud headphones	C	Local Government Act 2009   s262(3)c	\$1.36	\$0.14	\$1.50
Books	C	Local Government Act 2009   s262(3)c	\$19.00	\$0.00	\$19.00
Magazines	C	Local Government Act 2009   s262(3)c	\$10.00	\$0.00	\$10.00
CD's	C	Local Government Act 2009   s262(3)c	\$18.00	\$0.00	\$18.00
DVD's	C	Local Government Act 2009   s262(3)c	\$18.00	\$0.00	\$18.00
CD Roms	C	Local Government Act 2009   s262(3)c	\$18.00	\$0.00	\$18.00

## INTERNET ACCESS – Burdekin Library (Ayr and Home Hill)

Non-Members – the first 15 minutes free. Then \$5.00 per hour.	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
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**Patrons allowed maximum of one hour per day if facilities are fully utilised.**

Library Members – Free

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## WI-FI ACCESS – Burdekin Library

Non-members – the first 15 minutes free. Then \$2.25 per 2 hours.	C	Local Government Act 2009   s262(3)c	\$2.05	\$0.20	\$2.25
Library Members – Free					

## IDEAS @ 108 HIRE

Commercial rate – Up to 12 hrs	C	Local Government Act 2009   s262(3)c	\$36.36	\$3.64	\$40.00
Commercial rate – Up to 4 hrs	C	Local Government Act 2009   s262(3)c	\$18.18	\$1.82	\$20.00
Community rate – Up to 12 hrs	C	Local Government Act 2009   s262(3)c	\$27.27	\$2.73	\$30.00
Community Rate Up to 4 Hrs	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00

## CEMETERY FEES

### Ayr and Home Hill Cemeteries

To ensure a consistent approach to the operation of cemeteries managed and maintained by Burdekin Shire Council the Code of Operations Cemeteries details the procedures for reserving final places of rest, arranging an interment, standards for construction of memorial graves, mausoleums and vaults. It also specifies a standard for placement of plaques, vases and other memorial memento's in the Burdekin Shire Council cemeteries, columbarium and memorial walls.

The Code of Operations Cemeteries can be viewed on the Council website.

### Interments

Adult burial	C	Local Government Act 2009   s262(3)c	\$1,000.00	\$100.00	\$1,100.00
Child burial (children 12 years and under – standard depth 1.5m)	C	Local Government Act 2009   s262(3)c	\$500.00	\$50.00	\$550.00
Stillborn burial	C	Local Government Act 2009   s262(3)c	\$250.00	\$25.00	\$275.00
Mausoleums and single depth vaults burial – 1st Internment	C	Local Government Act 2009   s262(3)c	\$818.18	\$81.82	\$900.00
Double depth vault – 1st Internment	C	Local Government Act 2009   s262(3)c	\$963.64	\$96.36	\$1,060.00
Disposal of human remains outside a cemetery	C	Local Government Act 2009   s262(3)c	\$236.36	\$23.64	\$260.00

Name	Commercial or Regulatory Fee	Legislation	Fee  (excl. GST)	Year 18/19 GST	Fee  (incl. GST)
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## Plot

Lawn Cemetery – single plot	C	Local Government Act 2009   s262(3)c	\$727.27	\$72.73	\$800.00
Memorial cemetery – single plot	C	Local Government Act 2009   s262(3)c	\$727.27	\$72.73	\$800.00
Stillborn – single plot	C	Local Government Act 2009   s262(3)c	\$118.18	\$11.82	\$130.00
Niche – single	C	Local Government Act 2009   s262(3)c	\$95.45	\$9.55	\$105.00
Niche – dual	C	Local Government Act 2009   s262(3)c	\$190.91	\$19.09	\$210.00
Infant Memorial Wall – Plaque	C	Local Government Act 2009   s262(3)c	\$100.00	\$10.00	\$110.00

## Reservations

Memorial cemetery – per plot	C	Local Government Act 2009   s262(3)c	\$727.27	\$72.73	\$800.00
Niche – single	C	Local Government Act 2009   s262(3)c	\$95.45	\$9.55	\$105.00
Niche – dual	C	Local Government Act 2009   s262(3)c	\$190.91	\$19.09	\$210.00

## Permit to Erect

Plus plot costs if applicable

Headstone, tombstone, memorial stone, flat stone or other monument	C	Local Government Act 2009   s262(3)c	\$150.00	\$0.00	\$150.00
Double grave headstone	C	Local Government Act 2009   s262(3)c	\$200.00	\$0.00	\$200.00
Vault or mausoleum	C	Local Government Act 2009   s262(3)c	\$550.00	\$0.00	\$550.00
Headstones on Ex-servicemen's graves at the Ayr and Home Hill Cemeteries	C	Local Government Act 2009   s262(3)c			Nil

## Re-opening

Exploratory inspection – Memorial Cemeteries	C	Local Government Act 2009   s262(3)c	\$400.00	\$40.00	\$440.00
Second interment individual plot – Lawn	C	Local Government Act 2009   s262(3)c	\$600.91	\$60.09	\$661.00
Second interment individual plot – Vault/Mausoleum	C	Local Government Act 2009   s262(3)c	\$486.36	\$48.64	\$535.00
Removal of grave capping – Memorial Cemeteries	C	Local Government Act 2009   s262(3)c			At Cost
Exhumation	C	Local Government Act 2009   s262(3)c			At Cost

## Interment of Ashes

Grave opening as additional interment – into existing plot	C	Local Government Act 2009   s262(3)c	\$218.18	\$21.82	\$240.00
Niche wall (niche cost is extra)	C	Local Government Act 2009   s262(3)c	\$104.55	\$10.45	\$115.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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### Extra Charge for Burials

Saturdays	C	Local Government Act 2009   s262(3)c	\$545.45	\$54.55	\$600.00
Sundays and Public Holidays	C	Local Government Act 2009   s262(3)c	\$672.73	\$67.27	\$740.00

### Search of Cemetery Records

For certified copy of entry in register	C	Local Government Act 2009   s262(3)c	\$90.00	\$0.00	\$90.00
Non certified copy of register (A4 page)	C	Local Government Act 2009   s262(3)c	\$10.00	\$0.00	\$10.00
CD of register	C	Local Government Act 2009   s262(3)c	\$25.00	\$0.00	\$25.00

### Preparation Fees – Bush Chapel & Band Rotundas

Bush Chapel – Plantation Park	C	Local Government Act 2009   s262(3)c	\$131.82	\$13.18	\$145.00
Band Rotunda – Anzac Park/Memorial Park Home Hill	C	Local Government Act 2009   s262(3)c	\$63.64	\$6.36	\$70.00

## ANIMAL MANAGEMENT

Registration period is 1 August to 31 July.

Council will recognise the registration status for any animal holding a current registration status with another Local Authority subject to an application for registration being made and a replacement tag purchased.

### Deceased Animals – Compassionate Concession

Applies when a registered animal (excluding a regulated dog) dies during the registration period. Proof of deceased status required (return of tag, vet certificate).

1 August – 31 January	R	Animal Management (Cats and Dogs) Act 2008   Local Law 2	50% of Fee		
1 February – 31 July	R	Animal Management (Cats and Dogs) Act 2008   Local Law 2	Nil		



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Registration – Dogs

An early bird discount of 50% is available for 2018/19 for all renewals if paid prior to 31 July 2018. This discount does not apply to either Regulated Dogs or the registration of dogs under 6 months of age.

Please note that dogs need to be registered from 3 months of age as per the Animal Management (Cats and Dogs) Act 2008 S44.

Any cat or dog born on or after 1 July 2010 must be implanted with a microchip by 12 weeks of age and the microchip number must be provided to Council.

Dogs less than 6 months of age (Tag cost only)	R	Animal Management (Cats and Dogs) Act 2008	\$8.00	\$0.00	\$8.00
All new registrations (excluding dogs previously registered)	R	Animal Management (Cats and Dogs) Act 2008	\$25.00	\$0.00	\$25.00
Assistance Animals (Guide, Hearing or Assistance) on provision of certification.	R	Animal Management (Cats and Dogs) Act 2008			Nil

## Desexed Dogs

All dogs 6 months and over of age. Proof of desexing required – provision of vet certificate. Includes Tag Cost.

An early bird discount of 50% is available for 2018/19 for all renewals if paid prior to 31 July 2018.

Desexed Dog	R	Animal Management (Cats and Dogs) Act 2008	\$54.00	\$0.00	\$54.00
Desexed Dog (Pensioner owned)	R	Animal Management (Cats and Dogs) Act 2008	\$42.00	\$0.00	\$42.00
Desexed Dog with Microchip	R	Animal Management (Cats and Dogs) Act 2008	\$42.00	\$0.00	\$42.00
Desexed Dog with Microchip (Pensioner owned)	R	Animal Management (Cats and Dogs) Act 2008	\$36.00	\$0.00	\$36.00

## Entire Dogs

All dogs 6 months and over of age. Includes Tag Cost.

An early bird discount of 50% is available for 2018/19 for all renewals if paid prior to 31 July 2018.

Entire Dog	R	Animal Management (Cats and Dogs) Act 2008	\$113.00	\$0.00	\$113.00
Entire Dog (Pensioner owned)	R	Animal Management (Cats and Dogs) Act 2008	\$99.00	\$0.00	\$99.00
Entire Dog with Microchip	R	Animal Management (Cats and Dogs) Act 2008	\$99.00	\$0.00	\$99.00
Entire Dog with Microchip (Pensioner owned)	R	Animal Management (Cats and Dogs) Act 2008	\$86.00	\$0.00	\$86.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Regulated Dogs

Regulated dog fee covers permit and registration

## Declared Dangerous

Initial registration (includes engraved regulated dog tag and 2 approved signs)	R	Animal Management (Cats and Dogs) Act 2008	\$368.00	\$0.00	\$368.00
Annual Renewal	R	Animal Management (Cats and Dogs) Act 2008	\$283.00	\$0.00	\$283.00
Annual Renewal – Compliant	R	Animal Management (Cats and Dogs) Act 2008	\$209.00	\$0.00	\$209.00
Compliant fee applies after 3 consecutive years complying with the conditions for keeping a dangerous dog. Conditions must continue to be complied with or fee will revert back to the annual renewal fee for dangerous dogs.					

## Declared Menacing

Initial registration (includes engraved regulated dog tag and 2 approved signs)	R	Animal Management (Cats and Dogs) Act 2008	\$356.00	\$0.00	\$356.00
Annual Renewal – Entire	R	Animal Management (Cats and Dogs) Act 2008	\$272.00	\$0.00	\$272.00
Annual Renewal – Desexed	R	Animal Management (Cats and Dogs) Act 2008	\$209.00	\$0.00	\$209.00
Annual Renewal Compliant – Entire	R	Animal Management (Cats and Dogs) Act 2008	\$165.00	\$0.00	\$165.00
Annual Renewal Compliant – Desexed	R	Animal Management (Cats and Dogs) Act 2008	\$54.00	\$0.00	\$54.00
Compliant fee applies after 3 consecutive years complying with the conditions for keeping a menacing dog. Conditions must continue to be complied with or fee will revert back to the annual renewal fee for menacing dogs.					

## Restricted

Registration	R	Animal Management (Cats and Dogs) Act 2008	\$113.00	\$0.00	\$113.00
A Restricted Dog is defined in the Animal Management (Cats and Dogs) Act 2008 as a breed of dog prohibited from importation into Australia under the Customs Act 1901 (Cwlth).					

## Replacement of Regulated Dog Tag and Signs

Replacement regulated dog tag	R	Animal Management (Cats and Dogs) Act 2008	\$22.00	\$0.00	\$22.00
Replacement approved signage	R	Animal Management (Cats and Dogs) Act 2008	\$39.00	\$0.00	\$39.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Show Dogs

For each dog that is registered with Dogs Queensland, and kept on the one property, the following applies:

First 2 dogs – Standard registration fees applicable at the time of registration

Additional dogs registered with Dogs Queensland – (per dog)	R	Animal Management (Cats and Dogs) Act 2008	\$16.00	\$0.00	\$16.00
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## Working Dogs

Application for registration of a working dog must be accompanied by information to support the application, e.g. property where dog works, type of work undertaken, owners name and address.

Registration of working dog	R	Animal Management (Cats and Dogs) Act 2008			Nil
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## Registration – Cats

An early bird discount of 50% is available for 2018/2019 for all renewals if paid prior to 31 July 2018. This discount does not apply to the registration of cats under 6 months of age.

Any cat or dog born on or after 1 July 2010 must be implanted with a microchip by 12 weeks of age and the microchip number must be provided to Council.

Note that cats need to be registered from 3 months of age as per Local Law No 2 (Animal Management) 2012, Section 8A.

Cats less than 6 months of age (Tag cost only)	R	Local Government Act 2009   Local Law 2	\$8.00	\$0.00	\$8.00
All new registrations (excluding cats previously registered and those with a lower fee – see desexed cats with microchip / pension)	R	Local Government Act 2009   Local Law 2	\$25.00	\$0.00	\$25.00

## Desexed Cats

All cats 6 months and over of age. Proof of desexing required – vet certificate. Includes Tag Cost.

An early bird discount of 50% is available for 2018/19 for all renewals if paid prior to 31 July 2018.

Desexed Cat	R	Local Government Act 2009   Local Law 2	\$31.00	\$0.00	\$31.00
Desexed Cat (Pensioner owned)	R	Local Government Act 2009   Local Law 2	\$23.00	\$0.00	\$23.00
Desexed Cat with Microchip	R	Local Government Act 2009   Local Law 2	\$0.00	\$0.00	\$0.00
Desexed Cat with Microchip (Pensioner owned)	R	Local Government Act 2009   Local Law 2	\$0.00	\$0.00	\$0.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Entire Cats

All cats 6 months and over of age. Includes Tag Cost.

An early bird discount of 50% is available for 2018/19 for all renewals if paid prior to 31 July 2018.

Entire Cats	R	Local Government Act 2009   Local Law 2	\$105.00	\$0.00	\$105.00
Entire Cats (Pensioner owned)	R	Local Government Act 2009   Local Law 2	\$93.00	\$0.00	\$93.00
Entire Cats with Microchip	R	Local Government Act 2009   Local Law 2	\$93.00	\$0.00	\$93.00
Entire Cats with Microchip (Pensioner owned)	R	Local Government Act 2009   Local Law 2	\$79.00	\$0.00	\$79.00

## Approvals to keep Animals under Local Law

Applications to foster animals with an approved foster care organisation will incur no fee. Animals can be kept for a maximum period of two months.

Application Fee (including cats and dogs)	R	Local Government Act 2009   Local Law 2	\$170.00	\$0.00	\$170.00
Transfer Fee	R	Local Government Act 2009   Local Law 2	\$170.00	\$0.00	\$170.00
Renewal Fee (including cats and dogs)	R	Local Government Act 2009   Local Law 2	\$170.00	\$0.00	\$170.00

## Subsidised Desexing Program – Cats and Dogs

Owners Co-contribution	R	Local Government Act 2009   Local Law 2	\$27.27	\$2.73	\$30.00
Where approved in accordance with De-sexing Program Guidelines					

## Miscellaneous Fees

All animals that are required to wear a Council issued registration tag.

Replacement Tag	R	Animal Management (Cats and Dogs) Act 2008   Local Law 2	\$8.00	\$0.00	\$8.00
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## Impounded Animal Reclaim Fees

Includes for all animals the Release fees and the Holding fees plus, if applicable registration and microchipping.

Payable to Council to reclaim any impounded animal.

All reclaimed cats and dogs must be registered and microchipped. If not already registered, applicable registration fee will also apply. Microchipping by Council's vet at cost.

All fees must be paid in full for animals to be released – instalment plans are not available.

## Release Fee – Cats and Dogs – Part of Reclaim Fee

1st Release	R	Local Government Act 2009   Local Law 2	\$98.00	\$0.00	\$98.00
2nd and Subsequent Release	R	Local Government Act 2009   Local Law 2	\$192.00	\$0.00	\$192.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19 GST	Fee (excl. GST)	Fee (incl. GST)
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## Release Fee – excluding Cats and Dogs – Part of Reclaim Fee

Payable for any animal (other than dogs or cats) impounded or seized and temporarily held by Council, per head, for every animal so impounded or seized and temporarily held.

1st Release	R	Local Government Act 2009   Local Law 2	\$129.00	\$0.00	\$129.00
2nd Release	R	Local Government Act 2009   Local Law 2	\$296.00	\$0.00	\$296.00
3rd and subsequent release	R	Local Government Act 2009   Local Law 2	\$433.00	\$0.00	\$433.00

## Holding Fee – Part of Reclaim Fee

Holding Fee – payable in addition to the release fee for any animal impounded or held for each day or part thereof. Per animal, per day. Includes food, water, shelter (if applicable) and transport.

Horse	R	Local Government Act 2009   Local Law 2	\$35.00	\$0.00	\$35.00
Cattle	R	Local Government Act 2009   Local Law 2	\$35.00	\$0.00	\$35.00
Sheep	R	Local Government Act 2009   Local Law 2	\$26.00	\$0.00	\$26.00
Goat	R	Local Government Act 2009   Local Law 2	\$26.00	\$0.00	\$26.00
Swine	R	Local Government Act 2009   Local Law 2	\$34.00	\$0.00	\$34.00
Dog	R	Local Government Act 2009   Local Law 2	\$21.00	\$0.00	\$21.00
Cat	R	Local Government Act 2009   Local Law 2	\$21.00	\$0.00	\$21.00
Other Animal	R	Local Government Act 2009   Local Law 2	\$35.00	\$0.00	\$35.00

## Driving Charges for Animals

Payable in respect to driving, leading and/or transporting any animal to the Pound or other place.

Payable in respect to driving, leading and/or transporting any animal to the Pound or other place	R	Local Government Act 2009			At Cost
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## Cattle Tagging

Applies if NLIS tag is required (per animal)	R	Local Government Act 2009			At Cost
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## Vet Assistance

Vet assistance for any animal	R	Local Government Act 2009   Local Law 2			At Cost
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## Sale of Impounded Animals

Animal holding fee for one day + registration fee + vet costs (microchip & desexing)	C	Local Government Act 2009   s97(2)c			At Cost
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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Local Law Records – Register of Impounded Animals

Payable for each inspection of the Register of Impounded Animals	R	Local Government Act 2009   s31 LGA2009 & LL No. 2	\$16.00	\$0.00	\$16.00
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## Certified Copy of Entry to Register of Impounded Animals

A copy certified under the hand of the Mayor, Chief Executive Officer	R	Local Government Act 2009   Local Law 2	\$29.00	\$0.00	\$29.00
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## ESTABLISHMENT OR OCCUPATION OF TEMPORARY HOMES

### Application for Approval

Standard Fee	R	Local Government Act 2009   Local Law 1	\$175.00	\$0.00	\$175.00
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## OPERATION OF RENTAL ACCOMMODATION

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year.

### Rental Accommodation

Boarding Houses, Bed and Breakfast, Backpacker Accommodation and Others

New application = Application fee + Fee per bed

Application fee	R	Local Government Act 2009   Local Law 1	\$198.00	\$0.00	\$198.00
Fee per bed	R	Local Government Act 2009   Local Law 1	\$4.00	\$0.00	\$4.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00

### Renewal

Renewal fee:	R	Local Government Act 2009   Local Law 1	\$153.00	\$0.00	\$153.00
Accommodates up to 25 persons – Renewal fee only Accommodates over 25 persons – Renewal fee plus fee per bed					
Transfer Fee	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

## OPERATION OF CAMPING GROUNDS

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year. The term "site" includes a tent, vehicle and the like, but would not include accommodation that falls under another category.

Application for new	R	Local Government Act 2009   Local Law 1	\$533.00	\$0.00	\$533.00
Renewal: up to 25 sites	R	Local Government Act 2009   Local Law 1	\$349.00	\$0.00	\$349.00
Renewal: more than 25 sites	R	Local Government Act 2009   Local Law 1	\$418.00	\$0.00	\$418.00
Transfer	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00

## OPERATION OF CARAVAN PARKS

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year. The term "site" includes caravan, tent, vehicle, cabins, villas and the like, but would not include accommodation that falls under another category.

Application for new	R	Local Government Act 2009   Local Law 1	\$533.00	\$0.00	\$533.00
Renewal: up to 25 sites	R	Local Government Act 2009   Local Law 1	\$349.00	\$0.00	\$349.00
Renewal: more than 25 sites	R	Local Government Act 2009   Local Law 1	\$418.00	\$0.00	\$418.00
Transfer	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00

## CARAVAN PARK FEES

Site and accomodation fees valid from 1 January each year for 12 months.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Burdekin Cascades Caravan Park

\* Prices are per night and for 2 people unless otherwise stated

# Permanent residents are those that reside at the caravan park for a continuous period of 28 days or more.

Villas*	C	Local Government Act 2009   s262(3)c	\$95.45	\$9.55	\$105.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Cabins *	C	Local Government Act 2009   s262(3)c	\$89.09	\$8.91	\$98.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Powered site *	C	Local Government Act 2009   s262(3)c	\$29.09	\$2.91	\$32.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$9.09	\$0.91	\$10.00
Unpowered tent site *	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$7.27	\$0.73	\$8.00
Unpowered caravan site *	C	Local Government Act 2009   s262(3)c	\$21.82	\$2.18	\$24.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$7.27	\$0.73	\$8.00
Budget room *	C	Local Government Act 2009   s262(3)c	\$64.55	\$6.45	\$71.00
Budget Room – Single person	C	Local Government Act 2009   s262(3)c	\$45.45	\$4.55	\$50.00
Long term powered sites – Per week (Power paid separately) #	C	Local Government Act 2009   s262(3)c	\$134.55	\$13.45	\$148.00
Long term powered sites – Each Additional Person (per week) #	C	Local Government Act 2009   s262(3)c	\$40.91	\$4.09	\$45.00
Facsimile service for patrons of Burdekin Cascades Caravan Park – First page	C	Local Government Act 2009   s262(3)c	\$2.27	\$0.23	\$2.50
Facsimile service for patrons of Burdekin Cascades Caravan Park – Each Subsequent Page	C	Local Government Act 2009   s262(3)c	\$0.91	\$0.09	\$1.00
Showers (visitors only)	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Disposal at dump point (visitors only)	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Laundry – Washing machine and dryer (per load) each	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Vehicle/caravan storage – location determined by Park Manager (and at the manager's discretion)(per week)	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Each Additional Vehicle/per week	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Visitor Vehicle/per day	C	Local Government Act 2009   s262(3)c	\$6.36	\$0.64	\$7.00

Note: Parking of 1 vehicle for each site/cabin/villa is included in the costs above.

Power is charged at cost.

Stay for 6 nights and get the 7th night free.

25% discount for bookings greater than 2 months.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Home Hill Caravan Park

\* Prices are per night and for 2 people unless otherwise stated

# Permanent residents are those that reside at the caravan park for a continuous period of 28 days or more

Cabins *	C	Local Government Act 2009   s262(3)c	\$85.45	\$8.55	\$94.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$11.82	\$1.18	\$13.00
Powered site (caravan/tent) *	C	Local Government Act 2009   s262(3)c	\$29.09	\$2.91	\$32.00
Each additional person:	C	Local Government Act 2009   s262(3)c	\$9.09	\$0.91	\$10.00
Unpowered caravan site *	C	Local Government Act 2009   s262(3)c	\$21.82	\$2.18	\$24.00
Each additional person:	C	Local Government Act 2009   s262(3)c	\$7.27	\$0.73	\$8.00
Unpowered tent site *	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Each additional person	C	Local Government Act 2009   s262(3)c	\$7.27	\$0.73	\$8.00
Powered site weekly (non permanent residents) *	C	Local Government Act 2009   s262(3)c	\$162.73	\$16.27	\$179.00
Unpowered site weekly *	C	Local Government Act 2009   s262(3)c	\$123.64	\$12.36	\$136.00
Long term powered sites – Per week (Power paid separately) #	C	Local Government Act 2009   s262(3)c	\$128.18	\$12.82	\$141.00
Long term powered sites – Each Additional Person (per week) #	C	Local Government Act 2009   s262(3)c	\$40.91	\$4.09	\$45.00
Laundry – Washing machine and dryer (per load) each	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Each additional vehicle/per week	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Visitors vehicles/per day	C	Local Government Act 2009   s262(3)c	\$6.36	\$0.64	\$7.00

Note: Parking of 1 vehicle for each site/cabin/villa is included in the costs above.  
Power is charged at cost.  
Stay for 6 nights and get the 7th night free.  
25% discount for bookings greater than 2 months.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## POOL FEES

### Ayr and Home Hill Pools

Adult	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Child – up to 12 years of age	C	Local Government Act 2009   s262(3)c	\$1.82	\$0.18	\$2.00
Adult Session Pass (10 entries to pool)	C	Local Government Act 2009   s262(3)c	\$22.73	\$2.27	\$25.00
Child Session Pass (10 entries to pool)	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Adult Season pass (Summer – Sep to Apr)	C	Local Government Act 2009   s262(3)c	\$227.27	\$22.73	\$250.00
Child Season pass (Summer – Sep to Apr)	C	Local Government Act 2009   s262(3)c	\$159.09	\$15.91	\$175.00
Adult Season pass (Winter – May to Aug)	C	Local Government Act 2009   s262(3)c	\$113.64	\$11.36	\$125.00
Child Season pass (Winter – May to Aug)	C	Local Government Act 2009   s262(3)c	\$90.91	\$9.09	\$100.00
Adult Annual Pass (Home Hill Pool only)	C	Local Government Act 2009   s262(3)c	\$272.73	\$27.27	\$300.00
Child Annual Pass (Home Hill Pool only)	C	Local Government Act 2009   s262(3)c	\$181.82	\$18.18	\$200.00
Pool Hire: Schools (per hour)	C	Local Government Act 2009   s262(3)c	\$40.00	\$4.00	\$44.00
Private functions after hours (per hour)	C	Food Act 2006   s49 Part2	\$60.00	\$6.00	\$66.00

## FOOD BUSINESS LICENCE

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year.

### Food Business Licence

Fees based around risk model identified by FSANZ.

Mobile food businesses will only be licensed if the Applicant's driving licence is issued to a Burdekin Shire address and is based in the Burdekin.

New application fees equal Application for New Premises plus Annual Food Business Licence.

Application for New Premises	R	Food Act 2006   s49 Part2	\$165.00	\$0.00	\$165.00
Application for restoration of Food Business Licence (in addition to renewal fee)	R	Food Act 2006   s49 Part2	\$39.00	\$0.00	\$39.00
Application for amendment of Food Business Licence	R	Food Act 2006   s49 Part2	\$90.00	\$0.00	\$90.00
Application for approval and/or accreditation of Food Safety Programme. Per hour. (Minimum charge = 2 hours).	R	Food Act 2006   s49 Part2	\$120.00	\$0.00	\$120.00
Application for change of owner of existing food business	R	Food Act 2006   s49 Part2	\$165.00	\$0.00	\$165.00



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Annual Food Business Licence (new and renewal)

High Risk eg. Nursing homes, child care centres, caterers	R	Food Act 2006   s49 Part2	\$327.00	\$0.00	\$327.00
Medium Risk eg. takeaway, café, restaurant, bakery	R	Food Act 2006   s49 Part2	\$231.00	\$0.00	\$231.00
Low Risk eg. sweets, biscuits, fruits and vegetables	R	Food Act 2006   s49 Part2	\$163.00	\$0.00	\$163.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Food Act 2006   s49 Part2	\$90.00	\$0.00	\$90.00

## Temporary Food Stall

Application for Food Hygiene Licence – Per Event	R	Food Act 2006   s49 Part2	\$44.00	\$0.00	\$44.00
Application for Food Hygiene Licence – Per Year	R	Food Act 2006   s49 Part2	\$100.00	\$0.00	\$100.00

## Community Service Providers (Charitable or Non Profit)

A charitable organisation is defined as an organisation officially recognised as devoted to the assistance of those in need.

A non-profit organisation is defined as an organisation where all revenue raised goes directly towards advancing a relevant public purpose; that no individual makes a personal profit out of the operations; that no remuneration is made to any individual, member or employee of the organisation; relies on volunteers; and does not receive significant government funding for its operations.

The processing of these approvals is seen by Council as a community service. No application fee shall apply.	R	Food Act 2006   s49 Part2			Nil
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## Food Business Licence Renewal Fee for Next Financial Year 2019/20

High Risk eg. Nursing homes, child care centres, caterers	R	Food Act 2006   s49 Part2	\$334.00	\$0.00	\$334.00
Medium Risk eg. takeaway, café, restaurant, bakery	R	Food Act 2006   s49 Part2	\$236.00	\$0.00	\$236.00
Low Risk eg. sweets, biscuits, fruits and vegetables	R	Food Act 2006   s49 Part2	\$166.00	\$0.00	\$166.00
Additional fee for premises with non-potable water to cover water sample (microbiological only)	R	Food Act 2006   s49 Part2	\$90.00	\$0.00	\$90.00

## PERSONAL APPEARANCE SERVICES

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year.

### Higher Risk Premises

New application fees equal Application for New Premises plus Annual Licence

Application for New Premises	R	Public Health (ICPAS) Act 2003   s30 & 58	\$164.00	\$0.00	\$164.00
Annual Licence and/or Renewal	R	Public Health (ICPAS) Act 2003   s30 & 58	\$343.00	\$0.00	\$343.00
Transfer of Licence	R	Public Health (ICPAS) Act 2003   s30 & 58	\$90.00	\$0.00	\$90.00
Inspection Fee per Hour	R	Public Health (ICPAS) Act 2003   S105	\$120.00	\$0.00	\$120.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Renewal Fee for Next Financial Year 2019/20

Renewal of Annual Licence	R	Public Health (ICPAS) Act 2003   s30 & 58	\$347.00	\$0.00	\$347.00
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## ENVIRONMENTAL MANAGEMENT

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year. The following fees apply to the specific Environmentally Relevant Activities listed in this section

New application (+ annual registration fee)	R	Environmental Protection Act 1994   s514	\$340.00	\$0.00	\$340.00
Late fee (+ annual registration fee)	R	Environmental Protection Act 1994   s514	\$129.00	\$0.00	\$129.00
Transfer of Environmentally Relevant Authority	R	Environmental Protection Act 1994   s514	\$90.00	\$0.00	\$90.00

## Prescribed Annual Registration Fees

\* AES is the aggregate environmental score as determined by the Environmental Protection Agency. This figure multiplied by a dollar amount determines the annual fee for the activity. An activity with an AES of 0 has a set fee determined by Council. The current dollar amount is \$55.00

## Chemical, Coal and Petroleum Products Activities

ERA 6 Asphalt Manufacturing 1,000t or more per year (AES=32)	(a) R	Environmental Protection Act 1994   s514	\$1,760.00	\$0.00	\$1,760.00
ERA 12 Plastic product manufacturing 1. Manufacturing in a year, a total of 50t or more of plastic product, other than a plastic product mentioned in item 2 (AES=28)	R	Environmental Protection Act 1994   s514	\$1,540.00	\$0.00	\$1,540.00
ERA 12 Plastic product manufacturing 2. Manufacturing in a year, a total of 5t or more of foam, composite plastics, or rigid fibre-reinforced plastics (AES=54)	R	Environmental Protection Act 1994   s514	\$2,970.00	\$0.00	\$2,970.00

## Fabricated Metal Product Activities

ERA 19 – Metal Forming (AES=0) – hot forming a total of 10,000t or more in a year	R	Environmental Protection Act 1994   s514	\$290.00	\$0.00	\$290.00
ERA 20 Metal Recovery 1. recovering less than 100t of metal in a day (AES=0)	R	Environmental Protection Act 1994   s514	\$290.00	\$0.00	\$290.00
ERA 20 – Metal Recovery					
ERA 20 Metal Recovery 2. recovering 100t or more of metal in a day, or 10,000t or more of metal in a year: (a) without using a fragmentiser (AES=19)	R	Environmental Protection Act 1994   s514	\$1,045.00	\$0.00	\$1,045.00

## Miscellaneous Activities

ERA 38 – Surface Coating 1. Anodising, electroplating, enamelling or galvanising using in a year 1t to 100t of materials (AES=10)	R	Environmental Protection Act 1994   s514	\$550.00	\$0.00	\$550.00
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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Transport and Maritime Services

ERA 49 – Boat maintenance or repair (AES=17) [when carried out at a boat repair facility]	R	Environmental Protection Act 1994   s514	\$935.00	\$0.00	\$935.00
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## Waste Management

ERA 61 Waste Incineration and thermal treatment Incinerating waste vegetation, clean paper or cardboard (AES-0)	R	Environmental Protection Act 1994   s514	\$292.00	\$0.00	\$292.00
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## Application for Renewal Fee for next Financial Year 2019/20

Activities with an AES=0.	R	Environmental Protection Act 1994   s514	\$296.00	\$0.00	\$296.00
Activities with an AES greater than 0 – fees as per 2018/19 (based on \$55 rate)	R	Environmental Protection Act 1994   s514			

## COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS OR ROADS

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year.

### Footpath Dining, Goods on Footpath, Roadside Vending – Site Rental Fee also applies

Application processing fee (+ site fee)	R	Local Government Act 2009   Local Law 1	\$184.00	\$0.00	\$184.00
Transfer fee	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Renewal fee (+ site fee)	R	Local Government Act 2009   Local Law 1	\$125.00	\$0.00	\$125.00
Application fee for daily use (+site fee)	R	Local Government Act 2009   Local Law 1	\$100.00	\$0.00	\$100.00
Site fee per m2 or part thereof	R	Local Government Act 2009   Local Law 1	\$12.00	\$0.00	\$12.00

## Access Ramps into Commercial Premises

Access ramps into commercial premises that are positioned wholly or partly on Council area or road. (Application form and copy of public liability insurance to be provided.)	R	Local Government Act 2009   Local Law 1			Nil
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## INSTALLATION OF ADVERTISING DEVICES

New and Transfer Applications received from 1 April will be licensed until 30 June of the following year.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Mobile A Frame

If a fee is paid for an approval for commercial use of local government controlled areas or roads, no further fee is required for an A frame sign.

New Application fee	R	Local Government Act 2009   Local Law 1	\$183.00	\$0.00	\$183.00
Transfer Fee	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Renewal Fee	R	Local Government Act 2009   Local Law 1	\$125.00	\$0.00	\$125.00

## Fixed/Long Term

### Billboards and Hoarding/Roof/Inflatable signs

New Application fee	R	Local Government Act 2009   Local Law 1	\$297.00	\$0.00	\$297.00
Transfer Fee	R	Local Government Act 2009   Local Law 1	\$90.00	\$0.00	\$90.00
Renewal Fee	R	Local Government Act 2009   Local Law 1	\$207.00	\$0.00	\$207.00

## Community Service Providers (Charitable and Non Profit)

A charitable organisation is defined as an organisation officially recognised as devoted to the assistance of those in need.

A non-profit organisation is defined as an organisation where all revenue raised goes directly towards advancing a relevant public purpose; that no individual makes a personal profit out of the operations; that no remuneration is made to any individual, member or employee of the organisation; relies on volunteers; and does not receive significant government funding for its operations.

The processing of these approvals is seen by council as a community service. No application fee or licence fee shall apply. Application still to be made.	C	-			Nil
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## HEALTH & ENVIRONMENTAL SECTION

### Search and Inspection Fees (for sale of Council licensed/approved premises only)

Based on a minimum charge and each time after that charged at an hourly rate

Search (without inspection)	C	Local Government Act 2009   s262(3)c	\$106.00	\$0.00	\$106.00
Search (within 10 business days) (with one inspection – minimum charge)	C	Local Government Act 2009   s262(3)c	\$255.00	\$0.00	\$255.00
Urgent Search with Inspections (required within 5 business days)	C	Local Government Act 2009   s262(3)c	\$388.00	\$0.00	\$388.00
Hourly Rate	C	Local Government Act 2009   s262(3)c	\$122.00	\$0.00	\$122.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Inspection Fee – Health and Environment

Reinspection fee (applies where additional inspections are required when compliance timeframes are not met). Minimum charge of 1 hour applies (hourly rate)	C	Local Government Act 2009   s262(3)c	\$120.00	\$0.00	\$120.00
Inspection of premises or place by officer at the request of a relevant person (eg. assessment of a proposed food premises etc) – Minimum charge of 1 hour applies (hourly rate)	C	Local Government Act 2009   s262(3)c	\$120.00	\$0.00	\$120.00

## Remediation of private property following compliance notice

Administration fee for inspection and processing (including overgrown allotment, cyclone hazards and the like) after failure to comply with a remedial notice (plus the cost of undertaking the work)	R	Local Government Act 2009   s262(3)c	\$228.00	\$0.00	\$228.00
Remediation Work	R	Local Government Act 2009   s262(3)c			At Cost

## Seizure and impounding of goods on Council area or roads

Administration fee for the inspection, the impounding and the holding of goods left on Council controlled area or road (plus the cost of undertaking the work)	R	Local Government Act 2009   s262(3)c	\$228.00	\$0.00	\$228.00
Undertaking the work	C	Local Government Act 2009   s262(3)c			At Cost

## Release of Abandoned Vehicle

Administration fee for release of abandoned vehicle to registered owner	R	Local Government Act 2009   s262(3)c	\$109.00	\$0.00	\$109.00
Costs of impounding abandoned vehicle	C	Transport Operations (Road Use Management) Act 1995   s100 & s97(2)(d)LGA2009			At Cost

## BOUNTY FOR DESTRUCTION OF PESTS

### Dingoes (including wild dogs) and Foxes

Bounty for every dingo and fox pelt presented (count verified by Council officers)	C	Local Government Act 2009   s262(3)c	\$25.45	\$2.55	\$28.00
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## PROVISION OF PEST ANIMAL BAITS

Doggone Baits – 4 x Farm Packs (288 baits)	C	Local Government Act 2009   s262(3)c			At Cost
Doggone Baits – 100 Bait Tub	C	Local Government Act 2009   s262(3)c			At Cost
Pigout (32 Bait Tub)	C	Local Government Act 2009   s262(3)c			At Cost
Pigout (Bait free feed – 64 Bait Tub)	C	Local Government Act 2009   s262(3)c			At Cost
Pigout (64 Bait Tub)	C	Local Government Act 2009   s262(3)c			At Cost



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## MISCELLANEOUS FEES AND CHARGES

### Approved Inspection Programmes

Copy of an Approved Inspection Programme	R	Local Government Act 2009   s97(2)c	\$2.00	\$0.00	\$2.00
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### Annual Rental of Council Paddocks

Paddocks < 10 hectares	C	Local Government Act 2009   s262(3)c	\$72.00 admin fee + \$155/ha		
Paddocks > 10 hectares	C	Local Government Act 2009   s262(3)c	\$72.00 admin fee + \$82.00/ha		

### Agistment Fees

Horses grazing – per head per week	C	Local Government Act 2009   s262(3)c	\$10.91	\$1.09	\$12.00
Mare with a foal grazing	C	Local Government Act 2009   s262(3)c	\$15.45	\$1.55	\$17.00

### Quikspray Unit

Hire of Quikspray Unit	C	Local Government Act 2009   s262(3)c	\$29.09	\$2.91	\$32.00
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## WATER SAMPLING

Testing of drinking water only.

Collection of first water sample from private supplies – micro and chemical – external test	C	Local Government Act 2009   s262(3)c	\$348.18	\$34.82	\$383.00
Collection of additional water samples at the same time from private supplies – per sample – micro and chemical – external test	C	Local Government Act 2009   s262(3)c	\$149.09	\$14.91	\$164.00
Testing non– potable drinking water sample for licensed premises and private supplies – micro only	C	Local Government Act 2009   s262(3)c	\$148.00	\$0.00	\$148.00

## PERMIT TO OPEN A ROAD

Where the Manager of Technical Services grants a permit to any person to open or break the surface of any part of any road, or to dig or to remove any turf, sand, clay or soil or other material from any part of any road for any lawful purpose.

Application Fee – Administration/Record	R	Local Government Act 2009   LL No. 12 S9,10,11&12	\$92.00	\$0.00	\$92.00
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### Bitumen Reinstatement Charge

Standard trench deposit	R	Local Government Act 2009   s262(3)c	\$635.00	\$0.00	\$635.00
Reinstatement based on actual cost recovery	R	Local Government Act 2009   s262(3)c	At Cost		

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Permit to close and barricade a footpath

Standard fee to administer	R	Local Government Act 2009   LL No. 12 S9,10,11&12	\$84.00	\$0.00	\$84.00
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## Permit to install infrastructure above ground level in the road reserve

Initial fee and recurring annual fee (Initial fee includes assessment of proposal and inspection. Recurring annual fee includes annual inspection of infrastructure.)	R	Local Government Act 2009   LL No. 12 S9,10,11&12	\$122.00	\$0.00	\$122.00
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## CROSSOVERS

In the Shire, written applications for crossovers shall receive individual consideration by the Works Department	R	Local Government Act 2009   s262(3)c	Cost plus 10% GST		
A standard fee per sq. metre shall be charged for the construction of domestic crossovers on a private works basis, with such construction only being carried out when constructing adjacent kerb and channel.	C	Local Government Act 2009   s262(3)c	\$131.82	\$13.18	\$145.00

## Property Access Charge

First access (approval/inspection) provided by Council	R	Local Government Act 2009   LL No. 12 S9,10,11&12	Nil		
Second and subsequent fee for approval/inspection	R	Local Government Act 2009   LL No. 12 S9,10,11&12	\$158.00	\$0.00	\$158.00

## Business Premises

The applicant shall be responsible for the full cost involved for installation of a crossover to premises used for business purposes.	C	Local Government Act 2009   s262(3)c	Cost plus 10% GST		
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## LICENSED GATES

Council at its meeting held on 15th May, 1992 resolved that no license fees are to be paid by relevant landholders, however landholders shall be responsible for maintenance of the grids on public roads through their properties.

## STAGING AND SCAFFOLDING

Issue of a permit to erect staging and/or scaffolding on a road or footpath.	R	Local Government Act 2009   LL No. 12 S9,10,11&12	\$74.00	\$0.00	\$74.00
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## APPLICATION FOR CURRENT ROUTE SPECIFIC PERMIT

L06 (A) Restricted to Designated Route

Conditionally Registered Vehicle

Permit Fee	R	Local Government Act 2009   s262(3)c	\$74.00	\$0.00	\$74.00
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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## GRADER BLADES

Used grader blade cutting edges each (minimum purchase of 4)	C	Local Government Act 2009   s262(3)c	\$8.18	\$0.82	\$9.00
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## SECOND HAND TYRES

Used truck tyre casings and used grader tyres are sold based on percentage of wear at the discretion of the Workshop Foreman.	C	Local Government Act 2009   s262(3)c	Cost plus 10% GST		
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## SECOND HAND CULVERTS AND PIPES

Per Tonne (includes loading by Council)	C	Local Government Act 2009   s262(3)c	\$240.91	\$24.09	\$265.00
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## INVENTORY CULVERTS

Each Culvert	C	Local Government Act 2009   s262(3)c	Cost Price		
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## USED 205 LITRE CHEMICAL DRUMS (SEWAGE TREATMENT PLANT)

Each (triple rinsed)	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
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## BUILDING APPLICATION FEES/DEVELOPMENT ASSESSMENT FEES

Lodgement fee per application (in addition to individual fees listed below)	R	Building Regulations 2006	\$101.00	\$0.00	\$101.00
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### Class 1a – Single Detached Dwelling

Timber/Steel Frame – Single Storey	C	Local Government Act 2009   s262(3)c	\$1,021.82	\$102.18	\$1,124.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$340.00	\$34.00	\$374.00
Block – Single Storey	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00
Relocated – Raise/Restump only	C	Local Government Act 2009   s262(3)c	\$1,021.82	\$102.18	\$1,124.00
Relocated – Full Upgrade	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Erect Demountable Building	C	Local Government Act 2009   s262(3)c	\$663.64	\$66.36	\$730.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

### Class 1a – Attached dwelling (separated by fire-resisting wall), e.g row house, terrace house, town house or villa unit

Single Storey < 250m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$1,531.82	\$153.18	\$1,685.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00
Single Storey < 500m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey > 500m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$2,553.64	\$255.36	\$2,809.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$927.27	\$92.73	\$1,020.00
Demolition or removal of Building (Class 1 & 2-9)	C	Local Government Act 2009   s262(3)c	\$468.18	\$46.82	\$515.00

### Class 1b – Boarding house, guest house, hostel or backpackers accommodation or the like < 300m<sup>2</sup>

Single Storey	C	Local Government Act 2009   s262(3)c	\$1,531.82	\$153.18	\$1,685.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00

### Class 1a & 1b – Additions/Alterations (Structural & Non-Structural)

Single Storey	C	Local Government Act 2009   s262(3)c	\$927.27	\$92.73	\$1,020.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00

### Class 2 – A building containing two or more sole occupancy units each being a separate dwelling

Single Storey <250m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$2,213.64	\$221.36	\$2,435.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00
Single Storey <500m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$2,382.73	\$238.27	\$2,621.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m <sup>2</sup>	C	Local Government Act 2009   s262(3)c	\$3,404.55	\$340.45	\$3,745.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,021.82	\$102.18	\$1,124.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19 GST		
			Fee (excl. GST)		Fee (incl. GST)

**Class 3 – A residential building (not Class 1 or 2) such as boarding house, guest house, hostel, lodging house or backpacker's accommodation; residential part of hotel/motel, school, health care building or detention centre; accommodation for aged/persons with disability.**

Single Storey <250m2	C	Local Government Act 2009   s262(3)c	\$2,213.64	\$221.36	\$2,435.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00
Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$2,382.73	\$238.27	\$2,621.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$3,404.55	\$340.45	\$3,745.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,021.82	\$102.18	\$1,124.00

**Class 4 – A dwelling contained within a Class 5/6/7/8/9 building**

Single Storey <250m2	C	Local Government Act 2009   s262(3)c	\$2,213.64	\$221.36	\$2,435.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$510.00	\$51.00	\$561.00
Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$2,382.73	\$238.27	\$2,621.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$3,404.55	\$340.45	\$3,745.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,021.82	\$102.18	\$1,124.00

**Class 5 – Office Building**

Single Storey <250m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$2,042.73	\$204.27	\$2,247.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$2,553.64	\$255.36	\$2,809.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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### Class 6 – Shop, e.g. restaurant/café; hairdresser; laundry; undertaker's establishment; service station; showroom; dining room/bar/kiosk as part of a hotel/motel

Single Storey <250m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$2,042.73	\$204.27	\$2,247.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$2,553.64	\$255.36	\$2,809.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00

### Class 7a – Carpark Building

Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00

### Class 7b – Farm Shed/Storage Shed for storage, display or goods or produce for sale or wholesale

Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00

### Class 8 – Factory/Workshop

Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

## Class 9a Health Care Building/9b Assembly Building/9c Aged Care Building)

Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$2,213.64	\$221.36	\$2,435.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$2,553.64	\$255.36	\$2,809.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,531.82	\$153.18	\$1,685.00

## Class 2-9 Additions/Alterations

Single Storey <250m2	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$680.91	\$68.09	\$749.00
Single Storey <500m2	C	Local Government Act 2009   s262(3)c	\$1,361.82	\$136.18	\$1,498.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$850.91	\$85.09	\$936.00
Single Storey >500m2	C	Local Government Act 2009   s262(3)c	\$1,872.73	\$187.27	\$2,060.00
Additional storey (each)	C	Local Government Act 2009   s262(3)c	\$1,191.82	\$119.18	\$1,311.00

## Class 10

10 – Amenities block/10a Farm shed for storage of farm machinery (Max 3 vehicles for private use)	C	Local Government Act 2009   s262(3)c	\$617.27	\$61.73	\$679.00
10a -Private garage/carport/shed – STEEL/KIT	C	Local Government Act 2009   s262(3)c	\$450.00	\$45.00	\$495.00
10a – Private garage/shed – CONCRETE	C	Local Government Act 2009   s262(3)c	\$888.18	\$88.82	\$977.00
10a – Lawnlockers up to 12m², shade cloth pergolas, shade sails-private use	C	Local Government Act 2009   s262(3)c	\$289.09	\$28.91	\$318.00
10b – Access ramp – disabled	C	Local Government Act 2009   s262(3)c	\$289.09	\$28.91	\$318.00
10b – Fences (excluding block) and free standing walls > 2 metres in height	C	Local Government Act 2009   s262(3)c	\$289.09	\$28.91	\$318.00
10b – Retaining walls (Over 1 metre high) & Block Fences (Over 2 metres)	C	Local Government Act 2009   s262(3)c	\$617.27	\$61.73	\$679.00
10b – Signs, masts, antennae, silo	C	Local Government Act 2009   s262(3)c	\$617.27	\$61.73	\$679.00
Demolition or removal of a Class 10a/10b Building	C	Local Government Act 2009   s262(3)c	\$337.27	\$33.73	\$371.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Class 10b Swimming Pool/Fencing & Spa/Fencing

Fibreglass	C	Local Government Act 2009   s262(3)c	\$617.27	\$61.73	\$679.00
Concrete	C	Local Government Act 2009   s262(3)c	\$776.36	\$77.64	\$854.00
Aboveground	C	Local Government Act 2009   s262(3)c	\$376.36	\$37.64	\$414.00
New Pool Fence (Existing Pool/Spa)	C	Local Government Act 2009   s262(3)c	\$376.36	\$37.64	\$414.00
Decommision/Removal of Swimming Pool	C	Local Government Act 2009   s262(3)c	\$170.91	\$17.09	\$188.00

## Class Special Structure

Solar Farm – Freestanding Structures, Panels, etc.	C	Local Government Act 2009   s262(3)c			POA
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## All Classes

Printing/Photocopying of Electronically Lodged Building Applications and Plans	C	Local Government Act 2009   s262(3)c	\$30.00	\$0.00	\$30.00
Reroof	C	Local Government Act 2009   s262(3)c	\$468.18	\$46.82	\$515.00
Change of Classification	C	Local Government Act 2009   s262(3)c	\$468.18	\$46.82	\$515.00
Change to Approval – Major (eg. Plans > 3 pages, Change to Description of Works)	C	Local Government Act 2009   s262(3)c	\$218.18	\$21.82	\$240.00
Change to Approval – Minor (eg. Change of Builder, Plans < 3 pages)	C	Local Government Act 2009   s262(3)c	\$91.82	\$9.18	\$101.00
Change of Builder Details (Name & Licence Number)	C	Local Government Act 2009   s262(3)c	\$130.91	\$13.09	\$144.00
Variation to Building Line & Site Coverage	R	Planning Act 2016, Planning Regulation 2017	\$265.00	\$0.00	\$265.00
Additional inspections (working hours – 7.00-4.00 Monday-Friday, excluding public holidays) – Per Inspection/Minimum Fee	C	Local Government Act 2009   s262(3)c	\$167.27	\$16.73	\$184.00
Building inspections outside normal office hours (minimum 2 hour callout)	C	Local Government Act 2009   s262(3)c	\$340.00	\$34.00	\$374.00
Each additional hour or thereof	C	Local Government Act 2009   s262(3)c	\$167.27	\$16.73	\$184.00
Copy of Certificate of Classification previously issued	C	Local Government Act 2009   s262(3)c	\$52.73	\$5.27	\$58.00
Issue of new Certification of Classification	C	Local Government Act 2009   s262(3)c	\$376.36	\$37.64	\$414.00
Request to extend Development Approval	C	Sustainable Planning Act 2009   s241	\$52.73	\$5.27	\$58.00
Finalisation of Permits issued post 1975	C	Local Government Act 2009   s262(3)c	\$184.00	\$0.00	\$184.00
Erect Demountable Building (Class 2-9 only)	C	Local Government Act 2009   s262(3)c			POA

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Swimming Pool Inspections and Pool Safety Certificates

Swimming Pool Inspection	C	Local Government Act 2009   s262(3)c	\$167.27	\$16.73	\$184.00
Swimming Pool Safety Certificate	C	State Govt Fee	\$38.10	\$0.00	\$38.10
Swimming Pool Re-Inspection Fee (if inspection fails)	C	Local Government Act 2009   s262(3)c	\$167.27	\$16.73	\$184.00

## Viewing of Building Records #

# No charge for requests for copy of drainage plan, site plan or floor plan

# Additional photocopying charges apply

# Viewing charges apply to third parties only, not registered owners

Electronic Records (in person at CSC Counter)	R	Local Government Act 2009   s97(2)c	\$43.00	\$0.00	\$43.00
Retrieval of Hard Copy Records from storage (when specifically requested)	R	Local Government Act 2009   s97(2)c	\$96.00	\$0.00	\$96.00

## Request to build over or near relevant Infrastructure

Fee to process application	R	Water Supply Safety & Reliability Act 2008   Water Supply Safety & Reliability Act 2008	\$156.00	\$0.00	\$156.00
Post Construction CCTV Inspection of Sewer (required under Council Policy)	C	Water Supply Safety & Reliability Act 2009   Water Supply Safety & Reliability Act 2009	\$423.00	\$0.00	\$423.00

## 1% AEP Flood Certificate – Floor Heights for Habitable Rooms Policy

Certificate Fee	R	Local Government Act 2009   s97(2)c	\$102.00	\$0.00	\$102.00
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## PLUMBING & SANITARY DRAINAGE FEES

### Compliance Certificate/Compliance Permit

Lodgement Fee	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00
Assessment Fee (per fixture)	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00
Request to extend Plumbing Application	C	Local Government Act 2009   s262(3)c	\$58.00	\$0.00	\$58.00

### Cutting junction into sewer (under Council supervision)

Lodgement	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00
Inspection	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
<b>Testable Backflow Prevention Device</b>					
Annual registration of testable backflow prevention device	R	Plumbing and Drainage Act 2002   s85 & 86	\$59.00	\$0.00	\$59.00
Late fee for overdue test report	R	Plumbing and Drainage Act 2002   s85 & 86	\$59.00	\$0.00	\$59.00
Testing of device	C	Plumbing and Drainage Act 2002   s85 & 86	\$245.00	\$0.00	\$245.00
Servicing repair or replacement of device (per hour – plus material costs)	C	Plumbing and Drainage Act 2002   s85 & 86	\$198.00	\$0.00	\$198.00
Registration of on-site treatment plant – per year	R	Plumbing and Drainage Act 2002   s85 & 86	\$69.00	\$0.00	\$69.00
Application for approval of on-site package treatment plant and septic installations – External Design	R	Plumbing and Drainage Act 2002   s85 & 86	\$153.00	\$0.00	\$153.00
Application for approval of new or replacement of on-site package treatment plant and septic installations – Council Design	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00
Application for approval of new or replacement of on-site package treatment plant and septic installations – Lodgement Fee	R	Plumbing and Drainage Act 2002   s85 & 86	\$101.00	\$0.00	\$101.00
Property Plumbing Search with Inspection	R	Plumbing and Drainage Act 2002   s85 & 86	\$171.00	\$0.00	\$171.00
Change to Application Fee (eg. Amendment to Plans, Description of Works)	R	Plumbing and Drainage Act 2002   s85 & 86	\$106.00	\$0.00	\$106.00
Plumbing Inspections on weekends and public holidays	R	Plumbing and Drainage Act 2002   s85 & 86	\$515.00	\$0.00	\$515.00
Plumbing inspections after normal working hours (per hour)	R	Plumbing and Drainage Act 2002   s85 & 86	\$171.00	\$0.00	\$171.00
Re-inspection of incomplete or substandard works	R	Plumbing and Drainage Act 2002   s85 & 86	\$106.00	\$0.00	\$106.00
Preparation of Drainage Plans	R	Plumbing and Drainage Act 2002   s85 & 86	\$139.09	\$13.91	\$153.00
Retrieval and supply of drainage and sewer plan	C	Local Government Act 2009   s97(2)c	\$49.00	\$0.00	\$49.00
Change of Plumber Details (Name & Licence Number)	C	Local Government Act 2009   s97(2)c	\$151.00	\$0.00	\$151.00
Application to carry out a Site Assessment and On-site Sewerage Design	C	Local Government Act 2009   s262(3)c	\$780.00	\$0.00	\$780.00
Application to carry out a Site Assessment and On-site Sewerage Report Only	C	Local Government Act 2009   s262(3)c	\$171.00	\$0.00	\$171.00



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## TOWN PLANNING ASSESSABLE DEVELOPMENT

### Reconfiguring a Lot

Reconfiguring a lot including boundary re-alignments (per lot)	R	Planning Act 2016, Planning Regulation 2017	\$430.00	\$0.00	\$430.00
Minimum Fee	R	Planning Act 2016, Planning Regulation 2017	\$860.00	\$0.00	\$860.00
Lease exceeding 10 years (per lot)	R	Planning Act 2016, Planning Regulation 2017	\$430.00	\$0.00	\$430.00
Request for Compliance Assessment (includes first action notice)	R	Planning Act 2016, Planning Regulation 2017	\$822.00	\$0.00	\$822.00
Requirement for second & subsequent action notice (each notice) (to be paid prior to action notice)	R	Planning Act 2016, Planning Regulation 2017	\$411.00	\$0.00	\$411.00
Referral of Compliance Assessment to Council	R	Planning Act 2016, Planning Regulation 2017	\$411.00	\$0.00	\$411.00
Request for Compliance Assessment as a condition of an approval permit	R	Planning Act 2016, Planning Regulation 2017	\$537.00	\$0.00	\$537.00
Second or subsequent endorsement of plan	R	Planning Act 2016, Planning Regulation 2017	\$100.00	\$0.00	\$100.00

### Building Format Plans

Council endorsement of Building Format Plans and Community Management Statement (N.B. fee is per lot)	R	Planning Act 2016, Planning Regulation 2017	\$100.00	\$0.00	\$100.00
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### Access Easement to a Road

Approval of an access easement to a road not associated with a plan of subdivision	R	Planning Act 2016, Planning Regulation 2017	\$225.00	\$0.00	\$225.00
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## MATERIAL CHANGE OF USE DEVELOPMENT APPLICATION FEES

Material Change of Use – Impact Assessment

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Residential Use Class

Accommodation Building	R	Planning Act 2016, Planning Regulation 2017	\$1,173.00	\$0.00	\$1,173.00
Caravan Park	R	Planning Act 2016, Planning Regulation 2017	\$1,173.00	\$0.00	\$1,173.00
Caretakers Residence	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Dual Occupancy	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Duplex Units	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Dwelling House	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Home Occupation	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Multiple Unit Development	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Relative's Apartment	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Retirement Village	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Rural Worker's Camp	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00

## Commercial Use Class

Child Care Centre	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Commercial Premises	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Estate and Agency Office	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Fast Food Store	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Funeral Premises	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Licensed Premises	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Local Surgery	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00

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Name	Commercial or Regulatory Fee	Legislation	Fee  (excl. GST)	Year 18/19 GST	Fee  (incl. GST)
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## Commercial Use Class [continued]

Medical Centre	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Motel	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Off Street Car Park	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Office	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Produce Store	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Restaurant	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Roadside Stall	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Service Station	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Service Trades	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Shop	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Shopping Centre (GFA greater than 500m <sup>2</sup> )	R	Planning Act 2016, Planning Regulation 2017	\$1,165.00	\$0.00	\$1,165.00
Vehicle & Machinery Sales	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Veterinary Hospital	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00

Name	Commercial or Regulatory Fee	Legislation	Fee  (excl. GST)	Year 18/19 GST	Fee  (incl. GST)
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## Rural Use Class

Agriculture	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Aquaculture – Minor	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Aquaculture – Moderate	R	Planning Act 2016, Planning Regulation 2017	\$1,306.00	\$0.00	\$1,306.00
Aquaculture – Major	R	Planning Act 2016, Planning Regulation 2017	\$2,164.00	\$0.00	\$2,164.00
Forestry	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Intensive Agriculture	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Intensive Animal Husbandry	R	Planning Act 2016, Planning Regulation 2017	\$1,639.00	\$0.00	\$1,639.00
Kennels	R	Planning Act 2016, Planning Regulation 2017	\$1,639.00	\$0.00	\$1,639.00
Rural Activity	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Rural Industry	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Stables	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Stock Sales Yard	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00

## Industry Use Class

Bulk Store	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Concrete Batching Plant	R	Planning Act 2016, Planning Regulation 2017	\$2,269.00	\$0.00	\$2,269.00
Extractive Industry – Major	R	Planning Act 2016, Planning Regulation 2017	\$2,269.00	\$0.00	\$2,269.00
Extractive Industry – Minor	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Fuel Depot	R	Planning Act 2016, Planning Regulation 2017	\$2,269.00	\$0.00	\$2,269.00
General Industry	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00

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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Industry Use Class [continued]

Light Industry	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Noxious Offensive or Hazardous Industry	R	Planning Act 2016, Planning Regulation 2017	\$2,269.00	\$0.00	\$2,269.00
Road & Machinery Transport Depot	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Storage Depot	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Vehicle Repair Station	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00

## Public Use Class

Community Facilities	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Educational Establishment	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Hospital	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Institution	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Landing Place	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Park	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Place of Worship	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Public Purpose	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Telecommunications Facility	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Miscellaneous Use Class

Bed and Breakfast	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Host Farm	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Marina	R	Planning Act 2016, Planning Regulation 2017	\$2,269.00	\$0.00	\$2,269.00
Sport, Recreation and Entertainment	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
Tourist Accommodation	R	Planning Act 2016, Planning Regulation 2017	\$1,166.00	\$0.00	\$1,166.00
Tourist Facilities	R	Planning Act 2016, Planning Regulation 2017	\$1,166.00	\$0.00	\$1,166.00

## Code Assessable

All Code Assessable Development Applications	R	Planning Act 2016, Planning Regulation 2017	\$670.00	\$0.00	\$670.00
(N.B. If a Property Management Plan or Environmental Management Plan is required, additional fee applies).	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00

## TOWN PLANNING ASSESSABLE DEVELOPMENT – GENERAL

### Operational Works

IDAS Applications – Fee includes review of application, issuing of permit, co-ordination with consultants and nominated inspections

For works including roads, drainage earthworks, sewer and water reticulation, landscaping where estimated costs of works

Up to \$25,000	R	Planning Act 2016, Planning Regulation 2017	\$700.00	\$0.00	\$700.00
For estimated works between \$25,000 – \$249,000	R	Planning Act 2016, Planning Regulation 2017	2% value of work Min. Fee: \$700.00		
For estimated works over \$250,000	R	Planning Act 2016, Planning Regulation 2017	\$6,170 + 1.5% value of work over \$250,000		

### Other Development

Request for an Exemption Certificate	R	Planning Act 2016, Planning Regulation 2017	\$670.00	\$0.00	\$670.00
Filling	R	Planning Act 2016, Planning Regulation 2017	\$505.00	\$0.00	\$505.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Consultant's Costs

The cost of external consultant's fees for any further assessment or advice required by Council in consideration of any application or submission and/or technical report may be charged to the applicant. Consultant's costs must be paid prior to the final determination of the application.	C	Planning Act 2016, Planning Regulation 2017			As determined by Manager Planning and Development
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## Undefined Uses

### Material Change of Use (Impact Assessable)

Development Application – to be determined by Manager Planning and Development – Minimum Fee	R	Planning Act 2016, Planning Regulation 2017	\$916.00	\$0.00	\$916.00
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## Preliminary Approval

### Applications for Preliminary Approval (s241 of SPA) & Subsequent Development Permits

Preliminary Approval to override a local planning instrument	R	Planning Act 2016, Planning Regulation 2017	\$2,164.00	\$0.00	\$2,164.00
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## Preliminary Approval – Other

Code – 100% of applicable development permit fee	R	Planning Act 2016, Planning Regulation 2017			POA
Impact – 100% of applicable development permit fee	R	Planning Act 2016, Planning Regulation 2017			POA
Code – 50% of applicable fee	R	Planning Act 2016, Planning Regulation 2017			POA
Impact – 50% of applicable fee	R	Planning Act 2016, Planning Regulation 2017			POA

## Public Notification

### First sign included in application

First sign included in application. Each additional sign.	C	Local Government Act 2009   s262(3)c	\$45.45	\$4.55	\$50.00
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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## TOWN PLANNING OTHER

### Planning and Development Certificates

Limited	R	Planning Act 2016, Planning Regulation 2017	\$89.00	\$0.00	\$89.00
Standard	R	Planning Act 2016, Planning Regulation 2017	\$178.00	\$0.00	\$178.00
Full	R	Planning Act 2016, Planning Regulation 2017	\$453.00	\$0.00	\$453.00
Production of Multiply Certificates – First Certificate (Full Planning & Development Certificates only)	R	Planning Act 2016, Planning Regulation 2017	\$453.00	\$0.00	\$453.00
Production of Multiply Certificates – Each Subsequent Certificate	R	Planning Act 2016, Planning Regulation 2017	\$115.00	\$0.00	\$115.00
Pre-Lodgement Meeting Fee	C	Local Government Act 2009   s262(3)c	\$190.00	\$19.00	\$209.00

### Sale of Copies of Town Planning Scheme

CD including scheme and maps	R	Planning Act 2016, Planning Regulation 2017	\$70.00	\$0.00	\$70.00
Printed copy of scheme only (no maps)	R	Planning Act 2016, Planning Regulation 2017	\$96.00	\$0.00	\$96.00
Printed copy of full set of zoning maps	R	Planning Act 2016, Planning Regulation 2017	\$96.00	\$0.00	\$96.00
Printed copy of individual zoning map (A4 per sheet)	R	Planning Act 2016, Planning Regulation 2017	\$13.00	\$0.00	\$13.00
Printed copy of individual zoning map (A3 per sheet)	R	Planning Act 2016, Planning Regulation 2017	\$18.00	\$0.00	\$18.00
Information on zoning and potential land use rights	R	Planning Act 2016, Planning Regulation 2017			Nil

### Request to change Development Approval

Request for a change development approval (minor)	R	Planning Act 2016, Planning Regulation 2017	\$240.00	\$0.00	\$240.00
Request for a change approval (other than a minor change)	R	Planning Act 2016, Planning Regulation 2017	\$670.00	\$0.00	\$670.00
Request to extend a development approval	R	Planning Act 2016, Planning Regulation 2017	\$240.00	\$0.00	\$240.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## TRADE WASTE

Council policy allows that the annual trade waste charge be on a measured volumetric basis for treated trade waste accepted into Council's sewerage system

### No Pre-Treatment

Category 1 – flat fee per annum (<500kl)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2 – flat fee + volume charge (>500kl)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2.1 – Fast food outlets, restaurants and supermarkets	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2.2 – Mechanical workshop	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2.3 – Swimming Pool	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2.4 – Aged care, hospitals & motels	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00
Category 2.5 – Laundromats	R	Local Government Act 2009   s97(2)(e)LGA2009	\$372.00	\$0.00	\$372.00

### Pre-Treatment

Category 1 – flat fee per annum (<500kl)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$90.00	\$0.00	\$90.00
Category 2 – flat fee + volume charge (>500kl)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2.1 – Fast food outlets, restaurants and supermarkets	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2.2 – Mechanical workshop	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2.3 – Swimming Pool	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2.4 – Aged care, hospitals & motels	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2.5 – Laundromats	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
Category 2 – Volume – kl	R	Local Government Act 2009   s97(2)(e)LGA2009	\$1.05	\$0.00	\$1.05
Category 3 – Volume – kl (high strength discharge)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$1.05	\$0.00	\$1.05

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Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

## Pre-Treatment [continued]

Category 3 – BOD 5 – kg	R	Local Government Act 2009   s97(2)(e)LGA2009	\$1.25	\$0.00	\$1.25
Category 3 – Suspended Solids – kg	R	Local Government Act 2009   s97(2)(e)LGA2009	\$0.35	\$0.00	\$0.35
Category 3 – Minimum Fee – per annum	R	Local Government Act 2009   s97(2)(e)LGA2009	\$801.00	\$0.00	\$801.00

## Application Fees

Permit – Category 1	R	Local Government Act 2009   s97(2)(e)LGA2009	\$69.00	\$0.00	\$69.00
Permit – Category 2	R	Local Government Act 2009   s97(2)(e)LGA2009	\$69.00	\$0.00	\$69.00
Agreement – Category 3	R	Local Government Act 2009   s97(2)(e)LGA2009	\$143.00	\$0.00	\$143.00

## Inspection Fees

All categories (per half hour or part thereof)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$107.00	\$0.00	\$107.00
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## Testing Fees

All categories – cost of laboratory charges plus freight	C	Local Government Act 2009   s262(3)c	Cost plus freight plus 10% GST		
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## Septage and Other Approved Liquid Waste

Vol. charge all loads – per kl	R	Local Government Act 2009   s97(2)(e)LGA2009	\$54.00	\$0.00	\$54.00
Basilio Court fee for connection to common effluent line	R	Local Government Act 2009   s97(2)(e)LGA2009	\$3,658.00	\$0.00	\$3,658.00
Spelta Street Area fee for connection to common effluent line	R	Local Government Act 2009   s97(2)(e)LGA2009	\$3,649.00	\$0.00	\$3,649.00
Infrastructure connection charge for septic tank effluent discharge to sewer (50% headworks charge)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$1,087.00	\$0.00	\$1,087.00



Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## WATER CHARGES

### Bulk Water Charge

The charge for water supplied from any reticulated town supply to any consumer for specific purposes under any special agreement shall be:

Per 1000 litres/1 kilolitre or part thereof	R	Local Government Act 2009   s97(2)(e)LGA2009	\$2.30	\$0.00	\$2.30
Payable in advance. For bulk purchases, approval to remove water is limited to one calendar month for any one permit.					
Deposit for access key for urban water filling stations – Ayr Water Tower, Home Hill (First Street), Brandon (Colevale Road) and Jones Street Depot – for access to bulk water under Water Act 2000 Section 572 (Note: If customer defaults on return of key GST will apply to fee)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$75.00	\$0.00	\$75.00

### Supply of Metered Hydrant Stand Pipe

The following fees are for filling swimming pools and other approved uses:

During normal working hours (7.00am to 4.00pm)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$205.00	\$0.00	\$205.00
Plus bulk water charge based on estimated usage	R	Local Government Act 2009   s97(2)(e)LGA2009	\$2.30	\$0.00	\$2.30
Additional daily charge for metered standpipe used for periods exceeding one day	R	Local Government Act 2009   s97(2)(e)LGA2009	\$20.00	\$0.00	\$20.00

### Meters

Testing of a water meter upon receipt of a request – per meter	R	Local Government Act 2009   s97(2)(e)LGA2009	\$340.00	\$0.00	\$340.00
Alteration of the position of a water meter or water service (not requiring a new mains tapping)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$430.00	\$0.00	\$430.00
Remove water meter upon request and terminate supply	R	Local Government Act 2009   s97(2)(e)LGA2009	\$305.00	\$0.00	\$305.00
Raise the position of a water meter	R	Local Government Act 2009   s97(2)(e)LGA2009	\$275.00	\$0.00	\$275.00
Cost to place existing meter in underground pit	R	Local Government Act 2009   s97(2)(e)LGA2009	\$480.00	\$0.00	\$480.00
Additional cost to place new meter in underground pit	R	Local Government Act 2009   s97(2)(e)LGA2009	\$200.00	\$0.00	\$200.00
Special water meter reading – request for interim water meter reading to be carried out and pro-rata water consumption determined	R	Local Government Act 2009   s97(2)(e)LGA2009	\$125.00	\$0.00	\$125.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Water Services

Minimum charge for each new standard 20mm water service with existing tapping and service pipe provided at property boundary (incl. water meter)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$660.00	\$0.00	\$660.00
Minimum charge for each new standard 25mm water service with existing tapping and service pipe provided at property boundary (incl. water meter)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$850.00	\$0.00	\$850.00
Installation of 20mm or 25mm water services requiring new tapping shall be at the applicant's full cost.	R	Local Government Act 2009   s97(2)(e)LGA2009			POA
Installation of water services larger than 25mm requiring a new tapping shall be at the applicant's full cost	R	Local Government Act 2009   s97(2)(e)LGA2009			POA
Turn the water off and on at the ferrule cock upon receipt of a request	R	Local Government Act 2009   s97(2)(e)LGA2009	\$305.00	\$0.00	\$305.00
Water required to be turned on or off only at the ferrule cock	R	Local Government Act 2009   s97(2)(e)LGA2009	\$195.00	\$0.00	\$195.00
Water supply connection to an existing Rural Water Supply, Constant Flow System shall be the greater of or full actual cost of works to provide supply to the property	R	Local Government Act 2009   s97(2)(e)LGA2009	\$7,099.00	\$0.00	\$7,099.00
Connection to Alva Water Supply	R	Local Government Act 2009   s97(2)(e)LGA2009	\$5,467.00	\$0.00	\$5,467.00

## HYDRANT FLOW AND PRESSURE TESTING

Per Hydrant	R	Local Government Act 2009   s97(2)(e)LGA2009	\$130.00	\$0.00	\$130.00
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## VALVE & HYDRANT MARKERS

Each	C	Local Government Act 2009   s97(2)(e)LGA2009	\$40.91	\$4.09	\$45.00
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## FIRE SERVICES

Isolate property fire service at main by request

During normal working hours (7:00am to 4:00pm)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$305.00	\$0.00	\$305.00
Weekdays outside normal working hours	R	Local Government Act 2009   s97(2)(e)LGA2009	\$580.00	\$0.00	\$580.00
During weekend (by on-call officer)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$730.00	\$0.00	\$730.00
Isolate fire main (usually 4" above ground)	R	Local Government Act 2009   s97(2)(e)LGA2009	\$140.00	\$0.00	\$140.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## INFRASTRUCTURE CHARGES

Home Hill Water Supply	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00
Ayr/Brandon Water Supply	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00
Home Hill Sewerage	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00
Ayr/Brandon Sewerage	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00
Giru Water Supply	R	Planning Act 2016, Planning Regulation 2017	\$2,175.00	\$0.00	\$2,175.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## WASTE DISPOSAL FEES AND CHARGES

### TRANSFER STATIONS AND LANDFILL

Bag/bin up to 140L	C	Local Government Act 2009   s262(3)c	\$3.18	\$0.32	\$3.50
Car or 240L bin	C	Local Government Act 2009   s262(3)c	\$6.36	\$0.64	\$7.00
Small trailer	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Large trailer/ute/van	C	Local Government Act 2009   s262(3)c	\$20.00	\$2.00	\$22.00
Van/ute with small trailer	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Metal appliances non decommissioned	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Van/ute with large trailer	C	Local Government Act 2009   s262(3)c	\$40.00	\$4.00	\$44.00
Mattress	C	Local Government Act 2009   s262(3)c	\$4.55	\$0.45	\$5.00
Greater than 5 plastic waste oil containers (empty) of any volume. Per m3.	C	Local Government Act 2009   s262(3)c	\$27.27	\$2.73	\$30.00

### LANDFILL ONLY

Commercial, general and construction and demolition waste, MSW	C	Local Government Act 2009   s262(3)c	\$122.73	\$12.27	\$135.00
Per Tonne					
Lightweight plastics	C	Local Government Act 2009   s262(3)c	\$94.55	\$9.45	\$104.00
Per Cubic Meter					
Domestic – Timber and concrete (more than a ute load and/or trailer load)	C	Local Government Act 2009   s262(3)c	\$122.73	\$12.27	\$135.00
Per Tonne					
Dead animal – large	C	Local Government Act 2009   s262(3)c	\$85.45	\$8.55	\$94.00
Each					
Asbestos (Removed in accordance with Work, Health and Safety and Public Health Legislation)	C	Local Government Act 2009   s262(3)c	\$122.73	\$12.27	\$135.00
Per Tonne (plus handling fee)					
Asbestos Handling fee	C	Local Government Act 2009   s262(3)c	\$38.18	\$3.82	\$42.00
Low hazardous waste	C	Local Government Act 2009   s262(3)c	\$120.00	\$12.00	\$132.00
Per Tonne					
Product destruction certificate	C	Local Government Act 2009   s262(3)c	\$47.27	\$4.73	\$52.00

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## RECYCLABLE WASTE

Logs, stumps over 300mm (Landfill only)	C	Local Government Act 2009   s262(3)c	\$65.45	\$6.55	\$72.00
Per Cubic Meter					
Concrete requiring rock breaking – any concrete with steel reinforcement and concrete >400mm (Landfill only)	C	Local Government Act 2009   s262(3)c	\$120.00	\$12.00	\$132.00
Per Tonne					
Clean concrete <400mm largest dimensions – No steel reinforcement (Landfill only)	C	Local Government Act 2009   s262(3)c	\$51.82	\$5.18	\$57.00
Per Tonne					
Bricks, Pavers, Besser block and roof tiles (Landfill only)	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Per Tonne					
Commercial cardboard	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Per Cubic Meter					
Motor Oil	C	Local Government Act 2009   s262(3)c	\$0.18	\$0.02	\$0.20
Per Litre					
Oil filters	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Each					
Cooking oil	C	Local Government Act 2009   s262(3)c	\$0.91	\$0.09	\$1.00
Per Litre					
Tyres	C	Local Government Act 2009   s262(3)c			At Cost
Car body – excluding tyres, oils and fluids (Landfill only)	C	Local Government Act 2009   s262(3)c	\$47.27	\$4.73	\$52.00

## OTHER WASTE CHARGES

Giru transfer station hire & bin collection	C	Local Government Act 2009   s262(3)c	\$3,405.45	\$340.55	\$3,746.00
Per Month					
Use of weighbridge	C	Local Government Act 2009   s262(3)c	\$12.73	\$1.27	\$14.00
Each					
Additional contractor collection of kerbside bins, Ayr, Home Hill & Brandon	C	Local Government Act 2009   s262(3)c	\$18.18	\$1.82	\$20.00
Per Bin					



Name	Commercial or Regulatory Fee	Legislation	Year 18/19 Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## LANDFILL FEES WHEN WEIGHBRIDGE NON OPERATIONAL

General and Commercial waste uncompacted	C	Local Government Act 2009   s262(3)c	\$21.82	\$2.18	\$24.00
Per Cubic Meter					
General and Commercial waste compacted	C	Local Government Act 2009   s262(3)c	\$47.27	\$4.73	\$52.00
Per Cubic Meter					
Construction & Demolition waste	C	Local Government Act 2009   s262(3)c	\$53.64	\$5.36	\$59.00
Per Cubic Meter					
Clean concrete <400mm largest dimensions (No steel reinforcement)	C	Local Government Act 2009   s262(3)c	\$33.64	\$3.36	\$37.00
Per Cubic Meter					
Bricks, Pavers, Besser blocks and roof tiles	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Per Cubic Meter					
Concrete requiring rock breaking (any concrete with steel reinforcement and concrete >400mm)	C	Local Government Act 2009   s262(3)c	\$40.91	\$4.09	\$45.00
Per Cubic Meter					
Domestic – timber and concrete (more than a ute load and/or trailer load)	C	Local Government Act 2009   s262(3)c	\$53.64	\$5.36	\$59.00
Per Cubic Meter					
Asbestos (Removed in accordance with Work, Health and Safety and Public Health Legislation)	C	Local Government Act 2009   s262(3)c	\$53.64	\$5.36	\$59.00
Per Cubic Meter (plus handing fee)					
Low hazardous waste	C	Local Government Act 2009   s262(3)c	\$52.73	\$5.27	\$58.00
Per Cubic Meter					

Name	Commercial or Regulatory Fee	Legislation	Year 18/19	Fee
			GST	
			(excl. GST)	(incl. GST)

## FEE EXEMPT

Transfer Stations	C	Local Government Act 2009   s262(3)c		Nil
All – greenwaste, scrapmetal, batteries, household recyclable waste. Burdekin domestic resident only sorted domestic waste, greenwaste, scrapmetal, batteries, waste oil <6L (inc. motor oil), household recyclables, cooking oil <20L, oil filters <3, domestic cardboard, 5 or less plastic waste oil containers of any size (empty), domestic quantity of timber (up to half a ute load or small trailer load), plastic recyclable drums and bumper bars.				
Landfills	C	Local Government Act 2009   s262(3)c		Nil
All – greenwaste, scrapmetal, batteries, clean fill, household recyclable waste and asphalt. Burdekin domestic residents only – sorted domestic waste, domestic cardboard, domestic quantity of timber and concrete (a ute full and/or trailer load), 5 or less plastic waste oil containers of any size (empty), plastic recyclable drums, bumper bars, bricks, pavers, besser blocks or roof tiles (a ute full and/or trailer load) and oils.				

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## AYR SHOWGROUNDS FEES AND CHARGES

### Fixed Costs

Main Hall (day only)	C	Local Government Act 2009   s262(3)c	\$141.82	\$14.18	\$156.00
Main Hall (Sunday – Thursday, night only)	C	Local Government Act 2009   s262(3)c	\$283.64	\$28.36	\$312.00
Main Hall (Friday or Saturday, night only)	C	Local Government Act 2009   s262(3)c	\$434.55	\$43.45	\$478.00
Extended Hire of Facility 1/2 day	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Extended Hire of Facility Full day	C	Local Government Act 2009   s262(3)c	\$96.36	\$9.64	\$106.00
Hire of small halls for band practice – weekly fee	C	Local Government Act 2009   s262(3)c	\$17.27	\$1.73	\$19.00
P/A System (internal hire only – for use in hall)	C	Local Government Act 2009   s262(3)c	\$79.09	\$7.91	\$87.00
Small Projector and Projector Screen (per day)	C	Local Government Act 2009   s262(3)c	\$79.09	\$7.91	\$87.00
Security Call – out charge (If Applicable)	C	Local Government Act 2009   s262(3)c	\$97.27	\$9.73	\$107.00
Camping over night – with power (per night)	C	Local Government Act 2009   s262(3)c	\$20.00	\$2.00	\$22.00
Grounds Hire – without power (per day)	C	Local Government Act 2009   s262(3)c	\$96.36	\$9.64	\$106.00
Grounds Hire – with power (per day)	C	Local Government Act 2009   s262(3)c	\$144.55	\$14.45	\$159.00
Aviary Building – does not include cleaning (per day)	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Bond (per event) No GST	C	Local Government Act 2009   s262(3)c	\$312.00	\$0.00	\$312.00

### Variable Costs

Air conditioning for Main Hall (per hour)	C	Local Government Act 2009   s262(3)c	\$41.82	\$4.18	\$46.00
Venue Supervisor (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Technical Staff (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Cleaning of Hall after event (if applicable/per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Consumables	C	Local Government Act 2009   s262(3)c			At Cost

### Deposit

This is payable at time of submitting signed venue hire agreement.

Security Bond payable 1 month before the event.

Deposit	C	Local Government Act 2009   s262(3)c	\$208.00	\$0.00	\$208.00
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Name	Commercial or Regulatory Fee	Legislation	Year 18/19 Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## BURDEKIN MEMORIAL HALL VENUE HIRE – COMMUNITY RATE

### Fixed Costs

Full Venue Hire	C	Local Government Act 2009   s262(3)c	\$625.45	\$62.55	\$688.00
Full Venue Hire (includes only Main & Minor Halls, Full Kitchen, Bar and Cold Room, Tables , Chairs, Stage, Risers and Basic Sound/Lighting) excludes Technician					
Main Hall (use of 100% hall area)	C	Local Government Act 2009   s262(3)c	\$283.64	\$28.36	\$312.00
Main Hall (use of 50% hall area with partition screens)	C	Local Government Act 2009   s262(3)c	\$200.00	\$20.00	\$220.00
Lighting & PA System – Sound	C	Local Government Act 2009   s262(3)c	\$60.00	\$6.00	\$66.00
Dressing Room	C	Local Government Act 2009   s262(3)c	\$27.27	\$2.73	\$30.00
Bar & Cold Room	C	Local Government Act 2009   s262(3)c	\$106.36	\$10.64	\$117.00
Kitchen Hire – Full Hire	C	Local Government Act 2009   s262(3)c	\$185.45	\$18.55	\$204.00
<ul style="list-style-type: none"> <li>– Deep Fryer</li> <li>– Stove</li> <li>– Fridge x 2</li> <li>– Warmer x 2</li> <li>– Dishwasher</li> <li>– Bench</li> <li>– Bain Marie x 2</li> </ul>					
Coldroom (kitchen)	C	Local Government Act 2009   s262(3)c	\$70.00	\$7.00	\$77.00
Bain Marie (each – 2 available)	C	Local Government Act 2009   s262(3)c			Nil
Minor Hall	C	Local Government Act 2009   s262(3)c	\$71.82	\$7.18	\$79.00
Minor Hall – with Main Hall	C	Local Government Act 2009   s262(3)c	\$51.82	\$5.18	\$57.00
Meeting Room – \$21 for the first four hours and \$21 per hour thereafter	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Meeting Room – Annual Booking (up to 10 meetings/year)	C	Local Government Act 2009   s262(3)c	\$181.82	\$18.18	\$200.00
Post event entertainment support (1 hr)	C	Local Government Act 2009   s262(3)c	\$97.27	\$9.73	\$107.00
Upright Piano	C	Local Government Act 2009   s262(3)c	\$24.55	\$2.45	\$27.00
Piano Tuning	C	Local Government Act 2009   s262(3)c			At Cost

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Variable Costs

Main Hall – Rehearsals/Set Up (per hour with 2 hour min)	C	Local Government Act 2009   s262(3)c	\$14.55	\$1.45	\$16.00
Main Hall – Airconditioning (per hour)	C	Local Government Act 2009   s262(3)c	\$41.82	\$4.18	\$46.00
Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Technical (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Venue Supervisor (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Kitchen Hire – per hour charge (Maximum 4 hours)	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Kitchen Hire – Oven per day	C	Local Government Act 2009   s262(3)c	\$24.55	\$2.45	\$27.00
Minor Hall – Meeting, Rehearsal per hour	C	Local Government Act 2009   s262(3)c	\$14.55	\$1.45	\$16.00
Minor Hall – Airconditioning per hour	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Consumables	C	Local Government Act 2009   s262(3)c			At Cost
External Equipment Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Deposit

Deposit	C	Local Government Act 2009   s262(3)c	\$265.00	\$0.00	\$265.00
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This deposit is for the hire of the hall and is non-refundable if cancellation is less than one month prior to production.  
This is payable at time of submitting signed venue hire agreement.  
This deposit will be deducted from the final amount owing.



Name	Commercial or Regulatory Fee	Legislation	Fee  (excl. GST)	Year 18/19 GST	Fee  (incl. GST)
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## BURDEKIN MEMORIAL HALL VENUE HIRE – COMMERCIAL RATE

### Fixed Costs

Full Venue Hire	C	Local Government Act 2009   s262(3)c	\$783.64	\$78.36	\$862.00
Full Venue Hire (includes only Main & Minor Halls, Full Kitchen, Bar and Cold Room, Tables , Chairs, Stage, Risers and Basic Sound/Lighting) excludes Technician					
Main Hall	C	Local Government Act 2009   s262(3)c	\$342.73	\$34.27	\$377.00
Lighting and PA System – Sound	C	Local Government Act 2009   s262(3)c	\$74.55	\$7.45	\$82.00
Dressing Room	C	Local Government Act 2009   s262(3)c	\$33.64	\$3.36	\$37.00
Bar & Cold Room	C	Local Government Act 2009   s262(3)c	\$130.00	\$13.00	\$143.00
Kitchen Hire – Full Hire	C	Local Government Act 2009   s262(3)c	\$231.82	\$23.18	\$255.00
<ul style="list-style-type: none"> <li>– Deep Fryer</li> <li>– Stove</li> <li>– Fridge x 2</li> <li>– Warmer x 2</li> <li>– Dishwasher</li> <li>– Benches</li> <li>– Bain Marie x 2</li> </ul>					
Coldroom (kitchen)	C	Local Government Act 2009   s262(3)c	\$74.55	\$7.45	\$82.00
Bain Marie each ( 2 available)	C	Local Government Act 2009   s262(3)c			Nil
Minor Hall	C	Local Government Act 2009   s262(3)c	\$97.27	\$9.73	\$107.00
Minor Hall – with Main Hall	C	Local Government Act 2009   s262(3)c	\$92.73	\$9.27	\$102.00
Meeting Room (per hour including air conditioning)	C	Local Government Act 2009   s262(3)c	\$23.64	\$2.36	\$26.00
Meeting Room – Annual Booking (up to 10 meetings/year)	C	Local Government Act 2009   s262(3)c	\$227.27	\$22.73	\$250.00
Post event entertainment support (1 hr)	C	Local Government Act 2009   s262(3)c	\$120.91	\$12.09	\$133.00
Upright Piano	C	Local Government Act 2009   s262(3)c	\$30.00	\$3.00	\$33.00
Piano Tuning	C	Local Government Act 2009   s262(3)c			At Cost

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Variable Costs

Main Hall – Rehearsals/Set Up (per hour with 2 hour min)	C	Local Government Act 2009   s262(3)c	\$19.09	\$1.91	\$21.00
Main Hall – Airconditioning(per hour)	C	Local Government Act 2009   s262(3)c	\$50.91	\$5.09	\$56.00
Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Technical (per hour)	C	Local Government Act 2009   s262(3)c	\$50.91	\$5.09	\$56.00
Venue Supervisor (per hour)	C	Local Government Act 2009   s262(3)c	\$50.91	\$5.09	\$56.00
Minor Hall – Meeting, Rehearsal (per hour)	C	Local Government Act 2009   s262(3)c	\$18.18	\$1.82	\$20.00
Minor Hall – Airconditioning (per hour)	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Consumables	C	Local Government Act 2009   s262(3)c			At Cost
External Equipment Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Deposit

Deposit	C	Local Government Act 2009   s262(3)c	\$330.00	\$0.00	\$330.00
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This deposit is for the hire of the hall and is non-refundable if cancellation is less than one month prior to production.  
This is payable at time of submitting signed venue hire agreement.  
This deposit will be deducted from the final amount owing.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## BURDEKIN THEATRE VENUE HIRE – COMMUNITY RATE

### Fixed Costs

Auditorium per Show per day	C	Local Government Act 2009   s262(3)c	\$389.09	\$38.91	\$428.00
Ongoing Continuous Full Day Hire for second and subsequent performances	C	Local Government Act 2009   s262(3)c	\$194.55	\$19.45	\$214.00
Auditorium Minimum Stage and Production up to 6 hours (used for speaker presentation)	C	Local Government Act 2009   s262(3)c	\$100.00	\$10.00	\$110.00
Rehearsal (Non-performance day & Max 4 Hour Block)	C	Local Government Act 2009   s262(3)c	\$74.55	\$7.45	\$82.00
Event Creation (set up show in Seat Advisor)	C	Local Government Act 2009   s262(3)c	\$66.36	\$6.64	\$73.00
Front of House Attendants (Paid to Friends of the Theatre – per community show)	C	Local Government Act 2009   s262(3)c	\$119.09	\$11.91	\$131.00
Front of House Attendants (3 door people – per community show)	C	Local Government Act 2009   s262(3)c	\$71.82	\$7.18	\$79.00
Front of House Attendants (junior eisteddfod – per session)	C	Local Government Act 2009   s262(3)c	\$24.55	\$2.45	\$27.00
Foyer (inc chairs & tables, Up to 12 Hours)	C	Local Government Act 2009   s262(3)c	\$116.36	\$11.64	\$128.00
Foyer – Half Day (inc chairs & tables, Up to 4 Hours)	C	Local Government Act 2009   s262(3)c	\$58.18	\$5.82	\$64.00
Foyer – Ongoing Days	C	Local Government Act 2009   s262(3)c	\$58.18	\$5.82	\$64.00
Loft – Full Day (Up to 12 Hours)	C	Local Government Act 2009   s262(3)c	\$96.36	\$9.64	\$106.00
Loft – Half Day (Up to 4 Hours)	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Loft – Ongoing Days(per day)	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Forecourt	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Piano – Grand	C	Local Government Act 2009   s262(3)c	\$120.91	\$12.09	\$133.00
Piano – Baby Grand	C	Local Government Act 2009   s262(3)c	\$83.64	\$8.36	\$92.00
Piano – Upright	C	Local Government Act 2009   s262(3)c	\$48.18	\$4.82	\$53.00
Piano Tuning	C	Local Government Act 2009   s262(3)c			At Cost
Basic PA System	C	Local Government Act 2009   s262(3)c	\$97.27	\$9.73	\$107.00
Small Projector and Projector Screen (per event/per day)	C	Local Government Act 2009   s262(3)c	\$79.09	\$7.91	\$87.00
Large Projector and Projector Screen (per event/per day)	C	Local Government Act 2009   s262(3)c	\$545.45	\$54.55	\$600.00
Small Events Technical Package	C	Local Government Act 2009   s262(3)c	\$481.82	\$48.18	\$530.00
Medium Events Technical Package	C	Local Government Act 2009   s262(3)c	\$964.55	\$96.45	\$1,061.00
Large Events Technical Package	C	Local Government Act 2009   s262(3)c	\$1,450.91	\$145.09	\$1,596.00

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Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## Fixed Costs [continued]

Foyer – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Loft – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Auditorium and Back Stage – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Portable Stage & Risers (25 pieces/per piece)	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Truck or Utility Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Variable Costs

Power (per kw)	C	Local Government Act 2009   s262(3)c	\$0.41	\$0.04	\$0.45
Ticket Administration Fee (per ticket)	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Air Conditioning – Auditorium (per hour)	C	Local Government Act 2009   s262(3)c	\$30.00	\$3.00	\$33.00
Venue Supervisor (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Technical Staff (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Bar Staff – for special events (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$32.73	\$3.27	\$36.00
Foyer – Air Conditioning (per hour)	C	Local Government Act 2009   s262(3)c	\$15.45	\$1.55	\$17.00
Loft – Air Conditioning(per hour)	C	Local Government Act 2009   s262(3)c	\$15.45	\$1.55	\$17.00
Consumables	C	Local Government Act 2009   s262(3)c			At Cost
External Equipment Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Deposit

Deposit	C	Local Government Act 2009   s262(3)c	\$430.00	\$0.00	\$430.00
This deposit is for the hire of the auditorium and is non-refundable if cancellation is less than one month prior to production. This is payable at time of submitting signed venue hire agreement.					

Name	Commercial or Regulatory Fee	Legislation	Fee  (excl. GST)	Year 18/19 GST	Fee  (incl. GST)
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## BURDEKIN THEATRE VENUE HIRE – COMMERCIAL RATE

### Fixed Costs

Auditorium – per show/per day	C	Local Government Act 2009   s262(3)c	\$481.82	\$48.18	\$530.00
Ongoing Continuous Full Day Hire (for second and subsequent performances)	C	Local Government Act 2009   s262(3)c	\$240.91	\$24.09	\$265.00
Rehearsal (Non-performance day & Max 4 Hour Block)	C	Local Government Act 2009   s262(3)c	\$92.73	\$9.27	\$102.00
Event Creation (2 hours to set up event in seat advisor)	C	Local Government Act 2009   s262(3)c	\$85.45	\$8.55	\$94.00
Front of House Attendants (paid to FOTT)	C	Local Government Act 2009   s262(3)c	\$141.82	\$14.18	\$156.00
Fee set by Friends of the Theatre					
Foyer (inc chairs & tables, Up to 12 Hours)	C	Local Government Act 2009   s262(3)c	\$144.55	\$14.45	\$159.00
Foyer – Half Day (inc chairs & tables, Up to 4 Hours)	C	Local Government Act 2009   s262(3)c	\$74.55	\$7.45	\$82.00
Foyer – Ongoing Days	C	Local Government Act 2009   s262(3)c	\$74.55	\$7.45	\$82.00
Loft – Full Day (Up to 12 Hours)	C	Local Government Act 2009   s262(3)c	\$120.91	\$12.09	\$133.00
Loft – Half Day (Up to 4 Hours)	C	Local Government Act 2009   s262(3)c	\$60.00	\$6.00	\$66.00
Loft – Ongoing Days(per day)	C	Local Government Act 2009   s262(3)c	\$60.00	\$6.00	\$66.00
Forecourt	C	Local Government Act 2009   s262(3)c	\$60.00	\$6.00	\$66.00
Piano – Grand	C	Local Government Act 2009   s262(3)c	\$152.73	\$15.27	\$168.00
Piano – Baby Grand	C	Local Government Act 2009   s262(3)c	\$106.36	\$10.64	\$117.00
Piano – Upright	C	Local Government Act 2009   s262(3)c	\$60.00	\$6.00	\$66.00
Piano Tuning	C	Local Government Act 2009   s262(3)c			At Cost
Basic PA System	C	Local Government Act 2009   s262(3)c	\$125.45	\$12.55	\$138.00
Small Projector and Projector Screen (per event/per day)	C	Local Government Act 2009   s262(3)c	\$79.09	\$7.91	\$87.00
Large Projector and Projector Screen (per event/per day)	C	Local Government Act 2009   s262(3)c	\$636.36	\$63.64	\$700.00
Small Events Technical Package	C	Local Government Act 2009   s262(3)c	\$607.27	\$60.73	\$668.00
Medium Events Technical Package	C	Local Government Act 2009   s262(3)c	\$1,020.00	\$102.00	\$1,122.00
Large Events Technical Package	C	Local Government Act 2009   s262(3)c	\$1,808.18	\$180.82	\$1,989.00
Foyer – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Loft – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Auditorium and Back Stage – Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00

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Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

## Fixed Costs [continued]

Portable Stage & Risers (25 pieces/per piece)	C	Local Government Act 2009   s262(3)c	\$13.64	\$1.36	\$15.00
Truck or Utility Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Variable Costs

Power (per kw)	C	Local Government Act 2009   s262(3)c	\$0.41	\$0.04	\$0.45
Booking Fee (per ticket)	C	Local Government Act 2009   s262(3)c	\$2.73	\$0.27	\$3.00
Air Conditioning – Auditorium (per hour)	C	Local Government Act 2009   s262(3)c	\$36.36	\$3.64	\$40.00
Venue Supervisor (per hour)	C	Local Government Act 2009   s262(3)c	\$46.36	\$4.64	\$51.00
Technical Staff (per hour)	C	Local Government Act 2009   s262(3)c	\$50.91	\$5.09	\$56.00
Bar Staff (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Cleaning (per hour)	C	Local Government Act 2009   s262(3)c	\$37.27	\$3.73	\$41.00
Foyer – Air Conditioning (per hour)	C	Local Government Act 2009   s262(3)c	\$18.18	\$1.82	\$20.00
Loft – Air Conditioning(per hour)	C	Local Government Act 2009   s262(3)c	\$18.18	\$1.82	\$20.00
Consumables	C	Local Government Act 2009   s262(3)c			At Cost
External Equipment Hire	C	Local Government Act 2009   s262(3)c			At Cost

## Deposit

Deposit	C	Local Government Act 2009   s262(3)c	\$530.00	\$0.00	\$530.00
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This deposit is for the hire of the auditorium and is non-refundable if cancellation is less than one month prior to production. This is payable at time of submitting signed venue hire agreement.

Name	Commercial or Regulatory Fee	Legislation	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)
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## BURDEKIN THEATRE – MARKETING – COMMERCIAL

### Marketing Services

Poster Distribution (minimum 30)	C	Local Government Act 2009   s262(3)c	\$1.36	\$0.14	\$1.50
Flyer Distribution (minimum 500)	C	Local Government Act 2009   s262(3)c	\$0.14	\$0.01	\$0.15
Poster Mailout – Supplied (minimum 200)	C	Local Government Act 2009   s262(3)c	\$1.36	\$0.14	\$1.50
Poster Mailout – Designed (minimum 200)	C	Local Government Act 2009   s262(3)c	\$1.59	\$0.16	\$1.75
Seat Drop – Supplied Flyer/Brochure	C	Local Government Act 2009   s262(3)c	\$110.91	\$11.09	\$122.00
Seat Drop – Created Flyer/Brochure	C	Local Government Act 2009   s262(3)c	\$176.36	\$17.64	\$194.00

### Television Presentations

Box Office Television Presentation	C	Local Government Act 2009   s262(3)c	\$41.82	\$4.18	\$46.00
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### Email Related

E-Blast to full Database	C	Local Government Act 2009   s262(3)c	\$324.55	\$32.45	\$357.00
E-Target tp Specific Database	C	Local Government Act 2009   s262(3)c	\$92.73	\$9.27	\$102.00
Showcase and E-Showcase (2 months)	C	Local Government Act 2009   s262(3)c	\$88.18	\$8.82	\$97.00

Name	Commercial or Regulatory Fee	Legislation	Year 18/19		
			Fee (excl. GST)	GST	Fee (incl. GST)

## VISITOR INFORMATION SERVICES

Visit Burdekin Membership	C	Local Government Act 2009   s262(3)c	\$90.91	\$9.09	\$100.00
Visit Burdekin Membership for Locals – Yearly (fee applies for memberships approved between July and December)	C	Local Government Act 2009   s262(3)c	\$68.18	\$6.82	\$75.00
Visit Burdekin Membership for Locals – Half Yearly (fee applies for memberships approved between January and June)	C	Local Government Act 2009   s262(3)c	\$34.55	\$3.45	\$38.00