



**I hereby give notice that a Special Meeting of Council will be held on:**

**Date: Tuesday, 28 June 2022**  
**Time: 9.00am**  
**Location: Council Chambers**  
**Administration Office**  
**10 Furneaux Street, Cooktown**

## **AGENDA AND BUSINESS PAPERS**

### **Special Council Meeting**

**28 June 2022**

**Linda Cardew**  
**Chief Executive Officer**



**Order Of Business**

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**1 ATTENDANCE****2 MEETING OPENED****3 APOLOGIES****4 ACKNOWLEDGEMENT OF COUNTRY**

On behalf of all Councillors, the Mayor acknowledged the Waymburr Warra people, Traditional Custodians of the land on which we meet today, and paid respects to their Elders past, present and emerging.

## 5 ORGANISATIONAL BUSINESS SERVICES - REPORTS

### 5.1 ADOPTION OF COOK SHIRE COUNCIL 2022/2023 OPERATIONAL PLAN

**File Number:** D22/10041  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Operational Plan 2022/2023 

#### PRECIS

The *Local Government Regulation 2012* requires Council to prepare and adopt an Operational Plan for each financial year. This report presents that Operational Plan for the financial year 2022/2023 to Council.

#### BACKGROUND/HISTORY

Section 174 of the *Local Government Regulation 2012* requires Council to prepare and adopt an Operational Plan for each financial year.

Council's 2022/2023 Operational Plan (the Operational Plan) has been prepared in accordance with the *Local Government Regulation 2012* and details key operational initiatives to be undertaken during 2022/2023 financial year.

The Operational Plan is consistent with Council's Annual Budget and shows how Council will progress the implementation of its Corporate Plan 2022 - 2027 during the financial year 2022/2023. Each project aligns with one of the key priorities, detailed in the Corporate Plan, and helps Council progress its long term strategy for Cook Shire.

#### LINK TO CORPORATE PLAN

**Theme 6 Organisational Capability** - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

**ORG 1** MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY

**Org 1a.** Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**Org 1d.** Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

**ORG 2** PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER

**Org 2b.** Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

## **CONSULTATION**

Council's 2022/2023 Operational Plan has been developed following extensive consultation with Council's Elected Members, Executive Leadership Team and Managers.

The structure of the Operational Plan stems from key priorities for the sustainable development and growth of the Shire as detailed in the Corporate Plan 2022 - 2027.

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

The Operational Plan has been prepared in accordance with the *Local Government Regulation 2012*, specifically sections 174 and 175. The Operational Plan is:

- a) consistent with the annual budget presented for adoption; and
- b) shows how Cook Shire will progress the implementation of its 5 year Corporate Plan; and
- c) details how Council will undertake operational risk management as it progresses the itemised initiatives and projects.

Section 174 of the *Local Government Regulation 2012* requires that the Chief Executive Officer present a written assessment of Council's progress towards implementing the annual Operational Plan at meetings of Council at regular intervals of not more than three months.

Quarterly reporting on progress made against projects and initiatives adopted under the Operational Plan enable sound and ongoing risk management at a strategic and operational level. This schedule of reporting also enables senior management, the Mayor and Councillors to make sure works are progressing in a way that ensures targets and objectives are being met.

## **POLICY IMPLICATIONS**

There are no policy implications in adopting the 2022/2023 Operational Plan.


## **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

The Cook Shire Council 2022/2023 Operational Plan is consistent with Council's Annual Budget (to be adopted). All itemised initiatives and projects, to be undertaken during the financial year, have been allocated corresponding budgets or have been assigned organisational resources.

## **RECOMMENDATION**

That Council, pursuant to sections 174 and 175 of the Local Government Regulation 2012, adopts the 2022/2023 Operational Plan.

**5.2 DIFFERENTIAL GENERAL RATE CATEGORIES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10107  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Township Maps 

**PRECIS**

This report is presented to Council for the adoption of the Differential General Rate Categories for the financial year 2022/2023.

**BACKGROUND/HISTORY**

In accordance with section 94 of the *Local Government Act 2009*, Council must levy general rates on all rateable lands within the shire. In levying general rates, Council has the option to categorise rateable lands and decide on a system of differential general rates. As in previous years, Council has determined to apply a differential rating regime for levying general rates and this report details the differential general rating to be utilised for the 2022/2023 financial year.

Further information on rates and charges is contained within Council's Revenue Statement.

**LINK TO CORPORATE PLAN**

**Theme 6 Organisational Capability** - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

**ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY**

**Org 1a.** Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2d.** Adopt a smart and informed approach to financial business management which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

Differential rating categories has been workshopped with Councillors, Executive Leadership Team and other relevant staff.



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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy general rates (including differential general rates) on all rateable land within the local government area.

**POLICY IMPLICATIONS**

Levying general rates through the utilisation of a differential rating regime is consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

**RECOMMENDATION**

That Council adopt for the financial year 2022/2023:

1. Pursuant to section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised, the description of those categories and, pursuant to sections 81(2) and 81(3) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category is as follows:

Category	Description
<b>Rural Townships - Residential</b>	
1	Land used, or capable of being used, in whole or in part for residential purposes that is within the defined areas of the Rural townships of Ayton, Coen, Lakeland, Laura, Marton, Portland Roads and Rossville with a Rateable Valuation from \$1 - \$130,000.
2	Land used, or capable of being used, in whole or in part for residential purposes that is within the defined areas of the Rural townships of Ayton, Coen, Lakeland, Laura, Marton, Portland Roads and Rossville with a Rateable Valuation from \$130,001 - \$195,000.
3	Land used, or capable of being used, in whole or in part for residential purposes that is within the defined areas of the Rural townships of Ayton, Coen, Lakeland, Laura, Marton, Portland Roads and Rossville with a Rateable Valuation > \$195,000.
<b>Outside Townships - Residential</b>	
4	Land used, or capable of being used, in whole or in part for residential purposes that is located outside of the defined areas of all townships with a Rateable Valuation from \$1 - \$113,000.
5	Land used, or capable of being used, in whole or in part for residential purposes that is located outside of the defined areas of all townships with a Rateable Valuation from \$113,001 - \$190,000.
6	Land used, or capable of being used, in whole or in part for residential purposes that is located outside of the defined areas of all townships with a Rateable Valuation > \$190,000.
<b>Cooktown &amp; Environs - Residential</b>	
7	Land that is used, or capable of being used, in whole or in part for residential purposes and is located in the defined area of Cooktown and Environs with a Rateable Valuation from \$1 - \$113,000.
8	Land that is used, or capable of being used, in whole or in part for residential purposes and is located in the defined area of Cooktown and Environs with a Rateable Valuation from \$113,001 - \$248,000.
9	Land that is used, or capable of being used, in whole or in part for residential purposes and is located in the defined area of Cooktown and Environs with a Rateable Valuation from \$248,001 - \$496,000.
10	Land that is used, or capable of being used, in whole or in part for residential purposes and is located in the defined area of Cooktown and Environs with a Rateable Valuation > \$496,000.
<b>Multi-Unit Dwellings - Residential</b>	
11	Land used, or capable of being used, in whole or in part for multi-unit dwellings (flats or units) and comprised of 2 or more individual residential accommodation units, not a strata title unit and that land is for a residential purpose and is located in the defined area of Cooktown and Environs.
12	Land used, or capable of being used, in whole or in part for multi-unit dwellings (flats or units) and comprised of 2 or more individual residential accommodation units, not a strata title unit and that land is for a residential purpose and is located in other areas.
<b>Residential Land Use Codes</b>	
<b>01</b> Vacant urban land < 4000m <sup>2</sup> ; <b>02</b> Single unit dwelling < 4000m <sup>2</sup> ; <b>03</b> Multi-unit dwelling (Flats); <b>04</b> Large Home site – vac => 4000m <sup>2</sup> ; <b>05</b> Large home site – dwg => 4000m <sup>2</sup> ; <b>06</b> Outbuildings; <b>08</b> Building Units; (Primary Use only); <b>09</b> Group Titles; (Primary Use only); <b>72</b> Subdivided Land; <b>94</b> Vacant Rural Land (Excl 01 & 04)	
<b>Workers Accommodation *</b>	
13	Land used, or capable of being used, in whole or in part for Workers Accommodation, with 25 - 50 accommodation units.
14	Land used, or capable of being used, in whole or in part for Workers Accommodation, with 51 - 100 accommodation units.
15	Land used, or capable of being used, in whole or in part for Workers Accommodation, with 101 - 200 accommodation units.
16	Land used, or capable of being used, in whole or in part for Workers Accommodation, with >200 accommodation units.
<b>Workers Accommodation Land Use Codes</b>	
<b>07</b> Guest House/Private Hotel	
<b>Commercial</b>	
17	Land used, or capable of being used, in whole or in part for a single shop or office and is located in the defined area of Cooktown and Environs.
18	Land used, or capable of being used, in whole or in part for a single shop or office and is located outside the defined area of Cooktown and Environs.
<b>Commercial with &gt;15 On-Site Car Parks</b>	

19	Land used, or capable of being used, in whole or in part for a larger commercial centre, such as a department store, supermarket and/or a number of specialty shops or offices with >15 on-site car parking spaces.
<b>Multiple Commercial Units</b>	
20	Land used, or capable of being used, in whole or in part for multiple commercial purposes, other than where land is included in another category.
<b>Commercial Land Use Codes</b>	
<b>01</b> Vacant urban land < 4000m <sup>2</sup> ; <b>04</b> Large Home site – vac => 4000m <sup>2</sup> ; <b>05</b> Large home site – dwg => 4000m <sup>2</sup> ; <b>06</b> Outbuildings; <b>08</b> Building Units -Primary Use only; <b>09</b> Group Titles -Primary Use only; <b>10</b> Combined Multi Dwelling & Shops; <b>11</b> Shop Single; <b>12</b> Shops - group (more than 6 shops); <b>13</b> Shopping group (2 to 6 shops); <b>16</b> Drive In Shopping Centre; <b>17</b> Restaurant; <b>19</b> Walkway; <b>20</b> Marina; <b>22</b> Car Parks; <b>23</b> Retail Warehouse; <b>24</b> Sales Area Outdoor (Dealers – boats, cars, etc); <b>25</b> Professional Offices; <b>26</b> Funeral Parlours; <b>27</b> Hospitals, Convalescent Homes (Medical Care) (Private); <b>33</b> Builders Yard/Contractors Yard; <b>34</b> Cold Stores – Ice works; <b>38</b> Advertising - Hoarding; <b>41</b> Child Care ex Kindergarten; <b>42</b> Hotel/Tavern; <b>44</b> Nurseries (Plants); <b>45</b> Theatres, Cinemas; <b>46</b> Drive-In Theatre; <b>47</b> Licensed Club; <b>48</b> Sports Clubs/Facilities; <b>50</b> Other Clubs, Non-Business; <b>51</b> Religious; <b>52</b> Cemeteries including Crematoria); <b>55</b> Library; <b>56</b> Showgrounds/Racecourses/Airfield; <b>57</b> Parks, Gardens; <b>58</b> Educational - including Kindergarten; <b>92</b> Defence Force establishments; <b>94</b> Vacant Rural Land (Excl 01 & 04); <b>96</b> Public Hospital	
<b>Public Accommodation</b>	
21	Land used, or capable of being used, in whole or in part for public accommodation such as Caravan Parks, Hotels, Motels and Guest Houses and is located in the defined area of Cooktown and Environs.
22	Land used, or capable of being used, in whole or in part for public accommodation such as Caravan Parks, Hotels, Motels and Guest Houses and is located outside the defined area of Cooktown and Environs.
<b>Public Accommodation Land Use Codes</b>	
<b>07</b> Guest House/Private Hotel; <b>21</b> Residential Institution (non-medical care); <b>43</b> Motel; <b>49</b> Caravan Parks; <b>97</b> Welfare Homes/Institution; <b>99</b> Community Protection Centre	
<b>Light Industry</b>	
23	Land used, or capable of being used, in whole or in part, for general or light industrial purposes, including storage sheds and is located in the defined area of Cooktown and Environs.
24	Land used, or capable of being used, in whole or in part, for general or light industrial purposes, including storage sheds and is located outside the defined area of Cooktown and Environs.
<b>Light Industry Land Use Codes</b>	
<b>35</b> General Industry; <b>36</b> Light Industry; <b>37</b> Noxious/Offensive Industry	
<b>Transport and Service Stations</b>	
25	Land used, or capable of being used, in whole or in part for and incidental to transport operation, freight companies, batching plant, stockpiling, hazardous industries, retail or wholesale fuel distribution and is located in the defined area of Cooktown and Environs.
26	Land used, or capable of being used, in whole or in part for and incidental to transport operation, freight companies, batching plant, stockpiling, hazardous industries, retail or wholesale fuel distribution and is located outside the defined area of Cooktown and Environs.
<b>Transport and Service Stations Land Use Codes</b>	
<b>28</b> Warehouses & Bulk Stores; <b>29</b> Transport Terminal; <b>30</b> Service Station; <b>31</b> Oil Depot and Refinery; <b>32</b> Wharves; <b>37</b> Noxious/Offensive Industry	
<b>Quarries</b>	
27	Land used, or capable of being used, in whole or in part, for the extraction of dimension stone, rock, riprap, sand, gravel or slate.
<b>Extractive Industry **</b>	
28	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 0 – 50 workers and/or contractors and < \$16,500 UCV.
29	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 0 – 50 workers and/or contractors and ≥ \$16,500 UCV.
30	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 51 – 100 workers and/or contractors.
31	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 101 – 200 workers and/or contractors.
32	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 201 – 500 workers and/or contractors.
33	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 501 – 1000 workers and/or contractors.

34	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 1001 - 1500 workers and/or contractors.
35	A mining lease or mining claim, (including a mining lease which forms part of an integrated mining operation) which employs 1501 or more workers and/or contractors.
<b>Quarries and Extractions Industry Land Use Codes</b>	
40 Extractive; 94 Vacant rural land (Excl 01 & 04)	
<b>Primary Production</b>	
36	Land used, or capable of being used, in whole or in part, for rural grazing purposes which is < 1000 Ha.
37	Land used, or capable of being used, in whole or in part, for rural grazing purposes which is ≥ 1000 Ha.
38	Land used, or capable of being used, in whole or in part, for Agricultural purposes.
<b>Primary Production Land Use Codes</b>	
01 Vacant urban land < 4000m <sup>2</sup> ; 02 Single unit dwelling < 4000m <sup>2</sup> ; 04 Large Home site – vac => 4000m <sup>2</sup> ; 05 Large home site – dwg => 4000m <sup>2</sup> ; 06 Outbuildings; 07 Guest House/Private Hotel; 60 Sheep Grazing - Dry; 61 Sheep Breeding; 64 Cattle Grazing - Breeding; 65 Cattle Grazing - Breeding and Fattening; 66 Cattle Grazing - Fattening; 67 Goats; 68 Milk - Quota; 69 Milk - No Quota; 70 Cream; 71 Oil Seed; 72 Subdivided Land; 73 Grains; 74 Turf Farms; 75 Sugar Cane; 76 Tobacco; 77 Cotton; 78 Rice; 79 Orchards; 80 Tropical Fruits; 81 Pineapples; 82 Vineyards; 83 Small Crops and Fodder Irrigated; 84 Small Crops Fodder Non-irrigated; 85 Pigs; 86 Horses; 87 Poultry; 88 Forestry and Logs; 89 Animals Special; 93 Peanuts; 94 Vacant Rural Land (Excl 01 & 04)	
<b>Electricity Generation/Telecommunication/Radio Transformer</b>	
39	Land used, or capable of being used, in whole or in part, for either electricity generation of less than 5MW or as an electricity, telecommunication or radio transformer site.
40	Land used, or capable of being used, in whole or in part, for either electricity generation of 5MW – 15MW or as electricity, telecommunication or radio transformer site.
41	Land used, or capable of being used, in whole or in part, for either electricity generation of 16MW – 50MW or as electricity, telecommunication or radio transformer site.
42	Land used, or capable of being used, in whole or in part, for either electricity generation of 51MW – 200MW or as electricity, telecommunication or radio transformer site.
43	Land used, or capable of being used, in whole or in part, for either electricity generation of >200MW or as electricity, telecommunication or radio transformer site.
<b>Electricity Generation/Telecommunication/Radio Transformer Land Use Codes</b>	
91 Utilities; 94 Vacant Rural Land (Excl 01 & 04)	
<b>Permanent Pump Site</b>	
44	Land used, in whole or in part, for a permanent pump site for private residential supply only.
<b>Permanent Pump Site Land Use Codes</b>	
92 Reservoir, dams, bores	
<b>Other Rating Categories</b>	
45	Land not included in any other category.
<b>Other Rating Categories Land Use Codes</b>	
May include land with any land use code.	

2. To delegate to the Chief Financial Officer, the power, pursuant to sections 84(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs.

3. The Township Area Maps of Ayton, Coen, Cooktown, Lakeland, Laura, Marton, Portland Roads and Rossville.

**5.3 DIFFERENTIAL GENERAL RATES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10150  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

This report is presented to Council for the adoption of the Differential General Rates for the financial year 2022/2023.

**BACKGROUND/HISTORY**

In accordance with section 94 of the *Local Government Act 2009*, Council must levy general rates on all rateable land within the local government area. Section 80 of the *Local Government Regulation 2012*, provides the power for Council to levy general rates by utilising differential general rating categories.

In addition, section 77 of the *Local Government Regulation 2012* provides the power for Council to set a minimum general rate for each differential rating category.

By levying general rates as detailed above, enables Council to apply an equitable approach to rating and to ensure each rateable property contributes a fair and reasonable amount to assist in funding Council operations.

**LINK TO CORPORATE PLAN**

**Theme 6 Organisational Capability** - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

**ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY**

**Org 1a.** Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

The rate in the dollar and minimum general rates have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy general rates (including differential general rates) on all rateable land within the local government area.

**POLICY IMPLICATIONS**

The general rates presented, which are to be levied in the 2022/2023 financial year, are consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

**RECOMMENDATION**

That Council adopts, pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category for the financial year 2022/2023 as follows:

Rating Category	Description	Minimum Differential General Rate	Cent in the Dollar
1	Rural Townships - \$1 - \$130,000	\$1,075	0.008190
2	Rural Townships - \$130,001 - \$195,000	\$1,125	0.006865
3	Rural Townships - > \$195,000	\$1,549	0.006184
4	Outside Townships - \$1 - \$113,000	\$1,082	0.011078
5	Outside Townships - \$113,001 - \$190,000	\$1,342	0.010352
6	Outside Townships - > \$190,000	\$2,086	0.009724
7	Cooktown and Environs - \$1 - \$113,000	\$1,152	0.011838
8	Cooktown and Environs - \$113,001 - \$248,000	\$1,626	0.011530
9	Cooktown and Environs - \$248,001 - \$496,000	\$3,533	0.011885
10	Cooktown and Environs - > \$496,000	\$9,478	0.012083
11	Multi-Unit Dwellings – Cooktown and Environs	\$1,209	0.013836
12	Multi-Unit Dwellings – All other areas	\$1,136	0.011632
13	Workers Accommodation - 25 – 50 units	\$4,461	0.010550
14	Workers Accommodation - 51 – 100 units	\$8,922	0.010550
15	Workers Accommodation - 101 – 200 units	\$17,845	0.010550
16	Workers Accommodation - >200 units	\$35,690	0.010550
17	Commercial – Cooktown and Environs	\$1,122	0.013509
18	Commercial – All other areas	\$1,122	0.007104
19	Commercial with >15 On-site Car Parks	\$3,570	0.010665
20	Multiple Commercial Units	\$1,298	0.014403
21	Public Accommodation - Caravan Parks, Hotels and Motels – Cooktown and Environs	\$1,122	0.014030
22	Public Accommodation - Caravan Parks, Hotels and Motels – All other areas	\$1,122	0.011078
23	Light Industry – Cooktown and Environs	\$1,122	0.013494
24	Light Industry – All other areas	\$1,122	0.008357



25	Transport and Service Stations – Cooktown and Environs	\$1,156	0.014068
26	Transport and Service Stations – All other areas	\$1,156	0.008558
27	Extractive Industry - Quarries	\$533	0.051707
28	Extractive Industry - 0 – 50 workers and < \$16,500 UCV	\$556	0.047619
29	Extractive Industry - 0 – 50 workers and $\geq$ \$16,500 UCV	\$556	0.047850
30	Extractive Industry - 51 – 100 workers	\$17,845	0.056295
31	Extractive Industry - 101 – 200 workers	\$35,690	0.056295
32	Extractive Industry - 201 – 500 workers	\$71,379	0.056295
33	Extractive Industry - 501 – 1000 workers	\$178,448	0.056295
34	Extractive Industry - 1001 - 1500 workers	\$356,895	0.056295
35	Extractive Industry - 1501 or more workers	\$535,343	0.056295
36	Primary Production - Rural Grazing <1000 Ha	\$1,104	0.007788
37	Primary Production - Rural Grazing $\geq$ 1000Ha	\$1,104	0.007788
38	Primary Production - Agriculture	\$1,104	0.007788
39	Electricity generation - < 5MW or electricity, telecommunication or radio transformer site	\$1,169	0.015782
40	Electricity generation – 5MW – 15MW or electricity, telecommunication or radio transformer site	\$2,114	0.015782
41	Electricity generation – 16MW – 50MW or electricity, telecommunication or radio transformer site	\$6,766	0.015782
42	Electricity generation – 51MW - 200MW or electricity, telecommunication or radio transformer site	\$21,566	0.015782
43	Electricity generation – > 200MW or electricity, telecommunication or radio transformer site	\$84,994	0.015782
44	Permanent Pump Site	\$467	0.014280
45	Land not included in any other category	\$1,087	0.015882

**5.4 ENVIRONMENTAL LEVY SEPARATE CHARGE FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10157  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

The purpose of this report is to present to Council for adoption, the Environmental Levy for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Pursuant to section 92 of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council has the power to raise and levy the following separate charge.

A separate charge will be levied equally on each parcel of rateable land within Cook Shire to fund the rehabilitation and after-care costs of Council Waste Management Facilities located at Archer River, Ayton, Coen, Cooktown, Lakeland, Laura, Moreton Telegraph, Portland Roads and Rossville. Where an assessment containing parcels (greater than one), can be shown to be beyond any form of development or improvement, a written application may be made for an exemption from the Environmental Levy by resolution of Council.

Environmental Levy	Annual Charge
Per parcel of rateable land	\$93.50

The annual charge has been increased by \$4.50 from the previous year and it will be included in the bi-annual rates notice.

**LINK TO CORPORATE PLAN**

Theme 6 Organisational Capability - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY

Org 1a. Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

Org 1b. Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

Org 1c. Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

Org 1d. Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER

Org 2a. Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

Org 2b. Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

Org 2d. Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

### **CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy separate charges on lands for any service, facility or activity.

### **POLICY IMPLICATIONS**

Levying separate charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement. Council also has an established Environmental Levy Policy, which provides clarity on how the funds from the Environmental Levy can be utilised.

### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges (including separate and special charges) are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

### **RECOMMENDATION**

That Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, to make and levy a separate charge (to be known as the Environmental Levy Separate Charge) in the sum of \$93.50, to be levied equally on all rateable parcels of land within the Shire of Cook, for the financial year 2022/2023, for the purpose of rehabilitation and after care costs of Council Waste Management Facilities.

**5.5 WASTE OPERATIONS SEPARATE CHARGE FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10165  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

The purpose of this report is to present to Council for adoption, the Waste Operations Levy for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Pursuant to section 92 of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council has resolved to raise and levy the following separate charge.

A separate charge will be levied equally on each parcel of rateable land within Cook Shire for the purpose of contributing towards the ongoing, annual, waste management operational costs of Council waste management facilities, including but not limited to those located at Archer River, Ayton, Coen, Cooktown, Lakeland, Laura, Moreton Telegraph, Portland Roads and Rossville.

Where an assessment containing parcels (greater than one) can be shown to be beyond any form of development or improvement, a written application may be made for an exemption from the Waste Operations Levy by resolution of Council.

Waste Operation Levy	Annual Charge
Per parcel of rateable land	\$33.60

The annual charge has been increased by \$1.60 from the previous year and it will be included in the bi-annual rates notice.

**LINK TO CORPORATE PLAN**

Theme 6 Organisational Capability - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY

Org 1a. Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

Org 1b. Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

Org 1c. Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

Org 1d. Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER

Org 2a. Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

Org 2b. Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

Org 2d. Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

### **CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy separate charges on lands for any service, facility or activity.

### **POLICY IMPLICATIONS**

Levying separate charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges (including separate and special charges) are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

### **RECOMMENDATION**

That Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, to make and levy a separate charge (to be known as the Waste Operations Levy Separate Charge) in the sum of \$33.60 per rateable assessment, to be levied equally on all rateable parcels of land within the Shire of Cook, for the purpose of contributing towards the ongoing annual waste management operational costs, for the financial year 2022/2023.

**5.6 CAMERON CREEK RURAL ELECTRIFICATION SCHEME - SPECIAL CHARGE FOR THE FINANCIAL YEAR 2022/2023****File Number:** D22/10167**Author:** Audit and Risk Advisor**Authoriser:** Lucy Deemal, Chief Financial Officer**Attachments:** 1 **Benefited Area - Cameron Creek Rural Electrification Scheme** **PRECIS**

The purpose of this report is to present to Council for adoption, the Cameron Creek Rural Electrification Scheme special charge for the financial year 2022/2023.

**BACKGROUND/HISTORY**

The Cameron Creek Rural Electrification Scheme was the result of numerous consultations with Ergon, landholders and Council and was carried out to benefit landholders, as there was no power to the area at the time.

**OVERALL PLAN**

The overall plan to construct a “backbone” high voltage power line along Cameron Creek Road was to enable occupiers of the land within the map marked “Benefited Area, Rural Electrification Cameron Creek Road”, to be able to obtain a supply of electricity that otherwise would have been prohibitive.

Council funded the construction of a backbone line borrowing \$182,620 from Queensland Treasury Corporation.

The annual debt servicing charges are apportioned equally on all parcels of rateable land within the benefitted area, as per the annual implementation plan. These charges will continue to apply irrespective of whether the ratepayer is accessing the service, and irrespective of whether the land is at some point reconfigured.

The overall plan is made up of the following:

- i. The service, facility or activity for which the plan is made is payment of a loan taken out by Council to fund construction of a backbone high voltage power line along Cameron Creek Road for the supply of electricity.
- ii. The occupier of the land specially benefits from, or has or will have special access to the “backbone” high voltage power line.
- iii. The rateable land to which the plan applies is defined in the map marked “Benefited Area, Rural Electrification Cameron Creek Road”.
- iv. The estimated cost of carrying out the overall plan is \$286,713.40.
- v. The estimated time for carrying out the overall plan is no more than 20 years from 2006.
- vi. The estimated sum of charges per levy to achieve repayment in no more than 20 years is \$8,694.40.

**ANNUAL IMPLEMENTATION PLAN**

The annual implementation plan for the Cameron Creek Rural Electrification Scheme Special Charge for the 2022/2023 financial year is:

- I. To review the special charge to ensure the sum of levies collected does not exceed the overall costs of carrying out the plan. The special charge has been calculated to allow recovery of the estimated costs of carrying out the overall plan within 20 years.
- II. To review the special charge for the benefited area each year to ensure the levy amount is adequate to recover the costs of carrying out the overall plan within the relevant timeframes. For example, in the case of the reconfiguration of parcels of land, the special charge may need to increase or decrease to recover the same total annual levy.

### **LINK TO CORPORATE PLAN**

Theme 6 Organisational Capability - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

#### **ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY**

Org 1a. Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

Org 1b. Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

Org 1c. Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

Org 1d. Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

#### **ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

Org 2a. Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

Org 2b. Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

Org 2d. Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

### **CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy special charges on lands for any service, facility or activity that has a distinct association with particular land.

### **POLICY IMPLICATIONS**

Levying separate charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**


The application of the Special Charge is to obtain recovery of costs incurred by Council in establishing the Cameron Creek Rural Electrification Scheme.

**RECOMMENDATION**

1. That Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, to make and levy a special charge (to be known as the Cameron Creek Rural Electrification Scheme Special Charge) of \$621.00 on all rateable land within the map marked "Benefited Area, Rural Electrification Cameron Creek Road" to fund the repayment of principal and interest on a Queensland Treasury Corporation loan borrowed to cover the construction costs of the backbone electrical line.
2. The overall plan, which was first adopted in 2006 and for the avoidance of doubt, the overall plan for the Cameron Creek Rural Electrification Scheme Special Charge is as follows:
  - a) The service, facility or activity for which the plan is made is payment of a loan taken out by Council to fund construction of a backbone high voltage power line along Cameron Creek Road for the supply of electricity.
  - b) The occupier of the land specially benefits from, or has or will have special access to the "backbone" high voltage power line.
  - c) The rateable land to which the plan applies is defined in the map marked "Benefited Area, Rural Electrification Cameron Creek Road".
  - d) The estimated cost of carrying out the overall plan is \$286,713.40.
  - e) The estimated time for carrying out the overall plan is no more than 20 years from 2006.
  - f) The estimated sum of charges per levy to achieve repayment in no more than 20 years is \$8,694.40.
3. The annual implementation plan for the Cameron Creek Rural Electrification Scheme Special Charge for the 2022/2023 financial year is:
  - a) To review the special charge to ensure the sum of levies collected does not exceed the overall costs of carrying out the plan. The special charge has been calculated to allow recovery of the estimated costs of carrying out the overall plan within 20 years.
  - b) To review the special charge for the benefited area each year to ensure the levy amount is adequate to recover the costs of carrying out the overall plan within the relevant timeframes. For example, in the case of the reconfiguration of parcels of land, the special charge may need to increase or decrease to recover the same total annual levy.
4. That Council adopts the map marked "Benefited Area - Rural Electrification Cameron Creek Road".



**5.7 RURAL FIRE BRIGADE - SPECIAL CHARGE FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10174  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Rural Fire Brigade Maps 

**PRECIS**

This report is present to Council for the adoption of the Rural Fire Brigade Special Charges for the financial year 2022/2023.

**BACKGROUND/HISTORY**

The following Rural Fire Brigades have submitted a written application to Council to levy a special charge on their behalf:

- Bloomfield Rural Fire Brigade
- Marton Rural Fire Brigade
- Poison Creek Rural Fire Brigade
- Rossville Rural Fire Brigade

The proposed special charge on all rateable land, to which the overall plan applies, contributes to funding the purchase and maintenance of equipment by each Rural Fire Brigade in the current or future financial years.

The overall plan is made up of the following:

- i. The service, facility or activity for which the plan is made is to fund the purchase and maintenance of equipment by each Rural Fire Brigade in the current or future financial years.
- ii. The rateable land to which the plan applies is for each parcel of land within the defined area of the Queensland Fire and Emergency Maps for each Rural Fire Brigade.
- iii. The estimated cost of carrying out the overall plan is expected to be equal or greater than
  - Bloomfield Rural Fire Brigade \$6,375
  - Marton Rural Fire Brigade \$4,125
  - Poison Creek Rural Fire Brigade \$2,925
  - Rossville Rural Fire Brigade \$3,425
- iv. The estimated time for carrying out the overall plan is one (1) year.

The occupier of the rateable land specially contributes to the need for the service, facility or activity funded by the special charge because each such parcel of land is within the area for which the brigade is in charge of firefighting and fire prevention under the Fire and Emergency Services Act 1990.

**LINK TO CORPORATE PLAN**

Theme 6 Organisational Capability - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

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Org 1b. Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

Org 1c. Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

Org 1d. Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

Org 2a. Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

Org 2b. Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

Org 2d. Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy special charges on lands for any service, facility or activity that has a distinct association with particular land.

**POLICY IMPLICATIONS**

Levying separate charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Council acts as an agent for the collection of the Special Charge on behalf of the Rural Fire Brigades and all funds raised are provided to these organisation to finance their overall plans.


**RECOMMENDATION**

1. That Council pursuant to section 94 of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*, make and levy a special charge (to be known as the Rural Fire Brigade Special Charge) as per the table below on all rateable land within the Rural Fire Brigade Area Maps supplied by Queensland Fire and Emergency Services, to which the overall plan applies, to fund firefighting and fire prevention.

Rural Fire Brigade	Annual Charge
Bloomfield Rural fire Brigade	\$25
Marton Rural Fire Brigade	\$25
Poison Creek Rural Fire Brigade	\$25
Rossville Rural fire Brigade	\$50

- 2 The overall plan for the Rural Fire Brigade Special Charge is as follows:
  - a) The service, facility or activity for which the plan is made is to fund the purchase and maintenance of equipment by each Rural Fire Brigade in the current or future financial years.
  - b) The rateable land to which the plan applies is for each parcel of land within the defined area of the Queensland Fire and Emergency Maps for each Rural Fire Brigade.
  - c) The estimated cost of carrying out the overall plan is expected to be equal or greater than
    - Bloomfield Rural Fire Brigade \$6,375
    - Marton Rural Fire Brigade \$4,125
    - Poison Creek Rural Fire Brigade \$2,925
    - Rossville Rural Fire Brigade \$3,425
  - d) The estimated time for carrying out the overall plan is one (1) year.
- 3 That Council adopts the map marked "Rural Fire Brigade Maps".

**5.8 WASTEWATER CHARGES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10183  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Wastewater Area Maps 

**PRECIS**

This report is present to Council for the adoption of the Wastewater Charges for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Council provides a wastewater reticulation system within defined wastewater area maps of Coen, Cooktown and Laura. Maps showing the Wastewater Areas will be available on the Council website, [www.cook.qld.gov.au](http://www.cook.qld.gov.au) or from Customer Service at the Council office at 10 Furneaux Street, Cooktown.

Wastewater charges are to be levied in respect of all land where Council deems that wastewater reticulation can be provided to such land to contribute towards the costs of operation, maintenance and capital expenditure/infrastructure associated with the wastewater system.

Properties within the defined wastewater areas shall be levied a wastewater charge based on a unit allocation scheme whereby all lots in the various wastewater areas are allocated a certain number of wastewater units.

Vacant parcels of land in Coen, Cooktown and Laura attract a vacant wastewater charge recognising that a wastewater service is available to the land, as wastewater infrastructure has been installed ready to supply the property once it is occupied.

Wastewater charges shall be levied for the cost of supplying a service for the removal of wastewater, for the 2022/2023 financial year on the following basis:

- Council operates a rating regime based on a unit allocation scheme on the basis of the number of units ascribed to the particular occupation of each lot in accordance with the Wastewater Unit Tables (inclusive in the recommendation below); and
- Applicable to lots located within the Wastewater Area Maps of Coen, Cooktown and Laura as attached.

**LINK TO CORPORATE PLAN**

**Theme 6 Organisational Capability** - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

**ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY**

**Org 1a.** Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**Org 1d.** Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

## **ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2a.** Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

**Org 2b.** Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

## **CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy utility charges for any service, facility or activity associated with the following utilities:

- a) Waste management;
- b) Gas;
- c) Sewerage;
- d) Water.

## **POLICY IMPLICATIONS**

Levying utility charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

## **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

## RECOMMENDATION

- a) That Council, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, adopts to make and levy wastewater utility charges for the supply of wastewater services by Council, as follows:

Coen Wastewater Unit Table	Coen	
	Units	Charge (\$151.80 x no. of units)
Accommodation: per room / site without facilities	2	\$303.60
Accommodation: per room / site with facilities	3	\$455.40
Ambulance / Fire Station	8	\$1,214.40
Bakery / Butchery / Cafe / Commercial Laundry / Garage / Industry / Office / Post Office / Shop / Takeaway / Works Depot	10	\$1,518.00
Barracks	8	\$1,214.40
Caravan Park Kiosk and/or Office	3	\$455.40
Church / Gallery / Hall / Meeting Room / Museum / Nursery	4	\$607.20
Clubs (Not for Profit): Licensed	10	\$1,518.00
Clubs (Not for Profit): Unlicensed	4	\$607.20
Court House / Government Offices / Police Station / Service Station	14	\$2,125.20
Day Care Centre / Kindergarten	12	\$1,821.60
Doctor or Dental Surgery or similar: 0 – 2 rooms	10	\$1,518.00
Doctor or Dental Surgery or similar: more than 2 rooms	14	\$2,125.20
Dwelling, Duplexes, Flats and/or Self Contained Units (each unit) (attached to a commercial building or not)	8	\$1,214.40
Fuel Depot / Fuel Storage Facility	6	\$910.80
Library	6	\$910.80
Licensed Clubs / Hotel / Resort / Tavern – without Restaurant	20	\$3,036.00
Licensed Clubs / Hotel / Resort / Tavern – with Restaurant	30	\$4,554.00
Professional Office / Room in an existing dwelling (Residential Zone)	8	\$1,214.40
Professional Office / Room in an existing dwelling (Centre Zone)	10	\$1,518.00
Racecourse	6	\$910.80
Relatives Apartment – Planning Approval required	8	\$1,214.40
Restaurant	20	\$3,036.00
Schools: up to 2 rooms	12	\$1,821.60
Schools: 3 – 5 rooms	24	\$3,643.20
Schools: 6 – 10 rooms	48	\$7,286.40
Schools: 11 – 20 rooms	64	\$9,715.20
Storage Shed	4	\$607.20
Tourist Attraction	6	\$910.80
Vacant	8	\$1,214.40
Welfare Home: per unit	8	\$1,214.40

	<b>Cooktown</b>
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Cooktown Wastewater Unit Table	Units	Charge (\$163.80 x no. of units)
Accommodation: per room / site without facilities	2	\$327.60
Accommodation: per room / site with facilities	3	\$491.40
Ambulance / Fire Station	6	\$982.80
Bakery / Butchery / Cafe / Commercial Laundry / Garage / Industry / Office / Post Office / Shop / Takeaway / Works Depot	10	\$1,638.00
Barracks	6	\$982.80
Business/Shopping Complex (without restaurant): 1 <sup>st</sup> Business/Shop	10	\$1,638.00
Business/Shopping Complex (with restaurant): 1 <sup>st</sup> Business/Shop	14	\$2,293.20
Business/Shopping Complex: each additional Business/Shop	4	\$655.20
Caravan Park Kiosk and/or Office	3	\$491.40
Church / Gallery / Hall / Meeting Room / Museum / Nursery	4	\$655.20
Clubs (Not for Profit): Licensed	10	\$1,638.00
Clubs (Not for Profit): Unlicensed	4	\$655.20
Court House / Government Offices / Police Station / Service Station	14	\$2,293.20
Day Care Centre / Kindergarten	12	\$1,965.60
Doctor or Dental Surgery or similar: 0 – 2 rooms	10	\$1,638.00
Doctor or Dental Surgery or similar: more than 2 rooms	14	\$2,293.20
Dwelling, Duplexes, Flats and/or Self Contained Units (each unit) (attached to a commercial building or not) excluding Strata Titled Units	6	\$982.80
Event Centre	20	\$3,276.00
Fuel Depot / Fuel Storage Facility	6	\$982.80
Hospital	70	\$11,466.00
Library	6	\$982.80
Licensed Clubs / Hotel / Resort / Tavern – without Restaurant	20	\$3,276.00
Licensed Clubs / Hotel / Resort / Tavern – with Restaurant	30	\$4,914.00
Professional Office / Room in an existing dwelling (Residential Zone)	8	\$1,310.40
Professional Office / Room in an existing dwelling (Centre Zone)	10	\$1,638.00
Racecourse	6	\$982.80
Relatives Apartment – Planning Approval required	6	\$982.80
Restaurant	20	\$3,276.00
Schools: Boarding	54	\$8,845.20
Schools: up to 2 rooms	12	\$1,965.60
Schools: 3 – 5 rooms	24	\$3,931.20
Schools: 6 – 10 rooms	48	\$7,862.40
Schools: 11 – 20 rooms	64	\$10,483.20
Schools: over 20 rooms	128	\$20,966.40
Storage Shed	4	\$655.20
Strata Titled Unit: each residential unit	6	\$982.80
Strata Titled Unit: each commercial unit	10	\$1,638.00
Tourist Attraction	6	\$982.80
Vacant	6	\$982.80
Welfare Home: per unit	8	\$1,310.40

Laura Wastewater Unit Table	Laura	
	Units	Charge (\$85.80 x no. of units)
Accommodation: per room / site without facilities	1	\$85.80
Accommodation: per room / site with facilities	2	\$171.60
Ambulance / Fire Station	4	\$343.20
Bakery / Butchery / Cafe / Commercial Laundry / Garage / Industry / Office / Post Office / Shop / Takeaway / Works Depot	10	\$858.00
Barracks	8	\$686.40
Caravan Park Kiosk and/or Office	2	\$171.60
Church / Gallery / Hall / Meeting Room / Museum / Nursery	4	\$343.20
Clubs (Not for Profit): Unlicensed	4	\$343.20
Court House / Government Offices / Police Station / Service Station	14	\$1,201.20
Doctor or Dental Surgery or similar: 0 – 2 rooms	10	\$858.00
Dwelling, Duplexes, Flats and/or Self Contained Units (each unit) (attached to a commercial building or not)	8	\$686.40
Licensed Clubs / Hotel / Resort / Tavern – without Restaurant	10	\$858.00
Licensed Clubs / Hotel / Resort / Tavern – with Restaurant	15	\$1,287.00
Racecourse	6	\$514.80
Restaurant	10	\$858.00
Schools: up to 2 rooms	12	\$1,029.60
Schools: 3 – 5 rooms	24	\$2,059.20
Tourist Attraction	6	\$514.80
Vacant	8	\$686.40

b) That Council adopts the Wastewater Area Maps for Coen, Cooktown and Laura.



**5.9 WATER CHARGES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10192  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Water Area Maps 

**PRECIS**

This report is presented to Council for the adoption of the Water Utility Charges for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Water Charges shall be made for the purpose of supplying water for the 2022/2023 financial year on the following basis.

Service (Access) Charges

Water service access charges are calculated per water meter as detailed in the tables below. Vacant Service Charges are to apply to all vacant parcels of land as well as all properties that do not have planning approval for either residential or commercial use within the Coen, Cooktown, Lakeland and Laura Water Areas. Water charges will be levied in two equal, half-yearly amounts.

Consumption Charges

A one (1) tier pricing structure is used in applying the consumption charge component of a multi part tariff as set out in the table below. Water meters will be read half yearly. Water consumption will be billed per meter at the cost per kilolitre, as shown in the recommendation below.

Council has adopted a user pays multi part tariff consisting of a service (access) charge based on water meter size, plus a consumption charge for all metered properties, where Council deems that water can be supplied to such land from the reticulated system. The charges offset the costs of operation, maintenance and capital expenditure associated with the water supply system within the defined Coen, Cooktown, Lakeland and Laura Water Areas.

Vacant parcels of land that are not metered will attract a vacant water service (access) charge recognising that a water service is available to the land as water infrastructure has been installed ready to supply the property once it is occupied.

Maps showing the Water Areas will be available on the Council website, [www.cook.qld.gov.au](http://www.cook.qld.gov.au) or from Customer Service at the Council office at 10 Furneaux Street, Cooktown.

**LINK TO CORPORATE PLAN**

**Theme 6 Organisational Capability** - A Council characterised by strong leadership, good governance, effective community engagement and excellence in delivery

**ORG 1 MANAGE COUNCIL'S ACTIVITIES AND DECISION-MAKING WITH STRATEGIC OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY**

**Org 1a.** Sound governance and management practices are reflected in responsible long term financial viability with clear strategic direction built around core local government business and affordable levels of service

**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**Org 1d.** Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

## **ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2a.** Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

**Org 2b.** Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

## **CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy utility charges for any service, facility or activity associated with the following utilities:

- a) Waste management;
- b) Gas;
- c) Sewerage;
- d) Water.

## **POLICY IMPLICATIONS**

Levying utility charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

## **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

**RECOMMENDATION**


1. That Council, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, adopts to make and levy water utility charges, for the supply of water services by Council, as follows:

<b>COOKTOWN AND LAKELAND</b>		
<b>WATER SERVICE AND CONSUMPTION CHARGE TABLE</b>		
<b>Water Charge Description</b>	<b>Annual Water Service Charge</b>	<b>Water Consumption Cost per Kilotitre</b>
Vacant land	\$842	\$0.00
20mm meter connection	\$541	\$2.04
25mm meter connection	\$844	\$2.04
32mm meter connection	\$1,383	\$2.04
40mm meter connection	\$2,161	\$2.04
50mm meter connection	\$3,377	\$2.04
80mm meter connection	\$8,644	\$2.04
100mm meter connection	\$13,506	\$2.04

<b>COEN AND LAURA</b>		
<b>WATER SERVICE AND CONSUMPTION CHARGE TABLE</b>		
<b>Water Charge Description</b>	<b>Annual Water Service Charge</b>	<b>Water Consumption Cost per Kilotitre</b>
Vacant land	\$882	\$0.00
20mm meter connection	\$567	\$2.04
25mm meter connection	\$884	\$2.04
32mm meter connection	\$1,449	\$2.04
40mm meter connection	\$2,264	\$2.04
50mm meter connection	\$3,538	\$2.04
80mm meter connection	\$9,055	\$2.04
100mm meter connection	\$14,149	\$2.04

2. That Council adopts, pursuant to section 102(2) of the *Local Government Regulation 2012*, a water meter is taken to have been read during the period that starts 2 weeks before and ends 2 weeks after, the day on which the meter is actually read.
3. That Council adopts the Water Area Maps for Coen, Cooktown, Laura and Lakeland.

**5.10 KERBSIDE COLLECTION CHARGES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10196  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Kerbside Collection Maps 

**PRECIS**

This report is presented to Council for the adoption of the Kerbside Collection Charges for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Council levies utility charges for the provision of kerbside collection services, which are calculated to contribute towards the costs of providing this service.

Council provides a residential refuse collection service within defined refuse area maps marked Coen; Cooktown, Marton, Lakeland; Laura; Helenvale and Rossville; Oaky Creek, Poison Creek and Endeavour Valley Road and Ayton Refuse Collection Area Maps. All residential properties, excluding vacant land, within the service areas attract the refuse collection charge, irrespective of whether they use the service or not.

Rural/Residential properties on the Peninsula Development Road between Lakeland and Laura have been offered kerbside refuse collection, but only those residents who wish to utilise the service will attract the refuse collection charge.

To provide the flexibility for residential properties to implement best practice waste minimisation systems that suit their individual circumstances, Council provides the property owners, Coen residents excepted, with a choice of either a 120 litre or 240 litre wheelie bin for collection.

Maps showing the Kerbside Collection Areas will be available on the Council website, [www.cook.qld.gov.au](http://www.cook.qld.gov.au) or from Customer Service at the Council office at 10 Furneaux Street, Cooktown.

An annual residential kerbside collection charge, for the purpose of removal and disposal of perishable waste only, for the 2022/2023 financial year will be applied in accordance with the schedule contained within the recommendation.

**LINK TO CORPORATE PLAN**

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**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**Org 1d.** Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2a.** Continue to implement effective asset management policies and plans to ensure optimal asset maintenance, functionality and service life

**Org 2b.** Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

Rates and charges have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy utility charges for any service, facility or activity associated with the following utilities:

- a) Waste management;
- b) Gas;
- c) Sewerage;
- d) Water.

**POLICY IMPLICATIONS**

Levying utility charges for services, facilities or activities is consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and utility charges are the major component of Council's "own source" revenue and funds raised are utilised to finance Council operations and service delivery to the community.

## RECOMMENDATION

1. That Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, to make and levy kerbside collection charges, for the provision of kerbside collection services, as follows:

<b>Waste Collection Utility Charges - Coen</b>		
<b>Type of Improvement</b>	<b>Utility</b>	<b>Annual Charge</b>
For each dwelling	1 x 240 litre bin	\$531.30
<i>The following properties are not primarily residential; however, a residential wheelie bin collection service is to be provided.</i>		
10001485 – Coen Primary School 3 x residential buildings	3 x 240 litre bins	\$1,593.90
10001501 – Coen Police Service 3 x residential buildings	3 x 240 litre bins	\$1,593.90

<b>Waste Collection Utility Charges – Cooktown, Lakeland &amp; Marton</b>		
<b>Type of Improvement</b>	<b>Utility</b>	<b>Annual Charge</b>
For each dwelling	1 x 240 litre bin	\$507.20
	1 x 120 litre bin	\$254.10

<b>Waste Collection Utility Charges – Laura</b>		
<b>Type of Improvement</b>	<b>Utility</b>	<b>Annual Charge</b>
For each dwelling	1 x 240 litre bin	\$531.30
	1 x 120 litre bin	\$266.20

<b>Waste Collection Utility Charges – Ayton, Bloomfield, Endeavour Valley Road outside the bounds of Cooktown and Marton, Helenvale, Oaky Creek Road, Poison Creek Road &amp; Rossville</b>		
<b>Type of Improvement</b>	<b>Utility</b>	<b>Annual Charge</b>
For each dwelling	1 x 240 litre bin	\$254.10
	1 x 120 litre bin	\$127.10

2. That Council adopts the Kerbside Collection Area Maps for Ayton, Bloomfield, Coen, Cooktown, Endeavour Valley Road outside bounds of Cooktown and Marton, Helenvale, Lakeland, Laura, Marton, Oaky Creek Road, Poison Creek Road and Rossville.

**5.11 INTEREST ON OUTSTANDING RATES AND CHARGES FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10331  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

This report is presented to Council to determine the interest rate to be applied to overdue rates and charges for the financial year 2022/2023.

**BACKGROUND/HISTORY**

Section 133 of the *Local Government Regulation 2012* details how the interest rate for overdue rates and charges is to be calculated and the resulting interest rate is the maximum that can be applied.

This calculation is the bank bill yield rate for the day, rounded to 2 decimal points plus 8%. For this calculation the bank bill yield rate, for a day, means the monthly average yield of 90-day bank accepted bills published by the Reserve Bank of Australia (RBA) for the month of March in the financial year immediately before the financial year in which the day occurs.

The bank bill yield rate as at March 2022 published by the RBA was 0.17%, therefore the maximum interest rate for the 2022/2023 financial year will be 8.17%.

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**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2d.** Adopt a smart and informed approach to financial business management which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

Rates and charges, including interest payable on overdue rates and charges, have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Act 2009* and *Local Government Regulation 2012* provides the legal power for Council to levy rates and charges and to apply interest on any balances that are overdue. An overdue balance is any rate and charge, or part thereof that remains unpaid the day after the due date for payment.

**POLICY IMPLICATIONS**

Charging interest on overdue rates and charges is consistent with Council's Revenue Policy, Revenue Statement and Debt Recovery Policy.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

Charging interest on overdue rates and charges assists in offsetting the additional costs incurred by Council in the debt recovery process.

**RECOMMENDATION**

That Council adopts, pursuant to section 133 of the *Local Government Regulation 2012*, compound interest calculated on daily rests at the rate of 8.17% per annum is to be charged on all overdue rates and/or charges for the 2022/2023 financial year.



**5.12 RATES NOTICE LEVY AND PAYMENT FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10337  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

This report is presented to Council to determine the frequency and timing for the issuance of rate notices and the period in which the rates and charges are to be paid.

**BACKGROUND/HISTORY**

Council has determined, in accordance with the provisions of Section 107 of the *Local Government Regulation 2012* that all rates and charges will be levied in two (2) half yearly instalments covering the periods 1 July 2022 to 31 December 2022 and 1 January 2023 to 30 June 2023.

The timing to issue the rate notices is as follows:

- for the half year 1 July 2022 to 31 December 2022 - in August/ September 2022; and
- for the half year 1 January 2023 to 30 June 2023 - in February/March 2023.

In accordance with Section 118 of the *Local Government Regulation 2012*, the due date for payment has to be at least 30 days from the date of issue of the rate notice.

**LINK TO CORPORATE PLAN**

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**CONSULTATION**

Rates, charges, and all associated matters, have been workshopped with Councillors, Executive Leadership Team and other relevant staff.

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

The *Local Government Regulation 2012* details the requirements of issuing rate notices. The period for which the rates and charges must be paid, has to be at least 30 days from the issue of the notice.

**POLICY IMPLICATIONS**

Levying rates and charges and all associated activities is consistent with Council's Revenue Policy and Revenue Statement.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

General rates and charges are an integral component of Council's budget and this revenue source is utilised to assist in funding its operations and service delivery to the Community.

**RECOMMENDATION**

1. That Council adopts, pursuant to section 107 of the *Local Government Regulation 2012* and section 114 of the *Fire and Emergency Services Act 1990*, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:
  - a. for the half year 1 July 2022 to 31 December 2022 - in August/September 2022;  
and
  - b. for the half year 1 January 2023 to 30 June 2023 - in February/March 2023.
2. That Council adopts, pursuant to section 118 of the *Local Government Regulation 2012*, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, be paid within 35 days of the date of the issue of the rate notice.

**5.13 PENSIONER CONCESSION FOR THE FINANCIAL YEAR 2022/2023**

**File Number:** D22/10348  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** Nil

**PRECIS**

This report is presented to Council for the adoption of the Pensioner Concessions for the financial year 2022/2023.

**BACKGROUND/HISTORY**

The State Government grants a concession for rates and charges to eligible Pensioner Concession Card holders as per the Pensioner Rebate Subsidy Scheme Policy.

The State Government's pensioner subsidy will be up to twenty percent (20%), to a maximum rebate of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges; and 20% of the Emergency Management Levy.

Council also grants a concession on the same criteria as the State except for the following additional criteria:

- Either a Certificate of Occupancy or Final Inspection Certificate has been issued for a Class 1A Dwelling constructed after 30 April 1999.

Council's pensioner subsidy will be up to twenty percent (20%), to a maximum rebate of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges.

A pensioner may receive one or both subsidies depending on their particular circumstances.

**LINK TO CORPORATE PLAN**

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### **CONSULTATION**

Consultation not required in this instance, as Council, has for many years, matched the State Government pensioner subsidy through the granting of a pensioner concession on general rates and utility charges.

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

The *Local Government Regulation 2012* provides the legal power for Council to grant concessions in certain circumstances and this includes where the land is owned or occupied by a pensioner.

### **POLICY IMPLICATIONS**

Granting a pensioner concession to eligible ratepayers is consistent with Council's Pensioner Rebate Subsidy Scheme Policy, Revenue Policy and Revenue Statement.

### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**


The cost of granting pensioner concessions is an expenditure item that is factored into Council's budget.

### **RECOMMENDATION**

That Council resolves that, pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, the following rebates be granted to all ratepayers who are pensioners and who meet the eligibility criteria for Council and State government pensioner remission:

- Council Rebate of twenty percent (20%), capped at a maximum of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges; and/or
- State Government Rebate of twenty percent (20%), capped at a maximum of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges and 20% of the Emergency Management Fire Levy.

**5.14 STATEMENT OF ESTIMATED FINANCIAL POSITION 2021/2022**

**File Number:** D22/10363  
**Author:** Audit and Risk Advisor  
**Authoriser:** Lucy Deemal, Chief Financial Officer  
**Attachments:** 1 Statement of Estimated Financial Position 

**PRECIS**

This report is presented to Council for noting the Statement of Estimated Financial Position for the financial year 2021/2022.

**BACKGROUND/HISTORY**

Throughout the financial year, Council receives a monthly financial report, showing Council's progress against its annual budget. This report provides a forecast of the expected actuals against budget and the anticipated financial results for the current financial year.

The following table details the net operating result from original budget, the revised budget and the now forecasted position:

Original Budget	Revised Budget	Forecasted Result
\$,000	\$,000	\$,000
Deficit (\$9,599)	Deficit (\$6,704)	Deficit (\$3,521)

As at end of May 2022, Council's forecast operating result for the 2021/22 financial year will have a reduced deficit of \$3.521M compared to the revised budget. Key factors contributing to the expected result are:

- Minor increase in revenue, due to increased user fees and charges received; and grant revenue mainly due to the Disaster Recovery Funding Arrangement (DRFA) and Financial Assistance Grants.
- Throughout 2021/22 Council's spending has tracked below budget, and we therefore expect to record a reduction in Materials and Services expenditure less than budget by \$2.3M.

It is important to note that the level of revenue recorded at 30 June 2022 will depend on management's revision of contract balances at reporting date, the progress of grant-funded projects in line with key milestones will affect the revenue that can be recognised in line with the accounting standards.

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**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

### **CONSULTATION**

In this instance, wider consultation has not been undertaken as this report provides an estimate only, of Council's financial position as at 30 June 2022.

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

This report has been prepared in accordance with section 205 of the *Local Government Regulation 2012*, which states:

- 1) The chief executive officer must present the local government's annual budget meeting with a statement of estimated financial position.
- 2) A **statement of estimated financial position** is a document stating the financial operations, and financial position, of the local government for the previous financial year.

### **POLICY IMPLICATIONS**

There are no policy implications with this report.












### **FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

As the 2021/2022 financial year is almost complete, this report provides Council and the Community with an estimated financial position of Council's operations as at 30 June 2022.

### **RECOMMENDATION**

That, pursuant to section 205 of the *Local Government Regulation 2012*, Council receives the statement of the financial operations and financial position of the Council in respect of the 2021/2022 financial year ("the Statement of Estimated Financial Position") and notes the contents.

**5.15 ADOPTION OF BUDGET FOR THE FINANCIAL YEAR 2022/2023****File Number:** D22/10368**Author:** Audit and Risk Advisor**Authoriser:** Lucy Deemal, Chief Financial Officer

- Attachments:**
- 1 Budgeted Statement of Comprehensive Income 
  - 2 Budgeted Statement of Financial Position 
  - 3 Budgeted Statement of Cash Flows 
  - 4 Budgeted Statement of Changes in Equity 
  - 5 2022/23 Capital Works Program 
  - 6 Long Term Financial Forecast 
  - 7 Asset Management Strategy (adopted by Council resolution 19/06/2019 - Res 2019/134) 
  - 8 Revenue Statement for the 2022/2023 Financial Year 
  - 9 Revenue Policy (adopted by Council resolution 22/02/2022 - Res 2022/38) 
  - 10 Relevant measures of financial sustainability 
  - 11 Rates & Charges Change as % 

**PRECIS**

This report is presented to Council for adoption of the 2022/2023 Annual Budget pursuant to the provisions of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

**BACKGROUND/HISTORY**

Work commenced in late February 2022 to develop the 2022/2023 Annual Budget. Council officers used the Financial Management Principles adopted by Council in November 2021 as a guide for draft budget decision making prior to consultation with council and the community.

In developing the operational budget, the Finance team met with each Manager to determine appropriate budget levels based on business needs, historical spend, existing adopted plans and strategies and operational plans for the 2022/2023 financial year. A conservative approach was taken to developing the budget ensuring service levels were maintained or improved while developing operational initiatives to meet Corporate Plan objectives. Considerable focus was placed on reviewing expenditure to reduce costs wherever possible.

Recent economic changes have seen escalating costs in relation to increased insurance premiums, building construction and maintenance costs, fuel and oils, in addition to Council's ongoing requirement to maintain ageing assets and meet legislative/statutory compliance obligations.

To assist in overcoming these increasing financial obligations, and with an awareness of the financial pressures escalating costs have on ratepayers, Council has developed this budget with a minimal general rate increase of 3%.

The 2022/2023 Annual Budget being presented to Council has forecast revenue of \$64M and expenditure of \$74M resulting in an operating deficit of \$10M. An overview of the total revenue and expenditure is outlined below:

Overview	2022/23 Annual Budget \$'000
Operating Revenue	64,004
Operating Expenditure	74,072
Operating Surplus / (Deficit)	(10,068)
Capital Revenue	5,418
Net Result Surplus / (Deficit)	(4,650)

Council officers will continue to maintain a high level of service delivery with limited resources, given that the condensed budget for materials and expenses has offset increased costs to employee benefits and depreciation. Council's depreciation expense has increased to an expected \$12.1M compared to the budgeted \$10.7M in 2021/22. Depreciation is a non-cash transaction intended to reflect the reduced value of property, plant and equipment assets, it is unfunded, and it is a strong factor in Council's operational deficit.

### **Capital Works Program**

In developing the Capital Works Program for the 2022-23 year, consideration was given to the availability of external funding and Council's overall financial position and the ability to fund capital projects from own source funding. Council officers were encouraged to submit capital works proposals to the Executive Leadership Team, the applications were scrutinised and weighted against agreed criteria including whether the project was: treating a risk to critical infrastructure; in relation to compliance; in line with Council's strategic direction; renewal of an asset; was of environmental benefit or was a safety initiative. As a result of these considerations, the proposed projects that were funded by external sources have been included in the new capital works program and the remaining projects prioritised for future funding.

In addition, two Council-funded projects have been identified for the 2022/23 Capital Works Program, being fleet (plant) renewals and shovel-ready project development. Council's fleet renewal plan has been prioritised based on deterioration of plant assets, which are key to Council's operations and works programs. Council has also identified that a number of grantors expect a level of investigation to be carried out prior to submitting applications for funding, therefore Council have elected to invest in Cook Shire's preparedness for grant programs by allocating funds for this purpose. It is unlikely these projects would attract external funding.

Sourcing funding for the renewal of assets continues to be a significant challenge and Council will continue to allocate resources to this pursuit. Council officers continue to work closely with grant funding bodies to identify funding opportunities and it is expected that further capital grant funding will be received as we move into the new financial year. The capital works program 2022/23 therefore also outlines a number of projects that Council support to progress if and when external funding is sourced.

As in previous years, and although it is not a statutory requirement, Council undertook a community consultation exercise with the draft budget to enable the community to provide comments/feedback. Further information on this is available in Consultation section of this report.



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**Org 1b.** Council activities comply with applicable legislation through well-maintained policies, procedures and information systems that guide and facilitate good decision making

**Org 1c.** Work management systems and procedures are reviewed and adjusted to support improved organisational service provision, compliance and efficiency

**Org 1d.** Communities are kept adequately informed and are satisfied with the overall leadership and strategic direction undertaken by Council

**ORG 2 PLAN AND MANAGE THE SHIRE'S RESOURCES AND ASSETS IN AN EFFICIENT AND SUSTAINABLE MANNER**

**Org 2b.** Ensure Council's critical assets are maintained and managed with consideration given to whole of-life costs, condition ratings, effective renewal programs and optimal maintenance forecasts

**Org 2d.** Adopt a smart and informed approach to financial business management, which is underpinned by a culture of cost management, best value and strategic financial analyses

**CONSULTATION**

Finance officers met with each Manager and other relevant staff to inform the budget and capital works program. This information was presented to Councillors and the Executive Leadership Team through numerous workshops.

The draft budget was circulated through Council's website and Facebook page to seek feedback from the Community. This engagement process ended on 8 June 2022. During this consultation period, Council received three community responses providing feedback/comments on the draft budget. The consultation asked three key questions of community members and the responses were as follows:

1. *Do you think the proposed budget has achieved a balance between the provision of essential services, delivery of community services, and maintenance of infrastructure and capital works?*

Responses: Yes – 65% ; No – 35%

2. *How do you think the budget could be improved to better meet the lifestyles and aspirations of ratepayers and residents across the Shire?*

Responses included the development of roads and tourism, as well as activities to support men's wellbeing and unemployed and unskilled workers.

3. *How would you allocate \$100 across the following key service delivery areas?*

The average response was that \$47 to be spent on roads, footpaths, drainage and public works, \$20 spent on community liveability and the remainder equal across community facilities, corporate administration and essential services.

The consultation responses were satisfactory and in general aligned with Council's objectives and proposed budget.

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

In drafting this budget for presentation to Council for adoption, continual reference to the *Local Government Act 2009* and the *Local Government Regulation 2012* has occurred to ensure all aspects of the budget comply with statutory obligations.

**POLICY IMPLICATIONS**

All relevant financial policies have been reviewed and adopted by Council through this annual budget process.

**FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)**

The budget formalises the sources of revenue available to Council and the forecasted expenditure to be incurred in delivering essential services to the Communities of the Shire.

**RECOMMENDATION**

That pursuant to sections 169 and 170 of the *Local Government Regulation 2012*, Council's Budget for the 2022/2023 financial year incorporating:

- i. The Statement of Comprehensive Income;
- ii. The Statement of Financial Position;
- iii. The Statement of Cash Flows;
- iv. The Statement of Changes in Equity;
- v. Capital Works Program 2021/2022;
- vi. The Long-term Financial Forecast;
- vii. The Asset Management Strategy (adopted by Council on 19 June 2019);
- viii. The Revenue Statement;
- ix. The Revenue Policy (adopted by Council on 9 March 2021);
- x. The Relevant Measures of Financial Sustainability; and
- xi. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget;

as tabled, be adopted.