



BUSINESS PAPER

Special Council Meeting Friday, 2 July 2021

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

Date: Friday, 2 July 2021

Time: 8.00am

Location: Winton Shire Council Board Room

**Ricki Bruhn
Chief Executive Officer**

Mayor

Cr Gavin Baskett

Deputy Mayor

Cr Tina Elliott

Councillors

Cr Shane Mann

Cr Frank Standfast

Cr Cathy White

Cr Anne Seymour

Management Team

Ricki Bruhn (Chief Executive Officer)

Melissa Doyle (A/Director of Community and
Economic Development)

Suneil Adhikari (Director of Works)

Order Of Business

1	Acknowledgement of Country	23459
2	Apologies	23459
3	Declaration of Pecuniary Interest and Conflict of Interest.....	23459
4	MAYOR'S BUDGET REPORT	23459
4	Decisional Reports	23460
4.1	Budget 2021/2022.....	23460
4.2	REVIEW AND ADOPTION OF POLICIES.....	23473
4.3	FEES AND CHARGES SCHEDULE 2021/2022.....	23550
4.4	REVENUE STATEMENT	23572
4.5	ORGANISATIONAL STRUCTURE AND STAFF HIERACHY CHART 2021/22	23579
5	Date of Next Meeting	23619

- 1 ACKNOWLEDGEMENT OF COUNTRY**
- 2 APOLOGIES**
- 3 DECLARATION OF PECUNIARY INTEREST AND CONFLICT OF INTEREST**
- 4 MAYOR'S BUDGET REPORT**

4 DECISIONAL REPORTS

4.1 BUDGET 2021/2022

File Number: 136914

Author: Ricki Bruhn, Chief Executive Officer

Attachments:

1. 2021-2022 Advertising Spending Policy.pdf
2. 2021-2022 Asset Management Policy.pdf
3. 2021-2022 Borrowing Policy.pdf
4. 2021-2022 Community Grants Policy.pdf
5. 2021-2022 Entertainment and Hospitality Policy.pdf
6. 2021-2022 Expenses Reimbursement and Provision of Facilities for Mayor and Councillors.pdf
7. 2021-2022 Fraud Management Policy.pdf
8. 2021-2022 Investment Policy.pdf
9. 2021-2022 Motor Vehicle Policy.pdf
10. 2021-2022 Purchasing Policy.pdf
11. 2021-2022 Rates Concession Policy.pdf
12. 2021-2022 Related Party Disclosure Policy.pdf
13. 2021-2022 Revenue Policy.pdf
14. 2021-2022 Risk Management Policy.pdf
15. Fees and Charges 2021-2022.pdf
16. 2021 -2022 Organisational Structure V2.pdf
17. Corp and Reg Services Org Chart - No Names.pdf
18. Community EC Dev Portfolio - No names.pdf
19. Interim Works Department Portfolio - No Names.pdf
20. Final Budget Workshop Financial Forecast Statements.pdf
21. Capital 21-22 final - part 1.pdf
22. Capital 21-22 final - part 2.pdf
23. RandE 21-22 final - May actuals.pdf
24. Reserves 2021-22.pdf
25. Budget Summary 2021-22.pdf

Meeting Date: 2 July 2021

Corporate and Operational Plan Consideration

Strategy	Corporate Plan Reference	Organisational Responsibility	Performance Measure
To provide the wider community with confidence by effectively managing revenues and expenditure to ensure the financial viability of the Shire and to ensure the ongoing sustainability of the organisation.	Financial Reporting	Chief Executive Officer	Produce and Implement Annual budget

Budget Reference: Annual Adoption of Budget

Asset Management Reference: Not Applicable

SUMMARY

Attached to this report are copies of the budget documents for Council for the year ending 30th June 2022, together with the 2021/2022 budget for consideration and adoption.

In addition to assessments undertaken by respective Management Staff, Council workshops were

undertaken on the 16 April, 14 May, 28 May, 11 June and 28 June 2021 with Councillors. Some of these workshops were also attended by various Managers to clarify project requests with other staff also being consulted on specific projects. The draft budget was issued on 28 May 2021 with reviews undertaken on the 11 June and 28 June 2021.

Our external accountant Mr Peter Gogsch from Peter Gogsch Accountants has reviewed the budget and has prepared the statutory budget statements long term financial plan. The draft budget was also considered by the Audit Committee at its Meeting held on 30 June 2021.

RECOMMENDATION

1. THAT the report be received;
2. THAT pursuant to section 197 of the *Local Government Regulation 2012*, the Advertising Policy, as presented, be adopted;
3. THAT the Asset Management Policy, as presented, be adopted;
4. THAT pursuant to section 192 of the *Local Government Regulation 2012*, the Borrowing Policy, as presented, be adopted;
5. THAT pursuant to section 195 of the *Local Government Regulation 2012*, the Community Grants Policy, as presented, be adopted;
6. THAT pursuant to section 196 of the *Local Government Regulation 2012*, the Entertainment and Hospitality Policy, as presented, be adopted;
7. THAT pursuant to section 250 of the *Local Government Regulation 2012*, the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy, as presented, be adopted;
8. THAT the Fraud Management Policy, as presented, be adopted;
9. THAT pursuant to section 191 of the *Local Government Regulation 2012*, the Investment Policy, as presented, be adopted;
10. THAT the Motor Vehicle Policy, as presented, be adopted;
11. THAT pursuant to section 198 of the *Local Government Regulation 2012*, the Purchasing Policy, as presented, be adopted;
12. THAT pursuant to section 120 of the *Local Government Regulation 2012*, the Rates Concession Policy, as presented, be adopted;
13. THAT the Related Party Disclosure Policy, as presented, be adopted;
14. THAT pursuant to section 193 of the *Local Government Regulation 2012*, the Revenue Policy, as presented, be adopted;

15. THAT the Risk Management Policy, as presented, be adopted;
16. THAT pursuant to section 97 (1) of the *Local Government Act 2009*, the Fees and Charges Schedule, as presented for 2021/2022 be adopted;
17. THAT pursuant to section 196 of the *Local Government Act 2009*, the Organisational Structure and Staff Hierarchy Chart for 2021/2022, as presented, be adopted.
18. THAT in accordance with Section 81 of the *Local Government Regulation 2012*, Council hereby adopts a categorisation of land for differential general rates. The five (5) categories have been identified as:

Differential Rate Category	Description
1	Winton
2	Middleton/Corfield
3	Rural/Eastern
5	Mining Leases
6	Rural/Western

The description of each of the rating categories is:

Category 1 Winton is land that is used for residential, commercial and industrial purposes in the areas designated as the Winton town. The areas are urban in nature and have a homogeneous collective character that defines the grouping from the surrounding rural properties.

Category 2 Middleton and Corfield are small isolated villages used for residential and commercial purposes that have a very low population base and enjoy very few services beyond a raw bore water supply and road access.

Category 3 Rural/Eastern is grazing and livestock land, land that is used for commercial purposes and for grazing livestock. It is traditionally the high valued sheep/wool raising area that is featured by rich Mitchell, Flinders and button grass plains interspersed by creeks lined with coolabah trees.

Category 5 is the Mining area. Opal and gypsum mining operations on small leases, or prescribed claims greater than 30m², but less than 20 hectares, scattered through the southern and western section of the area.

Category 6 Rural/Western is grazing and livestock land, land that is used for commercial purposes and for grazing livestock. It is traditionally the cattle raising area that has a wide variation in landscape features. There are large areas of open forest country consisting of gidyea, lancewood, coolabahs and scrub. The red soil country also features mesas and jump-ups covered with spinifex and mulga.

19. THAT pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a differential general rate of 3.51894 cents in the dollar being levied on all rateable land designated as land category 1 – Winton.
20. THAT pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a differential general rate of 10.65772 cents in the dollar being levied on all rateable land designated as land category 2 – Middleton/Corfield.

21. THAT pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a differential general rate of 0.9268 cents in the dollar being levied on all rateable land designated as land category 3 – Rural/Eastern.
22. THAT pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a differential general rate of 0.4618 cents in the dollar being levied on all rateable land designated as land category 5 – Mining.
23. THAT pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a differential general rate of 0.92694 cents in the dollar being levied on all rateable land designated as land category 6 – Rural/Western.
24. THAT in accordance with section 77 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a minimum general rate per assessment of \$664.30 to be levied on all rateable land designated as:
- land category 1 – Winton,
 - land category 2 – Middleton/Corfield,
 - land category 3 – Rural/Eastern, and
 - land category 6 – Rural/Western.
25. THAT in accordance with section 77 of the *Local Government Regulation 2012*, Council resolves to increase general rates by two and a half percent (2½ %), hereby adopting a minimum general rate per mineral lease of \$263.00 to be levied on all rateable land designated as land category 5 – Mining.
26. THAT in accordance with section 130 of the *Local Government Regulation 2012*, Council hereby allows a discount for payment of rates or charges before the end of the discount period of fifteen percent (15 %).
27. THAT in accordance with section 130 of the *Local Government Regulation 2012*, Council resolves that discount does not apply to the state fire levy or excess water charges.
28. THAT in accordance with section 133 of the *Local Government Regulation 2012*, Council resolves that interest is payable on overdue rates or charges at the percentage of 8.03%.
29. THAT in accordance with section 107 of the *Local Government Regulation 2012*, Winton Shire Council rate notices will be issued by instalments twice annually. The first rates notice will be issued in August for the period 1st July to the 31st December. The second rates notice will be issued in February for the period 1st January to the 30th June. The payment must be made within 30 days after the date of the rate notice.
30. THAT in accordance with section 120 of the *Local Government Regulation 2012*, Council will grant a rebate of rates and charges to pensioners who hold a Queensland pensioner concession card or a Department of Veteran Affairs “repatriation card” with full entitlements, for land owned and permanently occupied by the pensioner. The amount of the “pensioner” rates and charges rebate shall be \$200 per annum.
31. THAT in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council resolves to increase Waste and Garbage Charges

by two and a half percent (2½ %), hereby adopting charges for Waste and Garbage Management of:

- \$411.95 per annum for one collection of one bin for residential consumers once per week, and
- \$411.95 per annum for one collection consisting of a maximum of 5 bins by the number of pickups per week for commercial consumers.

32. THAT in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council resolves to increase Sewerage Charges by two and a half percent (2½ %), hereby adopting utility charges for sewerage of:

- \$556.82 per annum for first pedestal;
- Nil per annum for second pedestal in a private dwelling;
- \$421.38 per annum for second and subsequent pedestals; and
- \$597.62 per annum for vacant Land.

33. THAT in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council resolves to increase Water Charges by two and a half percent (2½ %), hereby adopting utility charges for water of \$39.91 per unit for Infrastructure Charges and \$143.64 per unit for the allowable usage charge in accordance with the schedule of allocated units.

SCHEDULE OF ALLOCATED UNITS 2021-2022									
					\$ 39.91	\$ 143.64			
The Schedule of Allocated Units			Units	KL Allow	Infrastructure Charge before Discount	Allowable Usage Charge	Total Water Rates	\$ After Discount	
Vacant Available	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Commercial	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Residential	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Rural Residential	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Rural	Unit		6	1550	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Rural under Water Access Agreement	Unit		12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21	
Commercial on more than one allotment	Unit plus 1 unit per allotment		5	1250	\$ 199.55	\$ 718.20	\$ 917.75	\$ 780.09	
Nursery	Unit		12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21	
Extra Residence or extra industry	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Golf Club	Unit		20	5000	\$ 798.20	\$ 2,872.80	\$ 3,671.00	\$ 3,120.35	
Convent School	Unit		30	7500	\$ 1,197.30	\$ 4,309.20	\$ 5,506.50	\$ 4,680.53	
Hotels	10 Units per Ha. 0.5 Units per Room	Min	12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21	
		Max	24	6000	\$ 957.84	\$ 3,447.36	\$ 4,405.20	\$ 3,744.42	
Motels - mayor 25 Units or more + restaurant	0.5 Units per room + 20 units per Ha (Inc units for Caretaker Res) + 5 units for restaurant	Min	8	2000	\$ 319.28	\$ 1,149.12	\$ 1,468.40	\$ 1,248.14	
		Max	40	10000	\$ 1,596.40	\$ 5,745.60	\$ 7,342.00	\$ 6,240.70	
Motels - standard 24 Units or less, no restaurant	0.5 Units per room per Ha (Inc units for Caretaker Res)	Min	8	2000	\$ 319.28	\$ 1,149.12	\$ 1,468.40	\$ 1,248.14	
		Max	40	10000	\$ 1,596.40	\$ 5,745.60	\$ 7,342.00	\$ 6,240.70	
Swimming Pool (Council)	Unit		36	9000	\$ 1,436.76	\$ 5,171.04	\$ 6,607.80	\$ 5,616.63	
Waltzing Matilda Centre	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Council Workshop	Unit		6	6000	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11	
Hospital	Unit		90	22500	\$ 3,591.90	\$ 12,927.60	\$ 16,519.50	\$ 14,041.58	
Caravan Park that has Caretakers Residence, Cabins, Caravans Sites, Toilet & Shower Block	20 Units per Ha. 0.5 Units per Cabin 0.25 Units per Caravan Site	Min	13	3250	\$ 518.83	\$ 1,867.32	\$ 2,386.15	\$ 2,028.23	
		Max	68	17000	\$ 2,713.88	\$ 9,767.52	\$ 12,481.40	\$ 10,609.19	
State School	Unit		102	25500	\$ 4,070.82	\$ 14,651.28	\$ 18,722.10	\$ 15,913.79	
Residents can apply to increase their unit allocation of water up to 9 units subject to written request and subsequent approval									
All water used in excess of this allowance be charged at 0.60 c/kl									

34. THAT Council resolves to grant the following concession of water charges to the following three organisations:

<u>Organisation</u>	<u>Allocation</u>	<u>Concession</u>
Winton Golf Club	20 units	11 units
St Patricks Catholic School	30 units	12 units
Winton State School	102 units	18 units

35. THAT in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council resolves all water used in excess of the standard allowance be charged at 0.60c/kl.

36. THAT in accordance with Sections 169 and 170 of the *Local Government Regulation 2012*, Council's Budget for the 2021/2022 financial year, incorporating:

1. The statement of financial position;
2. The statement of cash flow;
3. The statement of comprehensive income and expenditure;
4. The statement of changes in equity;
5. The long-term financial forecast;
6. The revenue statement;
7. The revenue policy (adopted by Council July 2021)
8. The relevant measures of financial sustainability; and
9. 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.

REPORT

Local Governments in Queensland are required to produce a range of financial planning and financial accountability documents (Section 104 *Local Government Act 2009*).

The financial planning documents to include:

1. Five Year Corporate Plan (LGA s104(5)(a)(i));
2. Long Term Asset Management Plan (LGA s104(5)(a)(ii));
3. Long Term Financial Forecast (LGA s104(5)(a)(iii));
4. Annual Budget, including Revenue Statement (LGA s104(5)(a)(iv)); and
5. Annual Operating Plan (LGA s104(5)(a)(v)).

Council is also required to prepare a range of financial accountability documents including:

1. General Purpose Financial Statements (LGA s104(b)(i));
2. Asset Registers (LGA s104(b)(ii));
3. Annual Report (LGA s104(b)(iii));
4. Results of an Annual Review of the implementation of the Operational Plan (LGA s104(b)(iv)).

In addition to the above planning and accountability documents, Council must also adopt policies on the following matters:

1. Investments (LGA s104 (c)(i));
2. Borrowings (LGA s104(c)(ii));
3. Revenue (LGA s104(c)(iii));
4. Entertainment and Hospitality (LGR s196(i));
5. Procurement (LGR s198);
6. Advertising (LGR s197); and

Further to the above policies, it is good governance and practice for Council to consider and adopt policies on the following matters:

1. Fraud Management Policy;
2. Risk Management Policy;
3. Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy;
4. Community Grants Policy;
5. Motor Vehicle Policy;
6. Rates Concession Policy;
7. Asset Management; and
8. Related Party Disclosure Policy.

In the context of this legislative framework, the following documents are presented to Council for adoption as part of the Annual Budget for the year ended 30 June 2022:

1. Advertising Policy 2021/2022;
2. Asset Management Policy 2021/2022;
3. Borrowing Policy 2021/2022;
4. Community Grants Policy 2021/2022;
5. Entertainment and Hospitality Policy 2021/2022;
6. Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy 2021/2022;
7. Fraud Management Policy 2021/2022;
8. Investment Policy 2021/2022;
9. Motor Vehicle Policy 2021/2022;
10. Purchasing Policy 2021/2022;
11. Rates Concession Policy 2021/2022;
12. Related Party Disclosure Policy 2021/2022;
13. Revenue Policy 2021/2022;
14. Risk Management Policy 2021/2022;
15. Schedule of Fees and Charges for 2021/2022;
16. Organisational Structure and Staff Hierarchy Chart for 2021/2022;
17. Operational Plan for 2021/2022;
18. Accrual Budget Statements 2021/2022; and
19. Budget Schedules and Workpapers 2021/2022.

1. Advertising Policy

Section 197 of the *Local Government Regulation 2012* requires Council to adopt a policy on its expenditure on advertising. The Advertising Policy should provide guidance restricting advertising expenditure to:

- (a) Providing information or education to the public;
- (b) Only providing information and education that is in the public interest.

During the workshops, no changes were proposed to this policy, however the tabling of an annual report detailing advertising expenditure was reinforced. Attached to this report is a copy of the Advertising Policy for 2021/2022 for Council consideration and adoption.

2. Asset Management Policy

Attached to this report is a copy of the Asset Management Policy for 2021/2022 for Council consideration and adoption. There were no proposed amendments to this Policy following the Council workshop.

3. Borrowing Policy

Section 192 of the *Local Government Regulation 2012* requires Council to adopt a Debt Policy for each financial year.

The Debt Policy must state:

1. Any new borrowings planned for the current financial year and the extended period of 10 financial years;
2. The period over which Council intends to repay existing and new borrowings.

This policy has been updated to include the loan portfolio balance at the end of each financial year. The previous proposed new borrowing in 2022/2023 for \$4m has been removed which was earmarked for an upgrade to Council's Sewerage System. The Borrowing Policy 2021/2022 is presented for Council consideration and adoption.

4. Community Grants Policy

This policy is required pursuant to section 195 of the *Local Government Regulation 2012*. This policy has been broadened to include events, projects and activities. Attached to this report is a copy of the 2021/2022 Community Grants Policy for Council's consideration and adoption.

5. Entertainment and Hospitality Policy

Section 196 of the *Local Government Regulation 2012* requires Council to adopt an Entertainment and Hospitality Policy about the Council's spending on entertainment or hospitality.

At the workshop, no changes were requested to be made to this policy. Attached to this report is a copy of the 2021/2022 Entertainment and Hospitality Policy for Council consideration and adoption.

6. Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy

Section 250 of the *Local Government Regulation 2012* requires Council to adopt an Expenses Reimbursement Policy. Attached to this report is a copy of the 2021/2022 Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy for Council's consideration and adoption.

7. Fraud Management Policy

Attached to this report is a copy of the 2021/2022 Fraud Management Policy for Council's consideration and adoption.

8. Investment Policy

Section 191 of the *Local Government Regulation 2012* requires Council to adopt an Investment Policy to guide management of surplus funds each financial year.

The Investment Policy outlines Council's investment objectives and overall risk philosophy and sets out the procedures to be followed to achieve the investment goals.

Attached to this report is a copy of the 2021/2022 Investment Policy for Council consideration and adoption.

9. Motor Vehicle Policy

Attached to this report is a copy of the 2021/2022 Motor Vehicle Policy for Council consideration and adoption.

10. Purchasing Policy

Section 198 of the *Local Government Regulation 2012* requires Council to adopt a Procurement (Purchasing) Policy for each financial year. Responsibility for this policy rests with all Council officers who have delegated authority for the procurement of goods and services. This policy has been amended under the section "Encouragement of the development of competitive local businesses and industry (LGA S104(3))". The amended wording is: -

- Council encourages the development of competitive local businesses. In considering any acquisition the impact of that acquisition may be considered in the context as to how it influences outcomes within the Shire of Winton first, adjoining Councils plus the Blackall Tambo Regional Council second, and then within Northern Queensland.

Attached to this report is a copy of the 2021/2022 Procurement (Purchasing) Policy for Council's consideration and adoption.

11. Rates Concession Policy

Section 120 of the *Local Government Regulation 2012* allows Council to adopt a Rates Concession Policy. This policy provides an incentive for the construction of new dwellings, major building renovations to an existing dwelling, the purchase of a dwelling by a first home owner, the construction of new commercial buildings and for major building renovations to existing commercial buildings.

This policy replicates the previous resolution adopted by Council for rates concessions. Attached to this report is a copy of the 2021/2022 Rates Concession Policy for Council consideration and adoption.

12. Related Party Disclosure Policy

Attached to this report is a copy of the 2021/2022 Related Party Disclosure Policy for Council consideration and adoption.

13. Revenue Policy

Section 193 of the *Local Government Regulation 2012* requires Council to adopt a Revenue Policy each financial year. The Revenue Policy outlines:

1. The principles that Council will apply in the financial year for:
 - (a) Levying rates and charges;
 - (b) Granting concessions for rates and charges;
 - (c) Recovering overdue rates and charges; and
 - (d) Cost recovery methods.
2. If Council intends to offer concessions on rates and charges – the purpose of these concessions;
3. The extent to which physical and social infrastructure costs for new development are to be funded by charges for the development;
4. The Revenue Policy must state the guidelines that are to be used for preparing Council's Revenue Statements.

The Winton Shire Council Revenue Policy for 2021/2022 is presented for Council consideration and adoption.

14. Risk Management Policy

Attached to this report is a copy of the 2021/2022 Risk Management Policy for Council consideration and adoption.

15. Schedule of Fees and Charges for 2021/2022

Section 97 (1) of the *Local Government Act 2009* allows Council to set cost-recovery fees (Fees and Charges). The Schedule of Fees and Charges for 2021/2022 is included in this report for Council consideration and adoption.

16. Organisational Structure for 2021/2022

Pursuant to section 196 of the *Local Government Act 2009*, Council is required by resolution to adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.

A copy of the proposed organisational structure for 2021/2022 is presented for Council consideration and adoption.

17. Annual Operational Plan for 2021/2022

Council is required to prepare an Annual Operational Plan pursuant to section 174 (1) of the *Local Government Regulation 2012*. Sections 174 and 175 of the *Local Government Regulation 2012* provide guidance in respect to the preparation and content of Operational Plans.

Section 174 of the Regulation requires:

1. That the Operational Plan be prepared annually (LGR S174(1));
2. Council may, **but need not**, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year (LGR S174(2));
3. The CEO must report regularly on progress towards implementing the Operational Plan (LGRs174(3));
4. The Local Government must discharge its responsibility consistently with its annual Operational Plan.

Section 175 of the Regulation outlines the content of the Operational Plan including:

1. Operational Plan must be consistent with budget;
2. State how Council will progress the implementation of the 5 Year Corporate Plan during the period of the Operational Plan;
3. Manage Operational Risks.

Pursuant to Section 174 (2), the Operational Plan will not be presented for adoption at this meeting. It is proposed to present the Operational Plan to a future monthly meeting of Council.

18. Accrual Budget Statements for 2021/2022

These Statements are prepared by Council's external accountant, Mr Peter Gogsch and include a: -

- a) Statement of Income and Expenditure;
- b) Statement of Financial Position;
- c) Statement of Cash Flows;
- d) Statement of Changes in Equity;
- e) Long-term Financial Sustainability Statement.

A copy of these Statements for 2021/2022 are presented to Council for consideration and adoption. These Statements are adopted as part of Council's overall budget adoption process.

19. Budget Schedules and Workpapers for 2021/2022

Section 169 of the *Local Government Regulation 2012* (Preparation and content of budget) requires: -

- (1) A local government's budget for each financial year must: -
 - a. be prepared on an accrual basis; and
 - b. include statements of the following for the financial year for which it is prepared and the next 2 financial years: -
 - i. financial position;

- ii. cash flow;
- iii. income and expenditure;
- iv. changes in equity.

(2) The budget must also include: -

- a. a long-term financial forecast; and
- b. a revenue statement; and
- c. a revenue policy.

(3) The statement of income and expenditure must state each of the following: -

- a. rates and utility charges excluding discounts and rebates;
- b. contributions from developers;
- c. fees and charges;
- d. interest;
- e. grants and subsidies;
- f. depreciation;
- g. finance costs;
- h. net result;
- i. the estimated costs of: -
 - i. the local government's significant business activities carried on using a full cost pricing basis; and
 - ii. the activities of the local government's commercial business units; and
 - iii. the local government's significant business activities.

(4) The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years;

(5) The **relevant measures of financial sustainability** are the following measures as described in the financial management (sustainability) guideline: -

- a. asset sustainability ratio;
- b. net financial liabilities ratio;
- c. operating surplus ratio.

Attached to this report are the draft Budget Financial Statements for 2021/2022 for adoption by Council together with schedules supporting the Budget Financial Statements.

Conclusion:

It is recommended Council adopt: -

- the key financial and governance policies;
- the schedule of fees and charges for 2021/2022;
- the organisational structure and staff hierarchy chart for 2021/2022;
- rates and charges for 2021/2022;
- the budget for 2021/2022.

RISK MANAGEMENT

The risk associated with adopting the above policies, fees and charges, organisational structure and staff hierarchy chart, rates and charges and the budget for 2021/2022 has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2.**

The adoption of these documents is in accordance with the legislative provisions and are within the required timelines. As indicated, the Operational Plan will be presented for adoption at a future monthly meeting of Council.

Ricki Bruhn
CHIEF EXECUTIVE OFFICER

4.2 REVIEW AND ADOPTION OF POLICIES**ADVERTISING POLICY****WINTON SHIRE COUNCIL****ADVERTISING SPENDING
POLICY**

ADVERTISING POLICY

PURPOSE

The purpose of this Policy is:

- To meet the requirements of the legislation;
- To ensure appropriate authorisation of advertising expenditure; and
- To ensure the Council obtains value for money in advertising placement.

SCOPE

This Policy makes provision for the control of expenditure on advertising placed by Winton Shire Council (WSC) in various media and applies to all WSC employees.

In Scope

Section 197 (3) of the Local Government Regulation 2012 defines advertising as:

"Advertising is promoting, for the payment of a fee, an idea, goods or services to the public".

The Policy also applies to electronic advertising, including the use of the internet.

The Policy applies to any paid advertisement or notice in any media, in any medium to promote goods or services (including facilities) provided by the Council.

Out of Scope

The Policy does not apply to the following:

- Advertising for employees (e.g. recruitment);
- Advertising for the acquisition or disposal of property, plant and equipment used, or to be used by the Council in its business;
- Advertisements for tenders or expressions of interest under section 228 of the Local Government Regulation 2012 or the Council's policy on Procurement; and
- Reports published in media where no payment is made for the report or where publicity is achieved (free of charge) for promotion of ideas, goods and services provided by Council.

RESPONSIBILITY

The Chief Executive Officer and Directors are responsible for ensuring that appropriate staff understand and adhere to the policy.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

CEO – shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.

Council – shall mean the Winton Shire Council.

POLICY STATEMENT

Winton Shire Council will use advertising where it is appropriate to provide fair equitable and transparent information to the public in respect to Council Operations to ensure good governance in the public interest.

ADVERTISING POLICY

PROCEDURE

Advertising should be used where the purposes of the Council or the benefit of the community is advanced. Caution needs to be applied to advertising that relates to individual Councillors or groups of Councillors and particular caution needs to be applied to advertising during election campaigns.

The Council may incur expenditure for advertising only if:

- The advertising is for providing information or education to the public; and
- The information or education is provided in the public interest; and
- The advertising is consistent with the local government's advertising spending policy.

Acceptable uses of Council money for advertising are:

- To advise the public of a new or continuing service or facility provided by the Council;
- To advise the public about changes to an existing service or facility provided by the Council;
- To increase the use of a service or facility provided by the Council on a commercial basis with a view to profit;
- To increase the use of a service or facility provided by Council free of charge that has community benefit (such as a library);
- To change the behaviour of people in the Council's area for the benefit of all or some of the community or to achieve the objectives of the Council;
- To advise the public of the time, place and content of scheduled meetings of the Council;
- To advise the public of the decisions made by the Council at its meetings;
- To request comment on proposed policies or activities of the Council;
- To advertise matters required by legislation to be advertised; and
- Where the advertisement facilitates the administration of the Council.

The Council must not:

During the period of three months preceding an election of the local government other than a by-election;

OR

During the period after the date of a by-election is advertised until the day of the election:

- Place advertisements relating to future plans unless, and only to the extent that, those plans have been formally adopted by the Council;
- Advertise the activities of the Council other than in the manner and form it is customary for the Council to advertise its activities;
- Place advertisements which seek to influence support for particular candidates, groups of candidates or potential candidates in the election; or
- Bear the cost of advertisements featuring one or more Councillors or containing quotations attributed to individual Councillors, unless acting in a role authorised by Council.

Note: This does not preclude Councillors appearing in unpaid publicity or other publicity where the cost is not borne by the Council.

ADVERTISING POLICY

All expenditure on advertising must be approved by the Chief Executive Officer or a delegated officer.

The approving officer must ensure that:

- The expenditure is in accordance with this Policy;
- The cost of the advertisement is appropriate for the number of people it is intended to inform and provides a quantifiable benefit to the Council or to the public; and
- The cost is available in the relevant budget item and meets the usual requirements for expenditure approvals.

Controls:

A summary of advertising expenditure will be tabled in a report to Council on an annual basis. To facilitate this all advertising will be coded to Advertising (Account code 2000-2110).

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Regulation 2012; and
- Code of Conduct for Employees.

REVIEW OF POLICY

This Policy is reviewed when any of the following occur:

- The related information is amended or replaced.
- Other circumstances as determined from time to time by the Council.

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

Notwithstanding the above, this Policy will need to be reviewed at least annually and/or when changes occur to the relevant legislation.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
25 th June 2015	--	Adopted by Council	June 2015
30 th June 2016	1	Review by Council	June 2016
28 th June 2017	2	Review by Council	June 2017
29 th June 2018	3	Review by Council	June 2018
12 th July 2019	4	Review by Council	12 July 2019
23 rd July 2020	5	Review by Council	23 July 2020
2 July 2021	6	Review by Council	2 July 2021

ASSET MANAGEMENT POLICY



WINTON SHIRE COUNCIL

ASSET MANAGEMENT POLICY

ASSET MANAGEMENT POLICY

PURPOSE

This Policy outlines Winton Shire Council's commitment to the responsible management of council-owned assets.

OBJECTIVES

Council makes operational and financial decisions to optimise council's long-term financial position while delivering sustainable services and reducing the risk exposure to an acceptable level through the management of assets for present and future generations.

Council is committed to:

- minimising asset-based approaches to service delivery provided that does not result in service failing to achieve the identified standard
- develop, review and implement asset and service management strategies and plans
- sustainably operating and maintaining council owned assets
- managing asset risks
- critically challenging and establishing agreed and desired levels (and costs) of services, and
- long term sustainable asset management

SCOPE

This policy applies to all physical assets as well as council activities and services.

ROLES & RESPONSIBILITIES

The Chief Executive Officer, Directors and the Asset Manager are responsible for ensuring this policy and associated documents are understood and adhered to by all staff.

DEFINITIONS

Agreed Level of Service: There are levels of service that balance financial affordability, engineering (or technical) capability with public expectation with respect to the delivery of an asset or associated service. Levels of Service usually relate to quality, quantity, reliability, responsiveness, environmental and cost.

Asset: The physical component of a facility which has value, enables a service to be provided and has an economic life of greater than 12 months. Assets may be divided into classes according to the type of service provided (such as kerb & channel or footpaths or parks) or considered as singular entities (such as Winton Memorial Pool or the Lark Quarry Trackways building)

Asset Management: The combination of management, financial, economic, engineering and other practices applied to assets with the objective of providing the required level of service in the most cost-effective manner.

ASSET MANAGEMENT POLICY

Asset Management Plan: A plan developed for the management of one or more infrastructure assets that combines multidisciplinary management techniques (that is financial and engineering perspectives) over the life cycle of the asset in the most cost-effective manner to provide a specified level of service. A significant component of the plan is a long-term cash flow projection for the asset or service which is informed by 'operational cost', 'preventative maintenance', 'capital renewal' and estimated operational maintenance (repairs).

Business Case/Planning Report: A Business Case demonstrates the advantage and value of a new service/asset and a Planning Report details the alternative delivery methods and the recommended option. Either option must include a whole of life cost analysis and be informed by public consultation (where the public are made aware of all costs and benefits)

Whole of life Cost/Lifecycle Cost: The total cost of an asset throughout its life including planning, design, construction, acquisition, operations, maintenance, depreciation, rehabilitation and disposal costs.

POLICY STATEMENT

Council will efficiently manage the long-term acquisition, use and maintenance of council assets to achieve identified service levels and costs.

Council will establish service delivery plans, and endeavour to achieve those standards in all cases.

Council will minimise asset-based approaches to service delivery to the fullest extent possible given the identified service delivery plan.

In all possible cases the effective and efficient management of assets will be achieved by:

- developing and maintaining long-term Asset and Service Management Plans;
- preparing Business Case/Planning Reports/Evidence Modelling prior to the introduction of a new service or the procurement of a new asset or for rehabilitation or renewal of existing assets;
- maintaining a long-term financial plan which demonstrates that the full costs of an asset are borne equitably by all users (including future users) of the asset, including using the utility delivered to customers as the basis for allocating depreciation and obsolescence;
- ensuring that the lowest lifecycle cost of an asset is achieved while maintaining agreed levels of services and an acceptable risk exposure level;
- identifying critical assets and the risks associated with their failure, assessing risks periodically and monitoring and addressing these risks within available resources;
- annually prioritising capital investment and reviewing asset management strategies and plans;
- measuring asset and service management performance;
- developing a standard of tidiness and maintenance required for all Council owned structural assets;
- ensuring consistency through the use of corporate systems and business processes; and
- ensuring a corporate approach to asset management

ASSET MANAGEMENT POLICY

PROCEDURE

The Asset Management Policy is to be applied whenever there is

- an adjustment to existing levels of service
- proposed new service

In the first 12 months after adoption the principles of the policy should be applied to all processes under all business units within Council.

The CEO shall report to Council annually how many times the principles of the policy were (or were not applied) and the Policy reviewed and adjusted accordingly.

LEGISLATIVE REFERENCES

Local Government Act 2009

Local Government (Finance Plans and Reporting) Regulation 2012

ASSOCIATED DOCUMENTS

Asset Management Plans

Asset Management System (including inventory and related procedures)

Long Term Asset Management Plan/Financial Plan

CEO DISCRETION

Subject to the clauses contained in this Policy the Chief Executive Officer Winton Shire Council has the discretion to consider and approve aspects and requests for variations to this policy subject to appropriate requests and documentation being presented.

REVIEW OF POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON AMENDMENT	ADOPTED BY COUNCIL
Nov 2017	1		Dec 2017
29 th June 2018	2	Review by Council	June 2018
12 th July 2019	3	Review by Council	12 th July 2019
23 rd July 2020	4	Review by Council	23 rd July 2020
2 nd July 2021	5	Review by Council	2 July 2021

BORROWING POLICY



WINTON SHIRE COUNCIL

BORROWING POLICY

BORROWING POLICY

PURPOSE

The purpose of this policy is to provide Council with a contemporary Borrowing Policy that provides for responsible financial management on the loan funding of infrastructure capital projects by ensuring the level of Council indebtedness is within acceptable limits to Council, its ratepayers and interested external parties.

SCOPE

This Borrowing Policy is adopted pursuant to the requirements of Section 192 of the Local Government Regulation 2012 and is effective from the date of Council's resolution adopting the policy. The policy will apply for the financial year 1 July 2021 to 30 June 2022. The Council may, by resolution, amend its Borrowing Policy for a financial year at any time before the year ends.

This Policy is Council's strategic Borrowing Policy. There are various administrative policies and arrangements that make up the total Council response to revenue management.

RESPONSIBILITY

The Chief Executive Officer and Directors are responsible for ensuring that appropriate staff understand and adhere to the policy.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

CEO – shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.

Senior Executive Officer – shall mean Departmental Directors and persons acting in such positions.

Another employee – shall mean all employees of Council including Senior Executive Officers but excluding the Chief Executive Officer.

Council – shall mean the Winton Shire Council.

The Act – shall mean the Local Government Act 2009 (as amended) and/or the Statutory Bodies Financial Managements ACT 1982 (as amended).

The Regulation – shall mean the Local Government Regulation 2012 (as amended).

POLICY STATEMENT

Winton Shire Council will borrow funds for long term capital investments to ensure there is fair and equitable allocation of the cost of capital projects among users over the term in which assets funded by borrowings provide a benefit to the community.

BORROWING POLICY

PROCEDURE

As a general principle, Council recognises loan borrowings for capital works are an important funding source for Local Government and the full cost of infrastructure should not be borne entirely by present-day ratepayers but be contributed to by future ratepayers who will also benefit.

Whilst recognising the importance of loan borrowings, Council should not place undue reliance upon loans as a source of income.

Council will restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority and which cannot be funded from revenue, as identified by the adopted budget. Under no circumstances should Council borrow funds for recurrent expenditure.

The basis for determination of the utilisation of loan funds will be as follows:

Where a capital project for a service that is funded by utility or user charges e.g. water, sewer, waste, is determined to be funded by way of loans, the user charge should reflect the cost of providing the service including the loan servicing costs.

Other specific capital projects, not funded by user charges, should only be considered for loan funding where the project is considered by Council to be of long-term benefit to the majority of ratepayers.

The term of any loan should not exceed the expected life of the asset being funded.

TEN YEAR LOAN PROGRAMME FORECAST

Council utilises loan borrowings to fund major capital and infrastructure works. Repayments are spread over a long period of ten to twenty years as the Capital Works financed by the debt all have long useful lives. The Borrowing Policy deals with the following areas:

1. Ten Year Loan Program Forecast;
2. Repayment Schedule.

The following ten-year program is proposed by Council, although allocations in future years are revised on an annual basis in conjunction with the review of its short and long term budgets:

TEN YEAR BORROWING AND REPAYMENT SCHEDULE Financial year	New borrowing amount (\$)	Repayment period (years)	Loan Portfolio Balance
2019/20	0	10-20	1,717,484.08
2020/21	0	10-20	1,509,033.06
2021/22	0	10-20	1,285,280.92
2022/23	0	10-20	1,045,102.16
2023/24	0	10-20	787,288.29
2024/25	0	10-20	510,541.74
2025/26	0	10-20	259,886.32
2026/27	0	10-20	134,801.03
2027/28	0	10-20	0
2028/29	0	10-20	

BORROWING POLICY

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Act 2009, Section 104; and
- Local Government Regulation 2012, Section 192.

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

Notwithstanding the above, this Policy will need to be reviewed at least annually and when changes occur to the relevant legislation.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
25 th June 2015	--	Adopted by Council	June 2015
30 th June 2016	1	Review by Council	June 2016
28 th June 2017	2	Review by council	June 2017
29 th June 2018	3	Review by Council	June 2018
12 th July 2019	4	Review by Council	12 th July 2019
23 rd July 2020	5	Review by Council	23 rd July 2020
2 July 2021	6	Review by Council	2 nd July 2021

COMMUNITY GRANTS POLICY



WINTON SHIRE COUNCIL

COMMUNITY GRANTS POLICY

COMMUNITY GRANTS POLICY

PURPOSE

The Winton Shire Council Community Grants Policy seeks to provide corporate guidelines on the provision of grants and subsidies to community organisations in accordance with Section 194 (Grants to community organisations) of the Local Government Regulation 2012 and to meet the annual reporting requirements as per Section 189 (Expenditure on grants to community organisations) of the Local Government Regulation 2012.

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Act 2009
- Local Government Regulation 2012
- Department of State Development, Infrastructure, Local Government and Planning – Administrative Guidelines for Establishing and Administering Grants to Community Organisations.

LOCAL GOVERNMENT PRINCIPLES

Anyone who is performing responsibilities that are governed by the Local Government Act 2009 must act in accordance with the listed Local Government Principles (LGA 4(1)). The requirement to apply the local government principles is a statutory requirement applying equally to Council staff members and elected members of Council.

The Local Government Principles are outlined in Section 4(2) of the Act and are listed below: -

- transparent and effective processes and decision-making in the public interest; and
- sustainable development and management of assets and infrastructure and the delivery of effective services; and
- democratic representation, social inclusion and meaningful community engagement; and
- good governance of and by local government; and
- ethical and legal behaviour of councillors and local government employees.

Councillors and staff must make all decisions in respect to the operation and management of Council consistently with these principles.

DEFINITIONS

TERM	DEFINITION
Community Organisation	Is defined as per the dictionary schedule of the Local Government Regulation 2012: Community organisation means: (a) an entity that carries on activities for a public purpose; or (b) another entity whose primary objective is not directed at making a profit.

COMMUNITY GRANTS POLICY

Grants and subsidies	Are defined as “the giving of funds” where the recipient agrees to the conditions of the benefactor as to how the monies are to be spent. The agreement contains specific benefactor imposed restrictions on how the money is spent. The recipient is required to formally acquit the funds as specified by the benefactor.
Community purpose	For the purpose of this policy, “community purpose” is defined as any activity that: (a) encourages physical activity through participation in sporting, recreational and social pursuits (b) fosters an understanding and appreciation of the Shire’s heritage and cultural diversity (c) promotes and encourages environmental protection and sustainability (d) supports and builds relationships with disadvantaged or vulnerable groups in our community (e) provides economic benefits to the Shire including promoting employment opportunities (f) encourages and promotes educational opportunities and initiatives (g) supports our vision – Winton, Legendary, Safe, Scenic

POLICY STATEMENT

Winton Shire Council is committed to supporting not-for-profit incorporated community organisations that service the needs and priorities of the Winton community (including schools, welfare, sporting and cultural groups).

Unincorporated not-for-profit community organisations and/or individuals can apply for assistance through eligible incorporated sponsor organisations. Sponsor organisations must agree to take responsibility for the receipt, application and acquittal (where required) of the assistance provided.

The Council provides donations and grants through an open and competitive programme where it can be demonstrated that assistance will make a positive and ongoing contribution to the public interest of the Winton community.

COMMUNITY GRANTS POLICY

In accordance with Section 195 of the Local Government Regulation 2012, Winton Shire Council deems the following to be the eligibility criteria for a community organisation or individual to be eligible for a grant or subsidy from Council:

- (a) applicants must not have overdue debts to Council. Organisations who are currently on a repayment plan for an existing overdue debt are also ineligible for grant funding.
- (b) Political parties are ineligible for funding.
- (c) Requests must be for not-for-profit community-based purposes.
- (d) The request must meet the community purpose requirements in this policy.
- (e) All previous grant or subsidy funding received from Council must be fully acquitted (where applicable)-.
- (f) The applicant is to disclose other grant or subsidy applications that were successfully funded by Council or are currently under consideration by Council.
- (g) Applicants must provide an undertaking to fully refund any unexpended grant or subsidy monies.
- (h) Applicants must complete an application and assessment form for the relevant grant or subsidy where the request exceeds \$1,000, including a signed statement that the applicant complies with this policy's assessment criteria.
- (i) Applicants must provide evaluation and monitoring information to the satisfaction of Council.
- (j) If one of the foregoing criteria cannot be met, a community organisation or individual may seek special consideration by contacting the Chief Executive Officer to apply for exceptional circumstances or special consideration.
- (k) Successful applicant's details, including name of community organisation or individual, amount and purpose of grant or subsidy, will be published on Council's website when required under the Local Government Act 2009.

In accordance with Section 195 of the Local Government Regulation 2012, for a grant or subsidy that is provided by way of donation or gift, the relevant eligibility criteria are that:

- (a) The community organisation or individual must consent to Council publishing the name of the community organisation or individual and the amount of the donation or gift on Council's website when required under the Local Government Act 2009.

In accordance with Section 189 of the Local Government Regulation 2012, a register of grants and subsidies to community organisations will be maintained for disclosure in Council's Annual Report.

TYPES OF GRANTS

1. Winton Shire Council will make the following types of grants available to the Winton community organisations: -
 - (a) Monetary donations – monetary donations may be given to community organisations for community purposes (see definitions)
 - (b) Rate reimbursement – reimbursement of rates including utility charges as substantiated.
 - (c) Plant/equipment – Council may allow plant/equipment to be made available to community organisations, provided the plant is operated by appropriately qualified Council personnel. The donation amount will be calculated in accordance with Council's current charges for plant hire and wages and will include travel time and stand-down time.
 - (d) In-kind assistance – Council may provide in-kind assistance (eg. Photocopying, labour) to community organisations. In-kind assistance will be assigned a reasonable value for services provided.

COMMUNITY GRANTS POLICY

(e) Rebates – Fees and charges for the use of Council facilities (eg. Shire Hall hire) will not be waived as a minimum fee applies, however that minimum fee will form part of the subsidy provided by Council.

2. Winton Shire Council will make the following levels of grants available to the Winton Community: -

(a) Grants and Donations up to \$1,000

Grants and Donations totalling up to \$1,000 will be made available to not for profit organisations to assist with the holding of a community group's event or project. Organisations who receive up to \$1,000 in grant funding are not required to provide an acquittal of funds under this Policy. Applications for funding under this category are required to apply in writing to the Chief Executive Officer providing information on the event or activity including the purpose and objectives of the event, project or activity.

(b) Grants between \$1,001 and \$5,000

Grants of amounts between \$1,001 and \$5,000 will be made available to not for profit organisations to assist with the conduct of an event, project or activity of Shire or broader significance. Council, when considering applications in this category, will consider the overall community and economic value of the event, project or activity to the Winton Shire. Applicants for funds in this category are required to complete the necessary application form and provide Winton Shire Council with the required information to assist Council make its decision. I.e. Supporting evidence as to how the event, project or activity will add to the Winton community. Successful applicants in this category are required to acquit the funds as determined by Council from time to time.

(c) Grants between \$5,001 and \$15,000

Grants of between \$5,001 and \$15,000 may be made available to not for profit organisations to assist with the conduct of an event, project or activity of regional significance. Council, when considering applications in this category, will consider the overall community and economic value of the event, project or activity to the Winton Shire and Region. Applicants for funds in this category are required to complete the necessary application form and provide Winton Shire Council with the required information to assist Council make its decision. Such information will include an Event, Project or Activity Plan which will include as a minimum: -

- Goals and Objectives of the Event, Project or Activity
- Budget
- Benefits to the Winton community and broader region

Successful applicants in this category are required to acquit the funds in addition to providing Council a full report on the community and financial outcomes of the event, project or activity.

(d) Grants over \$15,001

Grants over \$15,001 may be made available to not for profit organisations to assist with the conduct of an event, project or activity of State or National significance. Council when considering applications in this category will consider the overall community and economic value of the event, project or activity to the Winton Shire and Region. Applicants for funds in this category are required to complete the necessary application form and provide Winton Shire Council with the required information to assist Council make its decision. Such information will include an Event, Project or Activity Plan which will include as a minimum: -

- Goals and Objectives of the Event, Project or Activity
- Budget including full revenue & expenditure statements

COMMUNITY GRANTS POLICY

- Benefits to the Winton community, in addition to State and/or National significance

Successful applicants in this category are required to acquit the funds in addition to providing to Council a full report on the community and financial outcomes of the event, project or activity.

Grants awarded under this Policy may be made through a combination of the different types of grants available. An application may consist of a cash donation, hire of Council Plant/Equipment or in-kind support or any combination thereof if the total matches the amount of the application. Council officers will provide an estimate for plant/equipment hire and in-kind support as part of the application process.

PROCEDURES**(a) APPLICATIONS**

- Applications for assistance under this Policy must be in writing on the approved form;
- Applications must include the in-kind support and/or plant/equipment hire being sought to enable Council officers to calculate the value of the request. For example, hire of grader plus driver for a total of 4 hours, use of tables and chairs to cater for 70 people delivered on site to the event;
- Applications in excess of \$1,000 must include estimated economic benefit to the Winton community. For example, "event will attract 250 people who will spend an estimated \$50 per head at the event and contribute 500 visitor nights to the businesses in Winton";
- Applications for grants over \$5,000 are required to provide Council with evidence that the event, project, activity or function is of Regional, State or National significance. For example, correspondence from the governing body supporting the event. Applicants must also include the estimated economic benefit the event, project or activity will bring to the Winton community; and
- Applications for grants over \$5,001 must be submitted to Council at least 3 months prior to the event or function.

(b) FINANCE

- Recipient organisations must provide to Council all necessary information regarding their organisation's details (eg. ABN, bank account details) to facilitate payment of monetary grants; and
- For applications for grants that require an acquittal (i.e. grants over \$1,001) the applicant will receive 75% of the grant upon Council approval with the remaining 25% distributed upon satisfactory acquittal of the project's funds.

(c) DELEGATIONS

- Monetary donations – up to the value of \$1,000 may be approved by the Chief Executive Officer;
- Monetary donations – over \$1,000 may be approved by Council only;
- Plant/Equipment Hire and In-Kind grants – up to the value of \$1,000 may be approved by the Chief Executive Officer;
- Plant/Equipment Hire and In-Kind grants – grants exceeding \$1,000 may be approved by Council only;
- Rate Reimbursements – may only be approved by Council;

COMMUNITY GRANTS POLICY

- Rebates – up to the value of \$1,000 may be approved by the Chief Executive Officer; and
- Rebates – over \$1,000 may be approved by Council only.

(d) BUDGET

The total assistance provided to community organisations must be within the annual budget limits approved by Council unless otherwise amended by Council.

CEO DISCRETION

Subject to the clauses contained in this Policy the Chief Executive Officer Winton Shire Council has the discretion to consider and approve aspects and requests for minor variations to this policy subject to appropriate requests and documentation being presented by the applicant and information conveyed to Councillors.

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
29 Sept 2017		Introduction	
26 Oct 2017	1	Monetary Levels Included	October 2017
12 July 2019	2	Review by Council	12 July 2019
23 July 2020	3	Review by Council	23 July 2020
2 July 2021	4	Review by Council	2 July 2021

ENTERTAINMENT AND HOSPITALITY POLICY



WINTON SHIRE COUNCIL

ENTERTAINMENT AND HOSPITALITY POLICY

ENTERTAINMENT AND HOSPITALITY POLICY

OBJECTIVE

This Policy seeks to provide a framework to manage entertainment and hospitality expenditure in the Shire.

PURPOSE

Section 196 Local Government Regulation 2012 requires that:

1. The local government may spend money on entertainment or hospitality only —
 - (a) If the entertainment or hospitality is in the public interest; and
 - (b) In a way that is consistent with the local government's Entertainment and Hospitality Policy.

Therefore, the aim of the Winton Shire Council Entertainment and Hospitality Policy is to set out the requirements for expenditure of council money on entertainment and hospitality. The policy covers Council functions, entertainment for staff, councillors and others, provision of food and drink, etc.

GUIDELINES

Entertainment or hospitality includes, for example:

- Entertaining members of the public to promote a local government project; and
- Providing food or beverages —
 - (a) to a person who is visiting the local government in an official capacity; or
 - (b) for a conference, course, meeting, seminar, workshop or another forum that is held by the local government for its councillors, local government employees or other persons;
- Paying for a councillor or local government employee to attend a function as part of the Councillor or employee's official duties or obligations as a Councillor or local government employee.

TYPES OF ENTERTAINMENT OR HOSPITALITY

Section 196(2)(a) Local Government Regulation 2012 requires that the policy must state the types of entertainment or hospitality the local government considers to be in the public interest.

Civic functions

Civic functions such as citizenship ceremonies that provide community recognition or a welcome by the Council. The decision as to reasonable and appropriate costs will take into consideration the numbers of attendees, the timing of the function, the venue and the location within the Shire.

Employer reward and recognition presentations

Recognition of Council officers to reward outstanding achievement in the provision of services to the public. This may include official reward and recognition events, length of service presentations and officer farewells. Such expenditure is to be approved by Chief Executive Officer.

Condolence wreaths or floral presentations

For the death of or serious injury to a Councillor or Council employee or their immediate family. This is in recognition of service and a mark of respect to his/her family.

ENTERTAINMENT AND HOSPITALITY POLICY

Visits by Sister City delegates/Waltzing Matilda Centre Board Members (and similar)

These visits occur for cultural or economic development reasons and have the potential to increase investment in the Council area.

Annual Christmas celebration

To recognise and appreciate Council employees for their dedication and commitment to the provision of Council services to the public, Council will host an annual Christmas function, including alcoholic beverages.

Meetings within ordinary hours

As a general guide, Council will not provide catering for staff meetings. Where Councillor or Council officers are required to work through a meal break or outside normal hours due to the impracticality of holding the meeting at any other time, the relevant meal allowance is to be used as a guide. Such entertainment and hospitality should not be substituted for business meetings that would ordinarily be conducted in the workplace. Examples may include Ordinary meetings of Council, Council committee meetings and management team meetings. Ordinary monthly Council Meetings will be provided with morning and afternoon tea and may conclude with light refreshments, including alcoholic beverages, as a social/debriefing session.

Where there are regular meetings that are similar in nature each time, there will be no need to justify the reasonableness and appropriateness of expenditure for each meeting. It will be sufficient if the first meeting passes the public defensibility test.

Associate persons expenditure

Only in exceptional circumstances, specifically approved by Council, Mayor or Chief Executive Officer and where the attendance of an Associate is of demonstrated benefit to the Council, are the entertainment and hospitality costs for such a person to be met by the Council. In these instances, the Associate will be considered an official representative of the Council and will be expected to comply with Council's Code of Conduct. Examples include the spouse of a Mayor, Councillor or Officer at a specific function where the nature of the function makes this attendance appropriate.

Mayor, Chief Executive Officer, Director of Works and Director of Community and Economic Development

By the nature of their position, these officers may be required to host visitors to the shire with the intent of familiarising these visitors with the attractions of the shire, encouraging positive reporting, or hosting them in an official capacity. The nature and timing of the entertainment will reflect the timing and nature of the visit. These officers are authorized to provide such entertainment as is appropriate to the visit.

Other Hospitality Expenses

Other types of expenditure considered reasonable as official hospitality includes the provision of tea, coffee, sugar, milk, and morning or afternoon tea for official visitors and appropriate staff.

RELATED POLICIES and SUPPORTING DOCUMENTS

- Section 196 Local Government Regulation 2012.

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. Council will determine review dates as required.

ENTERTAINMENT AND HOSPITALITY POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
25 th June 2015	--	Adopted by Council	June 2015
30 th June 2016	1	Review by Council	June 2016
28 th June 2017	2	Review by Council	June 2017
29 th June 2018	3	Review by Council	June 2018
12 th July 2019	4	Review by Council	12 th July 2019
23 rd July 2020	5	Review by Council	23 rd July 2020
2 nd July 2021	6	Review by Council	2 nd July 2021

**EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR
AND COUNCILLORS POLICY**



WINTON SHIRE COUNCIL

**EXPENSES REIMBURSEMENT AND
PROVISION OF FACILITIES FOR
MAYOR AND COUNCILLORS POLICY**

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY**SCOPE**

This Policy applies to the Mayor, Deputy Mayor and Councillors of Winton Shire Council.

PURPOSE

This Policy will ensure accountability and transparency in the reimbursement of expenses incurred, or to be incurred, by the Mayor, Deputy Mayor and Councillors.

This Policy will also ensure that elected members are provided with reasonable facilities to assist them in carrying out their civic duties.

(This Policy does not provide for salaries or other form of Councillor remuneration. Councillor remuneration is in accordance with the determination of the Local Government Remuneration Tribunal.)

DEFINITIONS

To assist in interpretation, the following definitions shall apply:

Authorising person: shall mean the person with delegated authority to approve expenditure or reimbursement for Councillor expenses and facilities.

Council business: shall mean official business conducted on behalf of Council, where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council, for example official Council meetings, Councillor forums and workshops, Committees/Boards as Council's official representative, scheduled meetings relating to portfolios or Council appointments.

Council Business should result in a benefit being achieved either for the local government and/or the local government area, for example Council may decide that Council business includes civic ceremony duties such as opening a school fete.

Participating in a community group event or being a representative on a Board not associated with Council is not regarded as Council business.

Councillors: shall mean the Mayor, Deputy Mayor and Councillors.

Expenses: shall mean costs reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge.

Expenses are not included as remuneration.

Facilities: shall mean the facilities deemed necessary to assist Councillors in their role.

Public record: shall mean any record created, received or kept in an official capacity.

Reasonable: shall mean Council must make sound judgements and consider what is prudent, responsible and acceptable to the community when determining reasonable levels of facilities and expenditure.

CONTEXT

The payment and/or reimbursement of expenses and provision of facilities for Councillors must only be for the actual cost of legitimate business use and only in accordance with the *Local Government Act 2009* and the *Local Government Regulations 2012*.

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

Council is committed to ensuring that Councillors are provided with the facilities required to enable them to perform their duties.

The payment and/or reimbursement of expenses and provision of facilities for Councillors:

- (i) is to be open and transparent, prudent, responsible, acceptable to the community and in accordance with statutory requirements;
- (ii) based on ensuring economy and efficiency; and
- (iii) subject to budget provisions.

Council's Annual Report must contain the information as stipulated in the Local Government Act and associated Regulations.

Spouses, partners and family members of Councillors are not entitled to reimbursement of expenses or to have access to facilities allocated to Councillors.

The following expenses refer to actual expenses deemed necessary for Council business. Councillors are only entitled to the expenses contained in the categories listed below.

Travel as Required To Represent Council

All Councillor travel requires the approval of Council via a report to Council identifying the relevance of such event to the Council and as far as practicable indicate the cost of attendance. Council may approve local, intrastate, interstate, and overseas travel for Councillors where Council considers it appropriate to promote or represent the Winton Shire area for a local government purpose.

Where time does not permit the presentation of a report to Council:

- (a) The CEO may approve any requests for travel by the Mayor subject to a report being submitted to the next available Council Meeting; and
- (b) The Mayor may approve any Councillor's travel subject to a report being submitted to the next available Council Meeting.

Where Councillors are appointed by the Council as Council's representative on Regional, State or Federal committees or Government associations, all travel and accommodation associated with the Councillor's fulfilment of that role is deemed as approved without the need for a further report to Council.

Where Councillors are attending to Council business such as meetings, functions or other activities in an official capacity, Council will pay for the approved expenses associated with that activity.

The following restrictions apply in the following circumstances:

Mayor: No limit to travel to attend meetings to represent Council in undertaking his/her responsibilities.

Councillors: No limit to travel to attend meetings to represent Council when nominated or requested by the Mayor, Committee Chair or CEO.

When attending a meeting where the Councillor is representing Council on official business, Council should consider the benefits of having an appropriate Council Officer accompany them. This arrangement is to be organised through the CEO.

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

All travel and conference arrangements must be made in accordance with Council's Travel Policy. All expenses incurred in relation to travel and conference attendance will be reimbursed in accordance with Council's Travel Policy.

All requests for travel (including associated registrations) should be made in sufficient time to take advantage of discounts and gain access to the widest range of accommodation and flights. Failure to do so will limit flight and accommodation options.

Conference Attendance

The Mayor attends the following Conferences as the primary Delegate –LGAQ, ALGA.

The Council shall appoint the other delegates and/or attendees at the above conferences. In addition to the above, the following limits apply to conference attendance:

Mayor: 5 conferences per year
Councillors: 3 conferences per year

The CEO, where possible, will advise Councillors of upcoming conferences. Councillors shall give notice of their desire to attend a conference by giving notice to the CEO seven (7) days prior to the relevant Committee/Council Meeting.

Where possible, the annual budget allocation for attendance at conferences will be divided evenly between all Councillors.

Where the Councillor wishes to attend a conference and has exceeded the above limits, the CEO will submit a report to the table and the Council will determine if the Councillor is able to attend.

Where the Mayor or a Councillor attends a conference, a report is to be presented at the next available Council meeting on the key learnings from the conference.

Representing Council at events

Councillors may be required to attend a range of events and functions as part of their role in attending to Council business. Councillors may, for example, be required to attend significant sporting and other community events in an official capacity.

Where Council resolves or when the Mayor or CEO determines that a Councillor is required to attend such an event as a delegate of Council, Council will pay for expenses associated with attending that event.

Council will provide tickets to events for Councillors for the purpose of addressing Council's advocacy strategy and to provide support for community social and economic development activities.

Professional development

The payment of expenses for professional development requires Council approval. There are two categories of professional development for Councillors – Mandatory Training and Discretionary Training.

Mandatory training

Mandatory training/Professional Development is training where one or more Councillors are required to attend courses, workshops, seminars or conferences for skill development related to the

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

Councillor's role. Examples of this type of training include Councillor Induction, meeting procedures and legislative obligations.

Attendance at conferences include major industry events (e.g. Australian Local Government Association Conference, Australian Local Government Women's Association Conference, Local Government Association of Queensland Conference) or conferences that are related to all Councillors or a particular portfolio for that Councillor. Council will meet all costs.

Discretionary training

Where a Councillor wishes to attend a conference, workshop or training to improve skills relevant to their role as a Councillor (other than mandatory training), Council approval is required to pay the expenses of the event.

If the Councillor wishes to attend discretionary training, the CEO will approve the discretionary training if costs are within the limits of \$5,000 per term, however this may count towards the number of conferences under the requirements of Conference Attendance.

Where the Councillor wishes to attend a conference and has exceeded the limits, the CEO will submit a report to the table and the Council will determine if the Councillor is able to attend.

The funding limit for discretionary training is \$5,000 for each Councillor during their four (4) year term in office. Travel, meals, accommodation and other costs associated with discretionary training are included in the relevant expenditure categories.

Payment of Expenses

Expenses will be paid to a Councillor through administrative processes approved by the CEO subject to the limits outlined in this Policy and Council's Travel and Conference Attendance Policy and associated Procedure subject to the following variation:

Expenses relating to the consumption of alcohol will be reimbursed only where such expense is incurred with the provision of a meal and which on review would not be deemed to be excessive.

Should the Councillor choose not to attend a provided dinner/meal, then the full cost of the alternative meal shall be met by the Councillor.

5.4 Hospitality Expenses

Where Councillors incur hospitality expenses while conducting Council business, apart from official civic receptions organised by the Council, the maximum amount that may be reimbursed is:

\$1,000.00 per annum for each Councillor; and
\$4,000.00 per annum for the Mayor.

Hospitality expenses related to official receptions and other functions organised by council officers are met from relevant approved budgets.

5.5 Provision of Facilities

Facilities provided for Councillors must be deemed necessary and required to assist Councillors in their official capacity. In accordance with statutory provisions, Council may only provide Councillors with the facilities listed below.

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

Council determines the reasonable standard for facilities for Councillors. If a Councillor chooses a higher standard of facility than that prescribed by Council, any difference in cost must be met by the Councillor personally.

All facilities provided to Councillors remain the property of Council and must be accounted for during annual equipment audits. The facilities must be returned to Council when the Councillor's term expires, unless Council agrees to dispose of the facility in some other manner.

Administrative tools and office amenities***Office space and access to meeting rooms***

The Mayor will be provided with a dedicated office in the Winton Shire Council building.

Council provides access to occasional office accommodation and meeting rooms for all Councillors to meet with constituents and the public. Such accommodation should be booked through the Executive Assistant to the Chief Executive Officer and Mayor.

Secretarial support

The Mayor will receive shared secretarial support with the Chief Executive Officer through the Executive Assistant to the Chief Executive Officer and Mayor.

Limited secretarial support will be provided to other Councillors as approved by the CEO and based on demand.

Computer and Printer for business use

Councillors will be provided at their request with a laptop computer and printer for Council business use. The CEO may determine that a desktop established at the location of the Councillors choice be provided in lieu of a laptop.

Photocopier, paper shredder and facsimile

Councillors are entitled to access photocopiers, paper shredders and facsimile for Council use at the various Council offices and service centres. Access to domestic photocopiers/scanners may be provided for the home-based offices, on request by Councillors.

Stationery

Councillors are provided stationery for official purposes only, including, but not limited to:

- Pens and pen sets
- Paper
- Note paper
- Letterhead
- Business cards
- Envelopes
- With Compliments' slips
- Compendium

Council stationery is not to be converted or modified in any way and may only be used for carrying out the functions of the role of Councillor. Stationery does not include any form of advertising by Council.

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

Other administrative necessities

Subject to Council approval, Councillors may be provided with any other administrative necessities to meet the business of Council.

Advertising

Council will not reimburse or provide funds, services or facilities for the purposes of advertising for Councillors.

Community consultation

Councillors may use facilities provided to correspond with community representatives for the purpose of clarifying issues that are relevant to their region in general. Where a Councillor chooses to undertake further community consultation on a particular matter, in addition to that approved by Council, the Councillor is responsible for those costs.

Reference (eg Legislation, related documents)

Local Government Act 2009

Local Government Regulation 2012

Income Tax Assessment Act 1997

Taxation Rulings issued by the Australian Taxation Office

Review of Policy

The policy will need to be reviewed on at least annually and when changes occur to the relevant legislation.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
21 November 2019	1	Review by Council	21 November 2019
23 July 2020	2	Review by Council	23 July 2020
2 July 2021	3	Review by Council	2 July 2021

FRAUD MANAGEMENT POLICY



WINTON SHIRE COUNCIL

FRAUD MANAGEMENT POLICY

FRAUD MANAGEMENT POLICY

INTRODUCTION

Fraud is an intentional dishonest act or omission done with the purpose of deceiving, causing actual or potential financial loss to any person or entity. It includes theft of moneys or other property by employees or persons external to the entity.

This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position.

Corruption is a dishonest activity in which a Councillor, executive, manager, employee or contractor of an entity acts contrary to the interests of the entity and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity.

PURPOSE

This policy defines Winton Shire Council's position in relation to fraud and corruption, by:

- Acknowledging Council's obligations as a public sector entity to eradicate all instances of fraudulent and corrupt activities through appropriate control measures; and
- Establishing Council's commitment to the promotion and proper management of the fraud and corruption management framework.

The policy objective is to:

- Protect Council's assets and reputation;
- Ensure a sound ethical culture of the Council;
- Ensure senior management commitment to identify fraud risk exposures and establish procedures for prevention and detection;
- Ensure Councillors and staff are aware of their responsibilities in relation to ethical conduct; and
- The policy outlines the appropriate actions that must be followed to increase the awareness of, and the investigation of, fraud.

SCOPE

This policy applies to all Winton Shire Council Councillors, employees, contractors and volunteers.

POLICY STATEMENT

Council is committed to the control and elimination of all forms of fraud and corruption, and to create an ethical environment and culture that discourages and prevents fraud. Council has zero tolerance to activities related to fraud and corruption.

All staff are responsible for the prevention and detection of fraud and corruption and must comply with the Council's Fraud Policy and Fraud Control Plan.

All allegations and suspicions of fraud will receive attention. All substantiated cases will be dealt with appropriately either by criminal, disciplinary or administrative mechanisms suitable to the case (having due regard for the rights of all persons, including any person reporting a fraud and or any alleged perpetrator of fraud).

Fraud and Corruption Management Framework

Council acknowledges the Fraud Policy and accompanying Fraud Control Plan must be in place and address the ten elements of effective fraud control, identified in the Crime and Corruption Commission's publication, *Fraud and Corruption Control: Guidelines for Best Practice (2005)*.

The ten elements are:

FRAUD MANAGEMENT POLICY

1. A clear and integrated suite of relevant policies;
2. Effective and continuing fraud and corruption risk management;
3. Internal controls with clear accountability and responsibility structures;
4. Effective internal reporting systems and procedures;
5. An effective system of external notification and reporting;
6. Robust public interest disclosure mechanisms;
7. A clear Code of Conduct and disciplinary standards;
8. Comprehensive staff awareness and appropriate training programs;
9. Competent investigation processes and standards; and
10. Effective stakeholder and community awareness programs.

Risk Assessment

Council will undertake a fraud and corruption risk assessment at least every two years. After each review, Council will update its Fraud Control Plan.

Internal Controls

Council will maintain an internal control structure to minimise exposure to fraud and corruption. The primary mechanism for this control will be Council's Internal Control Framework, operating in conjunction with established audit and financial management practices.

Reporting

Staff must report any concerns or suspicions they have about fraudulent or corrupt activity to their immediate Supervisor. If the staff member believes the Supervisor may be involved in the activity, then the report must be made to a more senior person or to the Chief Executive Officer.

Concerns and suspicions must be reported as soon as possible. An employee must not attempt to investigate the matter himself/herself.

Council must ensure that any report of suspected fraud or corrupt activity is treated confidentially to the fullest extent possible under the law.

Investigation

As statutorily required, Council will investigate or otherwise formally enquire into all instances of suspected fraudulent or corrupt conduct exposed as a result of receiving an allegation or detecting fraudulent or corrupt activities.

Investigations must be in accordance with the rules of procedural fairness and/or natural justice.

Appropriate actions will follow these investigations, including where applicable actions to recover money or other property should a cost benefit analysis justify such action.

External Reporting

This includes reporting of fraud and recovery of proceeds of fraudulent activity to the Queensland Audit Office (QAO), Crime and Corruption Commission (CCC) and the Queensland Police Service.

By law, the Chief Executive Officer must report all allegations of fraudulent or corrupt conduct to the CCC, and the QAO as appropriate.

Public Interest Disclosure

Council acknowledges that under the *Public Interest Disclosure Act 2010*, it has obligations to any person who makes a public interest disclosure. These obligations may extend to a person who discloses fraud or corruption.

FRAUD MANAGEMENT POLICY

DEFINITIONS

The following definitions apply to this Policy:

CEO – a person appointed to the position of Chief Executive Officer under Section 194 of the Local Government Act 2009, and anyone acting in that position.

Contractor – a person, organisation or entity that performs a specific act or acts including the provision of services and/or materials to another person, organisation or entity under an agreement enforceable by law.

Corrupt Conduct – conduct that involves the exercise of a person's official powers in a way that:

- Is not honest or impartial; or
- Involves a breach of trust placed in the person as a public officer, either knowingly or recklessly; or
- Involves a misuse of Council assets, materials or information; and
- Is for the purposes of providing a benefit to the person or another person or causing a detriment to another person;
- Would, if proven constitute a criminal offence or is serious enough to justify a dismissal.

Council – shall mean the Winton Shire Council.

Councillor – the Mayor and Councillors of Winton Shire Council within the meaning of the *Local Government Act 2009*.

Employee – local government employee - the Chief Executive Officer, or a person holding an appointment under section 196 of the *Local Government Act 2009*.

False Disclosure – disclosure of information relating to Fraud or Corruption that is made by a person who knows the information to be false or, who is reckless as to whether it is false.

Fraud Control Plan – a document outlining Winton Shire Council's anti-fraud and anti-corruption strategies.

Leadership Team – consists of the CEO and senior executive employees as defined by the *Local Government Act 2009*.

Manager – any employee of the Council who is responsible for the direct supervision of other employees, and/or for the management of a local government department and/or function/activity.

Public Officer – includes:

- A Council member;
- A member of a Local Government body (including a subsidiary of a Council established under the Local Government Act 2009); and
- An employee or officer of the Council.

Public Interest Disclosure – a disclosure made under the *Public Interest Disclosure Act 2010* (PID Act) and includes all information and help given by the discloser to the proper authority for the disclosure.

Risk – the effect of uncertainty on objectives in consideration of fraud and corruption risk, this will generally be a negative impact.

FRAUD MANAGEMENT POLICY

RELATED POLICIES and SUPPORTING DOCUMENTS

This Policy complements and is to be implemented in conjunction with other Council policies, including (but not limited to):

- Complaints Policy;
- Risk Management Policy and Internal Control Procedures;
- Code of Conduct for Council Employees;
- Code of Conduct for Council Members;
- Disciplinary Policy; and
- Council Members Allowances and Benefits Policy.

Legislation related to this policy:

- Crime and Corruption Act 2001;
- Criminal Code Act 1899;
- Integrity Act 2009;
- Public Interest Disclosure Act 2010;
- Public Sector Ethics Act 1994;
- Right to Information Act 2009;
- Local Government Act 2009;
- Local Government Regulations 2012; and
- Whistle-blower Protection Act 1994.

REVIEW OF POLICY AND PROCEDURE

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
18 th August 2016	--	Adopted by Council	August 2016
29 th June 2018	1	Review by Council	June 2018
12 th July 2019	2	Review by Council	12 th July 2019
23 rd July 2020	3	Review by Council	23 rd July 2020
2 nd July 2021	4	Review by Council	2 nd July 2021

INVESTMENT POLICY



WINTON SHIRE COUNCIL

INVESTMENT POLICY

INVESTMENT POLICY

PURPOSE

The purpose of this policy is to provide Council with a contemporary investment policy based on an assessment of risk within the legislative framework of the Statutory Bodies Financial Arrangements Act 1982 (SBFAA). This includes:

- Investing Council funds not immediately required for financial commitments;
- Maximising earnings from authorised investments of cash reserves after assessing counterparty, market and liquidity risks;
- Actively managing the net debt position/net funds with core surplus funds; and
- Ensuring appropriate records are kept and adequate internal controls are in place to safeguard public funds.

SCOPE

This Policy applies to the investment of surplus funds in accordance with Category One (1) investment power under Part 6 of the Statutory Bodies Financial Arrangement Act 1982 (SBFAA) and the Statutory Bodies Financial Arrangement Regulations 2007 (SBFAR).

RESPONSIBILITY

The Chief Executive Officer and Directors are responsible for ensuring appropriate staff understand and adhere to the policy.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

CEO – shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.

Senior Executive Officer – shall mean Departmental Directors and persons acting in such positions.

Another employee – shall mean all employees of Council including Senior Executive Officers but excluding the Chief Executive Officer.

Council – shall mean the Winton Shire Council.

Investment Officer – shall mean the Finance Officer

The Act – shall mean the Local Government Act 2009 (as amended).

SBFAA – shall mean the Statutory Bodies Financial Arrangements Act 1982 (as amended).

POLICY STATEMENT

Winton Shire Council will invest surplus funds in capital protected funds to maximise the return on funds while protecting the community from capital loss.

PROCEDURE

Authority for Investment

Investment of Council funds is to be in accordance with the relevant power of investment under the SBFAA and SBFAR and their subsequent amendments and regulations.

INVESTMENT POLICY

Investment officers are to manage the investment portfolios not for speculation, but for investment and in accordance with the spirit of this Investment Policy. Investment officers are to avoid any transaction that might harm confidence in Winton Shire Council.

Ethics & Conflicts of Interest

Investment officers/employees shall refrain from personal activities that would conflict with the proper execution and management of Winton Shire Council's investment portfolio. This includes activities that would impair the investment officers' ability to make impartial decisions.

This Policy requires that employees and investment officers disclose to the Chief Executive Officer any conflict of interest or any investment positions that could be related to the investment portfolio.

Investment Objectives

Winton Shire Council's overall objective is to invest funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers the most appropriate given the circumstances.

In priority, the order of investment activities shall be preservation of capital, liquidity and return.

Preservation of Capital

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

Credit Risk

Winton Shire Council will evaluate and assess credit risk prior to investment. Credit risk is the risk of loss due to the failure of an investment issuer or guarantor. The investment officer will minimise credit risk in the investment portfolio by pre-qualifying all transactions including the brokers/securities dealers with which they do business, diversify the portfolio and limit transactions to secure investments.

Interest Rate Risk

The investment officers shall seek to minimise the risk of a change in the market value of the portfolio because of a change in interest rates. This would be achieved by considering the cash flow requirements of Council and structuring the portfolio accordingly. This will avoid having to sell securities prior to maturity in the open market. Secondly, interest rate risk can be limited by investing in shorter term securities.

Maintenance of Liquidity

The investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to being required to sell an investment.

For these purposes, illiquid investments are defined as investments that are not publicly traded in sufficient volume to facilitate, under most market conditions, prompt sale without severe market price affect. Examples include:

- Investment in private placements;
- A security that is not supported or priced by at least two approved brokers/securities dealers;
- Sub investment grade (i.e. a lower than rating BBB - (Standard and Poors or equivalent), and in most cases, BBB rated investments; and
- Unrated securities.

Return on Investments

The portfolio is expected to achieve a market average rate of return and consider Winton Shire Council's risk tolerance and current interest rates, budget considerations, and the economic

INVESTMENT POLICY

cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Investment Policy.

Authorised Investments (as per "SBFAA")

Section 44(1) of the SBFAA provides Council with the power to invest in authorised investments which include:

- Deposits with a financial institution;
- Investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- Other arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- Investment arrangements, managed or offered by QIC or QTC, prescribed under a regulation for this paragraph;
- An investment arrangement with a rating prescribed under a regulation for this paragraph.

Prohibited Investments

This Investment Policy prohibits any investment carried out for speculative purposes.

The Chief Executive Officer may include a prohibited investments list within the Investment Guidelines and Approval Lists. The following investments are prohibited by this Investment Policy:

- Derivative type investments (excluding floating rate notes);
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind; and
- Securities issued in non-Australian dollars.

Portfolio Investment Parameters

The amount invested with institutions or fund managers should not exceed the following percentage ranges of average annual funds invested. When placing investments, consideration should be given to the relationship between credit rating and interest rate. Long Term Rating (Standard & Poors)	Short Term Rating (Standard & Poors)	Individual Counterparty Limit	Total Limit
AAA to AA-	A1+	Maximum 30%	No Limit
A+ to A-	A1	Maximum 20%	Maximum 50%
BBB+ to BBB-	A2	Maximum 10%	Maximum 30%
Unrated or below BBB-	Unrated or below A2	Maximum 10%	Maximum 20%
QTC Cash Management Fund	No Limit	No Limit	No Limit

INVESTMENT POLICY

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Act 2009, Section 101
- Local Government Regulation 2012, Section 191
- Statutory Bodies Financial Arrangements Act 1982 (SBFAA)
- Statutory Bodies Financial Arrangement Regulation 2007 (SBFAR)

REVIEW OF POLICY

The policy will need to be reviewed at least annually and when changes occur to the relevant legislation.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
25 th June 2015	--	Adopted by Council	June 2015
30 th June 2016	1	Review by Council	June 2016
28 th June 2017	2	Review by council	June 2017
29 th June 2018	3	Review by Council	June 2018
12 th July 2019	4	Review by Council	12 th July 2019
23 rd July 2020	5	Review by Council	23 rd July 2020
2 nd July 2021	6	Review by Council	2 nd July 2021

MOTOR VEHICLE POLICY



WINTON SHIRE COUNCIL

MOTOR VEHICLE POLICY

MOTOR VEHICLE POLICY

POLICY PURPOSE

Winton Shire Council maintains a fleet of motor vehicles to meet its operational needs. In some cases, private use of motor vehicles is permitted for efficiency of operations or as a component of staff remuneration. This policy regulates the use and management of motor vehicles across Council to ensure that the fleet is operated as efficiently as possible and as safely as possible.

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Act 2009
- Income Tax Assessment Act 1936
- Fringe Benefits Tax Act 1985
- Public Sector Ethics Act 1994

SCOPE

This policy applies to all Winton Shire Council controlled motor vehicles (owned or leased) excluding road-based plant. The policy covers:

- Safe Operation of Vehicles
- Proper Care of Vehicles
- Infringement Notices
- Private Use of Vehicles.

This policy also covers the use of employees' private vehicle for work purposes.

RESPONSIBILITY

The Chief Executive Officer or delegate will determine an appropriate mix of vehicles considering Council's operational requirements. The Chief Executive Officer will also determine an appropriate type of vehicle to be provided under an employment contract.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

Authorised Person – is a person who has a current valid Australian License and who is either an employee of Council, a volunteer for Council or a person permitted to drive the vehicle pursuant to an employment contract.

Commuter Use – For the purposes of this policy commuter use is defined as use of a Council vehicle to travel to and from the employee's principle residence to work.

Council Vehicle Maintenance Costs – include cost of purchase or lease, regular servicing, fuel, oil, tyres, and repairs.

Inappropriate Use of Vehicle – is the use of a Council vehicle for non-work purposes in excess of the allowed private use under an employee's terms of employment or in excess of the approvals for use by the Chief Executive Officer.

MOTOR VEHICLE POLICY

Misuse of Vehicle – is the use of a Council vehicle to gain reward (cash or non-cash benefit), the use of a council vehicle in the conduct of a business enterprise of any sort, the use of a vehicle by an unauthorised person, or failing to operate the vehicle in a safe manner as set out in this policy.

Motor Vehicle – For the purposes of this policy a motor vehicle includes passenger cars, utility vehicles with a GVM of less than three tonnes and vehicles designed to carry less than 15 passengers.

Private Use – Private use of a vehicle for the purposes of this policy is defined as discretionary use of a vehicle unrelated to the vehicle custodian's role at Council.

Proper Care – Includes regular cleans both inside and outside of the vehicle and regular checking of oil, water, lights and tyres (pressure and tread).

Staff – Includes employees and volunteers who perform work on behalf of Council.

Vehicle Custodian – Is the person to who's position the vehicle is attached to and is the primary driver of the vehicle.

POLICY

Winton Shire Council seeks to maintain a fleet of motor vehicles to facilitate efficient and effective operations. The number and type of vehicles in Council's Fleet will be determined according to the needs of the organisation. Council will meet the full cost of ownership, operational maintenance and repairs of the vehicle. The Vehicle Custodian is responsible for the proper care and maintenance of the vehicle.

POLICY APPLICATION

The policy will be applied in the following manner:

Safe Operation of Vehicle

All staff using Council Motor Vehicles must ensure they are operated in a safe manner to ensure, to the extent possible, that the user of the vehicle, passengers and the public do not come to any harm as a result of how the vehicle is operated. The safe operation of the vehicle also reduces the risk of damage to the vehicle.

To ensure the safe operation of the vehicle drivers must ensure that at least the following factors apply:

- The Vehicle Custodian must always be in control of the vehicle and is responsible for the judgement they exercise when they delegate driving the vehicle to a third party;
- Vehicles are only to be driven by authorised persons as defined in this policy;
- The vehicle must be driven in a safe and responsible way with due regard to the road conditions;
- Night driving is not encouraged; however, it is acknowledged this may be required on occasions to meet operational requirements;
- State road rules must be complied with in respect to speeds travelled, traffic management and vehicle operation;
- The Vehicle Custodian is responsible for proper care of the vehicle;
- The vehicle is not to be operated in an unsafe manner or driven recklessly;
- The vehicle is not to be operated by a person with a blood alcohol content exceeding .05%;

MOTOR VEHICLE POLICY

- The vehicle is not to be operated by a person whose faculties are impaired due to the taking of drugs (prescription or illicit);
- The vehicle is not to be operated by a person who is unduly fatigued; and
- Log Books recording the driver of the vehicle, destinations, distances travelled, and times must be maintained.

A failure by employees (both the vehicle custodian and the driver) to operate Council vehicles in a safe manner may result in disciplinary action being taken against the employee. It may also result in access to Council vehicles being withdrawn.

Maintenance and Proper Care of Vehicles

Winton Shire Council is responsible for all ownership and operational costs of its vehicle fleet.

The vehicle custodian is responsible for basic maintenance checks and record keeping associated with vehicles under their control, including:

- Maintaining appropriate levels of fuel in the vehicle;
- Checking oil and water (in radiators if applicable and windscreen wipers);
- Checking tyre air pressure and monitoring tyre tread;
- Cleaning of the interior and exterior of the vehicle on a regular basis;
- Reporting vehicle faults via the completion of Defect Notices;
- Ensuring the vehicle is available for servicing at scheduled times;
- Ensuring that the log book is completed accurately when the vehicle is in use; and
- Modifications to vehicles cannot be made without the approval of the Chief Executive Officer (Director of Works or Workshop Supervisor can be delegated authority).

A failure by employees (both the vehicle custodian and the driver) to undertake proper care of the vehicle may result in disciplinary action being taken against the employee. It may also result in access to Council vehicles being withdrawn.

Infringement Notices

The Vehicle Custodian is responsible for any infringement notices issued against the vehicle. It is the responsibility of the vehicle custodian to ensure that logbooks are correctly filled out and signed to ensure that if an infringement is received against the vehicle when the custodian is not driving the vehicle that the actual driver can be identified and the responsibility for the infringement transferred to that driver.

Private use of Vehicles

Private use is generally not permitted for Council work vehicles. Where an employee's terms of employment provide for private use of a vehicle, such private use is only permitted strictly in accordance with the terms outlined in the employee's contract or appointment letter.

Arrangements for Private Use of Vehicles will be in accordance with the following criteria:

1. The vehicle type to be provided to employees with private use arrangements will be determined by the Chief Executive Officer with reference only to what Council's requirements for the vehicle are.

MOTOR VEHICLE POLICY

2. Vehicle Private Use arrangements are for a specific vehicle, for a specific position. Vehicles are not interchangeable with other vehicles in Council Fleet.
3. All vehicles are required to be available for staff use as pool vehicles during office hours. All vehicle keys are to be placed in the vehicle key storage at the commencement of work for the day and may be collected at the close of business each day by the vehicle custodian.
4. The vehicle must always remain in the control of the employee while the vehicle is being use for private purposes.
5. Spousal use (except where the employee is present in the vehicle as well) is not permitted unless it is expressly provided for in the employee's terms of appointment.
6. Use of the vehicle for private purposes by the family members is not permitted.
7. Council vehicles cannot under any circumstances be used to conduct the private business of an employee or secondary employment and cannot under any circumstance be used to undertake any task for which the employee gains a financial benefit (either cash or non-cash) outside of the remuneration they receive for their Council role.
8. Vehicle Custodians must enforce the Council Policy of no smoking in Council vehicles while the vehicle is being used privately.
9. Vehicle Custodians must not allow people to operate their Council vehicle unless they can do so in accordance with the safe operating conditions listed in this policy.

It is the responsibility of the employee to be aware of their allowable private use of the Council vehicle for which they are a custodian.

The Chief Executive Officer may approve private use of a Council vehicle outside of a person's employment arrangements or in addition to an employee's existing private use arrangements. Where the CEO approves private use of a vehicle outside of specific employment arrangements such approval must be in writing and clearly state:

- The extent to which extended private use has been approved;
- The reason the extended private use has been approved; and
- Any contribution requested from the employee for the additional private use.

Approvals for extended private use will be reported back to Council on a quarterly basis. Extended private use will generally not be granted for recreational or holiday use.

Breach of the private use guidelines for vehicles will be treated as misconduct by Council and disciplinary action will apply.

Commuter Use

Where it is practical and efficient for Council the Chief Executive Officer may approve commuter use of vehicles for employees. Such commuter use does not include an allowance for private use outside of travel to and from their primary residence to either their principle place of work or to a jobsite (where this is not at their principle place of work).

Use of the vehicle provided for Commuter Use outside travel to and from Work, without the prior approval of the Chief Executive Officer will result in disciplinary action being taken. Employees with Commuter use cannot authorise use of the vehicle outside of work arrangements.

Commuter Use Guidelines are to be provided in writing by the Chief Executive Officer to the Vehicle Custodian. Breach of the commuter use guidelines may attract disciplinary action.

MOTOR VEHICLE POLICY

Use of Private Vehicles for Work

Council discourages the use of employee's private vehicles for work purposes. Notwithstanding this Council recognises that in some instances it is more efficient to pay for the use of an employee's private vehicle for work than to increase the size of the fleet depending on individual job requirements.

Council's Enterprise Bargaining Agreement provides for a fixed cent per kilometre rate to be paid to employees where their personal vehicle is required to be used for work purposes. Work purposes include travel to and from the worksite and use on the worksite.

The cents per kilometre rate in the Council Enterprise Bargaining Agreement is an all-inclusive rate intended to cover:

- Capital Vehicle Costs
- Vehicle Operating Cost including (fuel, oil, tyres, regular maintenance)
- Wear and tear on the vehicle
- Appropriate insurance of the vehicle against damage

Council will not contribute further to the repair of vehicles damaged while being used for Council work purposes irrespective of whether the damage is done while the owner or another employee (authorised by the owner) is driving the vehicle at the time.

Private vehicles are the property of the owner of the vehicle and it may not be used on site or by another employee unless the owner of the vehicle has given prior consent. In giving consent for another person to use their vehicle, the owner must assess the capacity of the proposed driver to drive the vehicle without damaging it but accepts fully the risk of the third party using their vehicle.

An employee will not be penalised in any way for withholding consent for their private vehicle to be used on a Council work site or by another person.

CEO DISCRETION

Subject to the clauses contained in this Policy the Chief Executive Officer Winton Shire Council has the discretion to consider and approve aspects and requests for variations to this policy subject to appropriate requests and documentation being presented.

REVIEW OF POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
17 January 2013		Adopted	17 January 2013
23 July 2020	1	Review by Council	23 July 2020
2 July 2021	2	Review by Council	2 July 2021

PURCHASING POLICY



WINTON SHIRE COUNCIL

PURCHASING POLICY



PURCHASING POLICY July 2021

PURCHASING POLICY

PURPOSE

The purpose of this policy is to ensure the Winton Shire Council implements a fair, transparent and accountable process in the procurement and purchase of goods and services that achieves value for money and benefits the Winton Community.

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of this Policy:

- Local Government Act 2009;
- Local Government Regulation 2012; and
- Public Sector Ethics Act 1994.

LOCAL GOVERNMENT PRINCIPLES

The primary goal of any Council procurement activity is to achieve the best value-for-Winton outcome. Value-for-Winton does not just entail the price, but broader considerations such as life costs, past performance, commercial and other risks, compatibilities and local factors. The lowest price may not be the best overall option.

Anyone with procurement responsibilities governed by the Local Government Act 2009, must act in accordance with the listed Local Government Principles (LGA 4(2)). The requirement to uphold the Local Government Principles is a statutory requirement applying equally to Council staff members and elected members of Council.

The Local Government Principles are outlined in Section 4(2) of the Act and are listed below:

- Transparent and effective processes, and decision-making in the public interest;
- Sustainable development and management of assets and infrastructure and the delivery of effective services;
- Democratic representation, social inclusion and meaningful community engagement;
- Good governance of, and by, Local Government;
- Ethical and legal behaviour of councillors and local government employees.

Councillors and staff must make all decisions in respect to the operation and management of Council consistently with these principles.

POLICY STATEMENT

Winton Shire Council will purchase goods and services in such a way that procure the most appropriate products and services to facilitate effective service delivery in a cost-effective manner providing transparent opportunities for suppliers to compete for Council business.

When purchasing materials and services, Winton Shire Council will have regard to the whole of life cost of items procured, the social and economic benefit to the community from the transaction and the principles of good governance, fairness and transparency in decision making both in the selection and administration of purchase transactions.

RESPONSIBILITY

Council officers responsible for the procurement of goods and services must comply with this policy. It is the responsibility of all Council officers involved in the procurement process to understand the meaning and intent of this policy.

PURCHASING POLICY

DEFINITIONS

Procurement – Procurement shall mean purchase, hire, lease, rental, exchange or any other commercial transaction involving the outlay of funds in return for the provision of goods, services to Council, or third parties acting as representatives for Council.

PURCHASE CRITERIA

Winton Shire Council will consider a range of criteria when making a purchasing decision and selecting suppliers of both products and services. Price is not the sole determinant of vendor or product selection for Winton Shire Council.

The range of factors that Council may consider when selecting items to be purchased and the vendors to supply said goods include:

- Quality of the materials;
- Whole of life cost of the asset;
- Skills and qualifications of the supplier;
- Price;
- Reputation of the supplier;
- Social impact/benefit to the community of the transaction;
- Economic impact/benefit to the community of the transaction;
- Environmental implications of the purchase decision;
- Safety implications of the purchase decision;
- Value for money.

The relative weighting of the different components will depend both on the value of the transaction and the materials or services being procured.

For transactions where public tenders are called the relative weighting of each criteria will be clearly identified in the tender documents. For smaller purchases the weighting will be considered subject to this policy.

PROCUREMENT PRINCIPLES

The Regulation provides for Council to either adopt the "default contracting procedures" in Part 3 of the Regulation or formulate its own procedures as prescribed by Part 2 of the Regulation (Strategic contracting procedures). It has been considered prudent to adopt the default procedures provided under Part 3.

The meaning and intent of the Act's principles can be achieved for this Policy by ensuring the following Council Procurement Principles:

Open and effective competition (LGA S104(3)(b))

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

Value for money (LGA S104(3)(a))

Council must harness its purchasing power to achieve the best value for money. The concept of value for money is not restricted to price alone. The value for money assessment must include consideration of:

- Contribution to the advancement of Council's corporate outcomes and policies;
- Non-cost factors such as fit for purpose, quality services, sustainability, risk exposure;

PURCHASING POLICY

- Cost related factors including whole of life costs, transaction costs associated with the acquisition, use, holding, availability of maintenance and support and disposal possibilities; and
- The value of any associated environmental benefits.

Encouragement of the development of competitive local business and industry (LGA S104(3)(c))

Council encourages the development of competitive local businesses. In considering any acquisition the impact of that acquisition may be considered in the context as to how it influences outcomes within the Shire of Winton first, **adjoining Councils plus the Blackall/Tambo Regional Council** second, and then within Northern Queensland:

Where price, performance, quality, suitability and other evaluation criteria are comparable, the following areas may be considered in evaluating offers:

- The potential creation of local employment opportunities;
- The probability of locally or regionally available servicing support;
- A shorter communication span in contract management;
- Economic growth within the local area;
- Benefits to Council through associated local commercial transaction.

Environmental protection (LGA S104(3)(d))

Council promotes environmental protection and sustainability through its purchasing procedures. In undertaking any purchasing activities Council will:

- Promote the purchase of environmentally friendly goods and services that satisfy value for money criteria;
- Foster the development of products and processes of low environmental and climatic impact;
- Provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and
- Encourage and promote environmentally responsible activities.

Safety protection

Many workplace health and safety issues and legislative non-compliances can be avoided through effectively controlling the purchase and supply of goods to the workplace.

In undertaking any purchasing activities Council will:

- Ensure the suppliers of any substance used at a workplace have an obligation to take all reasonable steps to ensure the substance is safe and without risk to Health and Safety (H&S) when used properly;
- Ensure the substance is accompanied by relevant information for the substances (SDS);
- Ensure the supply of plant is accompanied by information about the way plant must be used to ensure H&S;
- For all purchases requiring a licence, the authorised purchasing officer should ensure the Council has met its legal obligations; and
- For all purchases involving personal protective equipment (PPE) the supplier must provide relevant information or a copy of the instructions for use.

Ethical behaviour and fair dealing

Council officers involved in purchasing are to behave with impartiality, fairness, independence, openness, integrity, and professionalism in their discussions and negotiations with suppliers and their representatives.

PURCHASING POLICY

ENTERING INTO PARTICULAR CONTRACTS

SMALL PURCHASES UNDER \$15,000 (excluding GST) - no specific legislative guidance

As a guide, only the following processes would generally apply but may be varied according to each specific situation or project:

(a) Petty Cash

Up to \$300.00 may be spent out of petty cash, except as defined/authorised otherwise by the CEO in accordance with Petty Cash Procedures.

(b) Purchases up to \$1,000

Prior to making purchases, a purchase requisition or a credit card transaction must be approved by an officer as authorised under Council's purchasing procedure. Once a purchase requisition has been completed, a purchase order must be obtained and given to the supplier to enable the order number to be quoted on the invoice. No written quotation is required; however, staff must determine an estimate and ensure value for money is achieved.

(c) Purchases between \$1,001 and up to \$5,000

Prior to making purchases, a purchase requisition or a credit card transaction must be approved by an officer as authorised under Council's purchasing procedure. Once a purchase requisition has been completed, a purchase order must be obtained and given to the supplier to enable the order number to be quoted on the invoice. Purchases must be undertaken by:

- Accessing a Local Buy contract; or
- Accessing a Preferred Supplier Arrangement (PSA); or
- Obtaining at least one valid written quote (sole supplier situations excepted).

(d) Purchases between \$5,001 and \$15,000

Prior to making purchases, a purchase requisition order must be approved by an officer as authorised under Council's purchasing procedure. Once a purchase requisition has been completed, a purchase order must be obtained and given to the supplier to enable the order number to be quoted on the invoice. Purchases must be undertaken by:

- Accessing a Local Buy contract; or
- Accessing a Preferred Supplier Arrangement (PSA); or
- Obtaining at least two valid written quotes (sole supplier situations excepted).

MEDIUM PURCHASES BETWEEN \$15,001 and \$200,000 (excluding GST)

Section 225 of the Regulation requires Council to invite written quotations before making a contract for the carrying out of work or the supply of goods or services involving a cost of between \$15,001 and \$200,000. The invitation must be given to at least three persons who Council considers can meet its requirements at competitive prices.

In the first instance, the invitation will be completed via the Preferred Supplier Arrangement. Where there are no suppliers for that requirement, Council will seek quotes or advertise appropriately.

Exceptions for medium purchases are noted in the section headed **Exceptions**.

LARGE PURCHASES ABOVE \$200,000 (excluding GST)

Section 226 of the Regulation requires that before making a contract for the carrying out of work, or the supply of goods or services involving a cost of more than \$200,000, Council must either:

PURCHASING POLICY

- Invite written tenders under section 228 subsection (4) of the Regulations; or
- Invite expressions of interest under section 228 subsection (5) before considering whether to invite written tenders. (The decision to invite expressions of interest can only be decided by Council by resolution).

The invitation must be by an advertisement in a newspaper circulating generally in Council's local government area and allow at least 21 days from the day of the advertisement for the submission of tenders. Records of tenders received must be kept on file.

Purchases over the value of \$200,000 need to be adopted by Council at either an Ordinary or Special Meeting of Council.

Exceptions for large purchases are noted in the section headed **Exceptions**.

EXCEPTIONS

FOR MEDIUM and LARGE CONTRACTS

Council may enter into a medium or large sized contract without first inviting written quotes or tenders under the following circumstances:

- A quote or tender consideration plan has been approved by Council for the particular goods and services. (Section 230 of the Regulation);
- A Council approved contractor list (Section 231 of the Regulation);
- A Council approved register of pre-qualified suppliers (Section 232 of the Regulation);
- A Council approved preferred supplier arrangement (Section 233 of the Regulation);
- Local Buy - An LGA Arrangement in association with LGAQ and its subsidiaries (Section 234 of the Regulation). When assessing the most effective method of obtaining goods and/or services, Council officers should consider the administrative and price costs to Council of seeking tenders or quotations independently and the reduction of these costs which can be achieved by use of LGAQ and its subsidiaries.

Additional exceptions are permissible where Council considers one of the following circumstances is evident:

- Council is satisfied that only 1 supplier is reasonably available;
- Council determines that due to the specialised or confidential nature of the services sought, it would be impractical or disadvantageous for Council to invite quotes or tenders;
- A genuine emergency exists as determined by the Mayor or CEO;
- The contract is for the purchase of goods and is made by auction;
- The contract is for the purchase of second-hand goods; or
- The contract is made with, or under arrangement with, a government body.

LOCAL PREFERENCE

Winton Shire Council will encourage and support the development of Local Business by providing locally based businesses (businesses that are either based or employ permanent staff in the Winton Shire) a margin on pricing compared to an external business as per the following:

- (a) \$0 - \$1,000: a margin in excess of 10% subject to a reasonable value for money being achieved;
- (b) \$1,001 - \$1,000,000: a margin of 10%;
- (c) \$1,000,001 - \$5,000,000: a margin of 7.5%;
- (d) In excess of \$5,000,000: a margin of 5.0%.

PURCHASING POLICY

PUBLISHING DETAILS OF PARTICULAR CONTRACTS

As soon as practicable after entering a contract worth \$200,000 (excluding GST) or more, the relevant details of the contract must be published on Council's website and must be included in the register of contracts over \$200,000 (excluding GST) available from reception at the Winton Shire Council Office.

Relevant details include the person with whom Council has entered the contract, the value of the contract and the purpose of the contract.

VALUABLE NON-CURRENT ASSET CONTRACTS

Section 227 of the *Local Government Regulation 2012* provides that Council can not enter into a valuable non-current asset contract unless it first: -

- (a) Invites written tenders for the contract under section 228 of the *Regulation*; or
- (b) Offers the non-current asset for sale by auction.

A valuable non-current asset is: -

- (a) Land; or
- (b) Another non-current asset that has an apparent value that is equal to or more than a limit set by the local government.

A limit set by the local government under subsection 224 (7)(b) cannot be more than the following amount: -

- (a) For plant or equipment - \$5,000;
- (b) For another type of non-current asset - \$10,000

The requirements specified above are subject to the exceptions identified in section 236 of the *Local Government Regulation 2012*.

REVIEW

It is the responsibility of the Chief Executive Officer and Finance Officer to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed by Council as part of the annual budget formulation.

PURCHASING POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
17 th December 2015	--	Adopted by Council	December 2015
18 th August 2016	1	Review by Council	August 2016
29 th June 2018	2	Review by Council	June 2018
12 th July 2019	3	Review by Council	12 th July 2019
23 rd July 2020	4	Review by Council	23 rd July 2020
2 nd July 2021	5	Review by Council	2 nd July 2021

RATES CONCESSION POLICY



WINTON SHIRE COUNCIL

RATES CONCESSION POLICY

RATES CONCESSION POLICY**PURPOSE**

The purpose of this policy is to provide an incentive to encourage: -

- the construction of new dwellings within the towns of Winton, Corfield and Middleton;
- major building renovations to an existing dwelling within the towns of Winton, Corfield and Middleton;
- the purchase of a dwelling by a first home owner;
- the construction of new commercial buildings within the towns of Winton, Corfield and Middleton;
- major building renovations to an existing commercial building within the towns of Winton, Corfield and Middleton.

LEGISLATION

This Rates Concession Policy is adopted pursuant to Section 120 of the *Local Government Regulation 2012*.

RESPONSIBILITY

The Chief Executive Officer is responsible for ensuring appropriate staff understand and adhere to this policy.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

CEO – shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.

Council – shall mean the Winton Shire Council.

The Regulation – shall mean the Local Government Regulation 2012 (as amended)

POLICY STATEMENT

For a rate concession application to be considered, the project must fulfil one of the following conditions: -

- The new dwelling must have a value in excess of \$180,000 (excluding GST);
- Major building works renovation must be in excess of \$50,000 (excluding GST);
- The first home buyer must fulfil the requirements of the current Queensland State Government First Home Buyers Grant or equivalent criteria to satisfy the requirements and proof as a first home owner;
- The new commercial building must have a value of in excess of \$360,000 (excluding GST);
- Major commercial building works renovation must be in excess of \$100,000 (excluding GST).

RATES CONCESSION POLICY

The construction of a new dwelling, the renovation of an existing dwelling or purchase of a dwelling by a first home buyer must be completed prior to an application being made for the remission of general rates. An application must be lodged within 12 months of the building works being completed and/or occupied.

The construction of a new commercial building, the major building works renovation of an existing commercial building must be completed prior to an application being made for the remission of general rates. An application must be lodged within 12 months of the building works being completed and/or occupied.

For the purpose of receiving this rates concession, the term commercial building is defined as a building that is used for commercial use. Types include office, warehouses, retail and workshop types of buildings. It excludes buildings such as rental dwellings and rural grazing properties.

For any application to be considered, a building permit for the necessary works must have been approved and finalised, including the verification of the value of works.

The maximum period of granted remission is two (2) years.

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
02.08.16	2	Reviewed by Council	September 2016
12 July 2019	3	Review by Council	12 July 2019
23 July 2020	4	Review by Council	23 July 2020
2 July 2021	5	Review by Council	2 July 2021

RELATED PARTY DISCLOSURE POLICY



WINTON SHIRE COUNCIL

**RELATED PARTY DISCLOSURE
POLICY**

RELATED PARTY DISCLOSURE POLICY

PURPOSE

The purpose of this policy is to ensure the Winton Shire Council's financial statements comply with disclosure requirements under Australian Accounting Standard AASB 124 Related Party Disclosures and Key Management Personnel and senior staff are aware of their responsibilities in relation to reporting related parties and the disclosures that may be made in the annual financial statements.

SCOPE

This Policy relates to reporting obligations under AASB 124 Related Party Disclosures, impacts on staff preparing the annual financial statements and applies to all Key Management Personnel (KMP), as defined in this policy.

RESPONSIBILITY

Key Management Personnel (KMP)

The KMP will:

- Disclose all related parties in accordance with this policy and AASB 124; and
- Advise any changes to the related parties when they occur.

Senior Finance Officer (SFO)

The SFO will:

- Identify and record transactions within Council's finance system for all advised KMP and related parties;
- Identify and record non-financial transactions from Council's agenda/management reports for all advised KMP and related parties;
- Provide summary reports quarterly; and
- Provide KMP compensation details for inclusion in Council's annual financial statements.

Chief Executive Officer (CEO)

The CEO is responsible for:

- Providing guidance to Council's KMP in terms of this Policy and required disclosures;
- Identifying subsidiaries, associates and joint ventures; and
- Overseeing a review (via Council's accountant) of all Related Party Transactions to determine materiality and significance for the purpose of preparation of the required disclosures in Council's annual financial statements.

DEFINITIONS

Arm's length terms – term between parties that are reasonable in the circumstances of the transaction that would result from:

- Neither party bearing the other any special duty or obligation; and
- The parties being unrelated and uninfluenced by the other; and
- Each party having acted in its own interest.

RELATED PARTY DISCLOSURE POLICY

Close family members or close members of the family – of a person, are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:

- The person's children and spouse or domestic partner;
- Children of the person's spouse or domestic partner; and
- Dependants of the person or the person's spouse or domestic partner.

For the purpose of the AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles, aunts or cousins) if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.

Entity – can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.

Key Management Personnel (KMP) – is defined in the *Local Government Regulation 2012* to include Councillors, the Chief Executive Officer and Senior Executive Employees. Further defined in AASB 124 – Related Party Disclosures as "those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity". For the purpose of this procedure, Key Management Personnel are specified in the Related Party Disclosure Policy.

KMP Compensation – includes all forms of consideration paid, payable or provided by Council in exchange for services provided, and includes:

- Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
- Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
- Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation; and
- Termination benefits.

Material (materiality) – means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make based on an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

Ordinary Citizen Transactions (OCT) – transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities. Examples of OCT assessed to be not material in nature are:

- Paying rates and utility charges;
- Using Council's public facilities after paying the corresponding fees; and
- Registering dogs.

RELATED PARTY DISCLOSURE POLICY

Related party – a person or entity that is related to Council pursuant to the definition in the AASB 124, paragraph 9. Examples of related parties of Council are:

- Council subsidiaries, associates and joint ventures;
- Key Management Personnel;
- Close family members of Key Management Personnel; and
- Entities that are controlled or jointly controlled by Key Management Personnel or their close family members.

Related Party Transaction – is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged. Such transactions may include:

- Purchase or sale of goods;
- Purchase or sale of property and other assets;
- Rendering or receiving services or goods;
- Leases;
- Quotations and/or tenders; (not in LGAQ example)
- Transfers under finance or licence agreements (added);
- Provisions of guarantees (added);
- Commitments; and
- Settlements of liabilities on behalf of Council or by Council on behalf of the related party.

Significant (significance) – means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

POLICY STATEMENT

Council will meet its disclosure obligations as provided for in AASB 124 Related Party Disclosures.

To achieve this objective Council will establish a procedure to manage its related party disclosure obligations which will include:

- Identifying all related parties;
- Identifying related party relationships and transactions;
- Recording transactions, outstanding balances, including commitments, between Council and its related parties;
- Identifying Ordinary Citizen Transactions;
- Identifying the circumstances in which disclosure is required; and
- Making the disclosures.

RELATED PARTY DISCLOSURE POLICY

For the purposes of disclosure requirements, the following persons are considered to be Key Management Personnel (KMP):

- Councillors (including the Mayor);
- Chief Executive Officer;
- Director of Community and Economic Development; and
- Director of Works.

For the purposes of disclosure requirements, it is noted that the Waltzing Matilda Centre Ltd is a wholly owned entity of Council.

PROCEDURE**CONTEXT**

Pursuant to section 177 of the Local Government Regulation 2012, a local government's general-purpose financial statements must be prepared in compliance with the following documents (each a prescribed accounting standard) published by the Australian Accounting Standards Board (AASB):

- Australian Accounting Standards;
- Statements of Accounting Concepts;
- Interpretations; and
- Framework for the preparation and presentation of financial statements.

The AASB has confirmed that the requirements of AASB 124 'Related Party Disclosures' applies to local government annual reporting periods beginning 1 July 2016.

RELATED PARTIES

A related party can be a person or an entity (for example a company, trust, partnership, joint venture or association).

Council's related parties include:

- Key Management Personnel (KMP) of Council;
- Close family members of KMP;
- Entities related to Council; and
- Entities controlled or jointly controlled by KMP and/or their close family members.

Key Management Personnel (KMP)

KMP are defined in AASB 124 as those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity

For the purposes of disclosure requirements, the following persons are Key Management Personnel (KMP):

- Councillors (including the Mayor);
- Chief Executive Officer;
- Director of Community and Economic Development; and
- Director of Works.

RELATED PARTY DISCLOSURE POLICY

If a person is acting in a position that would normally be considered a KMP role, that person is only a KMP if they have the same authority and responsibility for planning, directing and controlling the activities of Council. For example, if a person is acting in a KMP position while a KMP is on annual leave, and that person's participation in key decisions is limited during that period, the person would not be considered a KMP. Alternatively, if a person is acting in a vacant position and they participate in key decisions, then that person would be considered a KMP.

Close family members of KMP

Those family members who may be expected to influence, or be influenced by, KMP in their dealings with Council and include:

- The person's children and spouse or domestic partner;
- Children of the person's spouse or domestic partner; and
- Dependants of the person or the person's spouse or domestic partner.

For the purpose of the AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles, aunts or cousins) if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.

Entities related to Council

Entities controlled by Council, jointly controlled by Council or over which Council has significant influence are related parties to Council.

Entities controlled or jointly controlled by KMP and/or their close family members.

Entities controlled or jointly controlled by KMP, or close family members of KMP, are related parties of Council.

The terms "control", "jointly controlled" and "significant influence" are used in this policy with the meanings specified in Australian Accounting Standards.

IDENTIFICATION OF RELATED PARTIES

Compliance with AASB 124 requires more detailed personal information than what is currently covered in existing declarations and registers. As a result, Council requires all KMP to also provide regular related party declarations identifying:

- Close family members;
- Entities that are controlled or jointly controlled by KMP; and
- Entities that are controlled or jointly controlled by close family members.

Refer to Declaration by Key Management Personnel form.

These declarations will be requested by finance staff at least once every twelve months. Declarations may also be requested when events trigger a change in KMP, for example following a Council election.

Other sources, such as the Register of Interests and Conflict of Interest Register, may also be reviewed by finance staff to ensure that related party information is accurate and complete for financial reporting purposes.

RELATED PARTY DISCLOSURE POLICY

If it is brought to Council's attention that any related party of a KMP has not been previously declared, an immediate review will be triggered, and the effected KMP will be required to review their existing declaration.

The related parties identified will be recorded in a register (Related Party Register) maintained by SFO and will be used for the purposes of identifying transactions between Council and its related parties.

IDENTIFICATION OF RELATED PARTY TRANSACTIONS

A Related Party Transaction is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

Ordinary Citizen Transactions

In accordance with guidance provided in AASB 124, "a not-for-profit public sector entity may determine that information about Related Party Transactions occurring during the course of delivering its public service objectives and which occur on no different terms to that of the general public is not material for disclosure in its general-purpose financial statements and accordingly need not be disclosed." These transactions are referred to as Ordinary Citizen Transactions (OCTs).

OCTs are not material transactions because of their nature. These transactions are unlikely to influence the decisions that users of Council's financial statements make, having regard to both the extent of the transactions, and that the transactions have occurred within a public service provider / taxpayer relationship.

Unless there are indications that such transactions have occurred on terms and conditions significantly different to those offered to the general public, OCTs will be excluded from being captured and reported as Related Party Transactions at Council.

Examples of OCTs at Council include:

- Rates and utility charges;
- Use of Council facilities, equipment and services in accordance with Council's fees, charges and policies (e.g. Visiting a Council park, library or swimming pool);
- Dog registration (added);
- Fines and other penalties on normal terms and conditions;
- Attendance at a Council function or activity open to the public; and
- Any other transaction occurring during delivering Council's public service objectives and which occur on no different terms to that of the general public.

Examples of transactions that are not considered OCTs for Council purposes include:

- Procurement related transactions (e.g. KMP's company supplies materials or services to Council); and
- Infrastructure charges (e.g. KMP's company pays an infrastructure charge to Council).

Identification of Related Party Transactions

Related Party Transactions will be identified by SFO via the following high-level process:

- Collate information from Council's financial systems;
- Review Council meeting agendas/minutes, Conflict of Interest Register and other relevant documentation; and

RELATED PARTY DISCLOSURE POLICY

- Obtain declarations from KMP that identified Related Party Transactions are complete and accurate, including confirmation of terms and conditions of transactions (refer to Related Party Transaction Declaration by Key Management Personnel).

Related Party Transactions (excluding OCTs) will be recorded in the Related Party Register for the purposes of assessment and may be disclosed in Council's annual financial statements, depending on materiality.

DISCLOSURE REQUIREMENTS

AASB 124 provides that Council must disclose the following information in the annual financial statements for each reporting period:

- Relationship between Council and its subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period;
- KMP compensation (as defined in definitions) in total and for each of the following categories:
 - Short-term employee benefits;
 - Post-employment benefits;
 - Other long-term benefits; and
 - Termination benefits.
- Amounts incurred by Council for the provision of KMP services that are provided by a separate management entity;
- All material and significant transactions between related parties with the following details included:
 - The nature of the related party relationship; and
 - The amount of the transaction;
 - The amount of outstanding balances, including commitments, and their terms and conditions;
 - Details of any guarantee given or received;
 - Provision for doubtful debts related to the amount of outstanding balances; and
 - The expense recognised during the period in respect of bad or doubtful debts due from related parties.

The following matters must be considered in determining the materiality and significance of any Related Party Transactions:

- Significance of transaction in terms of size;
- Whether the transaction was carried out on non-market terms;
- Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- Whether the transaction was subject to Council approval; and
- Whether the transaction provided benefits not available to the general public.

Regard must also be given for transactions that are collectively, but not individually significant.

All non-exempt transactions involving related parties will be captured and reviewed to determine materiality or otherwise of such transactions, and to determine the significance of such transactions.

Disclosures that Related Party Transactions were made on terms equivalent to those that prevail in arm's length transactions can only be made if such terms can be substantiated.

For the purpose of this policy Ordinary Citizen Transactions (as defined above) are not required to be disclosed.

RELATED PARTY DISCLOSURE POLICY**INFORMATION PRIVACY**

Personal information contained in related party declarations by Key Management Personnel (KMP declarations) and Related Party Registers are classified as confidential and are not available for inspection by or disclosure to the public, including through a Right to Information (RTI) application.

An RTI application seeking access to and release of transactional information and documentation the subject of a Related Party Transaction with Council will be considered, assessed and decided in accordance with Council's usual procedures regarding applications made under the Right to Information Act.

Except as specified in this policy, Council and other permitted recipients will not use or disclose personal information provided in a KMP declaration or contained in a Related Party Register, for any other purpose or to any other person except with the prior written consent of the subject KMP. A secure process will be in place to maintain confidentiality of the information and ensure access is restricted per below.

Permitted Recipients

The following persons are permitted to access, use and disclose the information (including personal information) provided in a KMP declaration or contained in a Related Party Register for the permitted purposes:

- Key Management Personnel;
- Chief Executive Officer;
- Senior Finance Officer;
- Council's Accountant;
- Members of Council's Audit Committee; and
- An auditor of Council (including an auditor from Queensland Audit Office).

Permitted Purposes

A person specified above (permitted recipients) may access, use and disclose information (including personal information) in a KMP declaration or contained in a Related Party Register for the following purposes:

- To assess and verify a related party;
- To identify and verify Related Party Transactions and balances;
- To comply with the disclosure requirements of AASB 124; and
- To verify compliance with the disclosure requirements of the AASB 124.

LEGISLATIVE REFERENCES

The following documents were considered in the development of the Policy:

- Local Government Act 2009;
- Local Government Regulation 2012; and
- AASB 124 'Related Party Disclosures (or Australian Accounting Standards and Interpretations).

This policy applies with effect from 1 July 2016.

REVIEW OF POLICY AND PROCEDURE

RELATED PARTY DISCLOSURE POLICY

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
18 th August 2016	--	Adopted by Council	August 2016
20 th April 2017	1	Review by Council	April 2017
July 2018	2	Review by Council	July 2018
12 th July 2019	3	Review by Council	12 th July 2019
23 rd July 2020	4	Review by Council	23 rd July 2020
2 nd July 2021	5	Review by Council	2 nd July 2021

RELATED PARTY DISCLOSURE POLICY

DECLARATION BY KEY MANAGEMENT PERSONNEL

Private and Confidential

Name of Key Management Person	
Position of Key Management Person	

(List details of known close family members, entities that are controlled/jointly controlled by Key Management Personnel and entities that are controlled/jointly controlled by the close family members of Key Management Personnel)

[illegible]

I _____, _____
(full name) (position)
declare that the above list includes all my close family members and the entities controlled, or jointly controlled, by myself or my close family members. I make this declaration after reading the 'Winton Shire Council – Related Party Disclosure Policy' supplied by Council which details the meaning of the words 'close family members' and 'entities controlled, or jointly controlled, by myself or my close family members'.

Declared at _____ on the _____
(place) (date)

Signature of KMP: _____

REVENUE POLICY



WINTON SHIRE COUNCIL

REVENUE POLICY

REVENUE POLICY

PURPOSE

The purpose of this policy is to provide Council with:

1. A strategic policy framework that encompasses the principles used by Council in generating revenue in the 2021/2022 financial year;
2. Facilitating the following administrative functions:
 - The making and levying of rates and charges;
 - Exercising its powers to grant rebates and concessions for rates and charges; and
 - Recovery of unpaid amounts of rates and charges.

SCOPE

This Revenue Policy is adopted pursuant to the requirements of section 193 of the Local Government Regulation 2012 and is effective from the date of Council's resolution adopting the policy. The policy will apply for the financial year 1 July 2021 to 30 June 2022. The Council may, by resolution, amend its Revenue Policy for a financial year at any time before the year ends.

This Policy is Council's strategic Revenue Policy. There are various administrative policies and arrangements that make up the total Council response to revenue management.

RESPONSIBILITY

The Chief Executive Officer and Directors are responsible for ensuring that appropriate staff understand and adhere to the policy.

DEFINITIONS

The following definitions are provided for the purposes of interpretation and application of the policy.

CEO – shall mean the person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.

Senior Executive Officer – shall mean Department Directors and persons acting in such positions.

Another employee – shall mean all employees of Council including Senior Executive Officers but excluding the Chief Executive Officer.

Council – shall mean the Winton Shire Council.

The Act – shall mean the Local Government Act 2009.

POLICY STATEMENT

Winton Shire Council will develop an equitable and sustainable basis for the development of revenue to fund Council operations.

Council will seek to ensure that revenue sources minimise the impost of involuntary revenue (such as rates) to fund operations and will focus on user-based revenues where possible while ensuring the sustainability of the organisation.

PROCEDURE

In accordance with the Local Government Act 2009, this Revenue Policy will be used in developing the revenue budget for 2021/2022.

REVENUE POLICY

Where appropriate Council will be guided by the principles of equity and "user pays" in the making of rates and charges to minimise the impact of rating on the efficiency of the local economy.

Making and Levying of Rates and Charges

In making rates and charges, Council is required to comply with the requirements of Federal and State legislation. Council will also have regard to the principles of:

- Equity by considering the actual and potential demands placed on Council, location and use of land, unimproved and site of land and land's capacity to earn revenue;
- Transparency in the making of rates and charges;
- Having in place a rating regime that is simple and efficient to administer;
- Clarity in terms of responsibilities (Council's and ratepayers) regarding the rating process; and
- Timing the levy of rates to consider the financial cycle of local economic activity, in order to assist the smooth running of the local economy.

Granting Rebates and Concessions for Rates and Charges

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

- Equity by having regard to the different levels of capacity to pay within the local community;
- Transparency by making clear the requirements necessary to receive concessions;
- Flexibility to allow Council to respond to local economic issues;
- The same treatment for ratepayers with similar circumstances; and
- Responsiveness to community expectations of what activities should attract assistance from Council.

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

Recovery of Unpaid Rates and Charges

Council will exercise its rate recovery powers pursuant to the provisions of the Local Government Regulation 2012, in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations;
- Clarity and cost effectiveness in the processes used to recover outstanding rates and charges;
- Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community;
- Providing the same treatment for ratepayers with similar circumstances; and
- Flexibility by responding where necessary to changes in the local economy.

Principles Used for Cost-Recovery Fees

Section 97 of the Local Government Act 2009 allows Council to set cost-recovery fees.

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

REVENUE POLICY

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

Other Matters

Purpose of concessions

Statutory provision exists for the Council to rebate or defer rates in certain circumstances. In considering the application of concessions, Council will be guided by the principles set out in the Local Government Regulation 2012.

Physical and social infrastructure costs for new development

Council requires developers to pay reasonable and relevant contributions towards the cost of physical and social infrastructure required to support the development. Specific charges are currently being developed as part of Council's Priority Infrastructure Charges Plan.

Council's Infrastructure Plan will seek to encourage development within the shire.

Writing Off outstanding Rates and Charges balances

From time to time, rates assessments and sundry debtor accounts will have minor balances outstanding due to under-payment or the addition of daily interest on outstanding balances. The cost to administer and collect these outstanding amounts is often much greater than the debt to be recovered. In these circumstances, Council authorises the Chief Executive Officer to review and if considered appropriate, write off any outstanding rates assessments and sundry debtor accounts with a balance of up to \$5.00 outstanding.

LEGISLATIVE REFERENCES

The following legislative references were considered in the development of the Policy.

- Local Government Act 2009, Section 104 (5)
- Local Government Regulation 2012, Chapter 3 Section 193

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

Notwithstanding the above, this Policy will need to be reviewed at least annually and when changes occur to the relevant legislation.

REVENUE POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
25 th June 2015	--	Adopted by Council	June 2015
30 th June 2016	1	Reviewed by Council	June 2016
28 th June 2017	2	Reviewed by Council	June 2017
29 th June 2018	3	Reviewed by Council	June 2018
12 th July 2019	4	Reviewed by Council	12 th July 2019
23 rd July 2020	5	Reviewed by Council	23 rd July 2020
2 nd July 2021	6	Reviewed by Council	2 nd July 2021

RISK MANAGEMENT POLICY



WINTON SHIRE COUNCIL

RISK MANAGEMENT POLICY



RISK MANAGEMENT POLICY July 2021

RISK MANAGEMENT POLICY

OBJECTIVES

The objectives of this policy are:

- Maintain and improve reliability and quality of service provided by Winton Shire Council, within Council's controls and capabilities;
- Minimise or eliminate adverse impacts from Council's services or infrastructure on the community, visitors and the environment;
- Capitalise on opportunities identified for Winton Shire Council;
- Safeguard Council's employees, assets, financial sustainability, property, reputation and information; and
- Promote risk management principles as a strategic tool to ensure better informed decision making throughout Council.

POLICY STATEMENT

Winton Shire Council is exposed to a broad range of risks which, if not managed, could adversely impact on the organisation achieving its strategic objectives. Therefore, Council will develop and implement a systematic risk management methodology to identify and address, where practical, areas of potential risk within Council.

Methodologies adopted to mitigate any identified risks will be consistent with the Australian Standard for Risk Management – AS/NZS ISO 31000-2009.

The intent of this policy is to create an environment where Council, management and staff assume responsibility for risk management, through consistent risk management practices.

PRINCIPLES

The following principles will be adopted to ensure the objectives are achieved:

- Apply a risk management framework which is consistent with the current Australian Standard (AS/NZS ISO 31000-2009) for making decisions on how best to identify, assess and manage risk throughout all departments of Council;
- Prioritise identified risks and implement treatments progressively based on the level of risk assessed and the effectiveness of the current treatments;
- Integrate risk management with existing planning and operational processes, including the Corporate Plan;
- Consider relevant legislative requirements and political, social and economic environments in managing risk;
- Create a culture of risk awareness throughout the organisation through training, induction, promotion and risk review and reporting mechanisms; and
- Ensure resources and operational capabilities are identified and responsibility for managing risk is allocated.

SCOPE

This policy applies to Winton Shire Council, its employees and contractors and all activities.

DEFINITIONS

Risk – is the chance that an event will occur that will impact upon Winton Shire Council corporate objectives. It is measured in terms of consequence and likelihood.

Risk Management – the culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects. Risk management aims to minimise loss.

RISK MANAGEMENT POLICY

Risk Management Process – the systematic application of management policies, procedures and practices, to the tasks of establishing context, identifying, analysing, evaluating, treating, monitoring and communicating risk.

Risk Register – a list of identified and assessed risks.

RISK POLICY STATEMENT

Winton Shire Council's policy is to manage Council's risk and opportunities to maximise the chance of Council's Strategy and Objectives being achieved. Winton Shire Council's risk management objectives include:

- To identify Council's risks, and the likely causes of these risks;
- To minimise the chance of these risks adversely impacting on Council's Strategy and Objectives;
- To maximise the potential of any suitable opportunities to benefit Council; and
- To implement with adequate resources, appropriate risk management actions, monitoring and communication.

Winton Shire Council's commitment to risk management includes:

- Achieving Council's risk management objectives by implementation of effective risk management actions;
- The implementation and continual improvement of Council's risk management system, satisfying the International Standard ISO 31000;
- Conducting Council's activities aware of the potential risks, opportunities and consequences;
- Complying with relevant legal and other requirements;
- Communicating this Policy and the importance of risk management to Council's staff, and other interested parties;
- Informing Council staff of their risk management responsibilities and accountabilities;
- Monitoring, reviews and audits of Council's risk management performance; and
- Improving Council's risk management performance.

RELATED POLICIES and SUPPORTING DOCUMENTS

The following documents were considered in the development of the Policy:

- Winton Shire Council Risk Management Guidelines;
- Winton Shire Council Risk Register;
- Australian/New Zealand Standard for Risk Management – AS/NZS ISO 31000-2009; and
- Local Government Regulation 2012.

RISK MANAGEMENT POLICY**REVIEW OF POLICY**

This policy remains in force until amended or repealed by resolution of Council stemming from changes prescribed in the *Local Government Regulation 2012*. Council will determine review dates as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON AMENDMENT FOR	ADOPTED BY COUNCIL
18 th August 2016	--	Adopted by Council	August 2016
29 th June 2018	1	Review by Council	June 2018
12 th July 2020	2	Review by Council	12 th July 2020
2 nd July 2021	3	Review by Council	2 nd July 2021

4.3 FEES AND CHARGES SCHEDULE 2021/2022

WINTON SHIRE COUNCIL

2021/2022

FEES AND CHARGES

2021/2022 Fees and Charges	Page		Page
Shire Hall	3		
Supper Room	3	Signs	16
Portable Cold Room	4	Class 2 to Class 9 – Buildings up to 500m ²	16
Portaloos	4	Bond/Deposit on Sale of Land	16
Dinosaur Costume Hire	5	Planning and Development – Lodgement Fees	17
Training Venue at Neighbourhood Centre	5	Material Change of Use	17
Taxi Bus Hire Charges	5	Reconfiguring of a Lot	17
Showgrounds	6	Operational Work	17
Recreation Grounds	6	Building Work	17
Airport	6	Request for Compliance Assessment	17
Diamantina Gardens Dormitory	6	Major Development Projects	17
Cemeteries	7	Preliminary Approval Overriding Planning Scheme	17
Child Care	8	Application for Development Permit in Respect to Effective Preliminary Approval	17
Library Services	8	Assessment Fees	18
Swimming Pool	8	Development Applications/Approvals	18
Community Housing	9	Public Notification	19
House Rentals	9	Concurrence, Referral and Agency Advice	19
Animal Management Fees	10	Planning and Development Enquiry/Meeting	19
Commons and Reserves	11	Copy of Town Planning Scheme	19
Scalps	11	Planning and Development Certificates	19
Saleyards	11	Refund of Fees	19
Proceedings of Council	12	Septics	20
Food Business Licences	12	Plumbing Regulatory Fees – Permit & Design	20
Other Licences	12	Domestic Alteration and Additions	20
Refuse Tip	13	Permit & Design – Commercial	20
Contaminated Soil	13	Additional Inspection Fees	20
Property Search Fees	14	Domestic Sewerage	21
Building Removal Bonds	14	Water	21
Development Fees – Buildings	14	Electrical Testing and Tagging	21
• Class 1&2 – New Dwellings and Major Alterations	14	Home Care Packages	22
• Class 1&10 – Minor Additions and Alterations	14	CHSP Client Contribution Rates	22
• Class 1 – Underpinning and Restumping	14		
• Class 1 – Amendment to Plan	15		
• Class 1 – Removal/Relocation of Dwelling	15		
• Class 1 – Demolition/Removal of Dwelling	15		
• Class 10 – Structures – Carports, Garages, Unroofed Pergolas Etc	15		
• Class 10 – Commercial Use	15		
• Class 10 – Swimming Pools and Spas	16		

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Shire Hall					
	20/21	21/22	Period	GST	Job Cost
Hall Hire – Including Tables and Chairs Private/Commercial Use	\$450.00	\$450.00	Per Day	✓	6100/1500
Hall Hire – Including Tables and Chairs Private/Commercial Use	\$225.00	\$225.00	Per ½ Day (Up To 4 Hours)	✓	6100/1500
Not for Profit/Charitable Community Groups and Schools Hall Hire – Including Tables and Chairs Private/Commercial Use	\$115.00 Non Waiverable	\$115.00 Non Waiverable	Per Day	✓	6100/1500
Hire of Equipment When NOT Hiring Shire Hall or Supper Room					
Hire of Chairs	\$1.00	\$1.00	Per Chair/Per Day	✓	6100/1500
Hire of Tables/Trestles/Table Cloths Etc	\$5.00	\$5.00	Each Per Day	✓	6100/1500
	\$25.00	\$25.00	Each Per Week	✓	6100/1500
Hire of Portable Stages	\$20.00	\$20.00	Each Per Day	✓	6100/1500
Hire of PA System	\$20.00	\$100.00	Each Per Day	✓	6100/1500
Hire of Lectern	\$80.00	\$80.00	Each Per Day	✓	6100/1500
Hire of Digital Projector	\$130.00	\$130.00	Each Per Day	✓	6100/1500
Hire of Digital Screen	\$55.00	\$55.00	Each Per Day	✓	6100/1500
Hire of Video Recorder	\$155.00	\$155.00	Each Per Day	✓	6100/1500
Hire of Crowd Control Bollards	-	\$20.00	Each Per Day	✓	6100/1500
Hire of Dry Bar Table	-	\$5.00	Each Per Day	✓	6100/1500
Hire of Dry Bar Covers	-	\$5.00	Each Per Day	✓	6100/1500
Hire of Chair Covers	-	\$3.00	Each Per Day	✓	6100/1500
Bond	\$350.00	\$350.00	Per Hire	**x	**9991/5960/Xxx
Delivery Charges	\$55.00	\$55.00	Within 5km Radius	✓	6100/1500
	\$55.00	\$55.00	Per Hour or Part Thereof for Travel Outside Winton	✓	6100/1500
Minimum Charge to All Hires	\$55.00	\$55.00		✓	6100/1500
Supper Room					
Supper Room Hire – Including Court Yard and Bain Marie Private/Commercial Use	\$260.00	\$260.00	Per Day	✓	6100/1500
Supper Room Hire – Including Court Yard and Bain Marie Not for Profit/Charitable Community Groups and Schools	\$115.00 Non Waiverable	\$115.00 Non Waiverable	Per Day	✓	6100/1500
Hire of Crockery and Cutlery to External Users – On A Count In/Count Out Basis	\$55.00	\$55.00	Per 50 Settings Per Day	✓	6100/1500
Tea and Coffee Facilities	\$55.00	\$55.00	Set Up	✓	6100/1500
	\$1.20	\$1.20	Per Person	✓	6100/1500
Bain Marie *	\$100.00	\$100.00		✓	6100/1500
Bond	\$350.00	\$350.00	Per Hire	**x	**9991/5960/Xxx
Minimum Charge to All Hires	\$55.00	\$55.00		✓	6100/1500
Delivery charges as above					
All hiring's					
**GST applies to all bonds when forfeited					
* Discretion of CEO					
Per day charge includes weekends					
Bond charges apply to all hire, even if fees are donated by Council					
Hire charges apply to hire within the Shire of Winton					
Shire Hall			Supper Room		
CEO's decision with respect to bond for multiple hiring's			Restoration of equipment is a condition of hire Equipment not listed is not for hire unless specifically approved by CEO Delivery charges may apply		
Winton Shire Council					

Register of Cost Recovery Fees 2021/2022					
Portable Cold Room					
	20/21	21/22			
Portable Cold Room	\$125.00	\$125.00	Per Day	✓	4500/1500/2
	\$565.00	\$565.00	Per Week	✓	4500/1500/2
Bond	\$350.00	\$350.00	* Per Hire	**x	**9991/5960/Xxx
Community Cold Room – Bond Only	\$350.00	\$350.00	* Per Hire	**x	**9991/5960/Xxx
Delivery Charges	\$55.00	\$55.00	Within 5km Radius	✓	4500/1500/2
BBQ Trailer	-	\$50.00	Per Day	✓	4500/1500/2
Portaloo					
Portaloo	\$220.00	\$220.00	Per Week	✓	4500/1500/2
	\$100.00	\$100.00	Per Day	✓	4500/1500/2
Bond	\$350.00	\$350.00	* Per Hire	**x	**9991/5960/Xxx
Delivery Charges	\$110.00	\$110.00	Within 5 km Radius	✓	4500/1500/2
Pick-up Charges	\$110.00	\$110.00	of Winton. For Deliveries Further Than 5km Radius Fee Plus \$2.35 Per km		
Outback Regional Gallery					
Exhibition Fee	-	\$200	Whole Gallery for 1 Month	✓	
Foyer Exhibition Fee	-	\$100	Pop-up for 1 Month	✓	
Local's Exhibition Fee	-	Free		✓	
** GST applies to bonds and bonds when forfeited					
Bond charges apply to all hire, even if fees are donated by Council					
When the cold room is hired outside the town area, it must be placed on the back of a truck under WSC supervision					
When the cold room is not hired out, it should be stored at the Works Depot					
Bond only required for community cold room					
* CEO's decision/discretion with respect to the bond for multiple hiring's					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Dinosaur Costumes Hire					
	20/21	21/22	Period	GST	Job Cost
Elliott – Bond Only	\$350.00	\$350.00	Per Hire	*	**9991/5960/Xxxx
Mary – Bond Only	\$350.00	\$350.00	Per Hire	*	**9991/5960/Xxxx
Training Venue at Neighbourhood Centre					
Training Venue	\$45.00	\$45.00	Per Hour	✓	6203/1500
(includes kitchen)	\$130.00	\$130.00	Per Day	✓	6203/1500
Training Venue – Not for Profit Group – Non Waiverable	\$10.00	\$10.00	Per Hour		
	\$100.00	\$100.00	Per Day		
Board Room or Office Room	\$35.00	\$35.00	Per Hour	✓	6203/1500
	\$90.00	\$90.00	Per Day	✓	6203/1500
Board Room or Office Room – Not for Profit Group – Non Waiverable	\$10.00	\$10.00	Per Hour		
	\$50.00	\$50.00	Per Day		
Photocopying – Colour Copying	\$1.20	\$1.20	Per A4 Page	✓	6203/1500
	\$2.40	\$2.40	Per A3 Page	✓	6203/1500
	\$1.75	\$1.75	Per A4 Double Sided Page	✓	6203/1500
	\$3.50	\$3.50	Per A3 Double Sided Page	✓	6203/1500
Photocopying – Black and White Copying	\$0.40	\$0.40	Per A4 Page	✓	6203/1500
	\$0.80	\$0.80	Per A3 Page	✓	6203/1500
Printing Booklets- Black and White Booklets	\$0.40	\$0.40	Per A4 Double Sided Page	✓	6203/1500
	\$0.80	\$0.80	Per A3 Double Sided Page	✓	6203/1500
Printing Booklets – Colour Booklets	\$0.80	\$0.80	Per A4 Double Sided Page	✓	6203/1500
	\$1.15	\$1.15	Per A3 Double Sided Page	✓	6203/1500
Laminating	\$1.15	\$1.15	Per A4 Sheets	✓	6203/1500
	\$2.30	\$2.30	Per A3 Sheets	✓	6203/1500
Binding	\$3.55	\$3.55	Per 0-25 Pages	✓	6203/1500
	\$5.50	\$5.50	Per 25-50 Pages	✓	6203/1500
Internet Charges	\$3.50	\$3.50	Per Hour	✓	6203/1500
	\$2.50	\$2.50	Per ½ Hour	✓	6203/1500
If charged by Council, GST applies and will be absorbed from the price					
Bus Hire Charges					
All Bus Hire – Community Groups	\$0.60	\$0.60	Per Kilometre	✓	4500/1500/2
All Bus Hire – Commercial Use	\$1.20	\$1.20	Per Kilometre	✓	4500/1500/2
Airport Collections Where Staff are Operating the Vehicle Within 5km of Winton	\$35.00	\$35.00	Per Trip	✓	4500/1500/2
Bond	\$350.00	\$350.00	*Per Hire	**x	**9991/5960/Xxxx
Processing Fee Per Bus (Community Groups)	\$25.00	\$25.00	*Per Hire/Day	✓	4500/1500/2
Processing Fee Per Bus (Commercial Groups)	\$55.00	\$55.00	*Per Hire/Day	✓	4500/1500/2

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Showgrounds					
	20/21	21/22	Period	GST	Job Cost
Arena, Bar and Toilets, No Entry Charge	\$225.00	\$225.00	Per Day, Plus Electricity (Extra at cost)	✓	6600/1500
Arena, Bar and Toilets, Entry Charge	\$430.00	\$430.00	Per Day, Plus Electricity (Extra at cost)	✓	6600/1500
Occasional Hire (Kitchen, Bar, Toilets)	\$180.00	\$180.00	Per Local Group, Plus Electricity (Extra at cost)	✓	6600/1500
	\$255.00	\$255.00	Per External Group, Plus Electricity (Extra at cost)	✓	6600/1500
Showgrounds Hire (Except Entire Grounds)- Not for Profit/Charitable Community Groups	\$115.00 Non Waiverable	\$115.00 Non Waiverable	Per Day, Plus Electricity (Extra at cost)	✓	6600/1500
Entire Grounds	\$685.00	\$685.00	Per Day, Plus Electricity (Extra at cost)	✓	6600/1500
Overflow Camping – Powered Site	\$25.00	\$25.00	Per Night/Per Vehicle	✓	6600/1500
Overflow Camping – Non-Powered Site	\$15.00	\$20.00	Per Night/Per Vehicle	✓	6600/1500
Occasional Camping – School Groups	\$7.00	\$7.00	Per Night/Per Person		
Hire of Portable Panels	\$5.00	\$5.00	Per Panel, Does Not Include Set Up	✓	6600/1500
Hire of Portable Grandstands	\$55.00	\$55.00	Per Day, Does Not Include Set Up	✓	6600/1500
Delivery Charges	\$55.00	\$55.00		✓	6600/1500
Bond	\$350.00	\$350.00	Per Hire	**x	**9991/5960/Xxxx
Minimum Charge to All Hirers	\$55.00	\$55.00		✓	6600/1500
**GST applies to bonds and bonds when forfeited					
Restoration of equipment is a condition of hire					
Telephone calls charged at actual cost					
Bond forfeited if grounds not cleaned within 24 hours					
Bond charges apply to all hire even if fees are donated by Council					
Hire charges include use of horse stalls, photo finish, cold room, pa system relevant to the purpose					
Recreation Grounds					
Football Club	\$1100.00	\$1100.00	Per Annum	✓	6900/1550
Tennis Club	\$250.00	\$250.00	Per Annum	✓	6900/1550
Gym	\$280.00	\$280.00	Per Annum	✓	6900/1550
Cold Room Hire	\$120.00	\$120.00	Per Day	✓	6900/1500
Occasional Hire/Grounds	\$195.00	\$195.00	Per Day or Night	✓	6900/1500
Bond	\$350.00	\$350.00	Per Hire	**x	**9991/5960/Xxxx
*GST applies to all bonds and bonds when forfeited					
Council reserves the right to hire the ground on non-match/non-training days					
The bond is forfeited if the grounds are not cleaned, within 24 hours of cessation of hire					
Tennis club – standard hire entitles the club to exclusive use for club night one day/evening per week, tournaments and coaching clinics					
Airport					
Hangar Site Fee	\$385.00	\$385.00	Per Annum	✓	4300/1550
Avgas – Cost + 25c/litre + On Costs + GST			Per Litre	✓	4301/1246/0000
Jet A – Cost + On Costs + GST & \$25 Handling Fee			Per Drum	✓	4301/1246/0000
Oil – Cost + 20% + On Costs + GST			Per Litre	✓	4301/1246/0000
Avgas drum containers		\$70.00	Per Drum	✓	4301/1246/0000
Only authorised and accredited persons are allowed to dispense fuel					
Diamantina Gardens Dormitory					
	21/22	21/22	Period	GST	Job Cost
Dormitory Hire	\$13.00	\$13.00	Per Person/Night	✓	5800/1501
Linen Etc	\$4.00	\$4.00	Per Person/Night	✓	5800/1501
Bond	\$350.00	\$350.00	Per Booking	**x	9991/5960/Xxxx

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Cemeteries					
	20/21	21/22	Period	GST	Job Cost
Monumental and RSL Section					
Funeral Adult – Work Day	\$3575.00	\$3575.00	Each	✓	5952/1500
Funeral Baby – Work Day	\$3100.00	\$3100.00	Each	✓	5952/1500
Funeral – Weekend	\$5100.00	\$5100.00	Each	✓	5952/1500
Burial of Ashes – Work Day #	\$385.00	\$385.00	Each	✓	5952/1500
Burial of Ashes and Memorial Service #	\$715.00	\$715.00	Each	✓	5952/1500
Plaque – RSL	\$230.00	\$230.00	Each	✓	5952/1500
Plaque – Standard Size 380x280mm \$300 Allowance Included in Funeral Costs. Extra at Cost Plus 15%.			Each	✓	5952/1500
Lawn Cemetery					
Funeral Adult – Work Day	\$3900.00	\$3900.00	Each	✓	5952/1500
Funeral Baby – Work Day	\$3100.00	\$3100.00	Each	✓	5952/1500
Funeral – Weekend	\$5400.00	\$5400.00	Each	✓	5952/1500
Burial of Ashes – Work Day #	\$545.00	\$545.00	Each	✓	5952/1500
Burial of Ashes and Memorial Service #	\$715.00	\$715.00	Each	✓	5952/1500
Plaque – Standard Size 380x280mm \$300 Allowance Included in Burial Cost. Extra at Cost Plus 15%.			Each	✓	5952/1500
Columbarium					
Burial of Ashes – Work Day #	\$545.00	\$545.00	Each	✓	5952/1500
Burial of Ashes and Memorial Service #	\$715.00	\$715.00	Each	✓	5952/1500
Plaque – Standard Size 170x170mm \$200 Allowance Included in Burial Cost. Extra at Cost Plus 15%.			Each	✓	5952/1500
Other					
Repatriation of Deceased			At Cost + 15%	✓	5952/1500
Purchase and Installation of Concrete Plinths/Granite Block	\$485.00	\$485.00	Each	✓	5952/1500
Reserved Grave	\$225.00	\$225.00	Each	✓	5952/1500
Search Fees for Grave Location	\$115.00	\$115.00	Each	✓	5952/1500
Search Fees Through Cemetery Records	\$115.00	\$115.00	Each	✓	5952/1500
Casket (Coffins) At Cost, Plus \$125, Plus on Costs			Each	✓	5952/1500
*Funeral fee includes the use of PA system, chairs and religious service, local radio announcements, notice in Winton social media (Winton Shire Council Facebook Page), advertisement in Longreach Leader and Funeral Celebrant/Minister. All other advertising additional full cost recovery. Casket costs are additional to funeral arrangements					
Work day rate: includes hours between 9am and 3pm, Monday to Friday					
Weekend: Saturday and Sunday and public holidays					
#Work undertaken outside normal hours Monday to Friday will be charged at full cost recovery rates additional to standard fee					
Extra costs will be incurred if existing grave requires modification prior to the burial					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Child Care Fees					
	20/21	21/22	Period	GST	Job Cost
Weekly Fee (10 Hour Day X 5)	\$400.00	\$400.00	Per Week	*	3500/1500
Daily Fee (10 Hour Day)	\$95.00	\$100.00	Per Day 7.30am to 5.30pm	*	3500/1500
Half Day Fee	\$65.00	\$70.00	Per Half Day	*	3500/1500
Hourly Fee	\$25.00	\$25.00	Per Hour	*	3500/1500
Schoolies Before/Afternoon	\$40.00	\$50.00	From 7.30am to 8.30am and 3pm to 5.30pm	*	3500/1500
Kindergarten Session		\$70.00	9.00am to 3.00pm	*	3500/1500
Vacation Care		\$100.00	7.30am to 5.30pm	*	3500/1500
Library Services					
Internet Use	\$2.50	\$2.50	Per Half Hour	✓	6300/1500
	\$3.50	\$3.50	Per Hour	✓	6300/1500
Printing in Black and White A4	\$0.40	\$0.40	Per A4 Page, Single Side	✓	6300/1500
	\$0.55	\$0.55	Per A4 Page, Double Side	✓	6300/1500
Printing in Black and White A3	\$0.80	\$0.80	Per A3 Page, Single Side	✓	6300/1500
	\$1.15	\$1.15	Per A3 Page, Double Side	✓	6300/1500
Late Library Book Fees	\$0.15	\$0.15	Per Day Overdue	*	6300/1500
Replacement Library Books	At Cost Plus 10%	At Cost Plus 10%	Per Lost Article (Book/DVD Etc)	✓	6300/1500
Laminating	\$1.20	\$1.20	Per A4 Sheet	✓	6300/1500
	\$2.30	\$2.30	Per A3 Sheet	✓	6300/1500
Sending a Fax	\$2.00	\$2.00	Per Fax or Page	✓	6300/1500
Swimming Pool					
	20/21	21/22	Period	GST	Job Cost
Adults	\$2.50	\$2.50	Per Entry		
Children	\$1.00	\$1.00	Per Entry (No Minimum Age for Free)		
Spectators	\$1.00	\$1.00	Per Entry (At Discretion of Lessee)		
Season Ticket – Child	\$65.00	\$65.00	Per September – April or Part Thereof		
Season Ticket – Adult	\$125.00	\$125.00	Per September – April or Part Thereof		
Season Ticket – Family	\$260.00	\$260.00	Per September – April or Part Thereof		
Monthly Ticket – Child	\$25.00	\$25.00	Per Month or Part Thereof		
Monthly Ticket – Adult	\$30.00	\$30.00	Per Month or Part Thereof		
Monthly Ticket – Family	\$65.00	\$65.00	Per Month or Part Thereof		
Buccaneer	\$65.00	\$65.00	Per Hire		
Pool Hire	\$30.00	\$30.00	Per Hour		
Family defined as 2 adults and 3 children					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Community Housing					
	20/21	21/22			
Pelican Waterhole Lodge	\$97.00	\$97.00	Per Week (With Parity to All Units)	*	6802/1550
a) Single Unit					
Diamantina Gardens Units	\$97.00	\$97.00	Per Week Single (With Parity to All Units)	*	6803/1550
a) Single Unit					
b) Double Unit	\$118.00	\$118.00	Per Week Double (With Parity to All Units)	*	6801/1550
Youth Housing	\$97.00	\$97.00	Per Week	*	6206/1550
a) One Bedroom					
b) Two Bedroom	\$118.00	\$118.00	Per Week	*	6206/1550
Electricity charges at cost - electricity charges extra to rental charges					
Bond applies for all types of community housing and equals 4 times weekly rent - 9991/5960/1809 and then forwarded to RTA					
House Rentals					
Houses	\$150.00	\$150.00	Per Week	*	6201/1550
Winton Creative Arts House -Occasional Hire	\$375.00	\$375.00	Per Week	✓	6204/1550
Bond applies for all types of community housing. Bond applies and equals 4 times weekly rent 9991/5960/1809					
Rentals apply unless separately negotiated in lease or work instrument with CEO. If no rent is payable, the amount of the bond is calculated at the weekly rate applicable for that type of building as listed above					
Condition: Rent is not to increase by more than 15% per annum					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Animal Management Fees					
	20/21	21/22	Period	GST	Job Cost
Entire Dog – Registration	\$110.00	\$110.00	Per Annum	*	5200/1500/1
Declared Dangerous Dog – Registration	\$660.00	\$660.00	Per Annum (No Discount)	*	5200/1500/1
Declared Menacing Dog – Registration	\$560.00	\$560.00	Per Annum (No Discount)	*	5200/1500/1
De-Sexed Dog – Registration	\$18.00	\$18.00		*	5200/1500/1
Guide Dog – Registration	Free	Free		*	N/A
Pensioners First Dog Registration - Desexed	Free	Free		*	N/A
First Dog Registration - Entire	\$80.00	\$80.00			
Additional Dog - Registration	Standard Rates	Standard Rates		*	5200/1500/1
Bond for Use of Dog/Cat Trap	\$50.00	\$50.00		*	9991/5960/Xxxx
Impounding Charges	Free	Free	First Release, if Registered	*	N/A
	\$140.00	\$140.00	Second Release, if Registered	*	5200/1500/1
	\$225.00	\$225.00	Third Release – if Registered	*	5200/1500/1
	\$230.00	\$230.00	First Release + Registration Fee if Not Registered	*	5200/1500/1
	\$310.00	\$310.00	Second Release + Registration Fee if Not Registered	*	5200/1500/1
	\$460.00	\$460.00	Third Release + Registration Fee if Not Registered	*	5200/1500/1
	\$20.00	\$20.00	Plus Sustenance Fee – Per Day in Pound	*	5200/1500/1
Wandering Dog Charge	\$90.00	\$90.00	After First Offence for Registered Dogs	*	5200/1500/1
Infringement – Non-Registered Dog (Including registration)	\$90.00	\$90.00	Received 30 days after non-payment of registration	*	5200/1500/1
Infringement – All other offences under the Animal Management (Cats and Dogs) Act 2008	\$90.00	\$90.00		*	5200/1500/1
Boarding Charges	\$30.00	\$50.00	Per 24 Hours or Part Thereof. Not available on weekends or public holidays.	*	5200/1500/1
Cats – Registration	No Charge	No Charge		*	N/A
Goats and Sheep – Permit to Keep	No Charge	No Charge		*	N/A
All Other Quadrupeds	No Charge	No Charge		*	N/A
Rooster Permit	No Charge	No Charge		*	5200/1500/1
Sale of Impounded Stock	At Cost	At Cost		✓	5200/1500/2
Entire ram, bull, male goat or pig not permitted in town					
Stallions permitted as part of an approved racing stable only					
50% discount applies if fees are paid by the 1 st rates levy discount date. Also applies to newly registered animals during that financial year					
*GST applies to bonds and bonds when forfeited + normal fees apply if not paid/confirmed by the due date					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Commons Reserves and Stock Routes					
	20/21	21/22	Period	GST	Job Cost
Fees on Stock Route Reserves (Apsley, Olio & Collingwood)	\$2.80 *	\$2.80 *	Per Head, Per Week	✓	5601/1500/0002
Fees on Commons/Reserves	\$3.50	\$3.50	Horses, Per Head, Per Week	✓	5951/1500
	\$3.50	\$3.50	Cattle, Per Head, Per Week	✓	5951/1500
Cattle Tags – NLIS Device	\$3.90	\$3.90	Per Device	✓	5951/1500
Cattle Tags	\$1.80	\$1.80	Per Each	✓	5951/1500
Stock Agistment/Drover Application Fee	\$150.00	\$150.00	Per Application	✓	5951/1500
Scalps					
Fox Scalps	\$10.00	\$10.00	Per Scalp	✖	5600/2630
Wild Dog Scalps	\$30.00	\$30.00	Per Scalp	✖	5600/2630
Pig Snouts	-	\$5.00	Per Snout	✖	5600/2630
*Fee as determined by the relevant State Department					
** Additional fees for supplements will be applied as determined by the Rural Lands Officer					
Saleyards					
Open Auction Sales	Yard Fee Of \$1.00 Per Head, Plus 0.5% Of Gross, Plus Scanning Fees Of 0.88c/Head	Yard Fee Of \$1.00 Per Head, Plus 0.5% Of Gross, Plus Scanning Fees Of 0.88c/Head	Per Head/Per Open Auction Sale	✓	5602/1500
Liveweight Sales	Weighing and Scanning Fee Of \$3.00 Per Head Plus 0.5% Of Gross	Weighing and Scanning Fee Of \$3.00 Per Head Plus 0.5% Of Gross	Per Head/Per Liveweight Sale	✓	5602/1500
Agents Permit Fees (Per Agent/Member of Winton Combined Agents)	\$650.00	\$650.00	Per Annum, If Conducting Regular Sales	✓	5602/1500
Agents Capital Works Levy (To Be Charged on a Monthly Basis on Liveweight Auction Numbers Only)	\$1.00	\$1.00	Per Head (Cattle Sold Liveweight Only)	✓	5602/1500
Weighing Fees	\$4.55	\$4.55	Per Head (Includes NLIS Transfers)	✓	5602/1500
	\$3.70	\$3.70	Per Head (Without NLIS But Including Mob Based Transfers)	✓	5602/1500
Resting Stock	\$0.75	\$0.75	Per Head/Per Day (Including Mob Based NLIS Transfers)	✓	5602/1500
NLIS Services Take Possession & Transfer Stock (Not Being Spelled or Weighed)	\$1.00	\$1.00	Per Head (Including NLIS Transfers)	✓	5602/1500
Council Charge for a Beast Without NLIS Tag (Including Tag Cost)	\$45.00	\$45.00	Per Head (Including Tag Cost)	✓	5602/1500
Cattle Tags (NLIS Device)	\$3.80	\$3.80	Per Device	✓	5602/1500
Use of Head Bale	\$1.50	\$1.50	Per Head	✓	5602/1500
Disposal of carcasses	\$100.00	\$100.00	Per Head	✓	5602/1500
\$20 minimum fee applies					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Proceedings of Council					
	20/21	21/22	Period	GST	Job Cost
Fax Charges	\$2.00	\$2.00	Per Fax	✓	2000/1600/2
Right to Information	\$49.70 *	\$52.60 *	Per Application	✱	2000/1600/1
Right to Information Photocopying	\$0.30	\$0.30	Per Page	✱	2000/1600/1
RTI Processing Charges	\$25.00	\$8.15/15min	Per Application	✱	2000/1600/1
Annual Report, Budget	\$25.00	\$25.00	Per Document	✱	2000/1600/1
Confirmed Minutes	\$25.00	\$25.00	Per Document	✱	2000/1600/1
*Fee as set from relevant State Department					
Health Inspections					
Food Business Licence					
Initial Application (Includes Annual Fee)	\$275.00	\$275.00	Per Application	✱	5100/1500/1
Annual Renewal/Transfer	\$165.00	\$165.00	Per Renewal/Transfer	✱	5100/1500/1
Restoration	\$56.00	\$56.00	Per Restoration of Licence	✱	5100/1500/1
Amendment (Change Address/Minor)	\$80.00	\$80.00	Per Amendment	✱	5100/1500/1
Amendment to Premises (Major)	At Cost	At Cost	Per Amendment	✱	5100/1500/1
Copy/Replacement of Licence	\$15.00	\$15.00	Per Copy/Replacement	✱	5100/1500/1
Additional Inspection	\$115.00	\$115.00	Per Accreditation	✱	5100/1500/1
Accrediting a Food Safety Program	\$130.00	\$130.00	Per Audit	✱	5100/1500/1
Auditing a Food Safety Program	At Cost	At Cost	Per Search (Desktop)	✱	5100/1500/1
Environmental Health Search (Desktop)	\$160.00	\$160.00	Per Search (Desktop)	✱	5100/1500/1
Temporary Food Licence	\$100.00	\$100.00	Per Application	✱	5100/1500/1
Other					
Itinerant Vendors Permit	\$80.00	\$80.00	Per Permit/Per Annum	✱	5100/1500/1
Caravan Park Annual Licence Fee	\$115.00	\$115.00	Per Licence	✱	5100/1500/1
Dangerous Goods Licence	\$115.00	\$115.00	Per Licence	✱	5100/1500/1
Environmentally Relevant Activity Licence Application	\$115.00	\$115.00	Per Licence Application	✱	5100/1500/1
Devolved Environmentally Relevant Licence Fee and Annual Renewal	25%Of Advised Fee in Environmental Protection Regulation 1998 Plus Application Fee	25%Of Advised Fee in Environmental Protection Regulation 1998 Plus Application Fee	Per Licence	✱	5100/1500/1

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Refuse Tip					
	20/21	21/22	Period	GST	Job Cost
Tyres – Car	\$4.00	\$4.00	Per Tyre – Free for Locals	✓	7100/1500
Tyres – Truck	\$8.00	\$8.00	Per Tyre – Free for Locals	✓	7100/1500
Tyres – Machinery	\$15.00	\$15.00	Per Tyre – Free for Locals	✓	7100/1500
Landfill	\$30.00	\$30.00	Per Tonne Plus * Added Costs of Labour and Equipment Hire	✓	7100/1500
Slight Contamination	\$105.00	\$105.00	Per Tonne Plus * Added Costs of Labour and Equipment Hire	✓	7100/1500
Needs to be Buried	\$190.00	\$190.00	Per Tonne Plus * Added Costs of Labour and Equipment Hire	✓	7100/1500
Asbestos – Delivered to Site and Wrapped by Disposer	\$100.00	\$100.00	Per M³ Plus * Added Costs of Labour and Equipment Hire	✓	7100/1500
Regulated Liquid Waste	\$290.00	\$290.00	Per KL or Tonne to Be Invoiced on Regulated Waste Certificate	✓	7100/1500
Construction Waste	-	\$35	Per Tonne Plus * Added Costs of Labour and Equipment Hire	✓	7100/1500

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Property Search Fees					
	20/21	21/22	Period	GST	Job Cost
Rates Search Fee	\$175.00	\$175.00	Per Rates Search	*	2000/1500/1
Building Removal Bonds					
Bond for Damage to Roads	\$2145.00	\$2145.00	Per Removal – Refundable Following Inspection by Dow Or Building Certifier	**	9991/5960/Xxx x
Bond for Restoration to Appropriate Standard	Min \$6125.00	Min \$6125.00	Minimum Fee Of \$6,125 Refundable Following Certification by Building Certifier. Bond Forfeited If Work Not Complete Within Two Years	**	9991/5960/Xxx x
Total Security Bond	Min \$8270	Min \$8270	Total Bond Payable	**	9991/5960/Xxx x
Lodgement/Filing Plans	\$110.00	\$110.00	Per Lodgement	*	5100/1500/1
**GST applies on bonds and bonds when forfeited					
Development Fees – Buildings					
Certificate of Classification	\$330.00	\$379.50	Per Certificate of Classification	✓	5100/1500/2
Property Compliance Inspection	\$350.00	\$350.00	Per Property Compliance Inspection	✓	5100/1500/2
Inspection Fee (Includes Form 18 Inspection Certificate or Form 61 Non-Compliance Notice) Plus Travel Charges from Town – \$2.35/km.				✓	5100/1500/2
Class 1 And 2 – New Dwellings & Major Additions and Alterations					
Assessment Fee – Single Story Up To 300m²	\$649.00	\$748.00	Per Assessment	✓	5100/1500/2
Assessment Fee – Double Story Up To 300m²	\$781.00	\$968.00	Per Assessment	✓	5100/1500/2
Assessment Fee – Dwellings Over 300m²	To Be Quoted	To Be Quoted	Per Assessment	✓	5100/1500/2
Inspection Fee – Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessments	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Inspection Fee – Re-Inspection Fee	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Energy Efficiency Assessment – Single Story	\$310.00	\$310.00	Per Assessment	✓	5100/1500/2
Energy Efficiency Assessment – Double Story	\$355.00	\$355.00	Per Assessment	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Assessment	✓	5100/1500/2
**50% reduction of building assessment and inspection fee for first home buyer grant recipients and new home builders					
Travel from Winton to rural location will be charged at \$2.35/km.					
Class 1 And 10 – Minor Additions & Alterations, Inc. Decks, Verandahs, Patios					
Assessment Fee – Up to 30m²	\$396.00	\$484.00	Per Assessment	✓	5100/1500/2
Assessment Fee – 30m² to 80m²	\$445.50	\$517.00	Per Assessment	✓	5100/1500/2
Inspection Fee – Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessment	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation (If Required)	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					
Class 1 – Underpinning & Re-Stumping of A Dwelling					
Assessment Fee	\$479.60	\$605.00	Per Assessment	✓	5100/1500/2
Inspection Fees- Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessments	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation (If Required)	✓	5100/1500/2

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Development Fees – Buildings (Continuing)					
	20/21	21/22	Period	GST	Job Cost
Class 1 – Amendments to Plans					
Minor Amendments	\$240.90	\$280.50	Per Amendment	✓	5100/1500/2
Major Amendments	\$541.20	\$627.00	Per Amendment	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					
Class 1 – Removal/Relocation of Dwelling (On to Site)					
Assessment Fee	\$660.00	\$764.50	Per Assessment	✓	5100/1500/2
Inspection Fee- Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Preliminary Inspection Fee	To Be Quoted	To Be Quoted	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessments	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					
Class 1 – Demolition/Removal of Dwelling (From Site)					
Assessment Fee	\$420.20	\$484.00	Per Assessment	✓	5100/1500/2
Inspection Fee – Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessment	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					
Class 10 (Residential Use) – Structures – Carports, Garages, Unroofed Pergolas, Small Outbuildings, Retaining Walls Etc					
Assessment Fee – Up To 60m²	\$420.20	\$484.00	Per Assessment	✓	5100/1500/2
Assessment Fee – Over 60m²	\$541.20	\$627.00	Per Assessment	✓	5100/1500/2
Inspection Fee – Per Assessment	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessment	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					
Class 10 (Non-Residential)					
Assessment Fee – Up To 100 M²	\$679.80	\$786.50	Per Assessment	✓	5100/1500/2
Assessment Fee - 100 M² to 300 M²	\$797.50	\$918.50	Per Assessment	✓	5100/1500/2
Assessment Fee - 300 M² to 500 M²	\$913.00	\$1,056.00	Per Assessment	✓	5100/1500/2
Assessment Fee - Greater Than 500 M²	To Be Quoted	To Be Quoted	Per Assessment	✓	5100/1500/2
Note: fees associated with class 10 exceeding 500 m² are to be quoted					
Inspection Fee	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessment	To be quoted	To be quoted	Per Inspection	✓	5100/1500/2
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km.					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Class 10 Swimming Pools/Spas					
	20/21	21/22	Period	GST	Job Cost
Assessment Fee	\$499.40	\$577.50	Per Assessment	✓	5100/1500/2
Inspection Fee - Per Inspection	\$330.00	\$379.50	Per Inspection	✓	5100/1500/2
Swimming Pool Compliance Inspections (Includes One Re-Inspection)	\$557.70	\$643.50	Per Inspection	✓	5100/1500/2
Additional Swimming Pool Compliance Inspections (After First Re-Inspection)	\$117.70	\$137.50	Per Inspection	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km					
Signs					
Assessment Fee	\$420.20	\$484.00			
Inspection Fee – Per Inspection	\$330.00	\$379.50			
Lapsed Assessment	To be quoted	To be quoted			
Siting Variation (If Required)	\$310.00	\$310.00	Per Siting Variation	✓	5100/1500/2
Travel from Winton to a rural location will be charged at \$2.35/km					
Class 2 To Class 9 Buildings Up To 500m² and 2 Storeys					
Assessment Fee – Up To 150 M ² Floor Area	\$895.00	\$895.00	Per Assessment	✓	5100/1500/2
Assessment Fee - 150 M ² Up To 300m ² Floor Area	\$1130.00	\$1130.00	Per Assessment	✓	5100/1500/2
Assessment Fee - 300m ² Up To 500m ² Floor Area	\$1660.00	\$1660.00	Per Assessment	✓	5100/1500/2
Inspection Fee –(Each) Number of Inspections Determined at Time of Approval	\$350.00	\$350.00	Per Inspection	✓	5100/1500/2
Inspection Fee – Lapsed Assessments	\$430.00	\$430.00	Per Inspection	✓	5100/1500/2
Note: fees associated with all class 2 to 9 exceeding 500m² and greater than 2 storeys in height are to be quoted on					
Travel from Winton to a rural location will be charged at \$2.35/km plus GST.					
Note: additional fees may apply and may be determined at time of lodgement or at the building certifier's discretion following assessment of the application. This may include siting or amenity issues.					
Bond/Deposit on Sale Of Land					
If Subdivision Registered and Holds a Rates Assessment	10%	10%	Per Sale	✓	1610/4500
If Subdivision NOT Registered and Does Not Hold a Rate Assessment	10%	10%	Per Sale	✗	9991/5955/Xxxx

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Planning and Development					
	20/21	21/22	Period	GST	Job Cost
Lodgement Fees					
Material Change of Use of Premises – Including Associated Operational Works and Building Works					
Code Assessable Development - \$250 Per 100m ² or Part Thereof of Total Use Area – Minimum and Maximum Applicable	Min \$250 Max \$3,125	Min \$250 Max \$3,125	Per Application	*	5900/1500/1
Impact Assessable Development - \$500 Per 100m ² or Part Thereof of Total Use Area – Minimum and Maximum Applicable	Min \$1,000 Max \$6,250	Min \$1,000 Max \$6,250	Per Application	*	5900/1500/1
Town Planning Advice	75% Of Full Cost Recovery	75% Of Full Cost Recovery	Per Application	✓	5900/1500/2
Reconfiguring A Lot					
Creating Lots, Rearranging Boundaries, Dividing into Parts and Creating Access Easement - \$250 Per Lot or Parcel, Minimum and Maximum Applicable	Min \$250 Max \$3,125	Min \$250 Max \$3,125	Per Application	*	5900/1500/1
Endorsement of Survey Plan or Community Title Scheme	\$100.00	\$100.00	Per Endorsement	*	5900/1500/1
Operational Work – Not Associated with A Material Change of Use					
Excavation of Filling – Code Assessable - \$250 Per 100m ² or Part Thereof of Material – Minimum and Maximum Applicable	Min \$250 Max \$3,125	Min \$250 Max \$3,125	Per Application	*	5900/1500/1
Advertising Device – Code Assessable	\$150.00	\$150.00	Per Application	*	5900/1500/1
Building Work (Assessable Against Planning Scheme) – Not Associated with A Material Change Of Use					
Building Work – Code Assessable - \$250 Per 100m ² or Part Thereof Gross Floor Area	Min \$250 Max \$3125	Min \$250 Max \$3125	Per Application	*	5900/1500/1
Request for Compliance Assessment					
Request for Compliance Assessment	\$585.00	\$585.00	Per Request	*	5900/1500/1
Endorsement of Survey Plan or Community Title Scheme	\$585.00	\$585.00	Per Endorsement	*	5900/1500/1
1 Where an application includes both material change of use and reconfiguring a lot, the lodgement fee includes the fee for both components 2 "Total use area" is defined in the Winton Shire planning scheme					
Major Development Projects					
A Major Development Project, As Determined by Council – Minimum and Maximum Applicable	Min \$3,125 Max \$12,500	Min \$3,125 Max \$12,500	Per Application	*	5900/1500/1
Preliminary Approval Overriding Planning Scheme					
Development Application for A Preliminary Approval Overriding the Planning Scheme	125% Of Current, Relevant Application Lodgement Fee	125% Of Current, Relevant Application Lodgement Fee	Per Application	*	5900/1500/1
Application For Development Permit In Respect To An Effective Preliminary Approval					
Development Application for Development Permit in Respect Of An Effective Preliminary Approval	125% Of Current, Relevant Application	125% Of Current, Relevant Application	Per Application	*	5900/1500/1

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
	20/21	21/22	Period	GST	Job Cost
Assessment Fees					
Referral of Any Aspect or Matter to an External Consultant for Advice and/or Assessment; or Referral of Technical Plans or Reporting to a Council Officer for Advice and/or Assessment In Respect of - A Development Application - A Development Proposal - A Request for Compliance Assessment; or - Compliance with Conditions of a Development Approval	Actual Cost of Assessment	Actual Cost of Assessment	Per Application	✓	5900/1500/2
Request for Application to be Assessed Under Superseded Planning Scheme	\$595 Plus Current Application Lodgement Fee	\$595 Plus Current Application Lodgement Fee	Per Request	✖	5900/1500/1
Request to Change Development Application	25% of Current, Relevant Application Lodgement Fee	25% of Current, Relevant Application Lodgement Fee	Per Request	✖	5900/1500/1
Request for Negotiated Decision Notice	25% of Current, Relevant Application Lodgement Fee	25% of Current, Relevant Application Lodgement Fee	Per Request	✖	5900/1500/1
Request to Change Development Approval or Conditions of an Approval	25% of Current, Relevant Application Lodgement Fee	25% of Current, Relevant Application Lodgement Fee	Per Request	✖	5900/1500/1
Request Requiring Written Agreement of Council Under Respective Planning Act Legislation, including but not limited to: - Making Application Properly Made (266); - Referring Application Request (\$272/274); - Response to Information Request (\$279/280); - Public Notification (\$302/303); - Extend Decision Making Period (\$318); - Cancelling Development Approval (379)	\$255.00	\$255.00	Per Request	✖	5900/1500/1

MISCELLANEOUS					
Public Notification					
Carry Out Public Notification on Behalf of the Applicant	\$335 Plus Expenses (Printing, Copying, Signs, Advertisement, Mailing, Mileage)	\$335 Plus Expenses (Printing, Copying, Signs, Advertisement, Mailing, Mileage)	Per Application	✓	5900/1500/2
Concurrence, Referral or Advice Agency					
Carry our Referral to Referral Agencies on Behalf of Applicant	\$320 Per Agency, Plus Expenses (Printing, Copying, Signs, Advertisement, Mailing, Mileage)	\$320 Per Agency, Plus Expenses (Printing, Copying, Signs, Advertisement, Mailing, Mileage)	Per Application	✓	5900/1500/2
Planning and Development Enquiry/Meeting					
Enquiry to Council Requiring Written Advices	\$560.00	\$560.00	Per Advice	✓	5900/1500/2
Meeting with Council Officers, Including Pre-Lodgement Meeting	\$550 Per Hour or Part Thereof	\$550 Per Hour or Part Thereof	Per Meeting	✓	5900/1500/2
Copy of Town Planning Scheme					
Hard Copy	\$75.00	\$75.00	Per Copy	*	5900/1500/1
CD (Digital PDF Version)	\$10.00	\$10.00	Per Copy	*	5900/1500/1
Planning and Development Certificates					
Limited Certificate	\$330.00	\$330.00	Per Limited Certificate	*	5900/1500/1
Standard Certificate	\$640.00	\$640.00	Per Standard Certificate	*	5900/1500/1
Full Certificate	\$3190.00	\$3190.00	Per Full Certificate	*	5900/1500/1
Refund of Fees					
Lapsed Application – Not Properly Made	100% Of Fee Paid, Less \$585	100% Of Fee Paid, Less \$585	Per Application	*	5900/1500/1
Lapsed Application – During IDAS Process	No Refund	No Refund		*	5900/1500/1
Withdrawn Application – During IDAS Process	No Refund	No Refund		*	5900/1500/1
<i>"Total use area" is defined in the Winton Shire planning scheme</i>					
<i>Processing and assessment of development applications are prescribed by chapter 6 – Integrated Development Assessment System (IDAS) of the sustainable planning act 2009</i>					

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Septics					
	20/21	21/22	Period	GST	Job Cost
Pump Out Septic Tanks	At Cost	At Cost	Per Application	✓	4604/2330/Xxxx
Plumbing & Design Scrutiny Fees					
Dwelling/Unit Permit and Scrutiny Fees (Plan Drawn by Others and Submitted to Council for Scrutiny)	\$600.00	\$600.00	a) Per Application	*	7300/1500/1
	\$60.00	\$60.00	b) Per Additional Fixture Application	*	7300/1500/1
On Site Sewerage Treatment Plant (Does Not Include Septic Systems) a) Permit Fee b) Licence Fee (Annual)	\$170.00	\$170.00	a) Per Permit Application	*	7300/1500/1
	\$120.00	\$120.00	b) Per Licence Application	*	7300/1500/1
Domestic Alterations and Additions					
Plan Amendment Fee- Any Number of Fixtures	\$300.00	\$300.00	Per Plan Amendment Application	*	7300/1500/1
Permit and Design Scrutiny Fees (Commercial)					
Commercial Permit and Scrutiny Fees (Plan Drawn by Others and Submitted to Council for Scrutiny) a) Fee (up to 7 Fixtures and 5 Inspections)	\$843.50	\$843.50	Per Application	*	7300/1500/1
	\$120.00	\$120.00	Per Application	*	7300/1500/1
Additional Inspection Fees					
Fast Track Approval – For Fitouts of Existing Building Where Approved Plumbing and Drainage is Installed. Fee (up to 4 Fixtures and 2 Inspections)	\$469.00	\$469.00	Per Application	✓	7300/1500/2

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Domestic Sewerage					
	20/21	21/22	Period	GST	Job Cost
Sewerage Connections	\$608.00	\$608.00	Per Connection	*	7300/1500/1
Sewerage Connection Transition	\$304.00	\$304.00	Per Connection Transition from Common House Drain to Sewerage System	*	7300/1500/1
Sewerage Disconnections (Seal Off – Including Inspection)	\$285.00	\$285.00	Per Disconnection for other than shared house drains.	*	7300/1500/1
Sewerage Disconnections (Seal Off – for properties coming off shared house drains to a new connection)	No charge	No charge	For properties transitioning from shared house drains to a new connection point in Council's Sewerage System.		
Repairs to Sewerage Services	At Cost Plus 20%	At Cost Plus 20%		✓	4604/2330/Xxxx
Private Works Sewerage	At Cost Plus 20%	At Cost Plus 20%		✓	4604/2330/Xxxx
Standard Sanitary Drain Replacement/Alterations (Fee)	\$290.00	\$290.00	Per Application	✓	7300/1500/2
Additional Plumbing Inspection Fee – Max ½ Hour Inspection	\$205.00	\$205.00	Per Additional Application	✓	7300/1500/2
Drainage Plan Submission Bond – Refundable Fee	\$600.00	\$600.00	Per Plan	*	9991/5960/Xxxx
CCTV Camera	\$67.50	\$67.50	Per Hour	✓	4604/2330/Xxxx
Water					
Water Connections – Domestic 25mm	\$590.00	\$590.00	Per Connection	*	7400/1500/1
Water Connections – Other	At Cost, plus 20%	At Cost, plus 20%	Per Connection	*	7400/1500/1
Water Disconnections	\$290.00	\$290.00	Per Disconnection	*	7400/1500/1
Repairs to Water Services	At Cost Plus 20%	At Cost Plus 20%		✓	4604/2330/Xxxx
Water Meter Testing	\$75.00	\$75.00	Per Test	*	9991/5960/Xxxx
	\$305.00	\$305.00	Fee to be taken as a Bond. If test proves meter at fault, refund Bond, otherwise, receipt to 7400/1500/2	*	9991/5960/Xxxx
Excess Water	\$0.60	\$0.60	Per/kl	*	7400/1450
Private Works Water	At Cost Plus 20%	At Cost Plus 20%		✓	4604/2300/Xxxx
Backflow Device Annual Licence Fee	\$40.00	\$40.00	Per Licence	*	7400/1500/1
Backflow Device Testing and Inspection Fee	\$120.00	\$120.00	Per Test and Inspection	✓	7400/1500/4
Stand Pipe Water- Non-Potable	\$1.00	\$1.25	For Local Residents	*	7400/1500/5
	\$1.55	\$1.55	Per kl for Non-Residents of the Shire	*	7400/1500/5
	\$32.00	\$35.00	Per Swipe Card/Annually	*	7400/1500/5
	\$155.00	\$155.00	Deposit for Non-Residents	*	9991/5950/Xxxx
Stand Pipe Water – Potable	\$2.15	\$2.15	Per/kl	*	7400/1500/5
Saleyards Washdown Bay	\$1 / 15mins	\$1 / 7mins	Per 7 minutes for 2021/2022	*	
Electrical Testing and Tagging					
Electrical Testing and Tagging	\$3.50	\$3.85	Per each electrical tag	✓	2500/1500/0
Travelling to site for Testing and Tagging	\$1.75 per km	\$1.93 per km	Only payable if testing does not occur when Council's electrical equipment is being tested and a one-off visit to site is required.	✓	2500/1500/0

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Home Care Packages					
Service Type	Unit of Cost	Monday – Friday	Weekend	Public Holidays	After Hours
Services including: • Domestic Assistance • Personal Care • Social Support • Food Preparation • Respite • Transport Under 20km • Home Maintenance (PCA)	Per Hour	\$63.70	\$92.90	\$123.85	\$123.85
Transport over 20km	Per Hour	\$79.60	\$116.10	\$170.00	
Nursing	Per Hour	\$85.00	\$127.50	\$212.50	
Home Assist Secure (Lre)	Per Hour	\$110.00			
Home Maintenance (Contractor)	Per Hour	\$77.00			
Yard Care					
Other: as per Pricing DC & MJ Contracting 23/3/2021					
Meals on Wheels (Winton)	Per Meal	\$8.00	\$8.00	\$8.00	
Meals Delivery (Ex Winton)	Per Meal	\$19.00	\$19.00	\$19.00	
Hospital Laundry	Per Service	\$12.00			
Tunstall Monitoring	Per Month	\$20.00			
Oricom Monitoring	Per Month	\$5.00			
Exit Fee		\$250.00			
Brokered Services and one off purchased including equipment and consumables	Full cost recovery				

Package Level	As at 20 th March 2021	Care Management
Level 1	\$8,927.90	\$51.50 fortnight
Level 2	\$15,705.95	\$80.60 fortnight
Level 3	\$34,174.95	\$197.60 fortnight
Level 4	\$51,808.10	\$296.90 fortnight

Please note:

- Fees are effective 1 July 2021 and subject to change. Consumers will be given reasonable notice of any changes to the fee schedule;
- Cancellations less than 24 hours will be charged as per schedule;
- All rates exclusive of GST; and
- All externally purchased serviced, good and consumables are full cost recovery as per service agreement.

Winton Shire Council					
Register of Cost Recovery Fees 2021/2022					
Client Contribution Rates CHSP					
Service Type	Unit of Cost	Monday – Friday	Saturday – Sunday	Public Holidays	After Hours
Domestic Assistance	Per Hour	\$10.00	\$10.00		
Personal Care	Per Hour	\$5.00	\$5.00	\$5.00	\$5.00
Social Support	Per Hour	\$2.00	\$2.00	\$2.00	\$2.00
Transport Under 20km	Per Hour	\$2.00	\$2.00	\$2.00	\$2.00
Transport Over 20km	Per Trip	\$20.00	\$20.00	\$20.00	\$20.00
Transport Airport	Per Trip	\$2.00	\$2.00	\$5.00	\$5.00
Nursing	Per Hour	\$10.00	\$10.00	\$10.00	\$10.00
Home Maintenance	Per Hour	\$10.00			
Home Assist Secure	Per Hour	\$10.00			
Meal Delivery (Winton)	Per Meal	\$7.00	\$7.00	\$7.00	
Meal Delivery (Isisford)	Per Meal	\$10.00	\$10.00	\$10.00	
Hospital Laundry	Per Service	\$12.00			
Tunstall Monitoring	Per Month	\$20.00			
Oricom Monitoring	Per Month	\$5.00			
Patient Transfer Subsidy	Per km	\$0.30			
Consumables and equipment at full cost recovery					

- (Rates are exclusive of GST).
- Clients can negotiate a weekly fee if receiving multiple services.

4.4 REVENUE STATEMENT

REVENUE STATEMENT 2021/2022

OVERVIEW:

The Winton Shire Council Revenue Statement has been developed in accordance with Section 172 of the *Local Government Regulation 2012*: -

- to provide an explanatory statement outlining and explaining the revenue raising measures adopted in the budget, and
- to comply in all respects with legislative requirements.

APPLICABILITY:

This revenue statement applies to the financial year from 1 July 2021 to 30 June 2022. It is approved in conjunction with the Budget as presented to Council on 2 July 2021.

Council may, by resolution, amend its revenue statement for a financial year at any time before the year ends. It is not intended that this revenue statement reproduce all related policies. Related policies will be referred to where appropriate and will take precedence should clarification be required.

GUIDELINE:

Pursuant to the provisions of the *Local Government Act 2009* and the *Local Government Regulation 2012* the following explanation of revenue raising measures adopted in the 2021/2022 Budget are provided.

1. RATES AND CHARGES (*Local Government Act – Section 94*):

For the financial year beginning 1 July 2021, Winton Shire Council will make and levy rates and charges. Rates and Charges will include: -

- A. Differential General Rates,
- B. Special Rates and Charges,
- C. Utility Charges for Water, Sewerage and Waste Management.

This statement deals with the principles used by Council in fixing rates and charges and if applicable, how the Council will apply user pay principles to utility and general charges.

2. DIFFERENTIAL GENERAL RATES RATIONALE:

Council accepts that the basis for levying differential general rates in Queensland is land valuations.

Ideally, the general rate would be determined by dividing the total income needed from general rates by the rateable valuation of lands. However, there is considerable diversity in the Shire in terms of land use, productivity and location (such as between the urban and rural areas), land values, access to, and actual and potential demands for services and facilities.

Council is committed to spreading the general rates burden equitably among broad classes of ratepayers. This does not mean the general rate is levied on a “user pays system”. Instead, Council has designed the general rating system considering the following factors:

- The relative rateable value of lands and the general rates that would be payable if only one general rate were levied;
- The use of the land as it relates to actual and potential demand for Council services;
- Location of the land as it relates to actual and potential demand for Council services; and
- The impact of rateable valuations on the level of general rates to be paid.

3. DIFFERENTIAL GENERAL RATES – CATEGORIES AND DESCRIPTIONS – (*Local Government Regulation Part 5 Division 1*)

Council adopts differential general rating for the following reasons:

- Council is committed to spreading the general rates burden equitably;
- The use of a single general rate would not result in an equitable distribution of the rates burden among ratepayers;
- Certain land uses and locations of lands require and/or impose greater demands on Council services relative to other land uses and locations; and
- Valuation relativities between commercial/industrial, lands used for tourist facilities, rural, urban, productive and residential uses, do not reflect the intensity of land use nor the actual or potential demands on Council services and facilities.

Council has adopted five rating categories for Winton Shire Council based on an assessment of land use, quality and productivity. The five land categories for Winton Shire Council are listed below:

- Category 1 Winton Urban Area
- Category 2 Middleton / Corfield Urban Areas
- Category 3 Rural Eastern
- Category 5 Mining Leases
- Category 6 Rural Western

Category 1 Winton is land that is used for residential, commercial and industrial purposes in the areas designated as the Winton township. The areas are urban in nature and have a homogeneous collective character that defines the grouping from the surrounding rural properties.

Category 2 Middleton and Corfield are small isolated villages used for residential and commercial purposes that have a very low population base and enjoy very few services beyond a raw bore water supply and road access.

Category 3 Rural/Eastern is grazing and livestock land - land that is used for commercial purposes and for grazing livestock. It is traditionally the high valued sheep/wool raising area that is featured by rich Mitchell, Flinders and button grass plains interspersed by creeks lined with coolabah trees.

Category 5 is the Mining area. Opal and gypsum mining operations on small leases, or prescribed claims greater than 30m², but less than 20 hectares, scattered through the southern and western section of the area.

Category 6 Rural/Western is grazing and livestock land - land that is used for commercial purposes and for grazing livestock. It is traditionally the cattle raising area that has a wide variation in landscape features. There are large areas of open forest country consisting of gidyea, lancewood, coolabahs and scrub. The red soil country also features mesas and jump-ups covered with spinifex and mulga.

The rate at which rates are levied for each category are summarised in the following table.

Category	Description	Cents in the Dollar Rates
1	Winton	3.51894 Cents in the dollar
2	Middleton / Corfield	10.65772 Cents in the dollar
3	Rural / Eastern	0.9268 Cents in the dollar
5	Mining Leases	0.4618 Cents in the dollar
6	Rural / Western	0.92694 Cents in the dollar

6. UTILITY AND SERVICE CHARGES (*Local Government Act – Section 94*)

Council will make and levy utility service charges pursuant to section 94 of the *Local Government Act 2009*, for the financial year beginning 1 July 2021 based on an equitable distribution of the burden on those who utilise, or stands to benefit from, the provision of the utility services.

WATER

Water charges will be set to recover all the costs associated with the provision of water services by Council in the financial year. These costs include loan interest and redemption, depreciation, the cost of ongoing maintenance and operation of the system including pumping and treatment plant operations and the provision of infrastructure.

Subject to any express provision to the contrary, Council will charge all land connected to its water supply, or capable of connection to the supply, a two-part tariff for the period 1 July 2021 to 30 June 2022, composed of:

- A graduated single tier access charge for land connected to Council's water supply, or capable of connection to the supply; and
- A multi-tiered consumption charge for residential and non-residential users.

The following charging schedule applies to water users for 2021/2022, representing a two and a half percent (2 ½ %) increase to charges from 2020/2021.

The schedule of allocated units shall be:

SCHEDULE OF ALLOCATED UNITS 2021-2022

				\$ 39.91	\$ 143.64			
The Schedule of Allocated Units			Units	KL Allow	Infrastructure Charge before Discount	Allowable Usage Charge	Total Water Rates	\$ After Discount
Vacant Available	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Commercial	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Residential	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Rural Residential	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Rural	Unit		6	1550	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Rural under Water Access Agreement	Unit		12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21
Commercial on more than one allotment	Unit plus 1 unit per allotment		5	1250	\$ 199.55	\$ 718.20	\$ 917.75	\$ 780.09
Nursery	Unit		12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21
Extra Residence or extra industry	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Golf Club	Unit		20	5000	\$ 798.20	\$ 2,872.80	\$ 3,671.00	\$ 3,120.35
Convent School	Unit		30	7500	\$ 1,197.30	\$ 4,309.20	\$ 5,506.50	\$ 4,680.53
Hotels	10 Units per Ha 0.5 Units per Room	Min	12	3000	\$ 478.92	\$ 1,723.68	\$ 2,202.60	\$ 1,872.21
		Max	24	6000	\$ 957.84	\$ 3,447.36	\$ 4,405.20	\$ 3,744.42
Motels - mayor 25 Units or more + restaurant	room + 20 units per Ha (Inc units for Caretaker)	Min	8	2000	\$ 319.28	\$ 1,149.12	\$ 1,468.40	\$ 1,248.14
		Max	40	10000	\$ 1,596.40	\$ 5,745.60	\$ 7,342.00	\$ 6,240.70
Motels - standard 24 Units or less, no restaurant	0.5 Units per room per Ha (Inc units for Caretaker Res)	Min	8	2000	\$ 319.28	\$ 1,149.12	\$ 1,468.40	\$ 1,248.14
		Max	40	10000	\$ 1,596.40	\$ 5,745.60	\$ 7,342.00	\$ 6,240.70
Swimming Pool (Council)	Unit		36	9000	\$ 1,436.76	\$ 5,171.04	\$ 6,607.80	\$ 5,616.63
Waltzing Matilda Centre	Unit		6	1500	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Council Workshop	Unit		6	6000	\$ 239.46	\$ 861.84	\$ 1,101.30	\$ 936.11
Hospital	Unit		90	22500	\$ 3,591.90	\$ 12,927.60	\$ 16,519.50	\$ 14,041.58
Caravan Park that has Caretakers Residence, Cabins, Caravans Sites, Toilet & Shower Block	20 Units per Ha. 0.5 Units per Cabin 0.25 Units per Caravan Site	Min	13	3250	\$ 518.83	\$ 1,867.32	\$ 2,386.15	\$ 2,028.23
		Max	68	17000	\$ 2,713.88	\$ 9,767.52	\$ 12,481.40	\$ 10,609.19
State School	Unit		102	25500	\$ 4,070.82	\$ 14,651.28	\$ 18,722.10	\$ 15,913.79

Residents can apply to increase their unit allocation of water up to 9 units subject to written request and subsequent approval

All water used in excess of this allowance be charged at 0.60 c/kl

SEWERAGE

Winton Shire Council will levy sewerage rates on all land within the reticulated sewerage area of the township of Winton. Council seeks to recover the full costs of operating the sewerage network including reticulation, treatment and where possible reuse. Cost recoveries include direct operating costs, corporate overheads, depreciation and any debt servicing attributable to the sewerage service.

Council will apply the following sewerage charges for the 2021/2022 financial year representing a two and a half percent (2 ½ %) increase to charges from 2020/2021.

• First pedestal	\$556.82
• Second pedestal in a private dwelling	Nil
• Second and subsequent pedestals	\$421.38
• Vacant Land	\$597.62

GARBAGE COLLECTION

Winton Shire Council levies garbage collection charges to recover the full cost of garbage collection within the shire including the management of the Winton Landfill. The costs recovered include employee costs, plant hire, materials and services, corporate overheads, depreciation where applicable and provision for rehabilitation of the tip.

Council will adopt the following utility charges for Waste and Garbage Management for the 2021/2022 financial year, representing a two and half percent (2 ½ %) increase to charges from 2020/2021:

- \$411.95 per annum for one collection of one bin for residential consumers once per week, and
- \$411.95 per annum for one collection consisting of a maximum of 5 bins by the number of pickups per week for commercial consumers.

7. COST RECOVERY FEES (Local Government Act – Section 97)

Council may fix a cost recovery fee for any of the following: -

- An application for, or the issue of, an approval, consent, license, permission, registration or other authority under a Local Government Act;
- Recording a change of ownership of land;
- Giving information kept under the Local Government Act 2009;
- Seizing property or animals under a Local Government Act 2009; or
- Performing a function other than one mentioned in paragraphs (a) to (d), imposed upon Council under the Building Act 1975 or the Plumbing and Drainage Act 2002.

8. BUSINESS ACTIVITY FEES

Council has the power to conduct business activities and make business activity fees for services and facilities it provides on this basis. Business activity fees are made where Council provides a service and the other party to the transaction can choose whether to avail itself of the service. Business activity fees are a class of charge which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

Business activity fees include but are not confined to the following: rents, plant hire, private works and hire of facilities.

9. TIME FOR PAYMENT

Rates and utility charges referred to in this policy shall be levied half yearly except for water consumption which will be levied generally on an annual basis. Such rates and utility charges shall be payable by the due date detailed on the rate notice.

All rates and charges will be due and payable within 30 days of the issue of a notice to pay. In addition, a grace period of 2 days will be allowed for discount to be received.

10. INTEREST

All rates and charges remaining outstanding 30 days after the due date will be deemed to be overdue rates and will thereafter bear interest at the rate of 8.03% per annum, compounding on daily rests in accordance with the *Local Government Regulation 2012*, calculated on the balance of overdue rates and charges.

11. DISCOUNT

Discount at the rate of fifteen percent (15%) will be allowed on gross Council rates and charges, excluding any charge specifically excluded from discount entitlement, provided payment of the full amount outstanding, including any overdue rates and interest to the date of payment, less any discount entitlement, is paid by the due date on original notice of the levy.

Charges excluded from discount entitlement include: -

Emergency Management Fire and Rescue Levy
Excess Water Charges

12. RATE CONCESSIONS Council, pursuant to the Local Government Regulation 2012, does not levy general rates on land owned by Community and Benevolent organisations within Winton Shire where the activities of the association or institution are primarily related to:

- Religious purposes (<20 hectares)
- Education
- Health
- Community services
- Facilities for aged people
- Facilities for people with a disability
- Recreation or Sporting purposes
- Hospitals
- Accommodation for the protection of children
- Accommodation for students.
- Accommodation for services aimed at improving labour market participation.

Council does not offer concessions on utility charges and special rates.

Council may, at its discretion, allow concessions or remissions if it is of the opinion that some unusual or serious circumstances exist which may prevent payment within the appointed time or otherwise delay the payment of rates and charges as they fall due. Applications for concession or remission should be able to demonstrate unusual or severe difficulty rather than the usual frustration and trial to which everyone is subjected to from time to time.

Pensioner Subsidy

Council will offer a subsidy (upon the same terms and conditions as the Queensland Government Pensioner Rate Subsidy Scheme of twenty percent (20%) (to a maximum of \$200) on all rates levied in respect of each eligible property, excluding special rates/charges and rural and state fire levies/charges.

In addition, a person in receipt of a Widow/ers Allowance will also be entitled to a subsidy of twenty percent (20%) (to a maximum of \$200) on all rates levied in respect of the property the person owns and occupies, excluding special rates/charges and rural and state fire levies/charges.

In both cases, the remission is offered on the basis that the ratepayers are pensioners (as defined by the *Local Government Regulation 2012*).

13. PROVISIONS

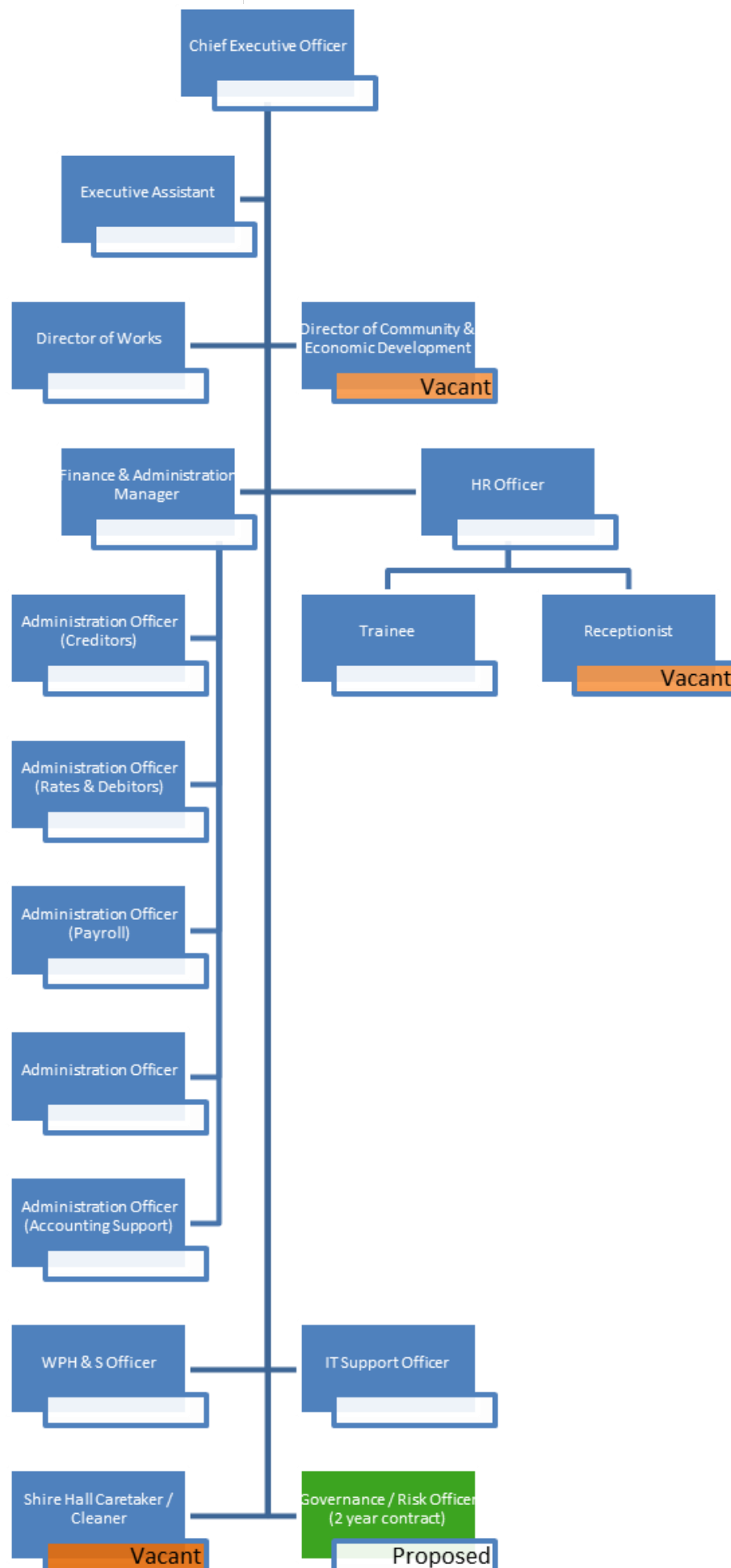
Council will endeavour to ensure funds are available to cover 100% of the current liability in respect of employees leave entitlements

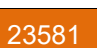
14. AUTHORITY

It is a requirement of the Local Government Act 2009 that for each financial year Council adopt, by resolution, a Revenue Statement.

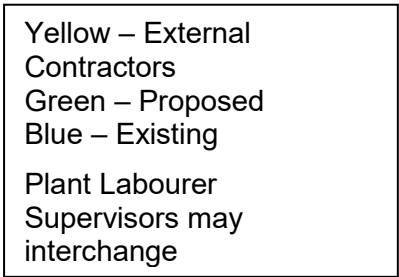
4.5 ORGANISATIONAL STRUCTURE AND STAFF HIERACHY CHART 2021/22







Interim Works and Utilities Development Portfolio 2021-2022



WINTON SHIRE COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
for the years ending 30 June 2021 - 2031

	11 months to 31 May 2021 (Draft)	2021 / 2022 Budget	2022 / 2023 Forecast	2023 / 2024 Forecast	2024 / 2025 Forecast	2025 / 2026 Forecast	2026 / 2027 Forecast	2027 / 2028 Forecast	2028 / 2029 Forecast	2029 / 2030 Forecast	2030 / 2031 Forecast
Income											
Revenue											
Recurrent revenue											
Rates, levies and charges	4,605,104	4,721,337	4,793,000	4,865,000	4,938,000	5,012,000	5,087,000	5,163,000	5,241,000	5,319,000	5,399,000
Less:											
Discounts on rates, levies and charges	(665,014)	(675,933)	(685,000)	(695,000)	(706,000)	(716,000)	(727,000)	(738,000)	(749,000)	(760,000)	(771,000)
Net rates, levies and charges	3,940,090	4,045,404	4,108,000	4,170,000	4,232,000	4,296,000	4,360,000	4,425,000	4,492,000	4,559,000	4,628,000
Fees and charges	724,000	822,900	835,000	848,000	861,000	874,000	887,000	900,000	913,000	927,000	941,000
Interest received	169,402	70,600	66,000	142,000	129,000	133,000	113,000	96,000	89,000	70,000	47,000
Sales income	6,738,215	3,072,391	3,750,000	3,806,000	3,863,000	3,921,000	3,980,000	4,040,000	4,100,000	4,162,000	4,224,000
Developers contributions	-	-	-	-	-	-	-	-	-	-	-
Contributions & donations	-	-	-	-	-	-	-	-	-	-	-
Other income	242,307	265,850	270,000	274,000	278,000	282,000	287,000	291,000	295,000	300,000	304,000
Grants, subsidies, contributions and donations	4,813,301	5,969,899	8,720,000	8,851,000	8,984,000	9,118,000	9,255,000	9,394,000	9,535,000	9,678,000	9,823,000
Total recurrent revenue	16,627,315	14,247,044	17,749,000	18,091,000	18,347,000	18,624,000	18,882,000	19,146,000	19,424,000	19,696,000	19,967,000
Capital revenue											
Grants, subsidies, contributions and donations	12,097,837	13,431,739	12,554,000	13,276,000	8,999,000	9,629,000	9,206,000	8,215,000	9,417,000	14,279,000	13,510,000
Total capital revenue	12,097,837	13,431,739	12,554,000	13,276,000	8,999,000	9,629,000	9,206,000	8,215,000	9,417,000	14,279,000	13,510,000
Total revenue	28,725,152	27,678,783	30,303,000	31,367,000	27,346,000	28,253,000	28,088,000	27,361,000	28,841,000	33,975,000	33,477,000
Capital income	284,287	-	-	-	-	-	-	-	-	-	-
Total income	29,009,439	27,678,783	30,303,000	31,367,000	27,346,000	28,253,000	28,088,000	27,361,000	28,841,000	33,975,000	33,477,000
Expenses											
Recurrent expenses											
Employee benefits	(8,070,607)	(8,685,499)	(8,833,000)	(8,983,000)	(9,136,000)	(9,291,000)	(9,449,000)	(9,609,000)	(9,773,000)	(9,939,000)	(10,108,000)
Materials and services	(7,108,904)	(8,667,189)	(7,688,000)	(7,818,000)	(7,951,000)	(8,086,000)	(8,224,000)	(8,364,000)	(8,506,000)	(8,651,000)	(8,798,000)
Finance costs	(115,717)	(112,472)	(95,000)	(77,000)	(58,000)	(37,000)	(23,000)	(14,000)	(12,000)	(13,000)	(13,000)
Depreciation and amortisation	(5,240,959)	(5,690,692)	(5,957,000)	(6,012,000)	(6,093,000)	(6,035,000)	(6,169,000)	(6,298,000)	(6,421,000)	(6,580,000)	(6,794,000)
	(20,536,187)	(23,155,852)	(22,573,000)	(22,890,000)	(23,238,000)	(23,449,000)	(23,865,000)	(24,285,000)	(24,712,000)	(25,183,000)	(25,713,000)
Non recurrent expenses											
Write off flood damaged roads	-	-	-	-	-	-	-	-	-	-	-
Total expenses	(20,536,187)	(23,155,852)	(22,573,000)	(22,890,000)	(23,238,000)	(23,449,000)	(23,865,000)	(24,285,000)	(24,712,000)	(25,183,000)	(25,713,000)
Net result	8,473,252	4,522,931	7,730,000	8,477,000	4,108,000	4,804,000	4,223,000	3,076,000	4,129,000	8,792,000	7,764,000
Operating Result (excl capital revenue)	(3,908,872)	(8,908,808)	(4,824,000)	(4,799,000)	(4,891,000)	(4,825,000)	(4,983,000)	(5,139,000)	(5,288,000)	(5,487,000)	(5,746,000)

WINTON SHIRE COUNCIL

STATEMENT OF FINANCIAL POSITION
as at 30 June 2021 - 2031

	31/05/2021 (Draft)	2021 / 2022 Budget	2022 / 2023 Forecast	2023 / 2024 Forecast	2024 / 2025 Forecast	2025 / 2026 Forecast	2026 / 2027 Forecast	2027 / 2028 Forecast	2028 / 2029 Forecast	2029 / 2030 Forecast	2030 / 2031 Forecast
Current Assets											
Cash and cash equivalents	26,963,789	15,267,000	13,356,000	11,861,000	10,044,000	8,054,000	6,504,000	4,901,000	3,392,000	1,632,000	181,000
Trade and other receivables	505,784	2,187,589	2,851,589	2,887,589	2,938,589	2,982,589	3,028,589	3,067,589	3,121,589	3,167,589	3,214,589
Contract assets	557,053	557,053	557,053	557,053	557,053	557,053	557,053	557,053	557,053	557,053	557,053
Inventories	453,989	454,000	454,000	454,000	454,000	454,000	454,000	454,000	454,000	454,000	454,000
Total current assets	28,480,615	18,465,642	17,218,642	15,759,642	13,993,642	12,047,642	10,543,642	8,979,642	7,524,642	5,810,642	4,406,642
Non Current Assets											
Trade and other receivables	-	-	-	-	-	-	-	-	-	-	-
Property, plant & equipment	238,405,701	252,516,000	261,174,000	270,862,000	276,473,000	282,945,000	288,558,000	293,135,000	298,740,000	309,264,000	318,451,000
Total non current assets	238,405,701	252,516,000	261,174,000	270,862,000	276,473,000	282,945,000	288,558,000	293,135,000	298,740,000	309,264,000	318,451,000
TOTAL ASSETS	266,886,316	270,981,642	278,392,642	286,621,642	290,466,642	294,992,642	299,101,642	302,114,642	306,264,642	315,074,642	322,857,642
Current liabilities											
Trade and other payables	1,100,375	1,046,000	971,000	985,000	1,004,000	1,021,000	1,038,000	1,053,000	1,074,000	1,092,000	1,111,000
Borrowings	209,759	244,000	262,000	282,000	294,000	131,000	78,000	-	-	-	-
Contract liabilities	6,092,855	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000	5,989,000
Provisions	2,107,262	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000
Total current liabilities	9,510,251	9,386,000	9,329,000	9,363,000	9,394,000	9,248,000	9,212,000	9,149,000	9,170,000	9,188,000	9,207,000
Non current liabilities											
Trade and other payables	-	-	-	-	-	-	-	-	-	-	-
Borrowings	1,351,392	1,048,000	786,000	504,000	210,000	78,000	-	-	-	-	-
Provisions	140,962	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000
Total non current liabilities	1,492,354	1,189,000	927,000	645,000	351,000	219,000	141,000	141,000	141,000	141,000	141,000
TOTAL LIABILITIES	11,002,605	10,575,000	10,256,000	10,008,000	9,745,000	9,467,000	9,353,000	9,290,000	9,311,000	9,329,000	9,348,000
NET COMMUNITY ASSETS	255,883,711	260,406,642	268,136,642	276,613,642	280,721,642	285,525,642	289,748,642	292,824,642	296,953,642	305,745,642	313,509,642
COMMUNITY EQUITY											
Asset revaluation surplus	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485
Retained surplus	111,494,226	116,017,157	123,747,157	132,224,157	136,332,157	141,136,157	145,359,157	148,435,157	152,564,157	161,356,157	169,120,157
TOTAL COMMUNITY EQUITY	255,883,711	260,406,642	268,136,642	276,613,642	280,721,642	285,525,642	289,748,642	292,824,642	296,953,642	305,745,642	313,509,642

WINTON SHIRE COUNCIL

STATEMENT OF CASH FLOWS
for the years ending 30 June 2021 - 2031

	11 months to 31 May 2021 (Draft)	2021 / 2022 Budget	2022 / 2023 Forecast	2023 / 2024 Forecast	2024 / 2025 Forecast	2025 / 2026 Forecast	2026 / 2027 Forecast	2027 / 2028 Forecast	2028 / 2029 Forecast	2029 / 2030 Forecast	2030 / 2031 Forecast
<u>Cash flows from operating activities</u>											
Receipts from customers	16,766,974	12,498,872	17,018,000	17,914,000	18,166,000	18,446,000	18,723,000	19,012,000	19,281,000	19,579,000	19,872,000
Payments to suppliers and employees	(16,526,888)	(17,566,000)	(16,606,000)	(16,799,000)	(17,079,000)	(17,372,000)	(17,667,000)	(17,971,000)	(18,270,000)	(18,584,000)	(18,900,000)
	240,086	(5,067,128)	412,000	1,115,000	1,087,000	1,074,000	1,056,000	1,041,000	1,011,000	995,000	972,000
Interest received	169,402	70,600	66,000	142,000	129,000	133,000	113,000	96,000	89,000	70,000	47,000
Borrowing costs	(115,717)	(104,000)	(84,000)	(66,000)	(46,000)	(25,000)	(11,000)	(2,000)	-	-	-
Net cash inflow (outflow) from operating activities	293,771	(5,100,528)	394,000	1,191,000	1,170,000	1,182,000	1,158,000	1,135,000	1,100,000	1,065,000	1,019,000
<u>Cashflows from investing activities</u>											
Payments for property, plant & equipment	(16,170,501)	(19,801,000)	(14,615,000)	(15,700,000)	(11,704,000)	(12,507,000)	(11,783,000)	(10,875,000)	(12,026,000)	(17,104,000)	(15,980,000)
Proceeds from the sale of property, plant & equipment	401,930	-	-	-	-	-	-	-	-	-	-
Capital grants, subsidies, contributions and donations	12,097,837	13,431,739	12,554,000	13,276,000	8,999,000	9,629,000	9,206,000	8,215,000	9,417,000	14,279,000	13,510,000
Net cash inflow (outflow) from investing activities	(3,670,734)	(6,369,261)	(2,061,000)	(2,424,000)	(2,705,000)	(2,878,000)	(2,577,000)	(2,660,000)	(2,609,000)	(2,825,000)	(2,470,000)
<u>Cash flows from financing activities</u>											
Repayment of borrowings	(177,400)	(227,000)	(244,000)	(262,000)	(282,000)	(294,000)	(131,000)	(78,000)	-	-	-
Net cash inflow (outflow) from financing activities	(177,400)	(227,000)	(244,000)	(262,000)	(282,000)	(294,000)	(131,000)	(78,000)	-	-	-
Net increase (decrease) in cash held	(3,554,363)	(11,696,789)	(1,911,000)	(1,495,000)	(1,817,000)	(1,990,000)	(1,550,000)	(1,603,000)	(1,509,000)	(1,760,000)	(1,451,000)
Cash at beginning of the period	30,518,152	26,963,789	15,267,000	13,356,000	11,861,000	10,044,000	8,054,000	6,504,000	4,901,000	3,392,000	1,632,000
Cash at the end of the period	26,963,789	15,267,000	13,356,000	11,861,000	10,044,000	8,054,000	6,504,000	4,901,000	3,392,000	1,632,000	181,000

WINTON SHIRE COUNCIL

STATEMENT OF CHANGES IN EQUITY
For the years ended 30 June 2021 - 2031

	11 months to 31 May 2021 (Draft)	2021 / 2022 Budget	2022 / 2023 Forecast	2023 / 2024 Forecast	2024 / 2025 Forecast	2025 / 2026 Forecast	2026 / 2027 Forecast	2027 / 2028 Forecast	2028 / 2029 Forecast	2029 / 2030 Forecast	2030 / 2031 Forecast
	\$	\$									
Asset revaluation surplus											
Opening balance	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485
Net result	-	-	-	-	-	-	-	-	-	-	-
Increase in asset revaluation surplus	-	-	-	-	-	-	-	-	-	-	-
Closing balance	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485	144,389,485
Retained surplus											
Opening balance	103,020,974	111,494,226	116,017,157	123,747,157	132,224,157	136,332,157	141,136,157	145,359,157	148,435,157	152,564,157	161,356,157
Net result	8,473,252	4,522,931	7,730,000	8,477,000	4,108,000	4,804,000	4,223,000	3,076,000	4,129,000	8,792,000	7,764,000
	-	-	-	-	-	-	-	-	-	-	-
Closing balance	111,494,226	116,017,157	123,747,157	132,224,157	136,332,157	141,136,157	145,359,157	148,435,157	152,564,157	161,356,157	169,120,157
Total											
Opening balance	247,410,459	255,883,711	260,406,642	268,136,642	276,613,642	280,721,642	285,525,642	289,748,642	292,824,642	296,953,642	305,745,642
Net result	8,473,252	4,522,931	7,730,000	8,477,000	4,108,000	4,804,000	4,223,000	3,076,000	4,129,000	8,792,000	7,764,000
Increase in asset revaluation surplus	-	-	-	-	-	-	-	-	-	-	-
Closing balance	255,883,711	260,406,642	268,136,642	276,613,642	280,721,642	285,525,642	289,748,642	292,824,642	296,953,642	305,745,642	313,509,642

Winton Shire Council
Long-Term Financial Sustainability Statement
Prepared as at 30 June 2021

			Projected for the years ended										
Measures of Financial Sustainability	Measure	Target	Actuals at 30 June 2021 (draft)	30 June 2022	30 June 2023	30 June 2024	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031
Council													
Operating surplus ratio	Net result divided by total operating revenue	Between 0% and 10%	-23.51%	-62.53%	-27.18%	-28.53%	-28.66%	-25.91%	-26.39%	-26.84%	-27.22%	-27.58%	-28.78%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	greater than 80%	136.82%	304.02%	293.37%	219.56%	151.08%	165.82%	150.48%	132.98%	148.36%	221.95%	198.41%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	not greater than 60%	-105.12%	-55.38%	-39.23%	-31.79%	-23.16%	-13.86%	-6.31%	1.62%	9.20%	17.88%	24.75%

Winton Shire Council Proposed Capital Works Budget 2021-22

Description	Actuals 2020-21 as at 5 May 2021	Original 2020-21 Budget	Amended 2020-21 Budget	Proposed 2021-22 Budget C/F	Proposed 2021-22 Budget New	Currently Not Included	Notes for proposed 2021-22
Engineering Projects							
Flood Damage 2020 - Restoration	959,273	2,300,000	2,244,236	1,427,550	6,067,660	0	DJC & PM total \$9,290,600 - \$1,355,390 actual spent-\$440,000 est for June = \$7,495,210
Flood Damage 2021 - Restoration	0	0	0	0	1,113,420	0	DJC & PM total \$3,711,400; 30% expected to be prepaid = \$1,113,420 - matching income
Rural Reseals 21/22	0	0	0	0	350,472	0	R2R - balancing R2R amount (project cost started on \$394,969, Charles OK)
Town Reseals 21/22	0	0	0	0	396,313	0	\$150k TIDS & \$246,313 R2R
Carpark Lighting (NHC)	0	0	54,522	0	54,522	0	LRCIP 2
Footpath (NHC)	0	0	0	0	10,904	0	LRCIP 2
K&C Rehabilitation 21/22	0	0	0	0	200,000	0	R2R
K&C Rehabilitation 21/22	0	0	0	0	100,000	0	R2R & TIDS 50:50 (logged in as Condooroo St (Elderslie to Vindex)
Winton-Jundah Rd	5,742	0	1,501,502	1,087,050	0	0	TTC \$495k & R2R 20/21 \$1,006,502 (+ balance from K&C) less spent & June exp.
Elderslie St Reconstruction - Landscaping	6,425	78,414	78,414	78,414	0	0	
FWIN Flood Gauges	0	0	165,000	64,500	60,500	0	DRFA, \$64,500 prepaid July 2020, \$60,500 to be received in 21/22
Rural Signage	0	0	0	0	103,627	0	NQRRG
Road/Creek Signage	0	0	0	0	62,177	0	NQRRG
Town Western Entrance Billboards	0	0	0	0	62,177	0	NQRRG
School Transport Infrastructure Program	6,775	0	0	0	323,225	0	STIP \$165k & WSC \$165k
Urban Stormwater	0	30,000	0	30,000	70,000	0	In conjunction with school project (STIP)
Footpath Elderslie St (Sesbania St to Fraser St)	0	0	0	0	13,306	0	Finish path to Rec Grounds; TIDS discr.\$6,653 21/22 & \$43,347 22/23 + \$50k WSC - 2years - clean up the intersection as part 1
Cork Street Shared Pathway	0	0	0	0	0	0	IF APPROVED-Total \$319,440 over 2 yrs, 50:50 funded, no other funding can be used; Yr 1 \$137,840 & Yr2 \$181,500
Truck Pad	0	0	0	0	20,000	0	IF APPROVED-Total \$175K, 50:50 funded (toilet cost only). Included at Budget Workshop held on 11/6/2021 \$20,000
Lynette Lane Sealing	0	0	0	0	52,500	0	As per Council resolution February 2021
Pedestrian Crossover at 60 Manuka St	0	0	0	0	0	50,000	Tidy up, remove vehicle crossover at Shoprite
Pedestrian Crossovers Pram Ramps	34,422	30,000	34,422	0	30,000	0	Various locations around town, will prioritise on safety condition
Musical Fence Access	0	0	0	0	80,000	0	Included at Budget Workshop held on 11/6/2021
Install New Median Strip	0	0	0	0	0	200,000	
Additional Culvert Ayshire Road	0	0	0	0	0	50,000	
	1,012,636	2,438,414	4,078,096	2,687,514	9,170,803	300,000	
Water and Sewerage							
Water & Sewerage Automation System Upgrade	33,180	466,748	467,573	0	0	1,200,000	Possible LGGSP/WSC funding
Sewerage Manhole Relining	0	80,000	43,500	0	50,000	0	Already committed as it was planned over 2 FY (20/21 & 21/22)
Replace Common Housedrains with Mains	22,803	20,000	20,000	0	20,000	0	Ongoing program as per Council resolution
Water Main Upgrades 21/22	0	0	0	0	100,000	50,000	As per replacement plan
Relining 300mm Rising Main	0	0	0	0	150,000	270,000	NEED TO COMPLETE; from pump station 1 to treatment plant
Sewerage Treatment Renewals	0	0	0	0	80,000	0	NEED TO BE DONE; one new sludge bed, renew three sludge beds, renew pond overflow pits
Headworks Pipes & Connections (Pump Replacement)	0	0	0	0	15,000	0	Two pumps refurbishing
Water Tower Internal Pipe Renewal	0	0	0	0	0	50,000	Should be OK for another year
Sewerage Pond Aerator	0	0	0	0	30,000	30,000	Only one this year, second one next year
Potable Standpipe	0	0	0	0	0	25,000	Potable Standpipe (currently no reconciliation process - would make it the exact same as non potable standpipe at showgrounds
Corfield Water Design and Feasibility Study	0	0	0	0	20,000	0	
	55,983	566,748	531,073	0	465,000	1,625,000	
Development Projects							
Geothermal Project	0	57,658	0	0	0	0	Project on hold.
Strategic Design Fund	83,544	100,000	100,000	15,000	55,000	0	
Hospital Estate Development	56,241	0	320,000	265,000	350,000	0	Total \$668k. Roadworks \$220k paid by R2R.
Land Tenure (Saleyards Turkey Nest)	0	0	18,000	18,000	18,000	0	
Showgrounds Stables (1&2)	53,391	470,000	470,000	96,790	647,610	0	W4Q 20-21 (COVID) \$400k & \$150k WSC, \$109,044 LRCIP 2 (bar), \$163,566 LRCIP 2
Showgrounds Stables (3)	0	0	0	0	0	370,000	LRCIP 3 candidate
Showgrounds Fencing & Parking	2,991	140,000	140,000	0	0	150,000	Additional work (sealing), WSC funded.
Town Dump Fencing/Waste Control	0	0	0	0	21,809	0	LRCIP 2
Rubbish Tip Development	0	0	0	0	150,000	0	New pit, bunding wall - LRCIP 3 \$95k + WSC \$55k
New Kit Homes (2)	0	0	0	0	350,000	350,000	LRCIP 3 candidate, sale of 2 Wema houses considered

Winton Shire Council Proposed Capital Works Budget 2021-22

Description	Actuals 2020-21 as at 5 May 2021	Original 2020-21 Budget	Amended 2020-21 Budget	Proposed 2021-22 Budget C/F	Proposed 2021-22 Budget New	Currently Not Included	Notes for proposed 2021-22
New Units (4)	0	0	0	0	0	500,000	
Jet A1 Above Ground Fuel Tank	0	0	0	0	100,000	0	LRCIP 3 candidate
Masterplan for Town Landscaping	0	0	0	0	0	60,000	
Masterplan for Aged Care	0	0	0	0	40,000	0	
Showgrounds Water Upgrade for Campdraft	0	0	0	0	40,000	0	
Showgrounds Pavilions	0	0	0	0	0	150,000	
Showgrounds New Broadcasting Tower	0	0	0	0	100,000	0	Racing Qld requirement - LRCIP 3 candidate
Showgrounds Arena Power Poles Replacement	0	0	0	0	20,000	80,000	increments of \$20,000 (5 poles costed)
Showground Sound Extension	0	0	0	0	6,000	0	PA system with radio
Saleyards Forcing Up Yard to Ramp	0	0	0	0	0	0	Cementing two yards - now only gravel required - in R&E
Saleyards Scales Renewal	0	0	0	0	146,785	0	LRCIP 3 candidate (balancing figure - was \$150k)
Saleyards Holding Pen Upgrade	0	0	0	0	0	200,000	Enlarging holding pens.
Washdown Bay	0	0	0	0	0	100,000	Research and design for moving to new location
	196,167	767,658	1,048,000	394,790	2,057,204	1,960,000	
Community and Cultural Projects							
Lark Quarry Building Painting	1,937	90,000	80,000	0	32,000	0	Part of contract for next 4 years.
Youth Centre Upgrade	13,021	136,000	136,000	122,979	1,363,318	0	NORRG \$259,069 (Disaster Recovery Component), NORRG \$64,249 (LD Coordination Centre), \$1,040,000 W4Q 21-24 if approved
Shire Hall Airconditioning Replacement	10,264	400,000	400,000	0	689,736	0	LRCIP 1 \$425,000 & LRCIP 3 \$275,000
Airport Generator	0	0	0	0	56,995	0	NORRG
Swimming Pool Sand Replacement in Filtration	0	0	0	0	80,000	0	HAS TO HAPPEN
Library Airconditioning	0	0	0	0	65,000	0	
Lawn Cemetery Extension	0	45,000	45,000	45,000	0	0	
Billboard Signage	0	7,714	7,714	7,714	0	0	
Kiosk/Changeroom Upgrade	19,846	300,000	300,000	280,000	0	0	
Gym Upgrade	17,091	220,000	220,000	202,800	0	0	
Lark Quarry Generator	0	0	0	0	0	60,000	
Rec Grounds - Enclose Bar Area	0	0	0	0	0	150,000	
Hollow Log Park Playground Renewal	0	0	0	0	0	400,000	
Hollow Log Park Ablution Block Renewal (option1)	0	0	0	0	0	120,000	No showers, same as library
Swimming Pool Shade Renewal	0	0	0	0	0	20,000	
Sarah Riley Theatre Chair Renewal	0	0	0	0	0	30,000	
Public Toilets Renewal (Shire Hall Park)	0	0	0	0	0	200,000	
	62,160	1,198,714	1,188,714	658,493	2,287,049	980,000	
Administration and Finance Projects							
New Financial System (BESPOC)	5,300	238,423	238,423	238,423	0	0	Project on hold.
CCTV in Elderslie Street	0	0	0	0	21,809	0	LRCIP 2
10G Network Upgrades (Secondary Locations)	0	0	0	0	50,000	0	Priority 1, min. to achieve objective \$40k. Working with water automation, this will support secondary locations to ensure that all network components are on a standard level.
Wifi for Buildings & Public Spaces	0	0	0	0	25,000	0	Priority 3, min. to achieve objective \$15k. Prioritising Council office, NHC, hall & supper room and depot. Full amount includes showgrounds & rec grounds.
	5,300	238,423	238,423	238,423	96,809	0	
Plant Purchases							
Plant Purchases 20/21	877,397	1,068,000	1,068,000	554,208	0	0	
Plant Purchases 21/22	0	0	0	0	947,500	0	see breakdown of plant (trade ins included)
	877,397	1,068,000	1,068,000	554,208	947,500	0	
Building Works							
Building Works 21/22 Residential	0	0	0	80,000	120,000	80,000	
Building Works 21/22 Commercial	0	0	0	0	100,000	0	
Building Solar Works	0	0	0	0	0	30,000	if approved
Showgrounds Caretaker House Fence	0	10,000	13,000	13,000	0	0	
Small Plant Shed at Depot	0	0	0	0	30,000	0	storage for VMS Boards, light tower etc
Depot Fuel Tank	0	0	0	0	0	75,000	To improve control over fuel purchasing and take advantage of pricing competition

Winton Shire Council
Proposed Capital Works Budget 2021-22

Description	Actuals 2020-21 as at 5 May 2021	Original 2020-21 Budget	Amended 2020-21 Budget	Proposed 2021-22 Budget C/F	Proposed 2021-22 Budget New	Currently Not Included	Notes for proposed 2021-22
New Shed at Old Depot	0	0	0	0	0	25,000	Replacing carpenter shed - (includes \$10k for demolishing) - public hazard
Redcliffe Room Reconfiguration	0	0	0	0	0	50,000	offices for WH&S and HR, small meeting room - confidentiality requirements
Main Office Carpet Renewal	0	0	0	0	0	50,000	
	0	10,000	13,000	93,000	250,000	310,000	
closed lines	12,226,523	17,223,525	15,472,236	0	0	0	
Grand Total	14,436,166	23,511,682	23,637,542	4,626,428	15,274,365	5,175,000	
					19,900,793		

Winton Shire Council Proposed Capital Works Budget 2021-22

FUNDING DETAILS FOR 2021-22

R2R funding 2019-24 (Year 2)

Town reseals - to match TIDS \$150k	246,313
Rural Reseals (balancing figure, started on \$394,969)	350,472
K&C	200,000
K&C (Oondooroo St) - to match TIDS discr.	50,000
Hospital Estate - roadworks	220,000
	<u><u>1,066,785</u></u>

R2R funding 2019-24 (Year 1)

Winton-Jundah Rd to match TTC	495,000
Winton-Jundah Rd to finish job (balance R2R)	511,502
finishing from 20/21	<u><u>1,006,502</u></u>

TTC funding (matched by R2R)

Winton-Jundah Rd	495,000
finishing from 20/21	

TIDS 2021-22

Town Reseals - matched by R2R	150,000	
K&C (Oondooroo St) discr. - matched by R2R	50,000	
Footpath Elderslie St discr. - matched by WSC	6,653	\$43,347 in 22/22
	<u><u>206,653</u></u>	

Disaster Recovery Funding Arrangements (DRFA)

Flood Gauges	125,000.00
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Works for Qld 2020-21 (COVID) - total \$1,040,000

Showgrounds Power	500,000	completed
Showgrounds Stables	400,000	seeking extension
Showgrounds Fencing & Parking	140,000	completed
	<u><u>1,040,000</u></u>	

Drought Communities Projects Extension 2 - Total \$1,000,000 (over 2 years?)

Silhouettes 2 (Qantas & Winton)	146,101	146,101	completed
WMC Shed 5 Disabled Access	40,000	44,000	completed
Corfield Water Infrastructure	11,272	0	completed
Small Cells (Middleton & Opalton)	220,000	220,000	waiting for Telstra
Community Projects	100,000	84,966	completed
Adverse Event Plan	50,000	0	cancelled
Saleyard Power Update	410,000	410,000	completed
Small Cells (Lark Quarry)	0	40,200	completed
	<u><u>977,373</u></u>	<u><u>945,267</u></u>	

Local Roads and Community Infrastructure Funding - total \$1,066,785

Childcare Playground Renewal (Stage II)	275,000	completed
Shire Hall Airconditioning Replacement	400,000	seeking extension
Shire Hall Lighting and Curtains	170,000	completed
Airport Fuel Facilities Upgrade	209,785	completed
Airport Fire Fighting Water Upgrade	12,000	CHECK
	<u><u>1,066,785</u></u>	

Local Roads & Community Infrastructure Program 2 - Total \$741,499

Childcare Playground	75,240	completed
Childcare - Carpark	19,083	completed

Winton Shire Council Proposed Capital Works Budget 2021-22

Neighbourhood Centre - Carpark	20,173	completed
Neighbourhood Centre - Carpark Lighting	54,522	
Neighbourhood Centre Footpath	10,904	
Showgrounds - 3rd Stable	163,566	
Showgrounds - Bar Under Grandstand	109,044	
Town Dump - Fencing / Waste Control	21,809	
Elderslie St CCTV	21,809	
Local Roads and Town Street Sealing	218,088	completed
Crusher Yard Emulsion Tank	27,261	completed
	741,499	
North Old Recovery & Resilience Grants - Total \$857,000		
Community Disaster Relief Officer	248,706	in R&E
Rural Signage	103,627	
Airport Genset	56,995	
Road/Creek Signage	62,177	
Town Western Entrance Billboards	62,177	
Youth Centre/Disaster Recovery Component	259,069	
Local Disaster Coordination Centre	64,249	
	857,000	
Local Roads & Community Infrastructure Program 3 - Total \$2,133,570		
See above proposed candidates		
Works for Qld 2021-24 - Total \$1,040,000		
Youth Centre approved		
School Transport Infrastructure Program - \$165,000		
Cost of project \$330,00		
WSC \$165,000		
Cycle Network LG Grants Program - Total \$159,720 over two years - AWAITING APPROVAL - TO BE FUNDED FROM RESERVES IF SUCCESSFUL		
Cost of project \$319,440		
WSC \$159,720		
Truck Pad on Hughenden Road - Adjusted Total \$87,500 - AWAITING APPROVAL - TO BE FUNDED FROM RESERVES IF SUCCESSFUL		
Cost of project \$175,000		
WSC \$87,500		
QRRRF - PROJECTS SHORTLISTED/AWAITING APPROVAL		
WSC to contribute about 10% of total project value		
Cork Mail Rd Concrete Floodway 1	112,478	
Cork Mail Rd Concrete Floodway 2	84,358	
Cork Mail Rd Concrete Floodway 3	84,358	
Youth & Recovery Centre	300,000	
DM Training	11,000	
North Old Telecommunication and Energy Grant - AWAITING APPROVAL - TO BE FUNDED FROM RESERVES IF SUCCESSFUL		
WSC to budget \$100,000 contribution		
Solar Panels for Shire Hall/Supper Room	300,000	
UHF Network Renewal/Extension	200,000	
Additional 4Gx Small Cell (Old Cork)	200,000	
LGGSP Funding (60% of project total funded) - OPPORTUNITY TO APPLY - TO BE FUNDED FROM RESERVES IF SUCCESSFUL		
Water Automation		

Proposed Revenue & Expenditure Budget 2021-22

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
1000-0001	FINANCE								
1100-0002	RATES & CHARGES								
1100-1001	Rates General-Urban	392,829	392,565	395,090	402,644				
1100-1002	Rates General-Rural	2,613,757	2,616,707	2,614,781	2,679,846				
1100-1003	Interest on Rates	4,291	5,000	5,000	4,000				
1100-1235	Discount on Rates	-439,439	-429,465	-436,626	-445,000				
1100-1240	Rates Incentive Project	-2,000	-2,000	-3,000	-2,000				
1100-1275	Pensioner Remissions	-11,300	-11,000	-11,300	-11,300				
1100-1315	Refund on Rates	0	0	0	0				
1100-1350	Mining Rates	16,076	16,166	16,075	16,043				
1100-0002	RATES & CHARGES	2,574,214	2,587,973	2,580,020	2,644,233	0	0	0	0
1200-0002	GRANTS, SUBSIDY, CONTRIBUTIONS								
1200-1100	Grants-Commonwealth Non Specific	1,833,975	1,893,272	1,833,975	2,010,744				
1200-0002	GRANTS, SUBSIDY, CONTRIBUTIONS	1,833,975	1,893,272	1,833,975	2,010,744	0	0	0	0
1300-0002	FINANCIAL TRANSACTIONS								
1300-2010	Annual Leave Expense					704,664	791,328	772,646	772,646
1300-2020	Long Service Leave Expense					159,864	173,457	210,638	210,638
1300-2030	Sick Leave Expenses					210,321	248,914	248,914	248,914
1300-2036	Paid Parental Leave Scheme					13,570	13,330	13,570	0
1300-2037	Redundancy Payments					0	0	0	0
1300-2040	RDO & TOIL Adjustment					-2,207	0	0	0
1300-2060	Superannuation					797,088	887,500	875,000	914,125
1300-2069	Drug & Alcohol Testing					10,418	25,000	25,000	20,000
1300-2070	Training					101,718	150,000	120,000	140,000
1300-2071	Statutory Holidays					373,680	391,914	391,914	391,914
1300-2072	Protective Clothing/Equipment					33,515	40,000	40,000	35,000
1300-2073	Workers Compensation					131,348	110,000	113,000	116,390
1300-2075	Stores Wages/Sundries					82,161	85,000	85,000	97,101
1300-2076	Small Plant & Tools					13,766	15,000	15,000	20,000
1300-2079	EBA Negotiations					0	0	0	0
1300-2080	Office Staff Uniforms					11,842	20,000	20,000	15,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
1300-2235	Wages Advance					0	0	0	0
1300-2337	Rounding Receipts					-1	0	0	0
1300-2355	Oncost Recoveries					-2,806,240	-2,966,517	-2,966,517	-2,966,517
1300-2400	Loan Market Adjustment Expense					0	0	0	0
1300-0002	FINANCIAL TRANSACTIONS	0	0	0	0	-164,493	-15,074	-35,835	15,211
1500-0002	DEBT MANAGEMENT								
1500-1720	Rates Write Offs	-5,189	-5,000	-6,000	-6,000				
1500-1721	Debtors Write Offs	-1,990	-2,000	-2,000	-2,000				
1500-2700	Bad Debts					0	0	30,000	1,000
1500-2710	Doubtful Debts					0	0	0	0
1500-2720	Stores Write Offs					815	1,000	1,000	1,000
1500-2722	Dishonoured Cheques					0	0	0	0
1510-2730	Reduction in Value of Land					0	0	0	0
1500-0002	DEBT MANAGEMENT	-7,180	-7,000	-8,000	-8,000	815	1,000	31,000	2,000
1600-0002	CASH/BANK ACCOUNT								
1600-1800	Bank Interest Revenue	809	4,000	1,000	500				
1600-1810	Investment Interest Revenue	148,568	240,000	156,160	50,000				
1600-2510	Interest on Overdraft					0	0	0	0
1600-0002	CASH/BANK ACCOUNT	149,377	244,000	157,160	50,500	0	0	0	0
1000-0001	FINANCE	4,550,386	4,718,245	4,563,155	4,697,477	-163,678	-14,074	-4,835	17,211
2000-0001	ADMINISTRATION								
2000-0002	GENERAL ADMINISTRATION								
2000-1200	Subsidies-Trainees & Apprentices	72,000	41,000	50,000	60,000				
2000-1500	Search Fees	7,970	5,000	10,000	10,000				
2000-1600	Miscellaneous Revenue	1,479	3,000	3,000	3,000				
2000-1610	Winton Herald Printing	9,609	12,000	9,000	10,000				
2000-1620	Paid Parental Leave Scheme	13,570	13,330	13,570	0				
2000-1650	Insurance Recoveries	7,070	20,000	40,000	35,000				
2000-2000	Administration Salaries					806,590	1,010,000	860,000	1,080,000
2000-2005	Accounting Fees					30,931	60,000	60,000	50,000
2000-2006	Asset Management					352,385	372,000	372,000	425,000
2000-2008	Condition Assessments					0	150,000	50,000	180,000
2000-2050	Fringe Benefits Tax					17,816	20,000	25,000	30,000
2000-2110	Advertising					20,723	12,000	24,000	20,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
2000-2120	Audit Fees					61,154	80,000	80,000	70,000
2000-2130	Bank Charges					5,839	8,000	8,000	8,000
2000-2135	Commission Paid to Centrelink					422	500	500	500
2000-2160	Conferences and Hospitality					10,529	10,000	12,000	12,000
2000-2170	Donations					165,710	175,000	175,000	175,000
2000-2185	Vandalism & Theft					0	1,000	1,000	0
2000-2190	Elections					17,407	0	25,000	0
2000-2193	Reconciliation Action Plan					0	5,000	5,000	5,000
2000-2194	Corporate Plan					0	0	0	40,000
2000-2220	General Expenses					2,059	5,000	5,000	3,000
2000-2230	Insurance Premiums Paid					308,591	350,000	308,000	325,000
2000-2231	Insurance Incidents Expenses					35,839	20,000	40,000	40,000
2000-2235	Revaluation Expenses					0	20,000	25,000	30,000
2000-2270	Legal Expenses General					83,712	75,000	100,000	230,000
2000-2280	Postage					5,368	6,000	6,000	6,000
2000-2290	Printing and Stationery					20,884	30,000	30,000	25,000
2000-2340	Subscriptions					3,251	6,000	6,000	5,000
2000-2350	Telephone/Fax/Internet - GWIP					160,585	110,000	126,000	145,000
2000-2360	Recruitment Expenses					16,490	20,000	20,000	20,000
2000-2370	Valuation Fees-Valuer General					593	12,000	12,000	12,000
2000-2600	Depreciation-Buildings					0	0	0	0
2000-2601	Depreciation-Furniture & Fittings					110,552	90,750	95,800	119,364
2000-2604	Depreciation-Other Structures					0	0	0	0
2000-2700	Interest- ATO GIC					0	0	0	0
2000-0002	GENERAL ADMINISTRATION	111,698	94,330	125,570	118,000	2,237,428	2,648,250	2,572,300	3,055,864
2100-0002	IT SERVICES								
2100-2000	IT Salaries					84,916	90,000	95,000	95,000
2100-2180	IT Licences/Maintenance Agreements					274,864	309,570	309,570	315,000
2100-2181	IT Repairs and Replacements					32,653	45,000	45,000	40,000
2100-2182	Websites Development Project					10,324	12,000	12,000	0
2100-2220	General Expenses					4,865	10,000	10,000	8,000
2100-2221	Third Party Security Testing								25,000
2100-0002	IT SERVICES	0	0	0	0	407,622	466,570	471,570	483,000
2200-0002	COUNCILLORS								

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
2200-2140	Staff Functions					11,699	12,500	12,500	12,500
2200-2155	Councillors Allowances					386,747	433,549	425,000	433,549
2200-2220	Councillors General Expenses					9,230	12,000	12,000	12,000
2200-2221	Councillor Conference Attendance					10,908	30,000	30,000	22,500
2200-2222	WQLGA Contribution					0	2,500	2,500	0
2200-2225	LGAQ Subscription					55,659	55,500	55,500	55,500
2200-0002	COUNCILLORS	0	0	0	0	474,243	546,049	537,500	536,049
2400-0002	HUMAN RESOURCES								
2400-2000	Human Resources Salaries					123,165	108,000	151,000	113,500
2400-2221	Employee Assistance Program					27,193	0	30,000	30,000
2400-0002	HUMAN RESOURCES	0	0	0	0	150,357	108,000	181,000	143,500
2500-0002	WORKPLACE HEALTH & SAFETY								
2500-2000	Workplace Health & Safety Salaries					100,341	109,798	109,798	110,500
2500-2220	Workplace Health & Safety General Expenses					16,657	25,000	25,000	25,000
2500-0002	WORKPLACE HEALTH & SAFETY	0	0	0	0	116,997	134,798	134,798	135,500
2000-0001	ADMINISTRATION	111,698	94,330	125,570	118,000	3,386,648	3,903,667	3,897,168	4,353,913
3000-0001	WELFARE								
3000-0002	COMMUNITY SERVICES								
3000-2000	Community Services Salaries					242,903	340,000	330,000	330,000
3000-2220	Community Services General Expenses					8,910	5,000	5,000	5,000
3000-0002	COMMUNITY SERVICES	0	0	0	0	251,813	345,000	335,000	335,000
3100-0002	SPORT & REC COORDINATOR								
3100-2000	Sport & Rec Officer Salaries					22,564	20,000	24,327	60,786
3100-2220	Sport & Rec Officer General Expenses					11,703	50,000	50,000	76,000
3100-0002	SPORT & REC COORDINATOR	0	0	0	0	34,267	70,000	74,327	136,786
3200-0002	COMMUNITY & INDIVIDUAL SUPPORT								
3200-1100	Grants CISP	93,477	121,740	124,636	124,636				
3200-2000	CISP Salaries					78,025	80,751	83,647	88,000
3200-2220	CISP Operating Expenses					38,880	40,989	40,989	36,636
3200-0002	COMMUNITY & INDIVIDUAL SUPPORT	93,477	121,740	124,636	124,636	116,905	121,740	124,636	124,636
3210-0002	FAMILY SUPPORT PROGRAM								
3210-1100	Grant Family Support Worker	127,633	125,395	159,728	128,360				
3210-2000	Family Support Worker Salaries					90,590	90,500	90,500	90,500
3210-2220	Family Support Worker General Expenses					39,836	34,895	37,880	37,880

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
3210-0002	FAMILY SUPPORT PROGRAM	127,633	125,395	159,728	128,380	130,426	125,395	128,380	128,380
3220-0002	YOUTH DEVELOPMENT OFFICER								
3220-1100	Grant Youth Officer	11,251	43,956	45,004	45,004				
3220-1500	Fees Youth Worker	0	0	0	0				
3220-2000	Youth Officer Salaries					46,524	75,000	75,000	31,500
3220-2220	Youth Officer General Expenses					16,225	30,000	30,000	14,000
3220-0002	YOUTH DEVELOPMENT OFFICER	11,251	43,956	45,004	45,004	62,749	105,000	105,000	45,500
3230-0002	COMMUNITY DEVELOPMENT								
3230-1100	Grant Community Development Officer	222,342	296,456	296,456	248,706				
3230-2000	Community Development Officer Salaries					98,830	122,000	122,000	147,000
3230-2220	Community Development Officer Gen Expenses					21,956	100,000	100,000	101,706
3230-2221	Community Engagement					183,437	297,046	297,046	0
3230-0002	COMMUNITY DEVELOPMENT	222,342	296,456	296,456	248,706	304,223	519,046	519,046	248,706
3235-0002	MENTAL HEALTH FUNDING								
3235-1100	Grant Mental Health Funding	0	0	0	0				
3235-2220	Mental Health Funding General Expenses					0	0	0	37,500
3235-0002	MENTAL HEALTH FUNDING	0	0	0	0	0	0	0	37,500
3300-0002	COMMUNITY OPTIONS								
3300-1100	Grants Community Options	515,607	515,602	515,602	515,602				
3300-1101	Non-recurrent Grant	9,720	0	6,480	0				
3300-1500	Fees Community Options	16,568	16,000	16,000	16,000				
3300-2000	Community Options Salaries					193,036	175,000	175,000	200,000
3300-2220	Community Options General Expenses					46,486	410,131	410,131	195,602
3300-2222	Community Options Client Expenses					106,816	130,000	130,000	120,000
3300-2331	Non-recurrent Grant					9,720	0	6,480	0
3300-0002	COMMUNITY OPTIONS	541,915	531,602	538,082	531,602	356,058	715,131	721,611	515,602
3400-0002	COMMUNITY AGENT								
3400-1100	Grant Centrelink	16,815	17,960	18,344	26,677				
3400-2000	Community Agent Salaries					29,063	29,911	29,911	30,000
3400-2220	Community Agent General Expenses					7,839	7,839	7,839	7,839
3400-0002	COMMUNITY AGENT	16,815	17,960	18,344	26,677	36,902	37,750	37,750	37,839
3500-0002	CHILD CARE								
3500-1100	Grant Childcare Sustainability Fund	64,000	64,000	64,000	66,000				
3500-1103	Kindergarten Teacher Grant	24,167	11,000	30,000	30,000				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
3500-1110	Child Care Benefit Grant	215,798	200,000	200,000	225,000				
3500-1500	Fees Child Care	115,429	140,000	140,000	135,000				
3500-1510	Child Care Miscellaneous Revenue	0	0	0	0				
3500-2000	Child Care Salaries					581,992	520,000	600,000	600,000
3500-2220	Child Care General Expenses					107,450	120,000	120,000	120,000
3500-2330	Childcare Repairs and Maintenance					3,758	18,000	18,000	35,000
3500-2600	Depreciation-Buildings					43,946	29,194	48,350	48,350
3500-2601	Depreciation-Furniture & Fittings					0	0	0	0
3500-2604	Depreciation-Other Structures					5,930	5,311	6,520	6,520
3500-0002	CHILD CARE	419,394	415,000	434,000	456,000	743,075	692,505	792,870	809,870
3600-0002	COMMUNITY CARE PACKAGES								
3600-1100	Grants Community Care	103,937	185,000	185,000	185,000				
3600-1500	Fees Community Care	107	500	500	200				
3600-2000	Community Care Salaries					22,338	30,000	30,000	30,000
3600-2220	Community Care General Expenses					10,827	20,000	20,000	20,000
3600-2222	Community Care Client Expenses					141,446	172,000	172,000	172,000
3600-0002	COMMUNITY CARE PACKAGES	104,045	185,500	185,500	185,200	174,611	222,000	222,000	222,000
3650-0002	NDIS PROGRAM								
3650-1500	Fees NDIS Program	155,286	135,000	200,000	200,000				
3650-2000	NDIS Salaries					0	10,000	0	0
3650-2220	NDIS General Expenses					51,636	25,000	75,000	75,000
3650-2222	NDIS Community Care					91,560	100,000	125,000	125,000
3650-0002	NDIS PROGRAM	155,286	135,000	200,000	200,000	143,196	135,000	200,000	200,000
3700-0002	60 & BETTER								
3700-1100	Grants 60 & Better	57,790	56,446	57,790	57,790				
3700-1200	Donations 60 & Better	920	0	920	0				
3700-1500	Recreation Fees 60 & Better	1,217	1,000	1,000	1,000				
3700-2000	60 & Better Salaries					48,455	64,000	64,000	64,000
3700-2220	60 & Better General Expenses					18,196	20,000	20,000	20,000
3700-2330	60 & Better Repairs and Maintenance					89	5,000	5,000	10,000
3700-2601	Depreciation-Furniture & Fittings					0	0	0	0
3700-0002	60 & BETTER	59,927	57,446	59,710	58,790	66,740	89,000	89,000	94,000
3000-0001	WELFARE	1,752,083	1,930,055	2,061,460	2,004,995	2,420,966	3,177,567	3,349,620	2,935,819
4000-0001	ENGINEERING SERVICES								

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
4000-0002	ENGINEERING SERVICES								
4000-2000	Engineering Staff Salaries					329,781	410,000	410,000	410,000
4000-2240	Engineering Services General Expenses					3,573	3,000	3,000	3,500
4000-2340	Engineering Subscriptions					30,863	50,000	50,000	50,000
4000-0002	ENGINEERING SERVICES	0	0	0	0	364,217	463,000	463,000	463,500
4200-0002	TOWN STREETS								
4200-1102	School Transport Infrastructure Program	82,500	0	82,500	82,500				
4200-1103	HVSP Funding (Truck Parking)	0	0	0	0				
4200-1104	Cycle Network Local Government Grants Program	0	0	0	0				
4200-2330	Maintenance Town Streets					364,982	330,000	350,000	380,000
4200-2337	Town Clean-up					9,914	20,000	20,000	15,000
4200-2338	Street Cleaning					93,842	100,000	120,000	100,000
4200-2339	Street Lighting					37,364	60,000	60,000	50,000
4200-0002	TOWN STREETS	82,500	0	82,500	82,500	506,102	510,000	550,000	545,000
4201-0002	SHIRE ROADS MAINTENANCE								
4201-1500	Fees Rangeland Tours	0	0	0	0				
4201-1501	Entry Fees Rangelands	45	0	0	0				
4201-1502	Grid Cleaning Fees	0	0	0	0				
4201-2220	Maintenance Shire Roads					914,813	1,200,000	1,377,842	1,400,000
4201-2222	New Grids Installation					0	0	0	50,000
4201-2223	Grid Cleaning & Repairs Expenditure					3,546	125,000	125,000	247,224
4201-2226	Flood Gauges Maintenance					27,450	0	27,500	30,000
4201-2354	Shire Communications					24,231	25,000	25,000	40,000
4201-2227	Rural Roads Sign Audit					0	0	0	40,000
4201-0002	SHIRE ROADS MAINTENANCE	45	0	0	0	970,040	1,350,000	1,555,342	1,807,224
4205-0002	HOSPITAL RESIDENTIAL ESTATE								
4205-0003	Hospital Res Estate								
4205-1201	Profit/Loss-Land Industrial Estate	0	0	0	0				
4205-1620	Profit/(Loss) on Sale of Land	0	0	0	0				
4205-2220	General Expenses					0	0	0	0
4205-0003	Hospital Res Estate	0	0	0	0	0	0	0	0
4205-0002	HOSPITAL RESIDENTIAL ESTATE	0	0	0	0	0	0	0	0
4300-0002	AERODROMES & AIRPORTS								
4300-0003	Winton Aerodrome								

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
4300-0004	Winton Aerodrome								
4300-1500	Fees	0	0	0	0				
4300-1550	Rents	1,050	1,050	1,050	1,050				
4300-2220	Operating Expenses Aerodrome					48,802	50,000	50,000	50,000
4300-2315	Housing Maintenance					1,062	7,000	7,000	15,000
4300-2318	Airport Certification					843	15,000	15,000	15,000
4300-2330	Repairs & Maintenance Aerodrome					20,401	20,000	20,000	30,000
4300-2331	Repairs & Maintenance Other Airstrips					4,062	10,000	10,000	5,000
4300-2600	Depreciation-Buildings					11,443	13,361	12,588	12,588
4300-2601	Depreciation-Furniture & Fittings					0	0	0	0
4300-2604	Depreciation-Other Structures					7,766	10,849	8,544	8,544
4300-0004	Winton Aerodrome	1,050	1,050	1,050	1,050	94,378	126,210	123,132	136,132
4301-0004	Winton Aerodrome - Fuel Facility								
4301-1246	Airport Fuel Sales	182,573	200,000	200,000	200,000				
4301-2335	Operators Commission					3,446	6,000	6,000	6,000
4301-2336	Fuel Purchases					128,335	170,000	150,000	150,000
4301-2337	General Expenses					6,997	5,000	5,000	5,000
4301-2338	Stores Discrepancies					0	0	0	0
4301-2600	Depreciation-Buildings					4,575	4,297	5,033	5,033
4301-0004	Winton Aerodrome - Fuel Facility	182,573	200,000	200,000	200,000	143,354	185,297	166,033	166,033
4300-0003	Winton Aerodrome	183,623	201,050	201,050	201,050	237,732	311,507	289,165	302,165
4300-0002	AERODROMES & AIRPORTS	183,623	201,050	201,050	201,050	237,732	311,507	289,165	302,165
4400-0002	COUNCIL DEPOT								
4400-2000	Depot Salaries (Cleaning)					33,884	39,000	39,000	40,000
4400-2220	Depot General Expenses					71,047	70,000	70,000	90,000
4400-2222	Bulk Materials Yard General Expenses					116,319	170,000	130,000	130,000
4400-2330	Depot Repairs & Maintenance					26,919	25,000	25,000	40,000
4400-2331	Bulk Materials Yard Repairs & Maintenance					171	5,000	5,000	5,000
4400-2500	Interest on Loan Depot					66,051	62,703	62,703	56,501
4400-2600	Depreciation-Buildings					115,110	70,551	126,646	126,646
4400-2601	Depreciation-Furniture & Fittings					4,648	5,064	5,064	5,064
4400-2604	Depreciation-Other Structures					6,617	6,267	7,279	7,279
4400-0002	COUNCIL DEPOT	0	0	0	0	440,766	453,585	470,692	500,490
4500-0002	PLANT OPERATION & MAINTENANCE								

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
4500-1100	Diesel Fuel Rebates & Subsidies	79,971	110,000	100,000	100,000				
4500-1110	Plant Refund of Insurance & Registration	396	2,000	2,000	2,000				
4500-1500	Plant Hire	5,701,384	5,527,053	5,849,737	6,000,000				
4500-1620	Profit on Disposal of Non Current Assets	284,287	0	170,466	0				
4500-2330	Repairs & Maintenance Plant & Equipment					2,168,343	2,444,914	2,444,914	2,350,000
4500-2335	Loss on Disposal of Non Current Assets					0	0	0	0
4500-2355	Oncost Recoveries Plant					-282,027	-278,376	-278,376	-278,376
4500-2600	Depreciation-Plant and Equipment					742,382	707,916	797,331	797,331
4501-2600	Depreciation-Leased Plant & Eqpt					0	0	0	0
4500-0002	PLANT OPERATION & MAINTENANCE	6,066,039	5,639,053	6,122,203	6,102,000	2,628,698	2,874,454	2,963,869	2,868,955
4600-0002	RECOVERABLE WORKS								
4602-0003	Department of Transport								
4602-1300	RMPC General Schedule	311,698	360,000	360,000	484,591				
4602-1304	RMPC Declared Weeds	0	20,000	20,000	20,000				
4602-1308	RMPC Traffic Management	0	10,000	10,000	10,000				
4602-1324	Hughenden Rd Reseal Prep Works	188,397	0	186,789	0				
4602-2330	RMPC General Schedule					249,067	360,000	360,000	484,591
4602-2334	RMPC Declared Weeds					9,059	20,000	20,000	20,000
4602-2338	RMPC Traffic Management					4,982	10,000	10,000	10,000
4602-2354	Hughenden Rd Reseal Prep Works					154,127	0	186,789	0
4602-0003	Department of Transport	500,095	390,000	576,789	514,591	417,235	390,000	576,789	514,591
4604-0003	Private Works								
4604-1245	Private Works Revenue	34,230	50,000	50,000	50,000				
4604-2330	Private Works Costs					32,718	50,000	50,000	50,000
4604-0003	Private Works	34,230	50,000	50,000	50,000	32,718	50,000	50,000	50,000
4606-0003	Commonwealth Aid								
4606-1100	Grant Commonwealth: Road	744,709	724,054	744,709	821,290				
4606-1126	Grant TIDS 20/21	0	150,000	150,000	0				
4606-1127	Grant TIDS 21/22	0	0	0	150,000				
4606-1128	Grant TIDS 21/22 Discretionary	0	0	0	56,653				
4606-1138	Grant R2R 20/21	1,600,177	1,600,177	1,600,177	0				
4606-1139	Grant R2R 21/22	0	0	0	1,066,785				
4606-1150	Grant TTC 20/21	0	495,000	495,000	495,000				
4606-1171	Grant NDRP Flood Warning Gauges	191,753	0	191,753	0				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
4606-1172	Grant DRFA Flood Warning Gauges	64,500	0	165,000	60,500				
4606-1180	Grant QDRF F/way Old Landsborough Hwy	126,042	128,854	125,869	0				
4606-1181	Grant DRFA Betterment Projects	-388,236	2,846,633	1,478,168	0				
4606-1185	NQRRRA				608,294				
4606-1301	Contribution-Rural Grids	0	0	0	0				
4606-2600	Depreciation-Road Infrastructure					2,497,451	2,695,629	2,695,629	2,695,629
4606-2605	Depreciation-Adjustment					0	0	0	0
4606-0003	Commonwealth Aid	2,338,945	5,944,718	4,950,676	3,258,522	2,497,451	2,695,629	2,695,629	2,695,629
4630-0003	State Roads Recoverable Works								
4634-1300	Hughenden Rd-Patches & Shoulder Works	314,590	376,000	376,000	0				
4634-2330	Hughenden Rd-Patches & Shoulder Works					231,848	376,000	376,000	0
4635-1300	Hughenden Rd-Betterment (117-122km)	2,567,121	0	2,602,120	0				
4635-2330	Hughenden Rd-Betterment (117-122km)					2,066,452	0	2,211,802	0
4636-1300	Richmond Rd-Pave and Seal	0	0	3,720,750	0				
4636-2330	Richmond Rd-Pave and Seal					573,185	0	3,162,638	0
4637-1300	Richmond Rd-Pave and Seal (Variation 1)	0	0	0	1,200,000				
4637-2330	Richmond Rd-Pave and Seal (Variation 1)					0	0	0	1,200,000
4630-0003	Main Roads Recoverable Works	2,881,711	376,000	6,698,870	1,200,000	2,871,485	376,000	5,750,440	1,200,000
4638-0003	Flood Damage								
4662-1100	Flood Damage 2019 Restoration-Preliminary	-152,673	275,837	108,159	0				
4663-1100	Flood Damage 2019 Restoration-South	2,795,803	1,785,392	3,808,692	0				
4664-1100	Flood Damage 2019 Restoration-North	3,258,624	4,672,179	3,679,095	0				
4666-1100	Flood Damage 2020 Restoration	3,222,940	2,300,000	3,222,940	6,067,660				
4667-1100	Flood Damage 2021 Emergent	0	0	120,000	0				
4668-1100	Flood Damage 2021 Restoration	0	0	0	1,113,420				
4638-0003	Flood Damage	9,124,693	9,033,408	10,938,886	7,181,080	0	0	0	0
4600-0002	RECOVERABLE WORKS	14,879,674	15,794,126	23,215,221	12,204,193	5,818,889	3,511,629	9,072,858	4,460,220
4700-0002	STORES & MATERIALS								
4700-2220	Suspense-Store Products					0	0	0	0
4700-0002	STORES & MATERIALS	0	0	0	0	0	0	0	0
4000-0001	ENGINEERING SERVICES	21,211,881	21,634,229	29,620,974	18,589,743	10,966,445	9,474,175	15,364,926	10,947,554
5000-0001	ENVIRONMENTAL SERVICES								
5000-0002	HERITAGE PROTECTION								
5000-2266	Combo Water Hole Site					0	0	0	0

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5000-2267	Old Cork Homestead Site					0	0	0	0
5000-2268	Willie Mar Site					11,153	12,000	12,000	12,000
5000-0002	HERITAGE PROTECTION	0	0	0	0	11,153	12,000	12,000	12,000
5100-0002	HEALTH & BUILDING								
5100-1500	Fees Health/Building Services	17,841	15,000	15,000	20,000				
5100-2220	EHO General Expenses					16,715	15,000	15,000	20,000
5100-2221	Building Inspection Fees					41,462	35,000	45,000	40,000
5100-2255	Mosquito & Other Vemim Control					0	5,000	5,000	5,000
5100-0002	HEALTH & BUILDING	17,841	15,000	15,000	20,000	58,176	55,000	65,000	65,000
5200-0002	ANIMAL CONTROL								
5200-1500	Fees Animal Control	5,532	5,600	5,600	5,600				
5200-1720	Animal Write-Off	0	-500	-500	-500				
5200-2000	Salaries Animal Control Officer					4,786	10,000	10,000	5,000
5200-2220	General Expenses Animal Control					1,813	5,000	5,000	2,500
5200-2600	Depreciation-Buildings					862	272	948	948
5200-0002	ANIMAL CONTROL	5,532	5,100	5,100	5,100	7,460	15,272	15,948	8,448
5300-0002	CEMETERIES								
5300-2220	General Expenses					28,831	30,000	30,000	31,000
5300-2221	Cemetery Monumental/ID project					1,551	6,000	6,000	6,000
5300-2330	Repairs and Maintenance					1,438	5,000	5,000	5,000
5300-2331	Maintenance Memorial					0	2,500	2,500	2,500
5300-2333	Maintenance Opalton					0	2,500	2,500	2,500
5300-2603	Depreciation-Land Use Improvements					4,050	4,392	4,392	4,392
5300-2604	Depreciation-Other Structures					3,886	3,091	4,275	4,275
5300-0002	CEMETERIES	0	0	0	0	39,757	53,483	54,667	55,667
5400-0002	EMERGENCY SERVICES								
5401-0003	State Emergency Service								
5401-1100	Grants State Emergency Services	15,123	15,000	15,000	15,100				
5401-2220	General Expenses					3,539	14,000	14,000	13,100
5401-2330	Repairs and Maintenance					1,897	1,000	1,000	2,000
5401-2600	Depreciation-Buildings					306	1,315	340	340
5401-2604	Depreciation-Other Structures					582	811	640	640
5401-0003	State Emergency Service	15,123	15,000	15,000	15,100	6,323	17,126	15,980	16,080
5402-0003	Fire Service Levy								

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5402-1600	FSL Commissions	3,503	3,560	3,560	3,500				
5402-0003	Fire Service Levy	3,503	3,560	3,560	3,500	0	0	0	0
5403-0003	Disaster Management								
5403-1100	Grant Get Ready Qld	4,586	6,780	6,780	6,780				
5403-1500	Fees Fire/Flood/Storm Emergencies	0	0	0	0				
5403-2220	Fire/Flood/Storm Emergencies					15,713	20,000	20,000	20,000
5403-2222	Get Ready Qld Expenditure					3,690	6,780	6,780	6,780
5403-2223	Disaster Management Coordinator					6,578	14,000	20,578	16,000
5403-0003	Disaster Management	4,586	6,780	6,780	6,780	25,980	40,780	47,358	42,780
5404-0003	Waste Oil Disposal								
5404-1500	Fees Waste Oil	0	0	0	0				
5404-2200	Expenses Waste Oil Disposal					0	2,000	2,000	2,000
5404-0003	Waste Oil Disposal	0	0	0	0	0	2,000	2,000	2,000
5405-0003	Fire Services								
5405-2220	Fire Services General Expenses					1,837	5,000	5,000	5,000
5405-0003	Fire Services	0	0	0	0	1,837	5,000	5,000	5,000
5400-0002	EMERGENCY SERVICES	23,212	25,340	25,340	25,380	34,141	64,906	70,338	65,860
5600-0002	RURAL SERVICES								
5600-0003	Rural Services								
5600-1100	Grant Biosecurity Officer	63,000	63,000	63,000	63,000				
5600-1110	Donation & Contributions	0	0	0	0				
5600-1200	Meat/Bait Sales	0	0	0	0				
5600-1500	Fees Middleton Water	0	0	0	0				
5600-2220	Biosecurity Officer					91,079	83,000	83,000	83,000
5600-2226	CWR Pest Management Group Contribution					11,055	16,100	16,100	0
5600-2630	Scalps & Pig Snouts					1,176	5,000	5,000	6,000
5600-2631	Wild Dog Destruction WSC labour					22,337	20,000	20,000	20,000
5600-2635	Wild Dog Baiting Contribution					213,977	260,000	260,000	260,000
5600-0003	Rural Services	63,000	63,000	63,000	63,000	339,624	384,100	384,100	369,000
5601-0003	Stock Routes								
5601-1500	Stock Routes Fees	0	1,500	1,500	1,500				
5601-1501	Stock Routes Fees-Council Share	0	1,500	1,500	1,500				
5601-1502	Stock Routes Fees-Water for Roads	0	0	0	0				
5601-1600	Recoverable Works Stock Routes Capital	103,786	100,000	140,000	100,000				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5601-2220	General Expenses Stock Routes					408,655	400,000	400,000	400,000
5601-2225	Recoverable Works Stock Routes Capital					108,849	100,000	140,000	100,000
5601-2285	Precept Stock Routes					15,559	15,560	15,560	14,100
5601-2286	Stock Routes Fees Payable					0	1,500	1,500	1,500
5601-2330	Repairs & Maintenance - Stock Routes Depot					4,044	5,000	5,000	10,000
5601-2336	Grading Stock Routes					17,608	15,000	17,607	20,000
5601-2350	Town Weed Management					0	0	0	10,000
5601-2604	Depreciation-Other Structures					1,616	902	1,776	1,776
5601-0003	Stock Routes	103,786	103,000	143,000	103,000	556,331	537,962	581,443	557,376
5602-0003	Saleyards								
5602-1500	Fees-Saleyards	254,938	220,000	220,000	250,000				
5602-2220	General Expenses-Saleyards					151,704	150,000	150,000	175,000
5602-2330	Saleyard - Repairs & Maintenance					56,632	20,000	65,000	40,000
5602-2600	Depreciation-Buildings					6,085	3,220	6,694	6,694
5602-2601	Depreciation-Furniture & Fittings					0	0	0	0
5602-2604	Depreciation-Other Structures					60,636	57,047	66,711	66,711
5602-0003	Saleyards	254,938	220,000	220,000	250,000	275,057	230,267	288,405	288,405
5600-0002	RURAL SERVICES	421,724	386,000	426,000	416,000	1,171,011	1,152,329	1,253,948	1,214,781
5800-0002	AREA PROMOTION								
5800-1101	Grant 2021 Great Australian Bites	17,500	0	17,500	0				
5800-1102	Grant Australia Day Branding Grant Program	1,000	0	1,000	0				
5800-1103	Grant Australia Day 2021 COVID Safe Grants	20,000	0	20,000	0				
5800-1200	Fees Merchandise Sales & Hire	252	0	198	300				
5800-1500	Fees Area Promotion	0	0	0	0				
5800-1501	Fees Dormitory Hire	2,854	0	3,000	3,000				
5800-2000	Economic Development Manager Salaries					57,473	100,000	80,000	130,000
5800-2001	Investment Prospectus					0	10,000	10,000	0
5800-2002	Western Town Film Set					56,933	0	50,000	20,000
5800-2604	Depreciation-Other Structures					12,484	3,390	13,735	13,735
5800-2652	Dinosaur Trails					0	6,000	6,000	6,000
5800-2653	Area Promotion Expenses					140,069	180,000	180,000	160,000
5800-2657	Shire Brochure/Booklet/Video					14,658	20,000	20,000	20,000
5800-2658	Tourism Officers Salaries					126,832	150,000	150,000	200,000
5800-2659	Public Celebrations					26,803	30,000	30,000	30,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5800-2660	Tourism Signs					38,686	20,000	50,000	50,000
5800-2661	Subscription OQTA					14,996	15,000	15,000	15,000
5800-2663	Great Australian Bites					27,500	10,000	27,500	20,000
5800-2664	Australia Day Branding Grant Program					1,106	0	1,000	0
5800-2665	Australia Day 2021 COVID Safe Grants					18,932	0	20,000	0
5800-2666	Sister City Expenses					457	10,000	10,000	10,000
5800-2667	Outback Highway Administration Support					25,125	26,000	26,000	26,000
5800-2671	Dormitory Expenses					1,601	3,000	3,000	3,000
5800-2672	Film Industry Support					0	5,000	5,000	5,000
5800-2673	150th Anniversary Celebration					0	10,000	10,000	10,000
5800-2674	Amazing Race					6,691	0	6,691	0
5800-2675	Grant Writing & Consulting					0	0	0	10,000
5800-0002	AREA PROMOTION	41,606	0	41,698	3,300	568,346	598,390	713,926	728,735
5900-0002	TOWN PLANNING								
5900-1500	Town Planning Fees	16,181	15,000	15,000	15,000				
5900-2220	General Expenses Town Planning					38,813	70,000	70,000	70,000
5900-0002	TOWN PLANNING	16,181	15,000	15,000	15,000	38,813	70,000	70,000	70,000
5950-0002	ECONOMIC DEVELOPMENT								
5950-0003	Economic Development								
5950-1109	Work for Queensland 19-21	0	108,000	108,000	0				
5950-1114	Drought Communities Program Extension 2	900,000	1,000,000	1,000,000	100,000				
5950-1115	Work for Queensland Funding COVID	520,000	1,040,000	1,040,000	520,000				
5950-1116	Local Roads & Com. Infrastructure Program 1	533,393	1,066,785	1,066,785	533,393				
5950-1117	FNQNCMT Keeping Connected	22,620	0	25,133	0				
5950-1118	FNQNCMT Promoting Winton's Recovery	107,392	0	119,324	0				
5950-1119	Flexible Financial Hardship & Events	148,260	0	148,260	0				
5950-1120	Old Mental Health Week	2,500	0	2,500	0				
5950-1121	Thriving Old Community Grant	20,499	0	20,499	0				
5950-1122	International Day of Women	8,500	0	8,500	0				
5950-1123	Shearing Workshop	1,000	0	1,000	0				
5950-1124	Psychs on Bikes	500	0	0	0				
5950-1125	4GX Satellite Small Cell Tower Contribution	70,000	0	0	0				
5950-1126	Local Roads & Com. Infrastructure Program 2	370,750	0	0	370,749				
5950-1127	Local Roads & Com. Infrastructure Program 3	0	0	0	1,066,785				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5950-1128	Work for Queensland 21-24	0	0	0	1,040,000				
5950-1140	AASB Standards Income Adjustment	0	0	0	0				
5950-2072	RAPAD					55,275	55,000	55,000	55,300
5950-2146	Airport Business Case					0	50,000	50,000	0
5950-2147	Commonwealth Disaster Recovery Fund					111	0	0	0
5950-2220	W4Q - Non Council Asset Expenditure					0	0	0	0
5950-2222	Refund of Unspent Grants					0	0	0	0
5950-2223	DCPExt-Drought Adverse Event Plan					0	0	0	0
5950-2224	Flexible Financial Hardship & Events					57,660	0	148,260	90,000
5950-2225	Old Mental Health Week					0	0	2,500	0
5950-2226	Thriving Old Community Grant					12,261	0	23,499	0
5950-2227	International Day of Women					5,646	0	8,500	0
5950-2228	Shearing Workshop					0	0	1,000	0
5950-2229	Psychs on Bikes					0	0	0	0
5950-2800	Work Program (WORK)					7,104	15,000	15,000	15,000
5950-2801	Men's Shed					3,284	6,000	6,000	6,000
5950-0003	Economic Development	2,705,414	3,214,785	3,540,001	3,630,927	141,340	126,000	309,759	166,300
5951-0003	Town Common								
5951-1500	Fees Town Common	37,800	35,000	54,000	45,000				
5951-2220	General Expenses Town Common					25,577	60,000	30,000	30,000
5951-2330	Repairs & Maintenance Town Common					39,130	0	40,000	40,000
5951-2331	Fencing Town Common								100,000
5951-0003	Town Common	37,800	35,000	54,000	45,000	64,707	60,000	70,000	170,000
5952-0003	Funeral Services								
5952-1500	Fees Funeral Services	25,459	60,000	60,000	60,000				
5952-2220	General Expenses Funeral Services					27,389	60,000	60,000	60,000
5952-0003	Funeral Services	25,459	60,000	60,000	60,000	27,389	60,000	60,000	60,000
5980-0003	WINTON LAGOON DEVELOPMENT								
5980-1100	Grants Winton Flood Levee	0	0	0	0				
5980-0003	WINTON LAGOON DEVELOPMENT	0	0	0	0	0	0	0	0
5990-0003	GEO THERMAL ENERGY PROJECT								
5990-1100	Grant Geothermal Project	400,000	500,000	400,000	100,000				
5990-0003	GEO THERMAL ENERGY PROJECT	400,000	500,000	400,000	100,000	0	0	0	0
5950-0002	ECONOMIC DEVELOPMENT	3,168,673	3,809,785	4,054,001	3,835,927	233,436	246,000	439,759	396,300

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
5000-0001	ENVIRONMENTAL SERVICES	3,694,768	4,256,225	4,582,139	4,320,707	2,162,293	2,267,380	2,695,586	2,616,791
6000-0001	COMMUNITY & CULTURAL								
6100-0002	HALLS								
6100-0003	Halls								
6100-1500	Fees Halls Hire	20,536	10,000	15,000	15,000				
6100-2220	General Expenses Halls					79,722	90,000	90,000	90,000
6100-2330	Repairs & Maintenance Halls					36,203	30,000	30,000	50,000
6100-2600	Depreciation-Buildings					124,555	101,438	137,037	137,037
6100-2601	Depreciation-Furniture & Fittings					187	204	204	204
6100-2604	Depreciation-Other Structures					4,185	5,895	4,603	4,603
6100-0003	Halls	20,536	10,000	15,000	15,000	244,853	227,537	261,844	281,844
6150-0003	Shire Office								
6150-2220	General Expenses Shire Office					35,764	60,000	50,000	60,000
6150-2330	Repairs and Maintenance Shire Office					333	10,000	10,000	35,000
6150-0003	Shire Office	0	0	0	0	36,097	70,000	60,000	95,000
6100-0002	HALLS	20,536	10,000	15,000	15,000	280,949	297,537	321,844	376,844
6200-0002	HOUSING								
6201-0003	Council Housing								
6201-1550	Rents Council Housing	21,162	20,000	20,000	20,000				
6201-2220	General Expenses Council Housing					43,992	48,000	48,000	60,000
6201-2330	Repairs & Maintenance Council Housing					32,505	50,000	50,000	55,000
6201-2600	Depreciation-Buildings					66,269	58,028	72,910	72,910
6201-2601	Depreciation-Furniture & Fittings					0	0	0	0
6201-0003	Council Housing	21,162	20,000	20,000	20,000	142,767	156,028	170,910	187,910
6203-0003	Neighbourhood Centre								
6203-1500	Fees Neighbourhood Centre	16,048	11,000	15,000	15,000				
6203-1550	Rents Neighbourhood Centre	57,200	57,200	57,200	57,200				
6203-2220	Operating Expenses Neighbourhood Centre					75,426	129,000	119,000	119,000
6203-2330	Repairs & Maintenance Neighbourhood Centre					28,283	25,000	25,000	25,000
6203-2600	Depreciation-Buildings					27,510	52,820	30,265	30,265
6203-0003	Neighbourhood Centre	73,248	68,200	72,200	72,200	131,219	206,820	174,265	174,265
6204-0003	Creative Arts								
6204-1550	Rents Creative Arts	0	0	0	0				
6204-2220	General Expenses Creative Arts					2,354	3,000	3,000	3,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
6204-2330	Repairs & Maintenance Creative Arts					254	5,000	5,000	5,000
6204-2600	Depreciation-Buildings					8,116	13,970	8,928	8,928
6204-0003	Creative Arts	0	0	0	0	10,724	21,970	16,928	16,928
6206-0003	Youth Housing								
6206-1550	Rents Youth Housing	15,310	15,000	15,000	15,000				
6206-2220	General Expenses Youth Housing					8,353	8,000	8,000	10,000
6206-2330	Repairs and Maintenance Youth Housing					8,673	8,000	8,000	10,000
6206-2600	Depreciation-Buildings					18,107	24,072	17,720	17,720
6206-0003	Youth Housing	15,310	15,000	15,000	15,000	33,133	40,072	33,720	37,720
6207-0003	Youth Centre								
6207-1550	Rents Youth Centre	0	0	0	0				
6207-2220	General Expenses					5,229	22,000	7,000	2,500
6207-2330	Repairs & Maintenance Youth Centre					638	5,000	5,000	0
6207-2600	Depreciation-Buildings					9,785	14,745	10,765	10,765
6207-2601	Depreciation-Furniture & Fittings					0	0	0	0
6207-0003	Youth Centre	0	0	0	0	15,653	41,745	22,765	13,265
6200-0002	HOUSING	109,720	103,200	107,200	107,200	333,496	466,635	418,588	430,088
6300-0002	LIBRARIES								
6300-1100	Grant Library	693	670	690	690				
6300-1101	Grant Others	6,511	1,500	6,500	6,500				
6300-1500	Fees Library	1,954	2,000	2,000	2,000				
6300-2000	Libraries Salaries					154,412	165,000	165,000	173,000
6300-2220	Libraries General Expenses					63,371	70,500	75,500	70,500
6300-2330	Libraries Repairs & Maintenance					3,277	20,000	20,000	20,000
6300-2600	Depreciation-Buildings					15,664	17,710	13,893	17,058
6300-2601	Depreciation-Furniture & Fittings					0	0	0	0
6300-0002	LIBRARIES	9,158	4,170	9,190	9,190	236,724	273,210	274,393	280,558
6460-0002	RADF Program								
6460-1100	Grant RADF	22,500	20,000	22,500	22,500				
6460-1110	RADF Funds Returned by Applicants	0	0	0	0				
6460-2220	RADF Projects Expenditure					19,705	38,500	38,500	51,310
6460-0002	RADF Program	22,500	20,000	22,500	22,500	19,705	38,500	38,500	51,310
6470-0002	CULTURAL PROGRAMS								
6470-1100	Grant Arts Old Play Local Program	14,948	0	14,948	0				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
6470-1500	Fees Cultural Programs	5,346	0	6,000	6,000				
6470-2222	Cultural Programs	0				11,662	22,500	22,500	22,500
6470-2223	Arts Old Play Local Program					14,954	0	14,948	0
6470-0002	CULTURAL PROGRAMS	20,294	0	20,948	6,000	26,616	22,500	37,448	22,500
6500-0002	PARKS, GARDENS, RESERVES								
6500-2000	Salaries Parks & Gardens					402,753	520,000	500,000	500,000
6500-2220	General Expenses Parks & Gardens					19,668	26,500	26,500	26,500
6500-2330	Repairs and Maintenance Parks & Gardens					41,721	50,000	50,000	70,000
6500-2331	Street Trees Avenues					4,546	100,000	100,000	0
	Gordon Kennedy					0	0	0	0
6500-2332	Beautification - Airport Entrance					0	0	0	40,000
	Beautification - Landscaping WINTON sign					0	0	0	20,000
	Beautification - Travellers Rest					0	0	0	20,000
	Beautification - Showgrounds Entrance					0	0	0	50,000
6500-2600	Depreciation-Buildings					13,741	10,828	15,117	15,117
6500-2603	Depreciation-Land Use Improvements					5,148	5,583	5,583	5,583
6500-2604	Depreciation-Other Structures					41,045	40,019	39,099	44,696
6500-0002	PARKS, GARDENS, RESERVES	0	0	0	0	528,622	752,930	736,299	791,896
6600-0002	SHOWGROUNDS								
6600-1500	Fees Showgrounds	13,423	10,000	12,000	12,000				
6600-1550	Rents Showgrounds	0	0	0	0				
6600-2000	Showgrounds Salaries					16,168	26,000	26,000	26,000
6600-2005	Showgrounds Caretaker					5,224	5,200	5,200	5,200
6600-2220	General Expenses Showgrounds					39,700	30,000	30,000	30,000
6600-2315	Residential Maintenance Showgrounds					12,644	5,000	13,000	15,000
6600-2330	Repairs & Maintenance Showgrounds					59,336	45,000	65,000	70,000
	Repairs to Middle Ablution Block					0	0	0	50,000
6600-2600	Depreciation-Buildings					99,887	90,164	109,897	109,897
6600-2601	Depreciation-Furniture & Fittings					0	0	0	0
6600-2603	Depreciation-Land Use Improvements					2,123	2,299	2,299	2,299
6600-2604	Depreciation-Other Structures					43,941	33,577	48,342	48,342
6600-0002	SHOWGROUNDS	13,423	10,000	12,000	12,000	279,022	237,240	299,738	356,738
6700-0002	SWIMMING POOL								
6700-2220	General Expenses Swimming Pool					120,622	120,000	120,000	120,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
6700-2222	Pool Lease					102,298	112,016	112,016	121,000
6700-2330	Repairs & Maintenance Swimming Pool					26,769	30,000	35,000	80,000
6700-2500	Interest on Loan Swimming Pool					43,631	57,070	57,070	47,971
6700-2600	Depreciation-Buildings					24,746	20,299	27,226	27,226
6700-2604	Depreciation-Other Structures					58,520	59,342	56,669	63,726
6700-0002	SWIMMING POOL	0	0	0	0	376,587	398,727	407,981	459,923
6800-0002	PENSIONER UNITS								
6801-0003	Couple Pensioner Units								
6801-1550	Rents Couple Pensioner Units	11,092	10,000	12,000	12,000				
6801-2220	General Expenses Couple Pensioner Units					3,672	5,000	5,000	5,000
6801-2330	Repairs & Maintenance Couple Pensioner Units					814	3,000	3,000	5,000
6801-2600	Depreciation-Buildings					11,023	3,326	12,126	12,126
6801-0003	Couple Pensioner Units	11,092	10,000	12,000	12,000	15,509	11,326	20,126	22,126
6802-0003	Pensioner Units - Pelican								
6802-1550	Rents Pelican Pensioner Units	9,981	10,000	12,000	10,000				
6802-1560	Electricity Pelican Pensioner Units	1,001	1,500	1,500	1,500				
6802-2220	General Expenses Pelican Pensioner Units					17,075	15,000	15,000	15,000
6802-2330	Repairs & Maintenance Pelican Pensioner Units					1,124	15,000	15,000	15,000
6802-2600	Depreciation-Buildings					21,140	24,907	23,257	23,257
6802-0003	Pensioner Units - Pelican	10,982	11,500	13,500	11,500	39,338	54,907	53,257	53,257
6803-0003	Pensioner Units - Diamantina Gardens								
6803-1550	Rents Diamantina Gardens Pensioner Units	79,827	85,000	85,000	85,000				
6803-1560	Electricity Diamantina Gardens Pensioner Units	8,101	9,000	9,000	9,000				
6803-2220	General Exp Diamantina Gardens Pens Units					133,669	145,000	145,000	145,000
6803-2330	R & M Diamantina Gardens Pensioner Units					44,366	40,000	40,000	70,000
6803-2600	Depreciation-Buildings					126,626	61,181	139,315	139,315
6803-0003	Pensioner Units - Diamantina Gardens	87,928	94,000	94,000	94,000	304,661	246,181	324,315	354,315
6800-0002	PENSIONER UNITS	110,003	115,500	119,500	117,500	359,509	312,414	397,698	429,698
6900-0002	RECREATION GROUNDS								
6900-1500	Fees Recreation Grounds	1,532	1,000	1,600	1,600				
6900-1550	Rents Recreation Grounds	482	1,250	1,250	0				
6900-2000	Salaries Recreation Grounds					56,196	46,000	60,000	60,000
6900-2220	General Expenses Recreation Grounds					24,024	30,000	30,000	30,000
6900-2330	Repairs & Maintenance Recreation Grounds					29,369	20,000	20,000	30,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
6900-2600	Depreciation-Buildings					46,981	23,183	51,689	51,689
6900-2603	Depreciation-Land Use Improvements					0	0	0	0
6900-2604	Depreciation-Other Structures					27,983	32,187	30,786	30,786
6900-0002	RECREATION GROUNDS	2,014	2,250	2,850	1,600	184,554	151,370	192,475	202,475
6901-0002	TENNIS COURTS								
6901-2330	Repairs & Maintenance Tennis Courts Vindex St					3	2,000	2,000	2,000
6901-0002	TENNIS COURTS	0	0	0	0	3	2,000	2,000	2,000
6902-0002	CORFIELD & FITZMAURICE BUILDING								
6902-1550	Rent Corfield & Fitzmaurice	1,364	1,300	1,300	1,300				
6902-2220	Corfield & Fitzmaurice General Expenses					2,761	5,000	5,000	5,000
6902-2330	Corfield & Fitzmaurice Repairs & Maintenance					2,914	5,000	5,000	20,000
6902-2600	Depreciation-Buildings					21,358	24,264	23,498	23,498
6902-0002	CORFIELD & FITZMAURICE BUILDING	1,364	1,300	1,300	1,300	27,033	34,264	33,498	48,498
6903-0002	FILM FACILITY								
6903-2220	Film Facility General Expenses					3,153	6,000	6,000	6,000
6903-2330	Film Facility Repairs & Maintenance					0	5,000	5,000	5,000
6903-2600	Depreciation-Buildings					5,453	5,905	5,905	5,905
6903-0002	FILM FACILITY	0	0	0	0	8,606	16,905	16,905	16,905
6904-0002	SQUASH COURTS								
6904-2220	Squash Courts General Expenses					649	1,500	1,500	1,500
6904-2330	Squash Courts Repairs & Maintenance					598	2,000	2,000	2,000
6904-2600	Depreciation-Buildings					8,690	0	9,559	9,559
6904-0002	SQUASH COURTS	0	0	0	0	9,937	3,500	13,059	13,059
6910-0002	PUBLIC CONVENIENCES								
6910-2000	Salaries Public Conveniences					68,797	75,000	75,000	75,000
6910-2220	General Expenses Public Conveniences					3,265	5,000	5,000	5,000
6910-2330	Repairs & Maintenance Public Conveniences					15,649	15,000	15,000	30,000
6910-2600	Depreciation-Buildings					3,005	1,881	3,305	3,305
6910-0002	PUBLIC CONVENIENCES	0	0	0	0	90,716	96,881	98,305	113,305
6000-0001	COMMUNITY & CULTURAL	309,010	266,420	310,488	292,290	2,762,079	3,104,613	3,288,731	3,595,797
7000-0001	UTILITIES								
7100-0002	GARBAGE								
7100-1000	Rates and Charges	260,193	260,833	260,192	266,698				
7100-1003	Interest on Rates	1,543	1,600	1,600	1,600				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
7100-1235	Discount on Rates	-36,314	-35,517	-36,400	-37,222				
7100-1500	Fees	0	1,000	1,000	0				
7100-2220	General Expenses					101,748	110,000	110,000	110,000
7100-2230	Tip Expenses					167,590	190,000	190,000	190,000
7100-2600	Depreciation-Buildings					212	141	231	231
7100-2603	Depreciation-Land Use Improvements					0	0	0	0
7100-2604	Depreciation-Other Structures					6,239	8,807	6,864	6,864
7100-0002	GARBAGE	225,422	227,916	226,392	231,076	275,789	308,948	307,095	307,095
7200-0002	RURAL ELECTRICITY								
7200-1003	Interest Received via Rates	0	0	0	0				
7200-2500	QTC Loan Interest Paid					195	270	270	0
7200-0002	RURAL ELECTRICITY	0	0	0	0	195	270	270	0
7300-0002	SEWERAGE								
7300-1000	Rates and Charges	475,296	476,800	475,295	487,179				
7300-1003	Interest on Rates	6,439	5,500	6,200	6,500				
7300-1235	Discount on Rates	-64,185	-62,412	-64,788	-65,790				
7300-1500	Fees	1,334	750	750	1,000				
7300-2220	Operating Expenses					57,614	70,000	70,000	70,000
7300-2315	Sewerage Connections					1,345	5,000	5,000	5,000
7300-2330	Repairs & Maintenance					181,286	160,000	160,000	210,000
7300-2600	Depreciation-Buildings					242	181	266	266
7300-2606	Depreciation-Sewerage					76,064	84,859	83,684	83,684
7300-0002	SEWERAGE	418,884	420,638	417,457	428,889	316,550	320,040	318,950	368,950
7400-0002	WATER								
7400-1000	Rates and Charges	823,490	826,123	827,160	844,077				
7400-1003	Interest on Rates	7,753	7,000	7,700	8,000				
7400-1100	Water & Sewerage Automation Grant	0	217,140	217,140	0				
7400-1235	Discount on Rates	-113,776	-112,641	-113,870	-116,621				
7400-1450	Excess Charges	22,850	18,928	22,850	22,850				
7400-1500	Fees	7,803	15,000	15,000	10,000				
7400-2220	Operating Expenses					178,732	182,500	182,500	182,500
7400-2222	Microbiological Risk Assessment					57,653	60,000	60,000	60,000
7400-2270	Water Asset Condition Assessment					0	0	0	75,000
7400-2276	Maintenance Water Meters					13,078	10,000	15,000	15,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
7400-2315	Water Connections					1,135	5,000	5,000	5,000
7400-2330	Repairs & Maintenance General					73,919	180,000	180,000	200,000
7400-2331	Repairs & Maintenance Water Tower					607	45,000	45,000	45,000
7400-2332	Repairs & Maintenance Depot					2,607	2,500	2,500	5,000
7400-2600	Depreciation-Buildings					108,172	115,179	119,011	119,011
7400-2604	Depreciation-Other Structures					3,582	2,340	3,939	3,939
7400-2607	Depreciation-Water					8,393	5,204	9,233	9,233
7400-0002	WATER	748,118	971,550	975,980	768,306	447,877	607,723	622,183	719,683
7500-0002	GEO THERMAL PLANT								
7500-1246	Sales Revenue	0	22,142	0	0				
7500-2220	Operating Expenses					28,281	95,500	45,000	20,000
7500-2330	Repairs & Maintenance					161	17,500	5,000	0
7500-2604	Depreciation-Other Structures					0	46,751	0	0
7500-0002	GEO THERMAL PLANT	0	22,142	0	0	28,442	159,751	50,000	20,000
7000-0001	UTILITIES	1,392,424	1,642,246	1,619,829	1,428,271	1,068,855	1,396,732	1,298,498	1,415,728
7600-0001	LARK QUARRY								
7620-0002	LARK QUARRY - BUSINESS								
7620-2220	General Expenses					1,886	4,000	4,000	4,000
7620-2330	Repairs and Maintenance					0	4,000	4,000	5,000
7620-0002	LARK QUARRY - BUSINESS	0	0	0	0	1,886	8,000	8,000	9,000
7630-0002	LARK QUARRY - MAINTENANCE								
7630-2315	House Maintenance					0	3,500	3,500	3,500
7630-2330	Repairs and Maintenance					0	15,000	15,000	15,000
7630-2600	Depreciation-Buildings					80,583	46,654	88,657	88,657
7630-2604	Depreciation-Other Structures					27,351	14,750	30,091	30,091
7630-0002	LARK QUARRY - MAINTENANCE	0	0	0	0	107,934	79,904	137,248	137,248
7600-0001	LARK QUARRY	0	0	0	0	109,820	87,904	145,248	146,248
7800-0002	WALTZING MATILDA CENTRE								
7800-1100	Grant Old Tourism Icons	34,609	0	125,000	0				
7800-1200	Ticket Sales	772,557	440,000	660,000	800,000				
7800-1201	Merchandise Sales	196,600	160,000	240,000	200,000				
7800-1204	Fossicking Licences	1,631	2,300	2,300	2,000				
7800-1206	Miscellaneous Revenue	1,849	3,500	3,500	2,000				
7800-1208	Merchandise on Consignment GST Rec	0	100	100	0				

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
7800-1209	Merchandise on Consignment GST Free	0	500	500	0				
7800-1210	Café	394	2,400	2,400	7,800				
7800-1211	Raffles/Functions/Nomination Fees	0	0	0	0				
7800-1212	Donations & Sponsorships	573	5,000	5,000	1,000				
7800-2000	Salaries					351,123	381,250	420,000	420,000
7800-2220	Operating Expenses					189,217	237,750	200,000	200,000
7800-2221	Merchandise Purchases					84,978	100,000	100,000	100,000
7800-2222	Ticket Sales					127,571	90,000	120,000	90,000
7800-2223	Fossicking Licences					1,414	2,300	2,300	2,000
7800-2224	Artworks Acquisitions					0	5,000	5,000	0
7800-2228	Marketing					1,314	5,000	5,000	5,000
7800-2229	Café Expenses					9,685	500	5,000	10,000
7800-2330	Repairs and Maintenance					27,170	17,250	30,000	50,000
7800-2331	Defect Repairs					72,284	85,272	85,272	0
7800-2600	Depreciation-Buildings					408,590	245,146	449,535	449,535
7800-2601	Depreciation-Furniture & Fittings					36,279	648,880	39,914	39,914
7800-2603	Depreciation-Land Use Improvements					0	0	0	0
7800-2604	Depreciation-Other Structures					10,536	9,657	11,592	11,592
7800-0002	WALTZING MATILDA CENTRE	1,008,213	613,800	1,038,800	1,012,800	1,320,163	1,828,005	1,473,613	1,378,041
7805-0002	OUTBACK REGIONAL GALLERY								
7805-1100	Grants	0	25,000	25,000	0				
7805-1206	Miscellaneous Revenue	1,987	8,000	0	2,000				
7805-1208	Artwork Sales	7,010	500	500	5,000				
7805-1211	Gallery Raffles/Functions/Nomination Fees	4,951	0	8,000	5,000				
7805-1212	Sponsorships	455	5,000	5,000	1,000				
7805-1213	Donation	110	5,000	5,000	1,000				
7805-1500	Exhibition Hire Fees	182	500	500	500				
7805-2000	Art Gallery Salaries					87,745	108,750	108,750	108,750
7805-2220	Art Gallery Operating Expenses					37,964	95,000	95,000	60,000
7805-2224	Artwork Acquisition					0	5,000	5,000	5,000
7805-2225	Art Gallery Programming Expenses					2,659	5,000	5,000	10,000
7805-2226	Art Gallery Exhibitions					2,010	30,000	30,000	50,000
7805-2228	Art Gallery Marketing					6,621	5,000	5,000	5,000
7805-2330	Art Gallery Repairs & Maintenance					95	2,250	2,250	10,000

		REVENUE				EXPENDITURE			
		Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22	Actuals as at 31 May 2021	Original Budget 20-21	Amended Budget 20-21	Proposed Budget 21-22
7800-0002	OUTBACK REGIONAL GALLERY	14,695	44,000	44,000	14,500	137,094	251,000	251,000	248,750
7820-0002	WAY OUT WEST FEST								
7820-1100	Way Out West Fest	647,936	1,000,000	1,358,181	1,200,000				
7820-2220	Way Out West Fest					1,236,877	1,000,000	1,523,744	1,500,000
7820-0002	WAY OUT WEST FEST	647,936	1,000,000	1,358,181	1,200,000	1,236,877	1,000,000	1,523,744	1,500,000
closed lines		17,730	90,688	17,730	0	803,798	1,174,744	858,574	0
TOTAL REVENUE & EXPENDITURE		34,710,824	36,290,237	45,342,326	33,678,783	26,211,361	27,651,713	34,141,873	29,155,852

Actual surplus as at 31 May 2021
 Original budget 2020-21 surplus
 Amended budget 2020-21 surplus
 Proposed budget 2021-22 surplus

8,499,463
 8,638,524
 11,200,453
 4,522,931

\$50,000 added to budget
 by Council resolution prior
 to February 2021 rebudget
 (Film Sets)

Winton Shire Council Proposed Budget Overview 2021-22

Reserves	as at 1 July 2021	Transfer To	Transfer From	as at 30 June 2022
Aged Care Development	1,000,000	0	0	1,000,000
Buildings - Commercial	200,000	0	0	200,000
Buildings - Residential	200,000	0	0	200,000
Bladensburg Dam Development	100,000	0	0	100,000
Intergrated Financial System	200,000	0	0	200,000
Lagoon Development	500,000	0	0	500,000
Machinery & Plant Renewal	850,000	0	500,000	350,000
Pest & Animal Control	100,000	0	0	100,000
Saleyards	400,000	0	0	400,000
Sewerage Infrastructure	350,000	0	0	350,000
Shire Hall & Office Complex	250,000	0	0	250,000
Shire Roads	1,500,000	0	0	1,500,000
Showgrounds	150,000	0	0	150,000
Stockroute Development/Facilities	100,000	0	0	100,000
Street Scape Development	200,000	0	0	200,000
Water Infrastructure	500,000	0	0	500,000
Works - General	1,500,000	0	0	1,500,000
	<u>8,100,000</u>	<u>0</u>	<u>500,000</u>	<u>7,600,000</u>

Winton Shire Council Proposed Budget Overview 2021-22

Operating Revenue	33,678,783	
Operating Expenditure	<u>29,155,852</u>	
Operating Surplus		\$ 4,522,931
Add - Depreciation		\$ 5,690,692
Add - Prepayments Made in the Previous Financial Year/s		
Financial Assistance Grant 20-21		\$ 2,780,845
Move It NQ Winton Program	12,000	
Mental Health Funding	37,500	
School Transport Infrastructure Program	75,725	
Flexible Financial Hardship	90,000	
RADF	<u>26,310</u>	
TOTAL Grants to be Carried Forward		\$ 241,535
Add - Unexpended Capital Projects Carried Forward to 2021/2022		\$ 4,626,428
Add - Unexpended Operational Expenses Carried Forward to 2021/2022		
Airport Business Case	50,000	
Condition Assessment	50,000	
Engineering Salaries	50,000	
Art Gallery Operating Costs	50,000	
Footpath (Link to Showgrounds)	55,000	
Community Services Salaries	60,000	
Microbiological Assessment	60,000	
Administration Salaries	80,000	
Various Repairs and Maintenance Items	81,000	
Street Trees Avenues	95,000	
Grid Cleaning Expenditure	121,000	
Shire Road Maintenance	160,000	
Various Other Identified Items	<u>445,500</u>	
TOTAL Unexpended Operational Expenses Carried Forward to 2021/2022		\$ 1,357,500
Add - Proceeds from Sale of Houses		\$ 160,000
Add - Proceeds from Sale of two Allotments at Hospital Estate		\$ 70,000
Add - Transfer from Reserves		
Plant - Grader		\$ 290,000
Plant - Two Camps & Two Generators		<u>\$ 210,000</u>
		<u>19,949,931</u>
Capital Works		
Engineering Projects		\$ 11,858,317
Water and Sewerage		\$ 465,000
Development Projects		\$ 2,451,994
Community and Cultural Projects		\$ 2,945,542
Administration and Finance Projects		\$ 335,232
Plant Purchases		\$ 1,501,708
Building Works		<u>\$ 343,000</u>
		<u>\$ 19,900,793</u>
Surplus Available		<u>\$ 49,138</u>

5 DATE OF NEXT MEETING

Ordinary Meeting 15 July 2021