



Mareeba  
SHIRE COUNCIL

**Budget 2023/2024**

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## Mayor's Budget Statement

I am proud to present this fourth budget as Mayor of Mareeba Shire Council for 2023/24.



As a Council, financial sustainability remains one of our cornerstones with the decisions we make today having a direct impact on the financial sustainability of the Shire in the future. We are also cognisant of the financial pressures that ratepayers face and our decision making is always tempered by this fact. Council will continue to work tirelessly to offset the growing financial pressures that are impacting all members of the community.

This year's budget is based on Council's long-term financial plan, which we have revised in reflection of the current economic climate. With the general inflation rate peaking at 7.8% this year, Council is not immune to the impacts also felt by the community. Council has undertaken a careful review of its expenditure to limit rate increases and I am happy to say we have managed to hold the general rate increase to 3.98% for the 2023/24 financial year. This increase will ensure services are maintained and the community's assets are kept at an acceptable standard.

Council remains committed in maintaining essential services while delivering a significant capital works program totalling \$22.8 million. This works program is focused on renewal of existing assets, with the main elements of this program including \$7.67 million spend on transport infrastructure, \$5.69 million investment on wastewater infrastructure and \$2.63 million spend on water infrastructure. Enhancements to the Shire's community facilities and active recreation assets are also included in this year's budget with a combined budget of \$4.5 million. This recognises the importance of improving liveability for residents while pursuing responsible asset management practices. The revitalised Bicentennial Lakes project in Mareeba will reap significant benefits for Mareeba Shire residents and visitors alike.

Council continues to work towards the commitments in the 10-Year Water Strategy, with major projects planned for 2023/24 including \$1.6 million allocation for the replacement of ageing water pipes across the Shire which are reaching the end of their useful life. This work is critical in preventing large scale interruptions to the water supply network.

Ongoing renewal works in the wastewater network are planned, including the renewal of the Atherton Street Pump Station, and Council is actively seeking grant funding to bring the \$2.55 million project to fruition.

The Mareeba Shire relies on the State and Federal governments for grant funding, and we acknowledge the funding that has been received in recent years.

I would like to pass on my sincere thanks to each of my fellow councillors, the CEO and staff for developing a responsible and sustainable budget which contributes to our vision of 'a growing, confident and sustainable Shire'.

**Angela Toppin AM**  
**Mayor – Mareeba Shire Council**

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# BUDGETED FINANCIAL STATEMENTS



Image: Tourism Tropical North Queensland

## Statement of Income and Expenditure

For the year ended 30 June 2024

		Budget 2023/24 \$ '000	Budget* 2024/25 \$ '000	Budget* 2025/26 \$ '000
	Note			
<b>Income</b>				
Rates and charges		40,676	41,667	42,708
Less discounts and pensioner remissions		(2,085)	(2,297)	(2,377)
Net rates and utility charges	1	38,591	39,370	40,331
Fees and charges		2,128	2,182	2,236
Operating grants and subsidies	2	8,233	8,398	8,566
Operating contributions	2	52	53	55
Interest revenue		787	610	540
Works for third parties		1,607	1,647	1,688
Other revenue		1,199	1,229	1,260
<b>Total Operating Revenue</b>		<b>52,597</b>	<b>53,489</b>	<b>54,676</b>
<b>Expenditure</b>				
Employee expenses		18,501	18,958	19,431
Materials and services		17,496	17,780	18,224
Depreciation expenses	3	11,314	11,405	11,628
Finance and borrowing costs	4	248	239	231
<b>Total Operating Expenses</b>		<b>47,559</b>	<b>48,381</b>	<b>49,515</b>
<b>Operating Surplus/(Deficit)</b>		<b>5,038</b>	<b>5,108</b>	<b>5,161</b>
<b>Capital Income</b>				
Contributions from developers		-	-	-
Capital grants and subsidies	2	6,575	2,440	2,440
Profit/(Loss) on sale of asset		-	-	-
		6,575	2,440	2,440
<b>Net Result</b>		<b>11,613</b>	<b>7,548</b>	<b>7,601</b>

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*



## Statement of Financial Position

at 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Current Assets</b>			
Cash assets	78,879	69,141	68,054
Receivables	7,163	7,306	7,452
Inventories	2,249	2,249	2,249
	<u>88,291</u>	<u>78,696</u>	<u>77,755</u>
<b>Non-Current Assets</b>			
Receivables	19	14	9
Property, plant and equipment	626,524	643,470	651,828
Capital works in progress	20,000	20,000	20,000
	<u>646,543</u>	<u>663,484</u>	<u>671,837</u>
<b>TOTAL ASSETS</b>	<u>734,834</u>	<u>742,180</u>	<u>749,592</u>
<b>Current Liabilities</b>			
Payables	6,671	6,838	7,009
Interest bearing liabilities	403	414	425
Provisions	2,805	2,867	2,930
	<u>9,880</u>	<u>10,119</u>	<u>10,364</u>
<b>Non-Current Liabilities</b>			
Interest bearing liabilities	6,105	5,659	5,220
Payables	2,629	2,695	2,762
Provisions	3,501	3,439	3,376
	<u>12,234</u>	<u>11,792</u>	<u>11,358</u>
<b>TOTAL LIABILITIES</b>	<u>22,114</u>	<u>21,911</u>	<u>21,722</u>
<b>NET COMMUNITY ASSETS</b>	<u><b>712,720</b></u>	<u><b>720,268</b></u>	<u><b>727,870</b></u>
<b>Community Equity</b>			
Retained surplus	712,720	720,268	727,870
<b>TOTAL COMMUNITY EQUITY</b>	<u><b>712,720</b></u>	<u><b>720,268</b></u>	<u><b>727,870</b></u>

## Statement of Cash Flows

For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Cash flows from operating activities</b>			
Receipts from customers	43,525	44,428	45,516
Payments to suppliers and employees	(35,997)	(37,947)	(37,932)
Non capital grants and contributions	8,285	8,451	8,620
Interest received	787	610	540
Borrowing costs	(166)	(155)	(145)
<b>Net cash inflow from operating activities</b>	<b>16,434</b>	<b>15,387</b>	<b>16,600</b>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment	(22,802)	(27,079)	(19,655)
Subsidies and contributions for new capital	6,575	2,440	2,440
Proceeds from sale of property, plant and equipment	-	-	-
<b>Net cash (outflow) from investing activities</b>	<b>(16,227)</b>	<b>(24,639)</b>	<b>(17,215)</b>
<b>Cash flows from financing activities</b>			
Proceeds from borrowings	-	-	-
Repayment of borrowings	(392)	(464)	(472)
Repayment of finance leases	(33)	(22)	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>(425)</b>	<b>(486)</b>	<b>(472)</b>
<b>Net increase in cash held</b>	<b>(218)</b>	<b>(9,738)</b>	<b>(1,087)</b>
Cash at beginning of reporting period	79,097	78,879	69,141
<b>Cash at end of reporting period</b>	<b>78,879</b>	<b>69,141</b>	<b>68,054</b>



## Statement of Changes in Equity

For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
Balance at beginning of period	701,107	712,720	720,269
Net result for the period	11,613	7,548	7,602
Balance at end of period	<u>712,720</u>	<u>720,268</u>	<u>727,870</u>

## Notes to The Financial Statements for The Year Ended 30 June 2024

### For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>1 Rates and Utility Charges</b>			
<b>Operating income</b>			
General rates	21,652	22,193	22,748
Waste	4,560	4,674	4,791
Sewerage	6,070	6,222	6,377
Water	8,064	8,266	8,472
Special rates and charges	330	313	320
Total rates and utility charge revenue	40,676	41,667	42,708
Less: Discounts	(1,685)	(1,674)	(1,924)
Less: Pensioner remissions	(400)	(400)	(404)
Net rates and utility charges	38,591	39,593	40,380

### Percentage Change in Rates, levies and charges

General Rates	4.05%	2.50%	2.50%
Waste	4.37%	2.50%	2.50%
Sewerage	2.69%	2.50%	2.50%
Water	0.70%	2.50%	2.50%
Special rates and charges	-4.62%	-5.21%	2.23%
	3.13%	2.44%	2.50%

## 2 Grants, subsidies, contributions and donations

(i) Recurrent - government grants and subsidies, and other contributions are analysed as follows.

General purpose grants	8,000	8,160	8,323
Government subsidies and grants	233	238	242
Contributions (incl tourist Levies)	52	53	55
Total recurrent revenue	8,285	8,451	8,620

(ii) Capital - government grants and subsidies, other contributions and donations are analysed as follows.

Government subsidies and grants	6,575	2,440	2,440
Developer Contributions	-	-	-
Total capital revenue	6,575	2,440	2,440

## 3 Depreciation of non-current assets

Buildings	1,155	1,170	1,193
Plant and equipment	289	288	292
Road, drainage and bridge network	5,908	5,924	6,042
Water	1,424	1,452	1,482
Sewerage	1,649	1,682	1,716
Waste	180	180	180
Other assets	709	709	723
	11,314	11,405	11,628

## 4 Finance and Borrowing costs

Finance costs	166	155	145
Bank charges	75	77	79
Other	7	7	7
	248	239	231

## Statement of Appropriations

For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
Retained surplus (deficiency) from prior years	-	-	-
Net result for the period from the Income Statement	11,613	7,548	7,601
	11,613	7,548	7,601
<b>Transfers (to) from capital account:</b>			
(Profit) loss on sale of capital assets	-	-	-
General revenue used for capital purposes	(426)	(486)	(472)
Net capital account transfers	(426)	(486)	(472)
Transfer from (to) the constrained works reserve	-	-	-
Transfer from (to) Capital Grants, Subsidies and Contributions	(6,575)	(2,440)	(2,440)
<b>Retained surplus available for transfer to reserves</b>	4,612	4,622	4,689
Transfers (to) from reserves for future funding purposes:			
Benefited Area reserves	(18)	(46)	(47)
Water reserve	(2,360)	(2,372)	(2,418)
Sewerage reserve	(1,909)	(1,911)	(1,921)
Waste reserve	(53)	(58)	(63)
Sustainability reserve	(5)	(5)	(5)
Insurance reserve	(100)	(100)	(100)
General reserve	197	237	238
Replenishment reserve	(363)	(363)	(363)
<b>Retained surplus (deficiency) available for general funding</b>	<b>1</b>	<b>4</b>	<b>9</b>



## Capital Funding Statement

For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Sources of capital funding</b>			
General revenue used for capital purposes	426	486	472
Excess capital revenue transferred from capital to retained surplus			
Other capital revenue sources:			
External Loan monies expended	-	-	-
Internal Loan monies expended	-	-	-
Funded depreciation and amortisation	10,926	16,159	12,445
Proceeds from the sale of capital assets	385	240	241
Transfers from capital reserve	3,545	7,340	3,628
Donated and contributed physical assets	-	-	-
Constrained grants, subsidies and contributions	6,575	2,440	2,440
Constrained public contributions reserve	1,370	900	901
	<u>23,227</u>	<u>27,565</u>	<u>20,127</u>
<b>Application of capital funding</b>			
Non current capital assets	22,802	27,079	19,655
Principal loan redemptions :			
Queensland Treasury Corporation	392	464	472
Lease Repayment	33	22	
	<u>23,227</u>	<u>27,565</u>	<u>20,127</u>

## Statements by Fund – General

### Income Statement by Fund For the year ended 30 June 2024

	GENERAL		
	Budget 2024/25 \$ '000	Budget* 2025/26 \$ '000	Budget* 2025/26 \$ '000
<b>Revenue</b>			
Rates and utility charges	21,858	22,379	22,938
Less discounts and pensioner remissions	(2,085)	(2,297)	(2,377)
Net rates and utility charges	19,773	20,082	20,561
Fees and charges	1,284	1,316	1,349
Operating grants and subsidies	8,233	8,398	8,566
Operating contributions	-	-	-
Interest revenue	468	400	400
Works for third parties	1,607	1,647	1,688
Other revenue	985	1,010	1,035
<b>Total Operating Revenue</b>	<b>32,350</b>	<b>32,853</b>	<b>33,599</b>
<b>Expenditure</b>			
Employee expenses	16,485	16,891	17,313
Materials and services	7,250	7,278	7,459
Depreciation expenses	8,003	8,058	8,219
Finance and borrowing costs	142	140	139
<b>Total Operating Expenses</b>	<b>31,880</b>	<b>32,367</b>	<b>33,131</b>
<b>Operating Surplus/(Deficit)</b>	<b>470</b>	<b>486</b>	<b>468</b>
<b>Capital Income</b>			
Contributions from developers	-	-	-
Capital grants and subsidies	4,314	2,440	2,440
Profit/(Loss) on sale of asset	-	-	-
Interest on constrained works	-	-	-
	4,314	2,440	2,440
<b>Net Result</b>	<b>4,784</b>	<b>2,926</b>	<b>2,908</b>

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*

## Statement of Appropriations by Fund For the year ended 30 June 2024

Retained surplus (deficiency) from prior years  
Net result for the period from the Income Statement

### Transfers (to) from capital account:

(Profit) loss on sale of capital assets  
General revenue used for capital purposes  
Net capital account transfers

Transfer from (to) the constrained works reserve  
Transfer from (to) capital grants, subsidies & contributions

### Retained surplus available for transfer to reserves

Transfers (to) from Insurance reserve:  
Transfers (to) from Sustainability reserve:  
Transfers (to) from reserves for operational expenditure  
Transfers (to) from replenishment reserve

### Retained surplus (deficiency) available for general funding

GENERAL		
Budget 2024/25 \$ '000	Budget 2025/26 \$ '000	Budget 2026/27 \$ '000
-	-	-
4,784	2,926	2,908
4,784	2,926	2,908
-	-	-
(198)	(251)	(229)
(198)	(251)	(229)
-	-	-
(4,314)	(2,440)	(2,440)
272	235	239
(100)	(100)	(100)
(5)	(5)	(5)
197	237	238
(363)	(363)	(363)
1	4	9

## Capital Funding Statement by Fund For the year ended 30 June 2024

### Sources of capital funding

General revenue used for capital purposes  
Other capital revenue sources:  
    External Loan monies expended  
    Funded depreciation and amortisation  
    Proceeds from the sale of capital assets  
    Transfers from capital reserve  
    Constrained grants, subsidies and contributions  
    Constrained public contributions reserve

### Application of capital funding

Non current capital assets  
Principal loan redemptions :  
    Queensland Treasury Corporation  
    Lease repayment

Budget 2024/25 \$ '000	Budget 2025/26 \$ '000	Budget 2026/27 \$ '000
198	251	229
-	-	-
6,979	8,819	8,817
385	240	241
1,590	-	-
4,314	2,440	2,440
1,105	900	901
14,571	12,650	12,628
14,374	12,399	12,399
164	229	229
33	22	-
14,571	12,650	12,628

## Statements by Fund – Waste

### Income Statement by Fund For the year ended 30 June 2024

	WASTE		
	Budget 2023/24 \$ '000	Budget* 2024/25 \$ '000	Budget* 2025/26 \$ '000
<b>Revenue</b>			
Rates and utility charges	4,560	4,674	4,791
Less discounts and pensioner remissions	-	-	-
Net rates and utility charges	4,560	4,674	4,791
Fees and charges	729	747	766
Operating grants and subsidies	-	-	-
Operating contributions	52	53	55
Interest revenue	42	42	42
Works for third parties	-	-	-
Other revenue	189	194	199
<b>Total Operating Revenue</b>	<b>5,572</b>	<b>5,710</b>	<b>5,852</b>
<b>Expenditure</b>			
Employee expenses	222	228	233
Materials and services	5,117	5,245	5,376
Depreciation expenses	180	180	180
Finance and borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>5,519</b>	<b>5,652</b>	<b>5,789</b>
<b>Operating Surplus/(Deficit)</b>	<b>53</b>	<b>58</b>	<b>63</b>
<b>Capital Income</b>			
Contributions from developers	-	-	-
Capital grants and subsidies	-	-	-
Profit/(Loss) on sale of asset	-	-	-
Interest on constrained works	-	-	-
<b>Net Result</b>	<b>53</b>	<b>58</b>	<b>63</b>

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*



## Statement of Appropriations by Fund

### For the year ended 30 June 2024

	WASTE		
	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
Retained surplus (deficiency) from prior years	-	-	-
Net result for the period from the Income Statement	53	58	63
	53	58	63
<b>Transfers (to) from capital account:</b>			
General revenue used for capital purposes	-	-	-
Transfer from (to) the constrained works reserve	-	-	-
Transfer from (to) capital grants, subsidies and contributions	-	-	-
<b>Retained surplus available for transfer to reserves</b>	53	58	63
Transfers (to) from reserves for future funding purposes:	(53)	(58)	(63)
<b>Retained surplus (deficiency) available for general funding</b>	-	-	-

## Capital Funding Statement by Fund

### For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Sources of capital funding</b>			
General revenue used for capital purposes	-		
Other capital revenue sources:			
External Loan monies expended	-	-	-
Funded depreciation and amortisation	110	-	-
Proceeds from the sale of capital assets	-	-	-
Transfers from capital reserve	-	-	-
Constrained grants, subsidies and contributions	-	-	-
Constrained public contributions reserve	-	-	-
	110	-	-
<b>Application of capital funding</b>			
Non current capital assets	110	-	-
Principal loan redemptions :			
Queensland Treasury Corporation	-	-	-
	110	-	-

## Statements by Fund – Wastewater

### Income Statement by Fund For the year ended 30 June 2024

	WASTEWATER		
	Budget 2023/24 \$ '000	Budget* 2024/25 \$ '000	Budget* 2025/26 \$ '000
<b>Revenue</b>			
Rates and utility charges	6,070	6,222	6,377
Less discounts and pensioner remissions	-	-	-
Net rates and utility charges	6,070	6,222	6,377
Fees and charges	60	62	63
Operating grants and subsidies	-	-	-
Operating contributions	-	-	-
Interest revenue	205	148	98
Works for third parties	-	-	-
Other revenue	-	-	-
<b>Total Operating Revenue</b>	<b>6,335</b>	<b>6,431</b>	<b>6,538</b>
<b>Expenditure</b>			
Employee expenses	670	687	704
Materials and services	1,773	1,817	1,863
Depreciation expenses	1,649	1,682	1,716
Finance and borrowing costs	106	99	92
<b>Total Operating Expenses</b>	<b>4,198</b>	<b>4,285</b>	<b>4,374</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,137</b>	<b>2,146</b>	<b>2,164</b>
<b>Capital Income</b>			
Contributions from developers	-	-	-
Capital grants and subsidies	2,261	-	-
Profit/(Loss) on sale of asset	-	-	-
Interest on constrained works	-	-	-
	2,261	-	-
<b>Net Result</b>	<b>4,398</b>	<b>2,146</b>	<b>2,164</b>

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*

## Statement of Appropriations by Fund

### For the year ended 30 June 2024

	WASTEWATER		
	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
Retained surplus (deficiency) from prior years	-	-	-
Net result for the period from the Income Statement	4,398	2,146	2,164
	4,398	2,146	2,164
<b>Transfers (to) from capital account:</b>			
(Profit) loss on sale of capital assets	-	-	-
General revenue used for capital purposes	(228)	(235)	(243)
Net capital account transfers	(228)	(235)	(243)
Transfer from (to) the constrained works reserve	-	-	-
Transfer from (to) capital grants, subsidies and contributions	(2,261)	-	-
<b>Retained surplus available for transfer to reserves</b>	1,909	1,911	1,921
Transfers (to) from reserves for future funding purposes:	(1,909)	(1,911)	(1,921)
<b>Retained surplus (deficiency) available for general funding</b>	-	-	-

## Capital Funding Statement by Fund

### For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Sources of capital funding</b>			
General revenue used for capital purposes	228	235	243
Other capital revenue sources:			
External Loan monies expended	-	-	-
Funded depreciation and amortisation	2,229	3,581	1,431
Proceeds from the sale of capital assets	-	-	-
Transfers from capital reserve	1,010	3,581	1,431
Constrained grants, subsidies and contributions	2,261	-	-
Constrained public contributions reserve	186	-	-
	5,914	7,397	3,105
<b>Application of capital funding</b>			
Non current capital assets	5,686	7,162	2,862
Principal loan redemptions :			
Queensland Treasury Corporation	228	235	243
	5,914	7,397	3,105

## Statements by Fund – Water

### Income Statement by Fund For the year ended 30 June 2024

	WATER		
	Budget 2023/24 \$ '000	Budget* 2024/25 \$ '000	Budget* 2025/26 \$ '000
<b>Revenue</b>			
Rates and utility charges	8,064	8,266	8,472
Less discounts and pensioner remissions	-	-	-
Net rates and utility charges	8,064	8,266	8,472
Fees and charges	55	56	58
Operating grants and subsidies	-	-	-
Operating contributions	-	-	-
Interest revenue	72	20	-
Works for third parties	-	-	-
Other revenue	25	26	26
<b>Total Operating Revenue</b>	<b>8,216</b>	<b>8,368</b>	<b>8,556</b>
<b>Expenditure</b>			
Employee expenses	1,124	1,152	1,181
Materials and services	3,308	3,391	3,475
Depreciation expenses	1,424	1,452	1,482
Finance and borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>5,856</b>	<b>5,995</b>	<b>6,138</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,360</b>	<b>2,372</b>	<b>2,418</b>
<b>Capital Income</b>			
Contributions from developers	-	-	-
Capital grants and subsidies	-	-	-
Profit/(Loss) on sale of asset	-	-	-
Interest on constrained works	-	-	-
<b>Net Result</b>	<b>2,360</b>	<b>2,372</b>	<b>2,418</b>

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*



## Statement of Appropriations by Fund

### For the year ended 30 June 2024

	WATER		
	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
Retained surplus (deficiency) from prior years	-	-	-
Net result for the period from the Income Statement	2,360	2,372	2,418
	2,360	2,372	2,418
<b>Transfers (to) from capital account:</b>			
(Profit) loss on sale of capital assets	-	-	-
General revenue used for capital purposes	-	-	-
Net capital account transfers	-	-	-
Transfer from (to) the constrained works reserve	-	-	-
Transfer from (to) capital grants, subsidies and contributions	-	-	-
<b>Retained surplus available for transfer to reserves</b>	2,360	2,372	2,418
Transfers (to) from reserves for future funding purposes:	(2,360)	(2,372)	(2,418)
<b>Retained surplus (deficiency) available for general funding</b>	-	-	-

## Capital Funding Statement by Fund

### For the year ended 30 June 2024

	Budget 2023/24 \$ '000	Budget 2024/25 \$ '000	Budget 2025/26 \$ '000
<b>Sources of capital funding</b>			
General revenue used for capital purposes	-	-	-
Other capital revenue sources:			
External Loan monies expended	-	-	-
Funded depreciation and amortisation	1,608	3,759	2,197
Proceeds from the sale of capital assets	-	-	-
Transfers from capital reserve	945	3,759	2,197
Constrained grants, subsidies and contributions	-	-	-
Constrained public contributions reserve	79	-	-
	2,632	7,518	4,394
<b>Application of capital funding</b>			
Non current capital assets	2,632	7,518	4,394
Principal loan redemptions :			
Queensland Treasury Corporation	-	-	-
	2,632	7,518	4,394

## Statements by Fund – Benefited Area

### Income Statement by Fund For the year ended 30 June 2024

	BENEFITED AREA		
	Budget 2023/24 \$	Budget* 2024/25 \$	Budget* 2025/26 \$
<b>Revenue</b>			
Rates and utility charges	124	127	130
Less discounts and pensioner remissions	-	-	-
Net rates and utility charges	124	127	130
Fees and charges	-	-	-
Operating grants and subsidies	-	-	-
Operating contributions	-	-	-
Interest revenue	-	-	-
Works for third parties	-	-	-
Other revenue	-	-	-
<b>Total Operating Revenue</b>	124	127	130
<b>Expenditure</b>			
Employee expenses	-	-	-
Materials and services	48	49	50
Depreciation expenses	58	32	32
Finance and borrowing costs	-	-	-
<b>Total Operating Expenses</b>	106	81	82
<b>Operating Surplus/(Deficit)</b>	18	46	48
<b>Capital Income</b>			
Contributions from developers	-	-	-
Capital grants and subsidies	-	-	-
Profit/(Loss) on sale of asset	-	-	-
Interest on constrained works	-	-	-
<b>Net Result</b>	18	46	48

*\*please note the figures for these two financial years are based on inflation rate of only 2.5%*

## Statement of Appropriations by Fund

### For the year ended 30 June 2024

	BENEFITED AREA		
	Budget 2023/24	Budget 2024/25	Budget 2025/26
	\$	\$	\$
Retained surplus (deficiency) from prior years	-	-	-
Net result for the period from the income Statement	18	46	48
	18	46	47
<b>Transfers (to) from capital account:</b>			
General revenue used for capital purposes	-	-	-
Net capital account transfers	-	-	-
Transfer from (to) the constrained works reserve	-	-	-
Transfer from (to) capital grants, subsidies and contributions	-	-	-
<b>Retained surplus available for transfer to reserves</b>	18	46	47
Transfers (to) from reserves for future funding purposes:	(18)	(46)	(47)
<b>Retained surplus (deficiency) available for general funding</b>	-	-	-

## Capital Funding Statement by Fund

### For the year ended 30 June 2024

	Budget 2023/24	Budget 2024/25	Budget 2025/26
	\$	\$	\$
<b>Sources of capital funding</b>			
General revenue used for capital purposes	-	-	-
Other capital revenue sources:			
External Loan monies expended	-	-	-
Funded depreciation and amortisation	-	-	-
Proceeds from the sale of capital assets	-	-	-
Transfers from capital reserve	-	-	-
Constrained grants, subsidies and contributions	-	-	-
Constrained public contributions reserve	-	-	-
	-	-	-
<b>Application of capital funding</b>			
Non current capital assets	-	-	-
Principal loan redemptions :			
Queensland Treasury Corporation	-	-	-
	-	-	-

## Long Term Financial Forecast

	Budget		Forecast							
	30-Jun-24	30-Jun-25	30-Jun-26	30-Jun-27	30-Jun-28	30-Jun-29	30-Jun-30	30-Jun-31	30-Jun-32	30-Jun-33
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Revenue</b>										
General rates	21,652	22,193	22,748	23,317	23,900	24,497	25,110	25,737	26,381	27,040
Special and Separate rates/charges	330	312	320	328	336	345	353	362	371	380
Water	8,064	8,266	8,472	8,684	8,901	9,124	9,352	9,586	9,825	10,071
Sewerage	6,070	6,222	6,377	6,537	6,700	6,868	7,039	7,215	7,396	7,581
Waste management	4,560	4,674	4,791	4,911	5,033	5,159	5,288	5,420	5,556	5,695
Total rates and utility charge revenue	40,676	41,667	42,709	43,776	44,871	45,992	47,142	48,321	49,529	50,767
less: discounts & pensioner remissions	(2,085)	(2,297)	(2,377)	(2,436)	(2,497)	(2,560)	(2,624)	(2,689)	(2,756)	(2,825)
Net rates and utility charges	38,591	39,370	40,332	41,340	42,374	43,433	44,519	45,632	46,772	47,942
Fees and charges	2,128	2,182	2,236	2,292	2,349	2,408	2,468	2,530	2,593	2,658
Works for Third Parties	1,607	1,647	1,688	1,731	1,774	1,818	1,864	1,910	1,958	2,007
Operating grants and subsidies	8,233	8,398	8,566	8,737	8,912	9,090	9,272	9,457	9,646	9,839
Operating Contributions	52	53	55	56	57	59	60	62	63	65
Interest received	787	610	540	556	499	527	547	566	591	600
Other operating revenue	1,199	1,229	1,260	1,291	1,323	1,357	1,390	1,425	1,461	1,497
Total operating revenue	52,597	53,489	54,676	56,002	57,288	58,691	60,120	61,582	63,085	64,608
<b>Capital Revenue</b>										
Grants, subsidies, donations	8,831	2,440	2,440	2,440	2,440	2,440	2,440	2,440	2,440	2,440
Profit/(Loss) on sale of asset	-	-	-	-	-	-	-	-	-	-
Contributions from Developers	-	-	-	-	-	-	-	-	-	-
Total capital revenue	8,831	2,440	2,440	2,440	2,440	2,440	2,440	2,440	2,440	2,440
Total Revenue	61,428	55,929	57,116	58,442	59,728	61,131	62,560	64,022	65,525	67,048
<b>Operating Expenses</b>										
Employee benefits	18,501	18,958	19,431	19,917	20,415	20,926	21,449	21,985	22,535	23,098
Materials and services	17,496	17,780	18,224	18,680	19,147	19,625	20,116	20,619	21,134	21,663
Depreciation and amortisation	11,314	11,405	11,628	11,855	12,088	12,325	12,561	12,805	13,057	13,360
Finance costs	248	239	231	223	214	205	195	185	175	165
Total operating expenses	47,559	48,381	49,515	50,675	51,863	53,081	54,322	55,594	56,901	58,286
Net result attributable to Council	13,869	7,548	7,602	7,768	7,865	8,050	8,238	8,428	8,624	8,762
Surplus/(Deficit) from operations	5,038	5,108	5,162	5,328	5,425	5,610	5,798	5,988	6,184	6,322
Capital works program expenditure	22,802	27,079	19,655	26,858	18,771	19,446	21,674	21,725	59,314	22,619
Community Equity	734,834	742,180	749,592	753,941	760,921	768,177	775,860	783,965	791,369	798,545
Total Assets	22,114	21,911	21,722	21,541	21,356	21,165	20,970	20,769	20,562	20,350
Total Liabilities	712,720	720,268	727,870	732,400	739,565	747,012	754,891	763,197	770,807	778,195
Total Community Equity										



## Financial Sustainability Ratios

	Budget 30-Jun-24	30-Jun-25	30-Jun-26	30-Jun-27	30-Jun-28	Forecast 30-Jun-29	30-Jun-30	30-Jun-31	30-Jun-32	30-Jun-33
<b>Operating Surplus Ratio</b>										
<i>This is an indicator of the extent to which revenue raised cover operational expenses only or are available for capital funding purposes</i>										
<b>Net Operating Surplus / Total Operating Revenue</b>	9.58%	9.55%	9.44%	9.51%	9.47%	9.56%	9.64%	9.72%	9.80%	9.65%
Benchmark (0% - 10%)	●	●	●	●	●	●	●	●	●	●
Council has forecast balanced operating positions for the duration of the forecast period, satisfying the benchmark for this ratio.										
<b>Net Financial Asset / Liability Ratio</b>										
<i>This is an indicator of the extent to which the net financial liabilities of Council can be serviced by its operating revenues.</i>										
<b>(Total Liabilities - Current Assets) / Total Operating Revenue</b>	(125.82)%	(106.16)%	(102.48)%	(85.11)%	(83.40)%	(81.20)%	(76.14)%	(71.94)%	(7.48)%	(94.73)%
Benchmark (<60%)	●	●	●	●	●	●	●	●	●	●
The results for this ratio are within the benchmark in each year for the forecast period.										
<b>Asset Sustainability Ratio</b>										
<i>This is an approximation of the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.</i>										
<b>Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense</b>	125.26%	162.81%	132.40%	154.20%	125.33%	127.52%	138.99%	139.08%	376.73%	90.35%
Benchmark (>90%)	●	●	●	●	●	●	●	●	●	●
The results for this ratio demonstrates Council is meeting this requirement.										

## Council Business Activities

### National Competition Policy

For the budgeted year ended 30 June 2024

	Water services 2023/24 (\$'000)	Wastewater services 2023/24 (\$'000)	Waste management 2023/24 (\$'000)	Laboratory services 2023/24 (\$'000)	Building services 2023/24 (\$'000)
Revenues for services provided to the Council	300	53	90	-	-
Revenues for services provided to external client	8,191	6,335	5,573	-	2
Community service obligations	-	-	-	-	-
Total Revenue	8,491	6,388	5,663	-	2
Less: Expenditure	6,157	4,251	5,607	152	2
Surplus/(Deficit)	2,334	2,137	56	(152)	-

# REVENUE STATEMENT



## Introduction

This Revenue Statement has been prepared in accordance with section 104 of the *Local Government Act 2009* and section 169 and 172 of the *Local Government Regulation 2012*.

This statement outlines and explains the revenue raising measures adopted by the Mareeba Shire Council in the preparation of its Budget for the 2023/24 financial year.

It is not intended that this Revenue Statement reproduce all related policies and reference documents. Related policies and reference documents will be referred to where appropriate and will take precedence should clarification be required.

## Legislative Requirements

Section 104 of the *Local Government Act 2009* requires that a local government must comply with the requirements prescribed under a regulation regarding the financial management documents which includes an annual budget and a revenue statement.

Section 169 of the *Local Government Regulation 2012* requires that a local government must prepare a revenue statement each financial year. Section 172(1) of the *Local Government Regulation 2012* requires that a revenue statement must state the following:

- (a) If the local government levies differential general rates-
  - (i) The rating categories for rateable land in the local government area; and
  - (ii) A description of each rating category; and
- (b) If the local government levies special rates or charges for a joint government activity-a summary of the terms of the joint government activity; and
- (c) If the local government fixes a cost-recovery fee-the criteria used to decide the amount of the cost-recovery fee; and
- (d) If the local government conducts a business activity on a commercial basis the criteria used to decide the amount of the charges for the activity's goods and services.

Section 172(2) of the *Local Government Regulation 2012* requires that the revenue statement for a financial year must include the following information for the financial year:

- (a) An outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of-
  - (i) The rates and charges to be levied in the financial year; and
  - (ii) The concessions for rates and charges to be granted in the financial year;
- (b) Whether the local government has made a resolution limiting an increase of rates and charges.

## Differential General Rates

Differential general rates are levied on all rateable parcels of land throughout the Shire to cover the operational, maintenance and capital expenditures associated with the governance and administration of the Council and the provision of general works and services including but not limited to:

- construction, maintenance and management of roads, bridges and footpaths;
- economic development;
- community relations;
- disaster management;
- public parks, gardens, playgrounds, recreation areas and swimming pools;
- health, town planning and building services;
- public conveniences, public halls, council offices and depots;
- animal control, pest and declared weed control;
- environmental management;
- libraries.

Council is required to raise an amount of revenue it sees as being appropriate to maintain assets and provide services to the Shire as a whole.

In an endeavour to achieve the equitable levying of general rates, and in consideration of the diversity of land use and location across the Shire, Council has determined to make and levy differential general rates on rateable land within the Mareeba Shire Council local government area in respect of the 2023/24 financial year in accordance with sections 80 and 81 of the *Local Government Regulation 2012*. The rateable value upon which the differential general rates are to be levied is based on the valuation, as determined by the Department of Resources, or in the case of mining claims as per section 79 of the *Local Government Regulation 2012*.

In deciding how that revenue is raised, Council has considered many factors, including:

- The principles outlined in its adopted Revenue Policy;
- The rateable value of the land;
- The level of services provided to that land and the cost of providing the services;
- The use of land in so far as it relates to the extent of utilisation of Council's services; and
- Location and access to services.

The main criterion adopted by Council for the purpose of categorising the rateable land within the Shire is that the categorisation should reflect the predominant land use of the property. Within each predominant land use of some categories, the land has been further categorised according to valuation.

In respect of newly subdivided vacant land, rates and charges shall be levied proportionally for the unexpired part of the year from the date the plan of subdivision is lodged at the Titles Office, or from the date of utility connections to the respective parcel of land, whichever date is the earlier.

For 2023/24, there will be 52 differential rating categories. Details of these differential rating categories are as follows:

## Category A – Residential (Urban)

### General Description for Category A

All land that is used for single unit residential purposes, or any other rateable land not otherwise categorised including:

- properties where the Building Unit Plan, Group Title Plan or Community Title Scheme is lodged under the Body Corporate and Community Management Act 1997 with an area less than or equal to 1,000m<sup>2</sup>; and
- all residential land inside of the urban nodes.

Category	Description	Rate in the Dollar	Minimum General Rate
A1	As per the General Description for Category A, and having a valuation from \$0 to \$78,000	0.01569	\$1,184.00
A2	As per the General Description for Category A, and having a valuation from \$78,001 to \$90,000	0.01535	\$1,225.00
A3	As per the General Description for Category A, and having a valuation from \$90,001 to \$140,000	0.01024	\$1,382.00
A4	As per the General Description for Category A, and having a valuation from \$140,001 to \$240,000	0.00884	\$1,434.00
A5	As per the General Description for Category A, and having a valuation from \$240,001 to \$750,000	0.00769	\$2,122.00
A6	As per the General Description for Category A, and having a valuation greater than \$750,000	0.00749	\$5,771.00

## Category B – Multi Unit

### General Description for Category B

All land used for multi-unit dwellings and flats excluding properties where the Building Unit Plan, Group Title Plan or Community Title Scheme is registered under the *Body Corporate and Community Management Act 1997*.

Category	Description	Rate in the Dollar	Minimum General Rate
B2	As per the General Description for Category B, and comprising of 2 Units / Flats	0.01185	\$1,184.00
B3	As per the General Description for Category B, and comprising of 3 Units / Flats	0.01185	\$1,776.00
B4	As per the General Description for Category B, and comprising of 4 Units / Flats	0.01185	\$2,368.00
B5	As per the General Description for Category B, and comprising of 5 Units / Flats	0.01185	\$2,960.00
B6	As per the General Description for Category B, and comprising of 6 Units / Flats	0.01185	\$3,552.00
B7	As per the General Description for Category B, and comprising of 7 Units / Flats	0.01185	\$4,144.00
B8	As per the General Description for Category B, and comprising of 8 Units / Flats	0.01185	\$4,736.00
B9	As per the General Description for Category B, and comprising of 9 Units / Flats	0.01185	\$5,328.00
B10	As per the General Description for Category B, and comprising of 10 Units / Flats	0.01185	\$5,920.00



Category	Description	Rate in the Dollar	Minimum General Rate
B11	As per the General Description for Category B, and comprising of 11 Units / Flats	0.01185	\$6,512.00
B12	As per the General Description for Category B, and comprising of 12 Units / Flats	0.01185	\$7,104.00
B13	As per the General Description for Category B, and comprising of 13 Units / Flats	0.01185	\$7,696.00
B14	As per the General Description for Category B, and comprising of 14 Units / Flats	0.01185	\$8,288.00
B15	As per the General Description for Category B, and comprising of 15 Units / Flats	0.01185	\$8,880.00
B16	As per the General Description for Category B, and comprising of 16 Units / Flats	0.01185	\$9,472.00
B17	As per the General Description for Category B, and comprising of 17 or more Units / Flats	0.01185	\$10,064.00

### Category C – Non-Residential

All other non-residential land, excluding land categorised under categories D, E1-E4, H, I1-I3, J, K, L1-L5 and P, and including properties where the Building Unit Plan, Group Title Plan or Community Title Scheme is registered under *the Body Corporate and Community Management Act 1997* that operate as a commercial business e.g. unit of shops, holiday villas, etc.

Category	Rate in the Dollar	Minimum General Rate
C	0.01369	\$1,329.00

### Category D – Major Drive-in Shop or Shopping Centre

All land used for a drive-in shop or shopping centre with a rateable valuation greater than or equal to \$1,000,000.

Category	Rate in the Dollar	Minimum General Rate
D	0.02082	\$34,131.00

### Category E – Mining Lease / Claim

#### General Description for Category E

All land that is a mining lease or a mining claim used for prospecting, developing or use as a mine as defined in the *Mineral Resources Act 1989*.

Category	Description	Rate in the Dollar	Minimum General Rate
E1	As per the General Description for Category E, where no operators or employees reside on the land, and where the mining use employs less than 5 employees.	0.06319	\$578.00
E2	As per the General Description for Category E, where one or more of the operators or employees reside on the land and where the mining use employs less than 5 employees.	0.08237	\$1,184.00
E3	As per the General Description for Category E, where the mining use employs between 5 and 20 employees.	0.39481	\$59,977.00
E4	As per the General Description for Category E, where the mining use employs over 20 employees	0.78959	\$119,953.00

## Category F – Primary Production

All land area which is predominately used for primary production purposes other than those properties defined as category G1 or G2.

Category	Rate in the Dollar	Minimum General Rate
F	0.00846	\$1,923.00

## Category G – Large Grazing Properties

### General Description for Category G

All land that is used for the primary purpose of raising livestock and land area exceeds 5,000 hectares.

Category	Description	Rate in the Dollar	Minimum General Rate
G1	As per the General Description for Category G, and having a valuation from \$0 to \$8,000,000	0.00598	\$3,119.00
G2	As per the General Description for Category G, and having a valuation greater than \$8,000,000	0.00416	\$47,840.00

## Category H – Specialty Industries

All land used for the slaughtering and processing of poultry.

Category	Rate in the Dollar	Minimum General Rate
H	0.01880	\$38,519.00

## Category I – Extractive Industry (Quarry)

### General Description for Category I

All land used or capable of being used for extractive industry purposes.

Category	Description	Rate in the Dollar	Minimum General Rate
I1	As per the General Description for Category I, and where the quantity of material capable of being extracted and/or screened is up to a maximum of 5,000 tonnes per annum.	0.00769	\$595.00
I2	As per the General Description for Category I, and where the quantity of material capable of being extracted and/or screened is between 5,001 tonnes and 100,000 tonnes per annum.	0.00153	\$652.00
I3	As per the General Description for Category G, and where the quantity of material capable of being extracted and/or screened is greater than 100,000 tonnes per annum.	0.00058	\$712.00

## Category J – Heavy Industry – Sugar Mill

Land used for a sugar mill.

Category	Rate in the Dollar	Minimum General Rate
J	0.32500	\$94,250.00



## Category K – Heavy Industry – Waste Facility

Land used for a large commercial waste facility.

Category	Rate in the Dollar	Minimum General Rate
K	0.23809	\$72,619.00

## Category L – Renewable Energy

### General Description for Category L

All land used for renewable energy generation.

Category	Criteria	Rate in the Dollar	Minimum General Rate
L1	As per the General Description for Category L, and where the combined output capacity is capable of up to a maximum of 49 MW.	0.04021	\$19,386.00
L2	As per the General Description for Category L, and where the combined output capacity is capable of between 50 MW and 99MW.	0.04021	\$33,177.00
L3	As per the General Description for Category L, and where the combined output capacity is capable of between 100 MW and 149 MW.	0.04021	\$46,967.00
L4	As per the General Description for Category L, and where the combined output capacity is capable of between 150 MW and 199 MW.	0.04021	\$60,758.00
L5	As per the General Description for Category L, and where the combined output capacity is capable of 200 MW or greater.	0.04021	\$74,015.00

## Category M – Residential (Rural)

### General Description for Category M

All residential land outside of the urban nodes, or all land where the Building Unit Plan or Group Titles Plan is registered under the *Body Corporate and Community Management Act 1997* with an area exceeding 1,000m<sup>2</sup>, other than land that is categorised as Category F (Primary Production).

Category	Description	Rate in the Dollar	Minimum General Rate
M1	As per the General Description for Category M, and having a valuation from \$0 to \$70,000	0.01716	\$1,184.00
M2	As per the General Description for Category M, and having a valuation from \$70,001 to \$99,000	0.01568	\$1,202.00
M3	As per the General Description for Category M, and having a valuation from \$99,001 to \$145,000	0.01256	\$1,553.00
M4	As per the General Description for Category M, and having a valuation from \$145,001 to \$220,000	0.00936	\$1,822.00
M5	As per the General Description for Category M, and having a valuation from \$220,001 to \$550,000	0.00832	\$2,060.00
M6	As per the General Description for Category M, and having a valuation greater than \$550,000	0.00827	\$4,576.00

## Category N – Unused land

All vacant land in the localities of Watsonville, Irvinebank, Mt Albion, Thornborough, Stannary Hills, Chillagoe, Dimbulah and Mungana that is not used for any purpose and is not included in any other category.

Category	Rate in the Dollar	Minimum General Rate
N	1.05020	Nil

## Category O – Multi-residential Gated Resorts

All land used for residential resorts or other similar purposes within a gated area.

Category	Rate in the Dollar	Minimum General Rate
O	0.01890	\$72,224.00

## Category P – Cable Car Terminal

All land used as a cable car terminal.

Category	Rate in the Dollar	Minimum General Rate
P	0.01369	\$1,329.00

## Category S – Approved Subdividers

All land to which sections 49 to 51 of the *Land Valuation Act 2010* and section 77 (3) of the *Local Government Regulation 2012* apply.

Category	Rate in the Dollar	Minimum General Rate
S	0.01381	Nil

## Minimum General Rates

A minimum general rate has been set for each category that considers the minimum cost per annum of providing common services to every ratepayer as well as general administration costs.

Council exempts the following types of properties from the Minimum General Rate under Section 77 (3) of the *Local Government Regulation 2012*:

- All land subject to concessional valuation in accordance with the provisions of section 49 of the *Land Valuation Act 2010*.

## Limitation of Increase in Rates or Charges

For 2023/24, Council will not be resolving, pursuant to section 116 of the *Local Government Regulation 2012*, to limit the increase of any rates or charges.

## Objection to Rating Categorisation

In accordance with Chapter 4, Part 5, Division 4 of the *Local Government Regulation 2012*, owners of rateable land have the right of objection to the category their land is included in. All objections shall be made to the Chief Executive Officer, Mareeba Shire Council within 30 days after the date of issue of the rate notice.

The only basis for objection shall be that at the date of issue of the rate notice, having regard to the description adopted by Council, the land should be in another category. If an owner is aggrieved by the decision of the Chief Executive Officer, the owner may appeal to the Land Court against the decision.

## Special Rates and Charges

Special Rates are levied on specified parcels of land which will benefit from the works or services to be provided by the revenue received from the special rates. Works or services to be provided may include road, footpath and drainage construction and repairs, car parking, beautification works, promotional activities, street furniture and decorations, economic and tourism development activities, and bridge construction.

Special Charges are levied on specified parcels of land which will specially contribute to the need to, benefit from or will have special access to services, facilities or activities provided or undertaken by the Council or are levies collected by Council on behalf of third parties, including those that run Volunteer Brigade operations, tourism promotion, improved community services, road upgrading, provision of recreation facilities, water supply extension and provision of sewerage services.

In accordance with section 94 of the *Local Government Regulation 2012*, Council has adopted an Overall Plan and/or an Annual Implementation Plan for each of the following special charge and rates. Refer to Appendices 1 to 8 in this document.

Following are the details of the special rates and charges for 2023/24.

### Special Charge - Irvinebank Reservoir Water Supply Benefited Area

This special charge of \$400.00 per property will be levied on all properties in the Irvinebank Water Benefited Area to cover the costs of operation and maintenance associated with delivering water from the Ibis Dam to the town reservoirs. *Refer to Overall Plan in Appendix 1.*

### Special Charge - Irvinebank Township Water Supply Benefited Area

This special charge of \$50.00 per property will be levied on all properties in the Irvinebank Water Benefited Area for the purpose of raising funds for operation and the maintenance of the water reticulation system from the town reservoirs to the properties. *Refer to Overall Plan in Appendix 2.*

### Special Rate - Mareeba Benefited Area

This special rate is levied on properties in the Mareeba Benefited Area to fund projects including but not limited to road, drainage, footpath construction and repair, beautification works, promotional activities, economic and tourism development, street furniture and decorations. *Refer to Overall Plan in Appendix 3.*

Category	Rate in Dollar of valuation
Mareeba Benefited Area 1	\$0.00247
Mareeba Benefited Area 2	\$0.00170
Mareeba Benefited Area 3	\$0.00070

### Special Charge - Extractive Industry Road Contribution

This special charge is levied on all land used for extractive industry properties to fund road construction and repair; and drainage construction and repair within the Shire, excluding:

- Properties that have an extractive infrastructure agreement with Council; or
- Neighbouring properties with the same ratepayer and only one extractive industry operation being run from these properties in total.

*Refer to Overall Plan in Appendix 4.*

Category	Criteria	Charge
ERC1	Where the quantity of material being extracted &/or screened is up to a maximum of 5,000 tonnes per annum.	\$1,479.00
ERC2	where the quantity of material being extracted &/or screened is between 5,001 tonnes and 20,000 tonnes per annum.	\$4,436.00
ERC3	Where the quantity of material being extracted &/or screened is between 20,001 tonnes and 40,000 tonnes per annum.	\$8,868.00
ERC4	Where the quantity of material being extracted &/or screened is between 40,001 tonnes and 60,000 tonnes per annum.	\$14,781.00
ERC5	Where the quantity of material being extracted &/or screened is between 60,001 tonnes and 100,000 tonnes per annum.	\$23,649.00
ERC6	Where the quantity of material being extracted &/or screened is greater than 100,000 tonnes per annum.	\$29,560.00

## Special Charge - Volunteer Brigade Equipment and Maintenance Levy

The levying of special charges for volunteer brigade services for the following volunteer brigade areas, in accordance with section 94 of the *Local Government Regulation 2012* and section 128A(b) of the *Fire and Emergency Services Act 1990*, are:

Volunteer Brigades Areas	Annual Charge	Volunteer Brigades Areas	Annual Charge
Davies Creek	\$30.00	Paddy's Green	\$50.00
Hodzic Road	\$40.00	Speewah	\$20.00
Irvinebank	\$20.00	Springmount	\$60.00
Julatten	\$20.00	Walkamin	\$30.00
Koah Road	\$20.00	Walsh River	\$50.00
Kuranda Myola	\$40.00	Watsonville	\$40.00
Mount Molloy	\$20.00	Wolfram Road	\$30.00
Mutchilba	\$60.00		

These charges are provided to assist volunteer brigades to meet their costs of purchasing and maintaining equipment. A property owner shall not be required to pay more than one levy in each Volunteer Brigade area. *Refer to Overall Plan in Appendix 5.*

## Special Rate - Russett Park Bridge

This annual special rate of \$0.0016 per dollar is levied on properties in the Russett Park area that in Council's opinion, benefited from improved accessibility via a high-level bridge. This special rate is being levied for a period of 20 years ending on 30 June 2024 to contribute towards the \$900,000 cost of the bridge. The special rate will provide the equivalent of interest and principal repayment of a 20-year loan of \$200,000 at the interest rate of 6.5% per annum.

Should further subdivision occur in the Russett Park area during the year ending 30 June 2024, each new subdivided lot will be required to pay the special charge as outlined above. *Refer to Overall Plan in Appendix 6.*

## Separate Charges

### Local State Emergency Services Levy (Local SES Levy)

Council will levy a separate charge, in accordance with section 94 of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, of \$3.30 per property for the 2023/24 financial year to be levied equally on all rateable properties within the Mareeba Shire. The separate charge will be called the Local State Emergency Services Levy (abbreviated to Local SES Levy) and will fund the general operations and maintenance of Local State Emergency Service Groups throughout the Mareeba Shire.

## State Government Emergency Management Levy (EML)

Council will levy the State Government Emergency Management Levy on behalf of the Queensland State Government, in accordance with the provisions of the *Fire and Emergency Services Act 1990* and *Fire and Emergency Services Regulation 2011*.

## Utility Charges

Utility charges are made and levied for the supply of sewerage, water and waste services. Utility charges are levied to all land within a Service Area, irrespective of whether the land is vacant or occupied, and whether or not it is rateable land.

In setting its utility charges for water, sewerage and waste management, Council maintains a user pays policy whereby the full costs of providing such services are paid by the users of those.

In accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012* Council has resolved to raise and levy the following utility charges: -

### Sewerage Utility Charges

Sewerage utility charges are levied in respect of all land where Council deems that sewerage reticulation can be provided to such land to cover the costs of operation, maintenance and capital expenditure associated with the sewerage system. Sewerage utility charges for land where Council deems that sewerage reticulation can be provided are to be levied irrespective of whether the land is vacant or occupied, and whether or not it is rateable land.

In respect of newly subdivided vacant land, sewerage utility charges shall be levied proportionally for the unexpired part of the year from the date the plan of subdivision is registered at the Department of Resources or from the date of sewerage connection to the respective parcel of land, whichever date is the earlier.

In respect of improvements erected during the year, sewerage charges shall be levied proportionally for the unexpired part of the year from the date Council determines the improvement is ready for occupation.

In circumstances where dwellings are built over the boundary line of two or more parcels and the ratepayer proves that this is the case, Council shall levy one sewerage access charge as if it were one parcel. In the situation that Council is currently charging one access charge for two parcels with a dwelling built over the boundary line, there will be no need for the ratepayer to provide further proof.

For those properties that share both residential and non-residential structures, the premises shall be considered mixed use premises attracting both unit and charge per unit factors for each type of structure.

The following sewerage charges will be levied on properties within the Mareeba Shire Council local government area as shown on Maps 17 to 19. These maps are titled "Sewerage Area - Kuranda", "Sewerage Area - Mareeba", "Sewerage Area - Myola".

Properties in the defined sewerage areas for the Mareeba, Kuranda and Myola areas are charged sewerage charges to fund sewage transportation and treatment costs including maintenance and provision for upgrades and replacement of the sewerage infrastructure. The charges are set to reflect the cost of the provision of sewerage services to each town and a unit base applies, the units are based on sewerage consumption equivalence factors for various land uses. The charges are levied on a per unit basis as determined by Council.

## Residential and Vacant/Unconnected Sewerage Charges

Type	Basis	Units	Charge
Vacant / Unconnected Land	per parcel	1	\$811.00
Single Unit Dwelling (including attached granny flat) / Outbuilding	per parcel	1	\$993.00
Multiple Dwelling (including detached granny flat)	each dwelling / unit / flat	1	\$993.00

## Non-Residential Sewerage Charges - Kuranda and Myola

Charge per parcel or improvement - \$331.00 per unit

Premises Description	Units	Total Charge
<b>ACCOMMODATION</b>		
Accommodation (per room)	1.5	\$496.50
<b>COMMUNITY SERVICES / FACILITIES</b>		
Church and Other Religious Halls (including the Masonic Temple)	3	\$993.00
Community Facilities, Public Halls (Non-Specific) / Community Organisations	3	\$993.00
Not-for Profit Premises	3	\$993.00
Public Library	6	\$1,986.00
Kuranda Community Precinct	9	\$2,979.00
Kuranda Amphitheatre with Public Toilets	9	\$2,979.00
Public Swimming Pool	12	\$3,972.00
<b>EDUCATION / KINDERGARTEN / CHILD CARE</b>		
Kindergarten	3	\$993.00
Private School	63	\$20,853.00
Prep to Year 12 State School	168	\$55,608.00
<b>GOVERNMENT</b>		
Council Depots and Offices, Telephone Exchange	3	\$993.00
Emergency Services - Fire	3	\$993.00
Council run Visitor Information Centre with Public Toilets	12	\$3,972.00
Emergency Services - Police	15	\$4,965.00
<b>BUSINESSES / OTHER</b>		
Food Establishments		
• Small (takeaway or seating for less than 15 persons)	6	\$1,986.00
• Medium (seating for approximately 16 to 25 persons)	9	\$2,979.00
• Large (seating for more than 25 persons)	18	\$5,958.00
Other Business Premises/Operations (per unit/shop front)	3	\$993.00
Other Industrial Premises or Units	3	\$993.00
Large Retail Shops / Supermarkets	6	\$1,986.00
Service Station (fuel)	12	\$3,972.00
Laundromat	15	\$4,965.00
Hotel	60	\$19,860.00
<b>MAJOR TOURIST ATTRACTIONS</b>		
Butterfly Sanctuary Breeding Plant, Venom Zoo	3	\$993.00
Theatre	6	\$1,986.00
Birdworld, Koala Gardens, Market Stalls	12	\$3,972.00
Butterfly Sanctuary	27	\$8,937.00
Tourist Transport Hub - Skyrail/Railway Stations	60	\$19,860.00

## Non-Residential Sewerage Charges - Mareeba

Charge per pedestal and urinal (i.e. per unit) within sewerage area capable of being sewerage - \$993.00 per pedestal/urinal.

Premises Description	Units	Charge per unit
<b>Accommodation</b>		
Motel (per room)	0.80	\$794.40
Boarding, Lodging, Hostels (per 4 beds)	0.80	\$794.40
Caravan Park	0.80	\$794.40
<b>Other</b>		
Garden Settlement	0.40	\$397.20
Church/Mosque	0.60	\$595.80
Rodeo Complex - Kerribee Park	0.30	\$297.90
Community Groups classified as Type B under the Rate Rebate and Remission Policy	0.21	\$208.53

## Waste Management Utility Charges

Waste Management Utility Charges contribute towards the cost of constructing, maintaining and operating landfills and refuse services. The purpose of these charges is to provide for the installation and maintenance and rehabilitation of transfer stations, waste facilities, sanitary depots, street bin cleansing, kerbside waste collections and other waste services in the local government area.

The Queensland Government has committed to ensuring the waste levy has no direct impact to households. To achieve this, Mareeba Shire Council will receive annual payments to offset the costs of the waste levy associated residential waste.

Further information on the waste levy can be found on Council's website.

Council will levy waste management utility charges as follows for: -

- **Wheelie Bin Charge** - \$335.00 per wheelie bin service – for supplying waste collection services to premises within the waste area for the financial year; and
- **Waste Management Charge** - \$185.00 per assessable property – being the provision of a contribution towards the operating and managing refuse transfer stations and landfills within the Shire.

## Waste Collection Utility Charge (Wheelie Bin)

Waste Collection Utility Charges for land or structures where Council deems that a service will be supplied for each residence, flat, strata title unit, will be charged per wheelie bin service whether or not a service is rendered.

The service will be supplied to premises in the waste area which is defined as an area in which Council or Council's contractors provide a solid waste collection service as defined in Maps 5 to 16. Waste services for non-residential properties within Mareeba Shire Council are not provided.

In respect of improvements erected during the year, waste collection utility charges shall be levied proportionally for the unexpired part of the year from the date council determines the improvement is ready for occupation.

For users, the charge will be for a weekly collection of one (1) wheelie bin. The proceeds from the charge will fund the operation of the collection service, transport management and costs of disposal of refuse collected.



## Waste Management Utility Charge

A utility charge for refuse transfer stations and landfills, to be known as the “Waste Management Charge” will be levied on all assessable properties within the boundaries of the Waste Management Charge Area as defined in Map 30. This charge will not be levied on assessable properties included within Map 30 that are categorised as differential rating category E1, E2, E3, E4, G1 or G2, with the exception of the below listed properties (which Council considers have reasonable access to the waste facilities funded by this utility charge):

- Lot 1 ML4798
- Lot 1 ML4919
- Lot 1 ML4867

The purpose of this charge is to provide a contribution to the operation, management and environmental compliance of refuse transfer stations and landfills in the Shire including waste education. Council is of the opinion that all assessable properties that fall within the assessable area will benefit from the provision of these solid waste facilities and services.

The budgeted cost of managing and operating the refuse transfer stations and landfills is not fully funded by this utility charge. Further funding will be provided by other charges and revenue generated at the refuse transfer stations.

## Water Utility Charges

Water utility charges are levied for land where Council deems that water can be supplied from the reticulated system and are to be levied irrespective of whether the land is vacant or occupied, and whether or not it is rateable land.

Council will levy utility charges for supplying water services on a two-part tariff system comprising of:

- **Fixed Access Charge** - to cover Council's fixed costs in supplying water to the Water Areas (i.e. the costs which do not vary with the amount of water reticulated including interest and redemption charges incurred by Council) and taking into account asset upgrades, replacements and provision of future needs of the water infrastructure; and
- **Water Usage Charge** - for each kilolitre of water consumed, to cover Council's variable costs of operating, maintaining and managing the water supply system.

Council believes that it is equitable for all users and potential users to contribute to the costs of the water supply system by way of an access charge and consumption charge. The consumption charge for water consumed conforms to the "user pays" principle.

The Two-Tier Tariff Water Charges will be levied during the 2023/24 financial year on properties located in the water areas within the Shire shown on the maps of the relevant water supply areas in Maps 31 to 36.

In circumstances where dwellings are built over the boundary line of two or more parcels and the ratepayer proves that this is the case, Council shall levy one water access charge as if it were one parcel. In the situation that Council is currently charging one access charge for two parcels with a dwelling built over the boundary line, there will be no need for the ratepayer to provide further proof.

In respect of improvements erected during the year, water charges shall be levied proportionally for the unexpired part of the year from the date council determines the improvement is ready for occupation. The tiered water usage charging system provides an incentive for water conservation.



In respect of newly subdivided vacant land, water utility charges shall be levied proportionally for the unexpired part of the year from the date the plan of subdivision is lodged at the Titles Office or from the date of water connection to the respective parcel of land, whichever date is the earlier.

### *Fixed Access Charge*

An access charge to cover Council's fixed costs in supplying water to the Water Areas as marked on the water supply maps for the relevant towns on Maps 31 to 36 (i.e. the costs which do not vary with the amount of water reticulated including interest and redemption charges incurred by Council); taking into account asset upgrades and replacements and provision for future needs of the water infrastructure.

For the purposes of levying the Fixed Access Charge, each property will be assessed on the basis of location and whether it is used for residential, non-residential or industrial purposes. Large commercial or industrial users are defined as those properties specifically identified as being high water consumers.

The Fixed Access Charge is also applied to each separate parcel of vacant land within the water areas that is not connected to the Council's reticulated water supply system. Where a property is levied Multiple Fixed Access Charges, the first-tier limit shall increase proportionately.

Water Access charge per parcel of land or per improvement, whichever is the greater is as follows:

Classifications	Treated Water	Non-Potable Water	Other Untreated Water
Vacant Land	\$807.00	\$742.00	\$663.00
Residential	\$807.00	\$742.00	\$663.00
Non-residential / Mixed-use structures / Metered Common Properties	\$807.00	\$742.00	\$663.00
Industrial Water	\$7,184.00	N/A	N/A

A residential access charge will be levied on each parcel of land or each dwelling, whichever is the greater in number. A non-residential access charge will be levied on each parcel of land used for business purposes or each business, whichever is the greater in number.

For those properties that share both residential and non-residential structures, the premises shall be considered mixed use premises attracting both residential, and non-residential or non-standard access charges for each type of structure.

Non-Standard Fixed Water Access Charges (including Mixed-Use Structures) will apply as follows:

Classification	Charge Basis	Access Charge
Flats and or Units	For every unit/flat	1 Residential Access Charge
Motels or Self-contained Hotel Rooms	For every 3 rooms	1 Non-Residential Access Charge
Hotel Rooms & Boarding Houses (shared ablution block)	For every 4 rooms	1 Non-Residential Access Charge
Church	per parcel of land	1 Non-Residential Access Charge
Schools and Pre-schools	per parcel of land	1 Non-Residential Access Charge
Childcare and Kindergarten	per parcel of land	1 Non-Residential Access Charge
Vacant land in Village Zone	per parcel of land	1 Residential Access Charge
Residential House with detached Unit	per dwelling and per unit	1 Residential Access Charge per dwelling & 1 Residential Access Charge per Unit
Shop or Stall	per shop	1 Non-Residential Access Charge

## Water Usage Charge

A water usage or consumption charge which covers the variable costs of supplying water to consumers (e.g. wages, chemicals, electricity, maintenance) with such charges to be on a two-tiered basis. Mareeba, Dimbulah, Chillagoe, Kuranda and Mt Molloy will be on a two-tier system.

Consumption of water that exceeds the quantity in Tier 1 will be subject to charges based on Tier 2. Water consumption charges shall be based on meter readings conducted twice during the year. The times of reading will be on or around July 2023 and January 2024.

For the purpose of water usage charges, these will be based on when the water was consumed:

- water consumed from 1 January 2023 to 30 June 2023 will be charged at the rates applicable to 2022/2023 financial year (read in July 2023); and
- water consumed from 1 July 2023 to 31 December 2023 will be charged at the rates applicable to 2023/2024 financial year (read in January 2024); and
- water consumed from 1 January 2024 to 30 June 2024 will be charged at the rates applicable to 2023/2024 financial year (read in July 2024).

Water Usage Charge per Kilolitre:

Classifications	Treated Water	Non-Potable Water	Other Untreated Water
<b>Tier Limits</b>			
First Tier Limit	0-550	0-550	0-3000
Second Tier Limit	>550	>550	>3000
<b>2022/23 Charge</b>			
First Tier Charge	\$0.7788	\$0.4485	\$0.1146
Second Tier Charge	\$1.5737	\$1.4691	\$0.4948
<b>2023/24 Charge</b>			
First Tier Charge	\$0.8090	\$0.4664	\$0.1192
Second Tier Charge	\$1.6363	\$1.5276	\$0.5145

Council may estimate the water usage for the current consumption period using all reasonable information available to Council and adjust the water consumption accordingly particularly when water is not measured by the water meter or where water meter readings are unable to be obtained due to:

- Inability to locate water meter; or
- Inability to access water meter; or
- Water meter appears to be faulty (for example the occupied property has no water consumption, or it is obvious that the water meter is faulty).

The estimate is based on the following:

- An average of the water consumption over a period of time; or
- An average of the water consumption for the duration of the high-water usage shown on the Automated Meter Reading (AMR); or
- If an average cannot be calculated a proportion of the annual median usage for the service area set out in the table below will be calculated and charged at the set charge per kilolitre for the corresponding billing period.

Service Area	Residential	Non-Residential
Chillagoe	186 KI	347 KI
Dimbulah	290 KI	203 KI
Kuranda	199 KI	211 KI
Mareeba	311 KI	158 KI
Mount Molloy	266 KI	117 KI

Council's Water Leak Management Policy sets out the processes for resolving any conflict in relation to inaccurately registering and non-functioning meters.

## Trade Waste Utility Charges

Trade waste utility charges will be levied in respect to all commercial and industrial generators discharging trade waste into Council's wastewater system in accordance with the *Water Supply (Safety and Reliability) Act 2008* as shown on Maps 17-19 to cover the costs of annual inspections, investigations, compliance checks and providing advice and education to trade waste generators and property owners.

An annual fixed charge, which is determined by the applicable category, will be applied to each property. The charge is to recover costs associated with the management of the trade waste service including:

- conducting site inspections, investigations and compliance checks;
- ensuring appropriate pre-treatment devices are installed and maintained; and
- providing advice and education to trade waste generators and property owners.

A technical and commercial risk assessment of trade waste impacts on Council's sewerage infrastructure provides the basis for categorising commercial trade waste customers and applying the relevant trade waste charges. In accordance with Council's Trade Waste Policy and Trade Waste Plan, Council will segregate trade waste customers into a category which best reflects their demand on the sewerage infrastructure, consequently improving the equitability of trade waste charges for the service. The categorisation and compliance requirements for each customer are consistently applied to:

- Clearly identify activities that are commercial in nature (Category 1 and 2) to delineate customers whose activities require additional management through an individual contract for Category 3, 4, or industrial customers; and
- Differentiate customers and target Council's resources towards the higher risk customers where the potential benefits to the customer and Council are the greatest.

Approved trade waste connections are allocated to the following five (5) categories in accordance with Council's Trade Waste Policy and Trade Waste Plan;

Trade Waste Category	Description	Annual Fixed Charge
Category 1	Low Risk	\$0.00
Category 2	Low - medium Risk	\$210.00
Category 3	Medium Risk	\$420.00
Category 4	High Risk	\$630.00
Industry *	Significant Risk	\$10,506.00

\* In situations where Industry have Council approval to discharge to the sewer the trade waste charge as above will apply.

In relation to the industry annual fixed base charge, consideration will be given for hardship concessions on a case-by-case basis.

For new connections, charges will be applicable on a pro rata basis for the first billing period. Council may issue supplementary rates notices for trade waste charges at any point during a financial year.

## Cost Recovery and Other Fees and Charges

Council's adopted fees and charges include a mixture of cost recovery and commercial user-pays fees. The cost-recovery (regulatory) charges are identified as such in Council's fees and charges schedule and have been determined with reference to the relevant legislation and where appropriate recover the cost of performing the function or service. Council's fees and charges register contains full details of fees and charged adopted by Council is available on council's website.

### Criteria for Fixing of Cost Recovery Fees

Cost-recovery fees are fixed pursuant to section 97 of the *Local Government Act 2009* and must not exceed the cost of providing the service for which the fee has been fixed. Such fees are therefore broadly based on the user pays principle (except where Council, at its discretion, decides to subsidise any fee or charge as a community service obligation) and take into account the following:

- The nature of the service provided by the Council and in respect of which the fee has been fixed e.g. issuing an approval, consent, license, registration or other authority, giving information kept under a Local Government Act, seizing property or animals under a Local Government Act; or performance of a function imposed on the Council under the Building Act 1975 or the Plumbing and Drainage Act 2002 or Plumbing and Drainage Act 2018.
- The amount of direct costs such as labour, plant and materials involved in the provision of the specific service for which the fee has been fixed e.g. the cost of labour and vehicle hire for annual inspection and licensing of food premises or the cost of stationery or electronic media for distribution of copies of Local Laws, Minutes, Budgets, Annual Financial Statements etc.
- The amount of general Council overheads consumed in the provision of the service for which the fee has been fixed e.g. office accommodation; electricity, IT facilities.
- The hours during which the service is performed e.g. the seizure of animals outside of normal work hours (at night or on weekends).
- Whether the provision of the service involves the supply of an item e.g. a dog registration tag or dangerous dog collar, or the provision of sustenance e.g. feeding of impounded animals.

Fees and Cost-recovery charges will be reviewed annually having regard to the criteria for fixing of cost-recovery charges specified elsewhere herein.

### Commercial Charges

Commercial charges are for the provision of Council services or use of Council facilities e.g. Transfer Station Waste Disposal Fees and Hire of Public Halls.

### Application of Code of Competitive Conduct - Council Business Activities

Where an activity has been nominated as compliant with the code of competitive conduct, the principles of full cost pricing have been applied. These activities include Waste Management, Water, Wastewater, Laboratory and Building Services.

## Other Revenue

### Developer Contributions/Infrastructure Charges

Contributions paid by developers towards the cost of providing services to their particular development or local area e.g. roadworks; parks and gardens; water supply and sewerage.

## Grants and Subsidies

Grants and subsidies paid by other levels of government towards Council's general operational costs e.g. Financial Assistance Grant, or for Specific Capital Projects.

## Loans

Borrowings by the Council to fund specific Council projects e.g. water supply and sewerage infrastructure.

## Interest on Investment

Interest received from the investment of Council funds.

## Time and Manner of Payment of Rates and Charges

All Rates and Charges are payable during specified opening hours at each of Council's Offices located at:

- 65 Rankin Street, Mareeba; or
- 18-22 Arara Street, Kuranda.

Payments may also be made electronically using BPay, Post BillPay and direct deposit.

## Time within which Rates and Charges must be Paid

All rates and charges must be paid by the date shown on the rate notice, which is a date that is at least thirty (30) days after the day the rate notice is issued.

## Issue of Rate Notices

Council has determined, in accordance with the provisions of section 107 of the *Local Government Regulation 2012*, that rates and charges will be levied in two (2) instalments covering the periods 1 July 2023 to 31 December 2023 and 1 January 2024 to 30 June 2024.

In instances where changes that impact property rates and charges are brought to Council's attention throughout the year, supplementary rates notices will be issued monthly as required. Some examples might include reconfigurations, valuation amendments, additional services and change of ownership.

## Discount on Rates and Utility Charges for Prompt Payment

A discount of 10% per annum of differential general rates only shall be allowed, provided that all current and outstanding rates and charges (excluding all outstanding adopted infrastructure charges) are paid in full and received by Council by the due date of the rate notice.

Discount may be allowed on payments made after the due date if full payment of the overdue rates and charges have been made or will be made within the period specified by Council AND the applicant provides proof of any of the following;

- Illness involving hospitalisation and/or incapacitation of the ratepayer at or around the time of the rates being due for discount; or
- The death or major trauma (accident/life threatening illness/emergency operation) of the ratepayer and/or associated persons (spouse/children/parents) at or around the time of the rates being due for discount; or
- The loss of records resulting from factors beyond their control (fire/flood etc).

Council must be satisfied that the event was the cause of the applicant's failure to make full payment by the due date.

## Interest on Overdue Rates and Charges

In accordance with section 133 of the *Local Government Regulation 2012* and for the 12 months ending 30 June 2024:

- a) Council will charge interest of 11.64% per annum on overdue rates from the day which is 21 days after the day on which they become overdue; and
- b) Council will charge interest in accordance with (a) above, in respect of overdue rates which are subject to an agreement with the property owner to pay regular instalments to avoid rate recovery action.

## Payment Errors

Where there is an apparent accidental short payment of the rates resulting from a miscalculation of the net amount due, arising from the payment of a number of Rates Notices at one time (i.e. addition or transposition error); or the tendering of an incorrect amount for a single Rate Notice (i.e. transposition error), then discount will be allowed in the following manner:

- The ratepayer will be advised in writing and given 14 days to pay the shortfall. If the shortfall is paid by the extended due date so advised, full discount will be allowed at that time.

## Refunds of Rates and Charges Payments

Council will only refund payments of rates and charges if the property has a credit balance. There will be no refunds of payments if the property has a debit balance.

Any Council errors/mistakes in levying rates or charges, with the exception of special rates and charges, will only be back dated for the current financial year with a supplementary rate notice.

## Collection of Outstanding Rates and Charges

Council requires payment of rates and charges within the specified period and it is Council's policy to pursue the collection of outstanding rates and charges diligently but with due concern for the financial hardship faced by some members of the community.

To this end, Council has established administrative processes which allow for the payment of rates and charges by periodic payments and for the selection of various options (including legal action) for the recovery of debt, as set out in the Council's Debt Recovery Policy.

## Payment in Advance

Council accepts payments in advance. Interest is not payable on any credit balances held. Rates discount will apply in the event that the entire account has been paid in full by the discount due date.

## Payment of Rates by Periodic Payments

Where, by reason of economic hardship, a ratepayer is unable to pay rates and charges due within the prescribed payment period, Council may, in lieu of resorting to legal action for recovery of these rates or charges, enter into an arrangement with the ratepayer concerned for payment of the rates and charges by periodic payments. Where periodic payments are to be made either: weekly, fortnightly or monthly, such periodic payments will be accepted on the condition that the maximum term of the arrangement clears the account within the half year period of issue, being 31 December or 30 June within the financial year. Discount is not allowable where such arrangements have been entered into.

All Rates and Charges outstanding at the end of the period in which they fall due are deemed to be overdue rates and Council will apply interest at the rate of 11.64% per annum calculated on daily rests from the day after the Rates and Charges become overdue and may be subject to further collection measures in accordance with the Council's Debt Recovery Policy.

## Rebates and Concessions on Rates and Charges

### Council Pensioner Remission

Council grants a remission of thirty percent (30%) of the differential general rates excluding interest and other charges (up to a maximum of \$240.00 per year) to pensioners who own and reside on their property within the Mareeba Shire, provided that they satisfy the conditions as set out in Council's Rate Rebates and Remission Policy and the Pension Remission Application Form.

### State Government Pensioner Remission

In addition to the remission allowed by Council, the State Government Scheme for Subsidisation of Rates and Charges payable to Local Authorities by Approved Pensioners is administered by the Council and under this scheme a further 20% remission is allowed to approved pensioners up to a maximum of \$200.00 per annum on rates and charges plus an additional 20% subsidy on the State Emergency Management levy.

### Rate and Charge Remission Not-for-Profit

Council will grant a remission to Council approved not-for-profit community, recreation and sporting groups based on the level of commerciality of the group in accordance with Council's conditions as set out in the Rate Rebates and Remission Policy.

Council will grant a rate remission of 100% on all general rates and a charge remission of 100% on Utility Charges (sewerage, waste collection, waste management and water access charges), Volunteer Brigade Equipment and Maintenance Levy and local SES Levy only, to Council approved Type A Community Groups who own or lease a property within the Mareeba Shire, excluding vacant land, provided that they satisfy the conditions as set out in the Rate Rebates and Remission Policy.

Council will grant a rate remission of 50% up to a maximum of \$1,000.00 on all general rates and a charge remission of 20% up to a maximum of \$200.00 on Utility Charges (sewerage, waste collection, waste management and water access charges), Volunteer Brigade Equipment and Maintenance Levy and local SES Levy only to Council approved Type B Community Groups who own or lease a property within the Mareeba Shire, excluding vacant land, provided that they satisfy the conditions as set out in the Rate Rebates and Remission Policy.

Council will grant a water consumption charge remission for eligible community groups if the water consumption exceeds \$100 per annum, provided they satisfy the conditions as set out in the Rate Rebates and Remission Policy. The remission for groups are:

- Group 1 is 35% up to a maximum of \$2,000 per water access type (i.e. treated, untreated);
- Group 2 is 35% up to a maximum of \$1,000 per water access type (i.e. treated, untreated);
- Group 3 is 35% up to a maximum of \$500 per water access type (i.e. treated, untreated).

### Water and Waste Service Concession for Home Renal Dialysis

Mareeba Shire Council provides financial assistance to the property owner to offset water usage costs for the use of Home Renal Dialysis Equipment plus allows the provision of an additional waste bin service for the excess waste used by renal patients, as set out in the Water and Waste Concession for Home Renal Dialysis Policy.

Council will grant the following remissions in accordance with the attached Water and Waste Concession for Home Renal Dialysis Policy to eligible residents who are required to operate a home renal dialysis machine in their principal place of residence:

- a remission on water usage charges for 7.5 kilolitres of water consumed per billing period in cases where the patient is using a low volume dialysis machine, or 96 kilolitres of water consumed per billing period in cases where the patient is using a conventional high-volume dialysis machine; and
- a remission of the cost of providing one additional wheelie bin waste collection service for the excess waste generated by patients undergoing home renal dialysis treatment.

### Other Remission and Deferrals

Other remission requests, or rate deferral requests, will be assessed on a case-by-case basis.



# APPENDIXES

## **Appendix 1 - Special Charge - Irvinebank Reservoir Water Supply Benefited Area**

The overall plan for the Irvinebank Reservoir Water Supply Benefited Area Special Charge is as follows:

1. The service, facility or activity funded by the special charge is the maintenance and operation of water supply equipment/infrastructure that delivers water from the Ibis Dam to the Irvinebank town reservoirs.
2. The rateable land to which the special charge is applied is as defined on Map 1 - titled "Irvinebank Water Benefited Area".

Council considers that the rateable land described above derives a special benefit from the service, facility and activity funded by the special charge.

3. The estimated cost of carrying out the overall plan is \$176,271.00.
4. The estimated time for carrying out the overall plan is one year, concluding on 30 June 2024.

Council will levy the Irvinebank Reservoir Water Supply Benefited Area Special Charge in the amount of \$400.00 per property.

## **Appendix 2 - Special Charge - Irvinebank Township Water Supply Benefited Area**

The overall plan for the Irvinebank Township Water Supply Benefited Area Special Charge is as follows:

1. The service, facility or activity funded by the special charge is the maintenance and operation of water supply equipment/infrastructure that delivers water from the Irvinebank town reservoirs to the properties connected to Irvinebank reticulated water supply system.
2. The rateable land to which the special charge is applied is as defined on Map 1 - "Irvinebank Water Benefited Area".

Council considers that the rateable land described above derives a special benefit from the service, facility and activity funded by the special charge.

3. The estimated cost of carrying out the overall plan is \$3,000.00.
4. The estimated time for carrying out the overall plan is one year, concluding on 30 June 2024.

Council will levy the Irvinebank Township Water Supply Benefited Area Special Charge in the amount of \$50.00 per property.

## Appendix 3 - Special Rate - Mareeba Benefited Area

The overall plan for the Mareeba Benefited Area Special Rate is as follows: -

1. The service, facility or activity funded by the special rate is the undertaking of one or more of the following, but not limited to;
  - footpath construction and repair
  - roads construction and repair
  - drainage construction and repair
  - adequate car parking
  - beautification works
  - promotional activities
  - installation of street furniture and street decorations
  - economic and tourism development activities.
2. The rateable land to which the special rate is applied is all commercial land within the Mareeba locality that are categorised (pursuant to Council's differential general rating categories) as categories C, D or H, excluding vacant land, defined on Map 2 - "Mareeba Benefited Area 1 & 2 and Map 3 - "Mareeba Benefited Area 3".
3. Council considers that the rateable land described above derives a special benefit from the service, facility and activity funded by the special rate to different extents based on their locality.
4. The estimated cost of carrying out the overall plan is \$124,185.
5. The estimated time for carrying out the overall plan is one year, concluding on 30 June 2024.

Council will levy the Mareeba Benefited Area Special Rate as follows:

Category	Description	Rate
Mareeba Benefited Area 1	Areas coloured purple on the Benefited Area Map 2.	\$0.00247 per dollar of valuation
Mareeba Benefited Area 2	Areas coloured blue on the Benefited Area Map 2.	\$0.00170 per dollar of valuation
Mareeba Benefited Area 3	Areas coloured orange on the Benefited Area Map 3.	\$0.00070 per dollar of valuation

## Appendix 4 - Special Charge - Extractive Industry Road Contribution

The overall plan for the Extractive Industry Road Contribution Special Charge is as follows: -

1. The service, facility or activity funded by the special charge is the undertaking of road construction and repair, and drainage construction and repair to roads impacted by extractive industry operations within the Shire.
2. The rateable land to which the special charge is applied is all extractive industry operations within the Shire that are categorised (pursuant to Council's differential general rating categories) as categories I1, I2, or I3, excluding:
  - Properties that have an extractive infrastructure agreement with Council; or
  - Neighbouring properties with the same ratepayer and only one extractive industry operation in total is being operated from these properties.

Council considers that the rateable land to be levied with the special charge described above is used in a way that specifically contributes to the need for the service, facility and activity funded by this special charge at differential levels, reflecting the degree to which the land or its occupier is considered to contribute to that need.

3. The estimated cost of carrying out the overall plan is \$965,000.00.
4. The estimated time for carrying out the overall plan is one year, concluding on 30 June 2024.

Council will levy the Extractive Industry Road Contribution Special Charge as follows: -

Category	Criteria	Charge
ERC1	Where the quantity of material being extracted &/or screened is up to a maximum of 5,000 tonnes per annum.	\$1,479.00
ERC2	Where the quantity of material being extracted &/or screened is between 5,001 tonnes and 20,000 tonnes per annum.	\$4,436.00
ERC3	Where the quantity of material being extracted &/or screened is between 20,001 tonnes and 40,000 tonnes per annum.	\$8,868.00
ERC4	Where the quantity of material being extracted &/or screened is between 40,001 tonnes and 60,000 tonnes per annum.	\$14,781.00
ERC5	Where the quantity of material extracted &/or screened is between 60,001 tonnes and 100,000 tonnes per annum.	\$23,649.00
ERC6	Where the quantity of material being extracted &/or screened is greater than 100,000 tonnes per annum.	\$29,560.00

## Appendix 5 - Special Charge - Volunteer Brigade Equipment and Maintenance

The overall plan for the Volunteer Brigade Equipment and Maintenance Special Charge is as follows: -

1. The service, facility or activity funded by the special charge is the funding of the purchase and maintenance of equipment by the respective volunteer brigades to allow them to carry out their voluntary services for the benefit of the rateable land the subject of the special charge.
2. The rateable land to which the special charge is applied is each parcel of rateable land identified on the maps for the relevant Volunteer Brigade Services Areas in Map 37 to 50.

Council considers that the rateable land described above derives a special benefit from the service, facility and activity funded by the special charge at differential levels reflecting the degree to which the land or its occupier is considered to derive benefit.

3. The estimated cost of carrying out the overall plan is \$75,450.
4. The estimated time for carrying out the overall plan is one year, concluding on 30 June 2023.

Council will levy a special charge on all properties within the Volunteer Brigade Services Special Charge Area as per the following table: -

Volunteer Brigades Areas	Annual Charge	Volunteer Brigades Areas	Annual Charge
Davies Creek	\$30.00	Paddy's Green	\$50.00
Hodzic Road	\$40.00	Speewah	\$20.00
Irvinebank	\$20.00	Springmount	\$60.00
Julatten	\$20.00	Walkamin	\$30.00
Koah Road	\$20.00	Walsh River	\$50.00
Kuranda Myola	\$40.00	Watsonville	\$40.00
Mount Molloy	\$20.00	Wolfram Road	\$30.00
Mutchilba	\$60.00		

## **Appendix 6 - Special Rate - Russett Park Bridge Access Area**

The annual implementation plan for the Russett Park Bridge Access Area Special Rate is as follows: -

1. The overall plan for the Russett Park Bridge Access Special Rate was adopted at Council's 2004/05 budget meeting and involved Council constructing a high-level bridge for better accessibility to the Russett Park area as shown on the map titled Russett Park Bridge Access Area. Council funded the construction cost by way of loan. The construction of the bridge has been completed and Council is of the opinion that ratepayers in the Russett Park area who benefit from this bridge should contribute towards the equivalent of a \$200,000.00 loan bearing interest at the rate of 6.5% over a 20-year period.
2. Accordingly, the annual implementation plan for the Russett Park Bridge Access Special Rate for 2023/24 is the ongoing repayment to Council of part of the cost of constructing the Russett Park Bridge (including the payment by of principal and interest loan repayments).
3. Should further subdivision of the above-mentioned properties occur during the year ending 30 June 2024, those new properties within the defined area shall be required to pay the special charge as outlined above.

Council will levy a special rate of \$0.0016 per dollar for the properties in the area defined on Map 4 - "Russett Park Bridge Access Area".

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# BUDGET POLICIES



## Debt Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Finance	Date Approved:	19 July 2023
Review Officer:	Director Corporate and Community Services	Review Due:	30 June 2024
Author:	Manager Finance	Commencement:	19 July 2023

### PURPOSE

The purpose of this policy is to ensure the sound management of Council's existing and future debt.

### POLICY STATEMENT

The intent of this policy is to detail the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowing for the financial years 2023/24 to 2032/33, the total current and projected borrowings and the ranges of periods over which they will be repaid.

### PRINCIPLES

Council will not use long-term debt to finance current operations.

Long term debt is only to be used for income producing assets or those assets that can be matched to a revenue stream. Consequently, repayments for the borrowings will be funded from the revenue streams generated by the asset acquisition in question. Consideration must also be given to the long-term financial forecast before planning new borrowings.

Council will utilise long-term borrowing only for capital improvement projects that cannot be financed from existing sources.

Capital projects are to only be undertaken after a thorough process of evaluation (including whole of life costing and risk assessment), prioritisation and review.

When Council finances capital projects through borrowings it will generally pay back the loans in a term not exceeding 20 years. However, in certain circumstances, particularly assets with long useful lives, borrowings may be for a longer period whereby repayments would match the income stream of the asset in question. Existing loans will be paid back within the fixed term provided for in the loan agreement.

Council will continue to ensure repayment schedules are well within Council's operating capability so as to ensure the Community is not burdened with unnecessary risk.

## Projected Future Borrowing Predictions:

Year	Project	Term	Borrowings
2023/24	-	-	-
2024/25	-	-	-
2025/26	-	-	-
2026/27	-	-	-
2027/28	-	-	-
2028/29	-	-	-
2029/30	-	-	-
2030/31	Water Treatment Plant Upgrade	20	\$20M
2031/32	-	-	-
2032/23	-	-	-

Level of Existing Debt - As at 30 June 2023, Mareeba Shire Council's outstanding loan balance is estimated to be \$7.5M.

**SCOPE**

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This policy applies to all borrowings of the Council.

**RELATED DOCUMENTS AND REFERENCES**

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*Section 192 Local Government Regulation 2012*

*Local Government Act 2009*

Statutory Bodies Financial Arrangements Act 1982.

**REVIEW**

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed every year or as required by Council.

## Debt Recovery Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Finance	Date Approved:	19 July 2023
Review Officer:	Director Corporate and Community Services	Review Due:	30 June 2024
Author:	Manager Finance	Commencement:	19 July 2023

### PURPOSE

To establish a policy for the recovery of outstanding Rates and Charges and Sundry Debtors.

### POLICY STATEMENT

The intent of this policy is to provide procedural direction to ensure prompt follow-up and timely collection of overdue Rates and Charges and other amounts owed to Council.

### PRINCIPLES

#### RATES AND CHARGES

Rates and charges are due and payable within thirty (30) days after the date of issue of the Rate Notice.

#### Recovery Action

- For those rates and charges that are outstanding by thirty-seven (37) days or more, a first reminder notice is to be generated and sent using the method chosen by the ratepayer for delivery of the Rates Notice (i.e. mail or email) for all properties with a debt of \$30 or greater, excluding:
  - those properties that are being monitored by Council's debt recovery agent; or
  - have a current approved arrangement to pay.
- The reminder notice will give a further fourteen (14) days to pay the outstanding amount or come to an alternative arrangement acceptable to Council.
- Should the ratepayer not make full payment or come to an acceptable alternative, the account will be referred to Council's collection agency (elected through quotation or tender).
- For those accounts where the ratepayer only has the current levy outstanding with no arrears and does not have an approved arrangement to pay with Council, the ratepayer will be issued a second reminder fourteen (14) days after the first reminder was issued.
- The reminder notice will give a further fourteen (14) days to pay the outstanding amount or come to an alternative arrangement acceptable to Council. Should the ratepayer not make full payment or come to an acceptable alternative, the account will then be referred to Council's collection agency, for all outstanding balances greater than one hundred (\$100) dollars.

- Should a mining lease expire or be cancelled, and that mining lease still have rates and charges outstanding, the ratepayer will be forwarded immediately to Council's debt collection agency provided they are not already registered with the debt collection agency.

#### **Alternative Arrangements**

- An arrangement to pay the overdue amount will be offered where payments are made on a periodic basis, of either weekly, fortnightly or monthly and on the condition that the maximum term of the arrangement clears the account within the half year period of issue, being 31 December or 30 June within the financial year.
- In accordance with the *Local Government Act 2009* and Council's budget resolution, overdue rates will be charged compound interest at 11.64% per annum, calculated on a daily basis up to date of payment.
- Upon agreement of an alternative arrangement, the ratepayer shall receive from Council a letter informing them of the arrangement and the details of the payment plan.
- Should the payment plan not be met (without agreement from Council) then the payment plan is considered cancelled and full payment of the amount outstanding is due immediately.
- Should more than one payment plan be forfeited (without agreement from Council), full payment of the amount outstanding is due immediately and no more payment plans will be accepted by Council while the applicant still owns the property.

#### **Unable to Locate Ratepayer**

- Should Council and the debt collection agency be unable to locate the ratepayer and the ratepayer's file has been sent to the debt collection agency twice within a 12-month period, then Council should hold action until the property falls into the three (3) year period required to sell under the *Local Government Act 2009*.

#### **Legal Action**

- A collection agent acting on behalf of Council will be empowered to attempt to recover the outstanding rates.
- Initially, letters of demand will be sent to outstanding ratepayers advising that Council has instructed their agency to collect the rates arrears and if payment is not made within the specified period, they will continue with legal action.
- For legal action to commence on an outstanding rates account, it must first be approved by the Manager Finance. Generally, legal accounts will only be commenced if the account is greater than \$500.
- Legal action will continue unless an acceptable payment plan is arranged or payment in full including all legal outlays is made.
- If judgement has been obtained, all payments made on outstanding rates accounts will first pay for any legal outlays prior to being applied to any outstanding rates.
- Legal action may take the form of a "Notice of Intention to Sue" or a direct "Summons" to the appropriate Court.

- Where Council is of the opinion that debt recovery through the Courts will not result in full payment of the amount outstanding, or Council has been notified that a receiver or manager has been appointed to manage the financial affairs of the ratepayer, Council may elect to wait for a rate to become overdue for three years and begin Sale of Land procedures in accordance with the *Local Government Act 2009*.

### **Delegations**

The Council delegates to the Chief Executive Officer (CEO), the ability to negotiate longer payment terms with ratepayers if, in the CEO's estimation, payment causes undue hardship.

The following delegations are only to be used when administration adjustments and/or corrections are to be made; all other write offs of outstanding rates and charges are to be approved by Council.

#### ***Rates & Revenue Officer Delegation***

The Chief Executive Officer (CEO) delegates to the Rates & Revenue Officer the ability to write off small amounts of outstanding rates and charges balances to the value of ten dollars (\$10).

#### ***Finance Manager Delegation***

The Chief Executive Officer delegates to the Finance Manager the ability to write off amounts of rates and charges, interest, lost discount and legal costs to the value of two thousand, five hundred dollars (\$2,500).

#### ***Director Corporate and Community Services***

The Chief Executive Officer delegates to the Director Corporate and Community Services the ability to write off amounts of rates and charges, interest, lost discount and legal costs to the value of five thousand dollars (\$5,000).

#### ***Chief Executive Officer Delegation***

The Council delegates to the CEO the ability to write off amounts of rates and charges, interest, lost discount and legal costs to the value of ten thousand dollars (\$10,000).

### **OTHER RECEIVABLES**

Other receivables are those accounts receivable that are debts owed to the Council for performing works and services. These receivables do not include rates and charges or fines.

#### **Recovery Action**

- For those receivables that are outstanding thirty (30) days from date of issue, an overdue reminder is marked on the end of month statement (for all debts).
- For those receivables that are outstanding sixty (60) days from date of issue, a first demand letter is to be generated and sent for all debts greater than fifty (50) dollars.
- The first demand letter is a friendly reminder to encourage the customer to pay or make contact with Council by the end of the relevant month.
- For those accounts where the amount is still outstanding ninety (90) days after the first demand letter, a second and final demand letter shall be generated advising that there is fourteen (14) days to pay the outstanding balance or come to an alternative payment arrangement acceptable to Council.

- Failure to pay the final demand letter may mean the Council shall undertake legal recovery (for all debts greater than \$50)

### **Unable to Locate Debtor**

Should Council and the debt collection agency be unable to locate the debtor and the file has been sent to the debt collection agency twice within a 12 month period, then the balance is to be written-off in accordance with the approved delegations.

### **Delegations**

The Council delegates to the Chief Executive Officer (CEO), the ability to negotiate longer payment terms with the Sundry Debtor if, in the CEO's estimation, payment causes undue hardship.

The following delegations are only to be used when administration adjustments and/or corrections are to be made; all other write offs of outstanding amounts are to be approved by Council.

#### ***Rates & Revenue Officer Delegation***

The Chief Executive Officer (CEO) delegates to the Rates & Revenue Officer the ability to write off small amounts of outstanding balances to the value of ten dollars (\$10).

#### ***Finance Manager Delegation***

The Chief Executive Officer delegates to the Finance Manager the ability to write off amounts up to two thousand, five hundred dollars (\$2,500) for Other Receivables as a bad debt.

#### ***Director Corporate and Community Services***

The Chief Executive Officer delegates to the Director Corporate and Community Services the ability to write off amounts up to five thousand dollars (\$5,000) for Other Receivables as a bad debt.

#### ***CEO Delegation***

The Council delegates to the CEO the ability to write off amounts up to ten thousand dollars (\$10,000) for Other Receivables as a bad debt.

## **SCOPE**

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This policy applies to all ratepayers and other debtors of Mareeba Shire Council.

## **RELATED DOCUMENTS AND REFERENCES**

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*Local Government Act 2009*

*Local Government Regulation 2012*

## **REVIEW**

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed annually or as required by Council.



## Investment Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Finance	Date Approved:	19 July 2023
Review Officer:	Director Corporate and Community Services	Review Due:	30 June 2024
Author:	Manager Finance	Commencement:	19 July 2023

### PURPOSE

To provide Council with an investment policy within the statutory framework of all associated legislation.

### POLICY STATEMENT

To outline Mareeba Shire Council's guidelines regarding the investment of surplus funds, with the objective of maximising earnings within approved risk guidelines, to ensure security of Council funds.

### PRINCIPLES

#### AUTHORITY

Mareeba Shire Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* and Schedule 2 Section 5 of the *Statutory Bodies Financial Arrangements Regulation 2007*.

All investments are to be made in accordance with:

*Statutory Bodies Financial Arrangements Act 1982*  
*Statutory Bodies Financial Arrangements Regulation 2007*

#### DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy is delegated by Council to the Chief Executive Officer in accordance with the *Local Government Act 2009, Section 257 (1)(b)* - Delegation of Local Government powers.

Authority for the day-to-day management of Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Manager Finance and subject to regular reviews with the Director Corporate and Community Services and Chief Executive Officer.

#### INVESTMENT OBJECTIVES

Mareeba Shire Council's overall objective is to invest its 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 most appropriate given the circumstances. This can include investing in Community Banks even if the rate is not the highest, but within reason, because part of the Banks' profits go back into the community to support local projects, groups and organisations. If Community Banks have more than one branch within the Council Region, Council should give consideration to spread funds to all Branches to ensure benefits are gained across the whole community.



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

## AUTHORISED INVESTMENTS

This policy entitles the following investments;

- Interest bearing deposits
- QTC Capital Guaranteed Cash Fund, debt offset facility, fixed rate deposit (up to 12 months and QTC Working Capital Facility)

## INVESTMENT GUIDELINES

The following table shows the credit ratings and counterparty limits for Mareeba Shire Council:

Short Term Rating (Standard & Poor's) or equivalent	Individual Counterparty Limit	Maximum % of Total Investments
A1+	30%	80%
A1	15%	50%
A2 - Financial Institutions Only	10%	30%
A3 - financial Institutions Only	5%	10%
Unrated	Nil	Nil
QTC Pooled Cash Management Fund	100%	100%

A Financial Institution is defined as an authorised deposit-taking institution within the meaning of the *Banking Act 1959 (Cwlth)*, Section 5.

The Manager Finance may approve limits for unrated securities after being satisfied that adequate analysis has been performed to demonstrate above average credit quality.

It is noted that for the purposes of this investment portfolio, the percentage limits apply effective from the date of purchase as a percentage of the market value of the portfolio.

### Investment in Financial Institutions within Local Communities

Investments in related financial institutions within local communities by the Mareeba Shire Council shall not exceed 10% of the total percentage of the market value of the portfolio.

### Maturity

The maturity structure of the portfolio will reflect a maximum term to maturity of one year.

### Liquidity Requirement

Given the nature of the funds invested, at least 20 per cent of the portfolio can be called at no cost or will mature within 0-7 days.

### Credit Ratings

If any of the financial institutions' credit rating is downgraded or the credit rating is placed on a negative watch, Council will revise downwards its credit limits or divest the investment as soon as practicable.

## SCOPE

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This policy applies to the investment of all available funds held by Mareeba Shire Council.

## DEFINITIONS

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For the purpose of this policy, investments are defined as arrangements that are undertaken or acquired for producing income and apply only to the cash investments of Mareeba Shire Council.

## RELATED DOCUMENTS AND REFERENCES

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*Statutory Bodies Financial Arrangements Act 1982*

*Statutory Bodies Financial Arrangements Regulation 2007*

## REVIEW

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. The policy will be revoked and reviewed upon appointment of a new Finance Manager and/or formally reviewed every year as required by Council.

## Rate Rebate and Remission Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Finance	Date Approved:	19 July 2023
Review Officer:	Director Corporate and Community Services	Review Due:	30 June 2024
Author:	Manager Finance	Commencement:	19 July 2023

### PURPOSE

This document sets out Council policy, as per annual budget resolution, in relation to the granting of rebates and remissions on rates and charges.

### POLICY STATEMENT

To identify target groups and establish guidelines to assess requests for rates and charges remissions in relation to ratepayers who are in receipt of an approved Government pension and non-for-profit organisations.

### PRINCIPLES

#### PENSIONER REMISSION

Applicants for the remission of rates from the Mareeba Shire Council and the State Government must satisfy the following conditions:

- All applications whether received at a service centre, is mailed or sent electronically, it must be completed in detail and accompanied by a copy of the front of the current Pensioner Concession Card (PCC) or a DVA Gold Card.
- An applicant must truthfully and correctly supply all information requested.
- The Council Pensioner Remission is allowable on only one property at a time.
- A new application must be lodged if you change your address.
- Should all owners not be in receipt of a pension or allowance, a proportionate amount of remission may be payable based upon State Government Guidelines.
- If a co-owner is in a spousal or recognised de-facto relationship and is an approved pensioner and is wholly responsible for payment of all rates and charges, the subsidy will be granted in full.

#### Council Pensioner Remission

Council grants a remission of thirty percent (30%) of the general rates up to a maximum of \$240 per year to pensioners within the Mareeba Shire Council area, providing they qualify for a remission in accordance with the conditions, as set out below.

This excludes water usage charges, special rates or special charges, interest and other charges on land.

To be eligible you must be:

- A holder of a Pensioner Concession Card (PCC) or a DVA Gold Card.
- The owner or life tenant of the property which is your principal place of residence. A life tenancy can be created only by a valid Will and is effective only after the death of the property owner, or by a Supreme or Family Court Order.
- Legally responsible for the payment of local council rates and charges levied on that property.

The Council Pensioner Remission is allowable on only one property at a time and a new application must be lodged if you change your address.

The Council Pensioner Remissions can only be granted from the date on the pension card or the current financial year (whichever is the latter), provided the application qualifies with Council's conditions.

Where the Council Pensioner Remission applies, Council will remit the appropriate amount off the rates notice.

### **State Government Pensioner Remission**

In addition to the remission allowed by Council, the State Government Scheme for Subsidisation of Rates and Charges payable to Local Authorities by Approved Pensioners is administered by the Council and under this Scheme, a further 20% remission is allowed to approved Pensioners up to a maximum of \$200.00 per annum on rates and charges and 20% off the Emergency Management Levy.

Where the State Government Pensioner Remission applies, Council will remit the appropriate amount off the rates notice and claim the reimbursement from the State Government.

## **COMMUNITY GROUP RATE AND CHARGE REMISSION**

### **Eligibility**

Community groups eligible for rate and charge remission are defined as:

- a) A not for profit, incorporated group or association of persons with the primary aim of conducting activities and providing services for community benefit; and
- b) The community group relies predominantly on volunteer labour, community fundraising, membership fees and donations;
- c) The community group does not receive state or federal government operational grants and does not rely on a fee for service business model.

Eligible community groups must:

- Operate within the boundaries of the Mareeba Shire Council;
- Own or lease and occupy the land on which the general rates are being levied and the rates notice issued in the Group's name;
- The property must not be used for residential purposes including community housing properties;
- Not utilise gaming machines to raise revenue;
- In its constitution clearly prohibit any member of the Group making private profit or gain either from the ongoing operations of the Group or as a result of the distribution of assets if the Group was wound up (this condition does not apply to the owner of a cultural icon);

- Meet the definition of a not-for-profit community group as per Mareeba Shire Council Community Partnerships Program Policy;
- Not have outstanding rates on the property.
- The remission is not available on vacant land.

### **Types of Remissions**

Council grants a remission to Council approved not-for-profit community, recreation and sporting groups, based on the level of commerciality of the Group. Council is committed to supporting not for profit community groups to have access to affordable space for community activities but excludes the subsidisation of commercial activity. This assistance applies to eligible community groups in the shire, irrespective of whether or not they occupy Council land or facilities.

Therefore, community Groups are assessed, according to their level of commerciality, and assigned (by Council) to one of two community group types:

- Type A Community Group - limited commerciality.
- Type B Community Group - substantial commerciality.

This categorisation not only enables Council to make available fair, reasonable and transparent assistance to each community group, depending on their level of commerciality, but it also recognises that community groups can change over time experiencing increased or decreased levels of commerciality and the group's categorisation can be changed accordingly.

Council will offer a higher level of assistance to Type A Community Groups than those assessed as Type B Community groups.

### **Assessing Type A Groups: Limited Commerciality**

The group's revenue raising streams are limited to membership fees, community donations, minor event charges, raffles and other fundraising and food canteen. If the group has a bar, then patrons are mainly members and limited profit is made.

#### **Remissions Granted to Type A Groups**

The following rebates and remissions are available to eligible Type A Community Groups:

- Rate Remission: One hundred percent (100%) of the general property rates per year.
- Charge Remission: One hundred (100%) per year on Utility Charges (Sewerage and Water Access Charges) and the Waste Management Charge.
- Volunteer Brigade Equipment and Maintenance Special Charge and local SES Levy: One hundred percent (100%) of the Levy/Charge.
- The State Emergency Management Levy is collected by Council on behalf of the State Government so no remission or rebate from Council is available to community groups.

## Assessing Type B Group: Substantial Commerciality

The group's revenue raising streams include those of Type A Groups but also include the regular operation of a bar and commercial kitchen, charge industry recognised gate entry fees and commercial sponsorship. Community groups who operate gaming machines are not eligible for rate rebates and charge remissions.

### Remissions Granted to Type B Groups

The following rebates and remissions are available to eligible Type B Community Groups:

- Rate Remission: Fifty percent (50%) of the general property rates up to a maximum of \$1,000 per year;
- Charge Remission: Twenty percent (20%) up to a maximum of \$200 per year on total Utility Charges (Sewerage and Water Access Charges) and the Waste Management Charge;
- Volunteer Brigade Equipment and Maintenance Special Charge and local SES Levy: One hundred percent (100%) of the Levy/Charge.
- The State Emergency Management Levy is collected by Council on behalf of the State Government so no remission or rebate from Council is available to community groups.

### Application and Continuation of the Remission

The remission/s, if approved, will apply from the start of the rating period in which the application was successful and will be shown on the rates notice.

Applications for Rate and/or Charge Remission will only be considered for not-for-profit, community groups as defined above and which comply with all the eligibility criteria.

There is a responsibility upon the not-for-profit, community group to contact the Council when there is a change that could affect the status of the remission so as to avoid the necessity for the Group to reimburse the remission so obtained, including changes in the level of commerciality of the Group.

Where the Rate and Charge Remission applies, Council will remit the appropriate amount off the rates notice.

### Application Process for Community Groups with Council Lease

- Council will allocate Rate Rebate and remission entitlements to eligible Community Groups with a Council Community Lease.
- It is the responsibility of the Community Group to contact Council should the Group believe it has not been granted these entitlements.
- Council may need to conduct a site inspection and / or request further information.
- If in circumstances where a Group does not fulfil its lease obligations, the remission may be cancelled.

### Application Process for Other Community Groups

- An initial application using the approved form must be lodged and approved applicants are reviewed annually for eligibility.
- The application must also include any two of the following supporting documentation:
  - A copy of the Group's constitution or certificate of incorporation;
  - Minutes of its most recent Annual General Meeting;

- Incorporated groups are to provide a copy of their most recent audited financial statement (no greater than 12 months old), unincorporated groups are to provide a copy of their most recent reconciled financial statement (no greater than 12 months old);
- Details of the Group's not-for-profit status from the Australian Taxation office or similar.

The *Local Government Regulation 2012* - Chapter 4, Part 10 Concessions, gives local governments the power to grant concessions for rates and charges.

A concession may only be of the following types:

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

A concession may only be granted by resolution of the Council and for the Mareeba Shire Council; this is done as part of the annual budget adoption process and also noted in the adopted Revenue Statement.

## **WATER CONSUMPTION DONATION**

Council will consider providing a donation towards water consumption costs for eligible community groups, if water consumption exceeds \$100 per annum. To be eligible for financial assistance community groups must also meet the eligibility criteria as per section 3.5 of the Community Partnerships Program policy and meet the definition of a community group as defined below:

- a) A not for profit, incorporated group or association of persons with the primary aim of conducting activities and providing services for community benefit; and
- b) The community group relies predominantly on volunteer labour, community fundraising, membership fees and donations;
- c) The community group does not receive state or federal government operational grants and does not rely on a fee for service business model.

Eligible community groups are classified by Council into three (3) categories depending on water usage and a level of assistance is provided to each category as follows:

<b>Group 1:</b>	Community groups watering playing fields and large public lawns/grounds
<b>Assistance:</b>	35% of actual annual water consumption up to a maximum \$2,000 donation per water access type
<b>Group 2:</b>	Community groups watering for dust suppression e.g. Horse and pony clubs, rodeo associations
<b>Assistance:</b>	35% of actual annual water consumption up to a maximum \$1,000 donation per water access type
<b>Group 3:</b>	Community groups using water for human consumption and gardens
<b>Assistance:</b>	35% of actual annual water consumption up to a maximum \$500 donation per water access type

Requests for a donation for water consumption fees will be considered throughout the year and must be made in writing by letter or email to the Community Wellbeing Officer, Mareeba Shire Council. Approved requests will be paid as a donation on the rates notice to offset the costs of water consumption and will apply from the next rating period after approval is granted.

## SCOPE

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This policy applies to:

- Pensioners who own and reside on their property within the Mareeba Shire Council area and who meet the requirements set out in this document.
- Not-for-Profit community, recreation and sporting groups who meet the requirements set out in this document.

## DEFINITIONS

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**Council** - Mareeba Shire Council

## RELATED DOCUMENTS AND REFERENCES

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*Local Government Regulation 2012*

Mareeba Shire Council Revenue Policy

Mareeba Shire Council Revenue Statement

Mareeba Shire Council Community Partnerships Program Policy

## REVIEW

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed annually or as required by Council.



## Revenue Policy

Policy Type	Council Policy	Version:	4.0
Responsible Officer	Manager Finance	Date Approved:	15 March 2023
Review Officer:	Director Corporate and Community Services	Review Due:	15 February 2024
Author:	Manager Finance	Commencement:	15 March 2023

### PURPOSE

Provisions of the *Local Government Act 2009* and *Local Government Regulation 2012*, requires Council to prepare and adopt this policy as part of Council's budget each year. The policy contains principles that will be used for the development of Council's Budget.

### POLICY STATEMENT

To identify the principles used by Council for making and levying rates and utility charges, exercising powers to grant rebates and concessions, for recovering unpaid amounts of rates and charges and the setting of miscellaneous fees and charges.

### PRINCIPLES

#### THE MAKING OF RATES AND UTILITY CHARGES

- a) In general, it is Council's policy that a user pays principle applies to all specific services provided to ratepayers and other users in Mareeba Shire Council.
- b) Exceptions to the *user pays principle* include general services to the community as a whole when it is in the community interest to do so.
- c) Council will have regard to the principles of:
  - Transparency in the making of rates and charges;
  - Having in place a rating regime that is as simple and inexpensive as possible;
  - Equity by ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes; and
  - Flexibility to take account of changes in the local economy.
- d) In pursuing the abovementioned principles Council may avail itself of the following:
  - A system of differential general rating
  - Minimum general rates
  - Utility charges
  - Special rates and charges
  - Separate charges
  - Limitation of rate increases (rate capping)

## LEVYING OF RATES AND CHARGES

In levying rates Council will apply the principles of:

- making clear what is the Council's and each ratepayer's responsibility to the rating system (Council may allow a discount for prompt payment);
- making the levying system as simple as possible to administer;
- timing the levy of rates where possible to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

## CONCESSIONS FOR RATES AND CHARGES

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

- equity,
- the same treatment for ratepayers with similar circumstances;
- transparency by making clear the requirements necessary to receive concessions, and
- flexibility to allow Council to respond to local economic issues

The purposes for granting concessions are to relieve economic hardship and provide rebates to eligible pensioners and not-for-profit community, recreation and sporting groups. In addition, Council may grant concessions on a case-by-case basis if it is satisfied that any one or more of the other criteria in section 120(1) of the *Local Government Regulation 2012* have been met.

## THE RECOVERY OF RATES AND CHARGES

- a) Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers.
- b) It will be guided by the principles of:
  - transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
  - making the processes used to recover outstanding rates and charges clear, and as simple to administer and as cost effective as possible (refer to Council's Debt Recovery Policy);
  - capacity to pay in determining appropriate arrangements for different sectors of the community;
  - equity by having regard to providing the same treatment for ratepayers with similar circumstances; and
  - flexibility by responding, where necessary, to changes in the local economy.

## THE SETTING OF COST-RECOVERY FEES AND COMMERCIAL SERVICES CHARGES

Council will be guided by the following principles in the setting of cost-recovery fees on the one hand, and commercial services on the other:

- Fees associated with regulatory services will be set at the full cost of providing the service or taking the action for which, the fee is charged. Council may choose to subsidise the fee from other sources if it is in the community interest to do so.
- Commercial services charges will be set to recover the full cost of providing the service and, if provided by a Business of Council, may include a component for return on Council's investment.

## **THE EXTENT TO WHICH PHYSICAL AND SOCIAL INFRASTRUCTURE COSTS FOR A NEW DEVELOPMENT ARE TO BE FUNDED BY CHARGES FOR THE DEVELOPMENT**

Developers are required to contribute towards the Council's infrastructure in accordance with the provisions of the *Planning Act 2016*. Infrastructure charges are required for roadworks, parks, drainage and water and sewerage head works where applicable.

In addition, social infrastructure costs are to be met by grants received from the Government and general revenue sources.

## **SCOPE**

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This policy applies to Mareeba Shire Council and all related business activities.

## **DEFINITIONS**

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**Council** refers to Mareeba Shire Council

## **RELATED DOCUMENTS AND REFERENCES**

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Section 193 of the *Local Government Regulation 2012*  
Section 104(5)(c) of the *Local Government Act 2009*.

## **REVIEW**

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed every year or as required by Council.

## Water and Waste Concessions for Home Renal Dialysis Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Finance	Date Approved:	19 July 2023
Review Officer:	Director Corporate and Community Services	Review Due:	30 June 2024
Author:	Manager Water and Waste	Commencement:	19 July 2023

### PURPOSE

This policy was formulated to ensure the uniform/transparent application of relief from water consumption charges and the provision of an additional waste collection service for those patients undergoing home renal dialysis treatment, within the Mareeba Shire Council.

### POLICY STATEMENT

This policy will establish specific guidelines for the staff and the public regarding the provision of a water usage concession and increased waste collection to ratepayers and residents required to operate a home renal dialysis machine in their principal place of residence.

### PRINCIPLES

Mareeba Shire Council provides financial assistance to the property owner to offset water usage costs for users of home renal dialysis equipment. Council can also provide additional waste collection to properties where home dialysis patients reside.

### WATER CONCESSION RATES

The relief is to be applied to the metered property at which the patient resides and if the patient is not the owner, on the understanding that the owner will pass the benefit onto the tenant. Council will seek confirmation from the Cairns Hinterland Hospital and Health Service as to the property address of patients currently dialysing at home and the applicable level of water consumption for this purpose. It is based on the information provided by the Health Service that eligibility for the concession will be applied, is determined.

Once it has been established that the concession is to apply the responsible officer is to grant an allowable consumption of 7.5 kilolitre per billing period in cases where the patient is using a low volume dialysis machine (for example the NxStage® PureFlow™ SL) and 96 kilolitres per billing period in cases where the conventional (Fresenius) high volume dialysis machine is used.

### ADDITIONAL KERBSIDE SERVICE

Council will provide an additional wheelie bin service (for dialysis packaging) for the property at which the patient resides. The free additional wheelie bin will not apply if there is not currently a kerbside service available due to truck accessibility issues (i.e. rural lots) and/or availability of site storage. The wheelie bin needs to be presented kerbside on the usual collection day.

## ELIGIBILITY

To be eligible, the following must occur:

- An application form from Council must be completed by the applicant.
- Confirmation from the Cairns Hinterland Hospital and Health Service advising that treatment is being undertaken by a resident of the property including the commencement date of the treatment and if applicable the date the dialysis ended.
- The application form must be received by Council prior to the end of the discount period of the first concession being applied.

## APPLICATION FOR CONCESSION APPROVED

If the application for water concession is approved the water consumption and consequent charges will be adjusted accordingly and an amended rate notice issued to the owner of the property, subject to the eligibility conditions above.

Those patients requiring additional waste services will need to apply and if approved will be supplied with an extra waste collection each week.

It is the responsibility of the applicant to advise Council if home renal dialysis is no longer undertaken on the premises. However, confirmation will be sought from the Cairns and Hinterland Hospital and Health Service on at least an annual basis that home renal dialysis is continuing. The concession will cease to apply when home renal dialysis treatment is stopped.

## APPLICATION FOR CONCESSION DENIED

In the instance where the application for concession is denied the Water and Waste Department will contact the applicant explaining the reasons for the denied application.

## CALCULATION OF CONCESSION

Consultation with Cairns and Hinterland Hospital and Health Services requesting guidance as to the likely water consumption and waste generated directly attributable to the operation of a home renal dialysis unit. This report is based upon that advice as outlined in the following tables:

**Table One – Water Usage**

Water Usage Assumptions Based on Fresenius Dialysis Machine	
Frequency of treatment	5-6 treatments per week
Length of each treatment assuming:	5 hours per treatment
<ul style="list-style-type: none"> <li>- 30 minutes hot rinse before treatment</li> <li>- 4 hours treatment</li> <li>- 30 minutes disinfection post treatment</li> </ul>	

**Table Two – Water Usage**

<b>Water Usage Assumptions Based on Nx Stage Pureflow Dialysis Machine</b>	
Frequency of treatment	5-6 treatments per week
Length of each treatment assuming:	4 hours per treatment
<ul style="list-style-type: none"> <li>- 30 minutes Preparation</li> <li>- 3 hours treatment</li> <li>- 25 minutes Wrap up</li> </ul>	

**Table One - Calculation**

<b>Estimated Water Usage Calculation for Fresenius Dialysis Machine</b>	
2	Litres per minute
300	Minutes per session
600	Litres per session
3,600	Litres per week
3.6	Kilolitres per week
187	Kilolitres per year

**Table Two - Calculation**

<b>Estimated Water Usage Calculation for Nx Stage Pureflow Dialysis Machine</b>	
150	mL per minute
240	Minutes per session
360	Litres per session
2160	Litres per week
2.16	Kilolitres per week
112.32	Kilolitres per year

**Table One – Waste Generated**

<b>Estimated Waste generated from Peritoneal patients</b>	
1 empty bag, 1 body fluid filled bag, 1 tube	Generated per session
4-6	Sessions per day
4-6 empty bags, 4-6 body fluid filled bags, 4-6 tubes	Generated waste per day
28-42	Sessions per week
112-252 empty bags, 112-252 body fluid filled bags, 112-252 tubes	Generated waste per week
1456-2184	Sessions per year

## SCOPE

This policy applies to those ratepayers and residents required to operate a home renal dialysis machine in their principal place of residence.

## DEFINITIONS

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**Haemodialysis patient** shall mean those persons within the Mareeba local government area, who are registered with Haemodialysis Unit Service, Cairns and Hinterland Health Services, as receiving home renal dialysis treatment.

**MSC** shall mean Mareeba Shire Council

**Peritoneal Dialysis patient** shall mean those persons within the Mareeba local government area, who are registered with the Peritoneal Dialysis Unit Service, Cairns and Hinterland Health Services, as receiving peritoneal dialysis treatment at home.

**Policy** shall mean the 'Waste and Waste Concession for Home Renal Dialysis Policy'.

**Property Owner** shall mean the person or persons to whom a Certificate of Title for ownership of land/property is held by the Queensland Department of Environment and Resource Management's Titles Registry.

**Ratepayer** for the purpose of this policy, means the person who is registered as the property owner with the MSC for the purposes of water billing and waste collection.

**Tenant** shall mean a person who is registered as a tenant by way of a tenancy agreement through a registered property manager or by way of a written agreement with the property owner.

## REVIEW

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed annually or as required by Council.

## Water Leak Management Policy

Policy Type	Council Policy	Version:	1.0
Responsible Officer	Manager Water and Waste	Date Approved:	19 July 2023
Review Officer:	Director Infrastructure Services	Review Due:	30 June 2024
Author:	Manager Water and Waste	Commencement:	19 July 2023

### PURPOSE

The purpose of this policy is to ensure a uniform/transparent application of relief of larger than normal water consumptions charge due to the existence of a concealed leak.

### POLICY STATEMENT

The intent of this policy is to set out the process of providing clear and concise guidelines on seeking consideration of a rebate in respect of a water consumption charge, due to:

- an unapparent plumbing failure
- inaccurately registering or non-functioning water meter

### PRINCIPLES

Residents are responsible for managing their water consumption. This includes manually reading the water meter and carrying out overnight consumption tests on a regular basis to monitor water usage and consumption patterns if there is concern that there may be a possible leak.

Council is responsible for repairing water leaks in council-owned infrastructure up to and inclusive of the water meter.

Residents are responsible for repairing water leaks in the pipes carrying water from the water meter into the client's premises, in any internal pipes or plumbing fixtures within the premises, or in any irrigation piping or garden watering systems.

Subject to any rebate under this policy, the resident is responsible for the payment of the full water notice, including consumption related to leaks.

### APPLICABILITY

Council will only consider a request for reduction of a water consumption charge due to a water leak where:

- the leak was a concealed leak; and
- the resident took all reasonable steps to ensure that the leak was repaired within thirty (30) calendar days; and
- the leak was repaired by a licensed plumber.



Council will *not* consider a rebate in the following circumstances:

- leaks and/or bursts on internal appliances, fixtures or fittings including air conditioners, dishwashers, swimming pools, hot water systems, toilet cisterns, valves, internal or external taps
- situations where the leak is visible
- leaks not repaired by a licensed plumber
- plumbing that is not compliant with government regulations
- vacant land

#### **EXTENT OF REBATE**

A reduction in water consumption charges will be granted only once per property per owner per financial year. There may be exceptional circumstances where Council will need to assess the situation individually and advise accordingly.

If the application for a rebate in water consumption charges is granted, the rebate extended to the resident shall be based on the Aqualus Water Leak Quantum Report. *i.e. Water Leak (kilolitres) Total in Period (leak start date to leak end date) x applicable tier charge rate*

Consumption rate charges are determined by the Tier that the read falls under Tier 1 and Tier 2 are set by Council and reflect the water charges for volumes of water consumed.

The decision whether to use an alternative methodology and the alternative methodology to be used will be at the sole discretion of Council.

#### **APPLYING FOR A REBATE**

The resident must apply in writing for a reduction of water consumption charges due to a concealed leak using the “Application for Adjustment of Water Consumption” form as specified by Council. The application must outline the location and circumstances of the concealed leak, including the conditions to be met under the applicability of this policy and complete all sections of the form.

The application must be made to Council for relief within thirty (30) calendar days of the water leak notice or the resident becoming aware of a possible water leak via Council notification. If the resident is unable to have the leak repaired within the thirty (30) days they should inform Council and subject to reasonable grounds this provision may be extended.

Council will only accept one application per property per financial year. Council’s minimum rebate amount is set at \$20.

The application must be accompanied by a detailed plumber’s report from the licensed plumber, who carried out the repair work, certifying:

- the leak was repaired by the licensed plumber; and
- the date the leak was repaired; and
- the details of the plumbing repairs undertaken; including:
  - that the leak was in the main water supply pipe from the meter to the premises; and
  - that the leak was in a location and/or of a nature which contributed to it not being evident.

## NON-FUNCTIONING METER

Where the resident is in dispute as to the accuracy of the installed water meter:

- the resident shall pay for the water meter to be tested as per the charge in the Register of Fees & Charges; and
- if the water meter is found to be faulty this charge will be refunded.

Where the water meter is found to be faulty Council will replace the faulty meter.

Council may estimate the water usage during the period which the faulty water meter occurred using all reasonable information available to Council and adjust the water consumption accordingly. The estimate is based on the following:

- An average of the water consumption over a period of time; or
- An average of the water consumption for the duration of the high-water usage shown on the Automated Meter Reading (AMR); or
- If an average cannot be calculated a proportion of the annual median usage for the service area set out in the table below will be calculated and charged at the set charge per kilolitre for the corresponding billing period.

Service Area	Residential	Non-Residential
Chillagoe	186 Kl	347 Kl
Dimbulah	290 Kl	203 Kl
Kuranda	199 Kl	211 Kl
Mareeba	311 Kl	158 Kl
Mount Molloy	266 Kl	117 Kl

## NEW DWELLING OWNERS

New property owners on sold houses that have leaks being eligible for a rebate that have had leaks and then have been sold, and the new owner receives a notice whereby a period of up to over 3 months after taking ownership will be eligible because the leak has been there for longer than thirty (30) days.

## SCOPE

This policy applies to all properties connected to the Mareeba Shire Council water reticulation supply with a Council approved water meter.

## DEFINITIONS

To assist in interpretation the following definitions shall apply:

**AMR** shall mean automatic meter reading device(s).

**Aqualus** shall mean the water management software.

**Average Consumption** shall mean the average of the past three years' actual water consumption during the equivalent billing period where there has been no major excess water use detected. Where there is no prior billing history available, the average Mareeba consumption will be used.

**Average Minimum Rate** shall mean the average daily minimum (litres per hour) during the rebate period.

**Billing Period** shall mean the time between meter readings and does not refer to the time when the bill was sent, or to the time of payment.

**Concealed Leak** shall mean a leak that has occurred in the main water supply pipe from the meter to the client's property, either underground, under or within concrete or paving or underneath a structure where the occupant was not aware of its existence and could not reasonably be expected to be aware of its existence.

**Council or MSC** shall mean Mareeba Shire Council.

**Detected Leak** shall mean a leak that has been located in the main water supply pipe from the meter to the client's property, either underground, under or within concrete or paving or underneath a structure and has been repaired by a licenced Plumber.

**Leak Period** shall mean from the leak start date to the leak end date.

**Notification** shall mean the issue date of Council's first potential water leak notice to the property owner in the relevant financial year.

**Policy** shall mean this "Water Leak Management" Policy.

**Previous Consumption** shall mean the total property consumption prior to the leak in the relevant financial year.

**Rebate** shall mean as defined in the Extend of Rebate section of this policy.

**Rebate Period** shall mean the period from notification to where the leak is fixed within 30 calendar days after notification, or the period from first notification to a maximum of 30 days thereafter.

**Resident** shall mean a property owner being supplied water by the council.

**Residential Property** shall mean properties classed as residential on Council's rating system.

**Tier 1 Consumption Charge Rate** shall mean the Tier 1 Consumption Charge identified within the Revenue Statement as adopted by council each financial year.

**Tier 1 Threshold Limit** shall mean the maximum volume on which the Tier 1 Consumption Charge rate will be applicable as identified within the Revenue Statement as adopted by council each financial year.

**Tier 2 Consumption Charge Rate** shall mean the Tier 2 Consumption Charge identified within the Revenue Statement as adopted by council each financial year.

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## REVIEW

It is the responsibility of the Director Infrastructure Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed every year or as required by Council.

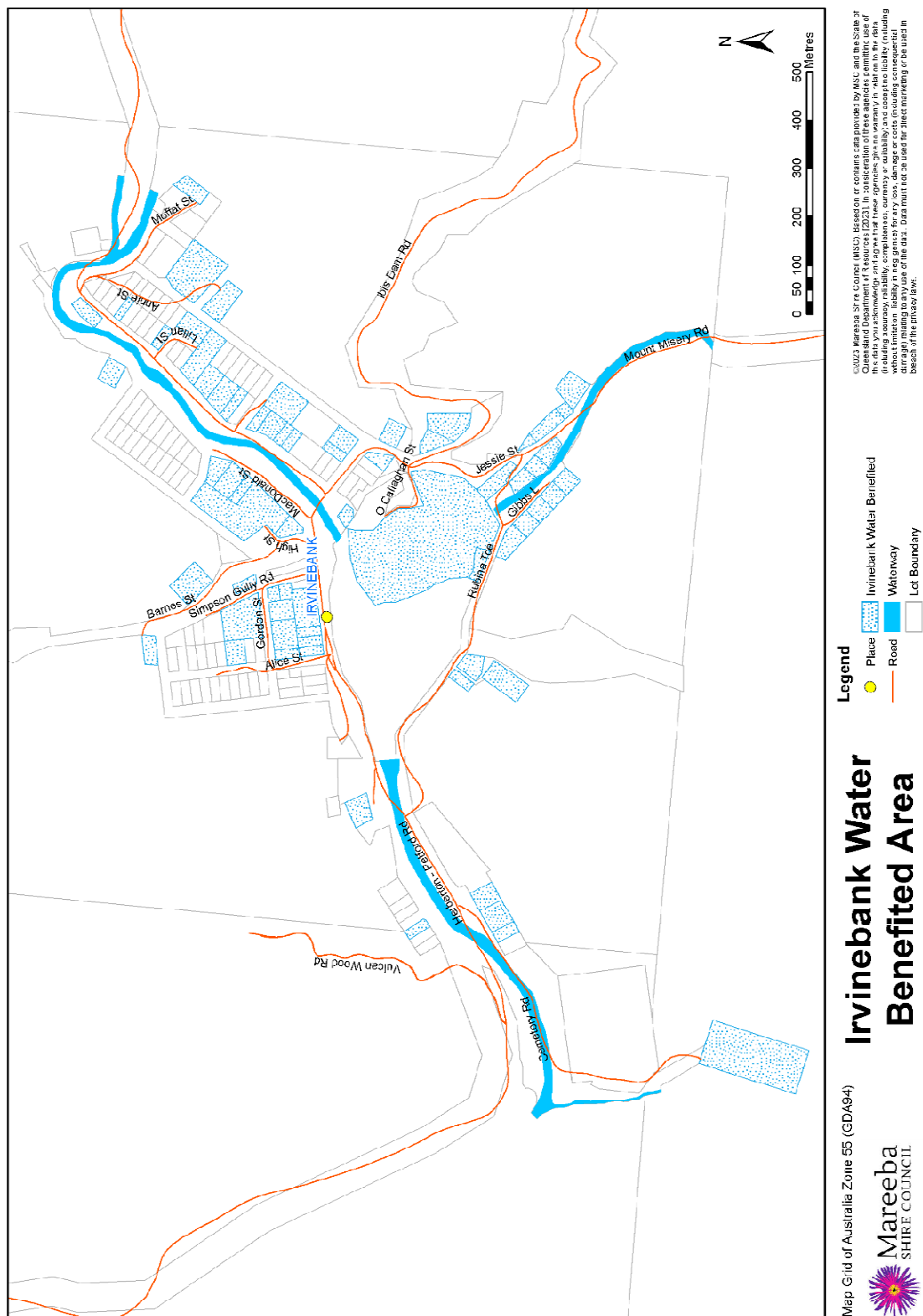
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# BUDGET MAPS



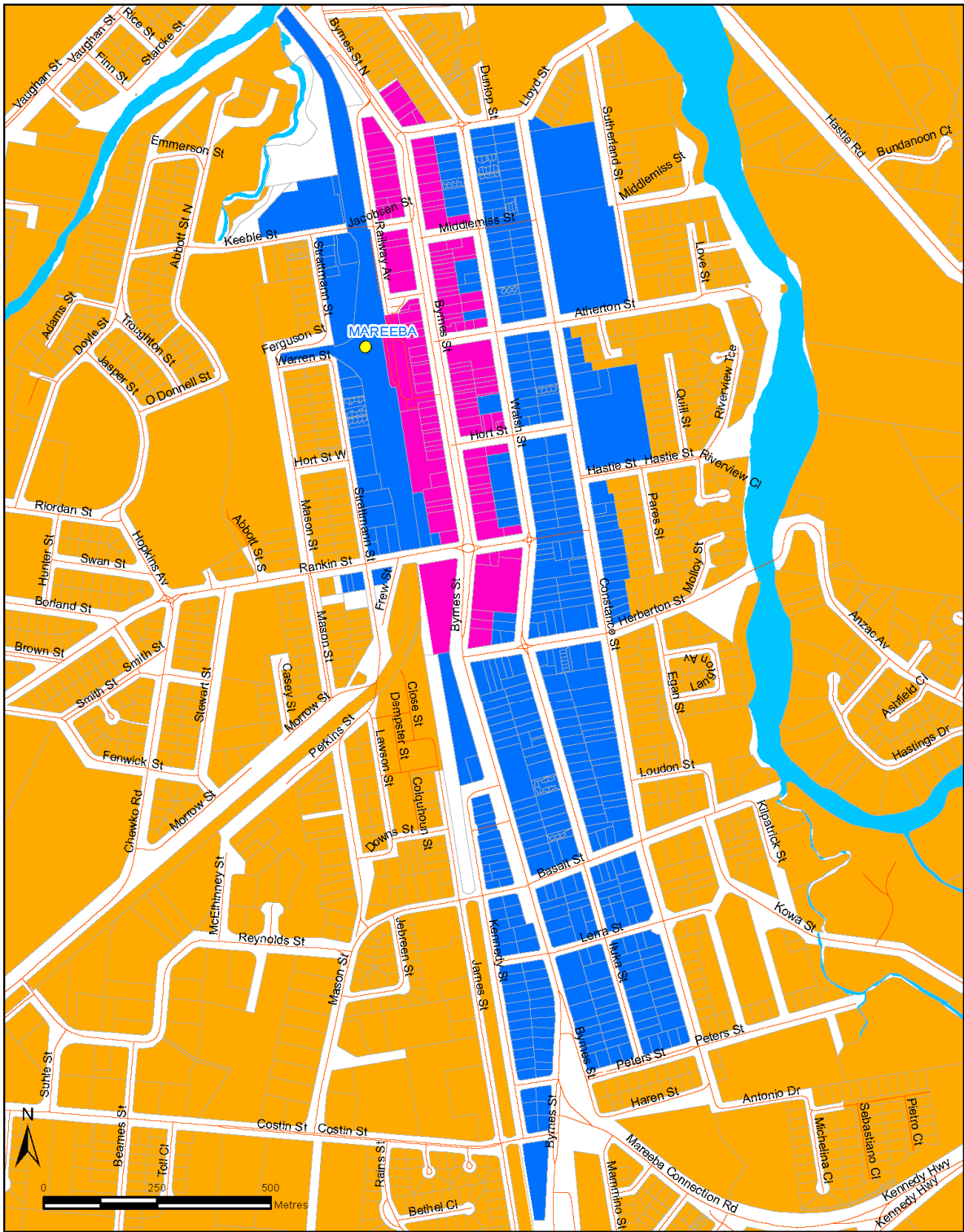
## Benefited Areas

## Irvinebank Water Benefited Area - Map 1





Mareeba Benefited Area 1 & 2 - Map 2



Mareeba Benefited Areas 1 & 2



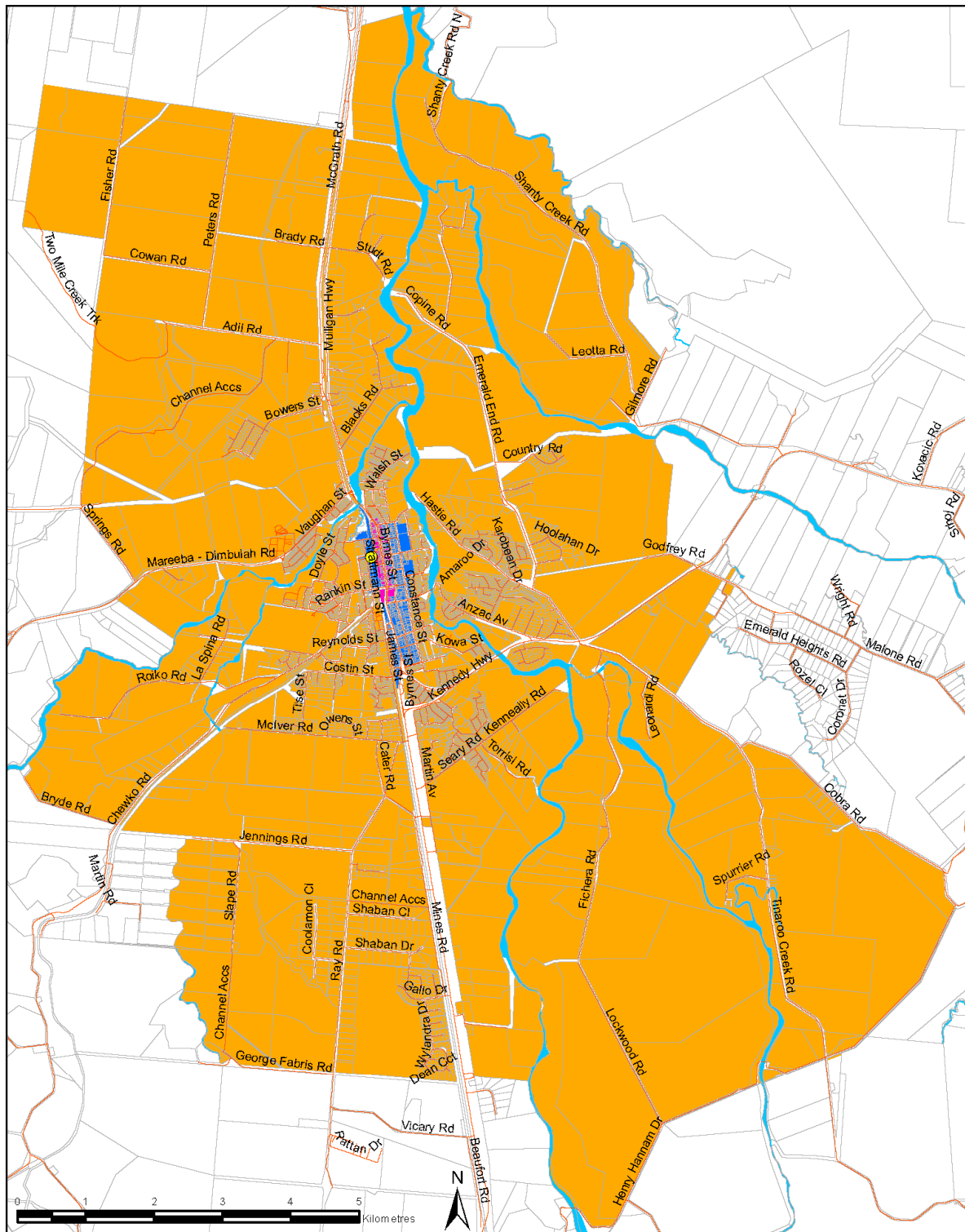
Map Grid of Australia Zone 55 (GDA94)

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Legend

- Place
- Road
- Lot Boundary
- Mareeba Benefited Area 1
- Mareeba Benefited Area 2
- Mareeba Benefited Area 3
- Waterway

## Mareeba Benefited Area 3 - Map 3



## Mareeba Benefited Area 3

Map Grid of Australia Zone 55 (GDA94)

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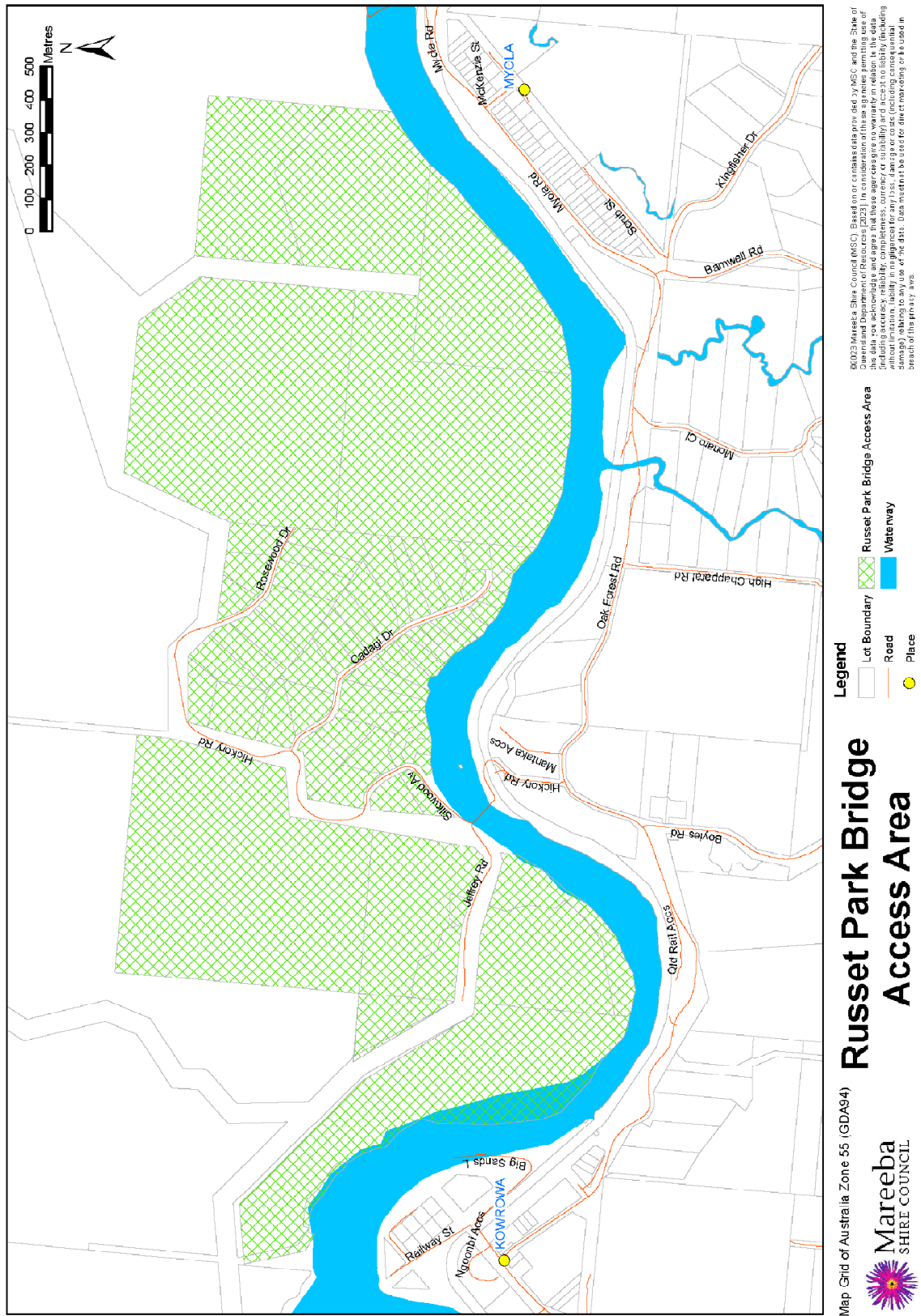
### Legend

- Place
- Road
- Lot Boundary
- Mareeba Benefited Area 1
- Mareeba Benefited Area 2
- Mareeba Benefited Area 3
- Waterway



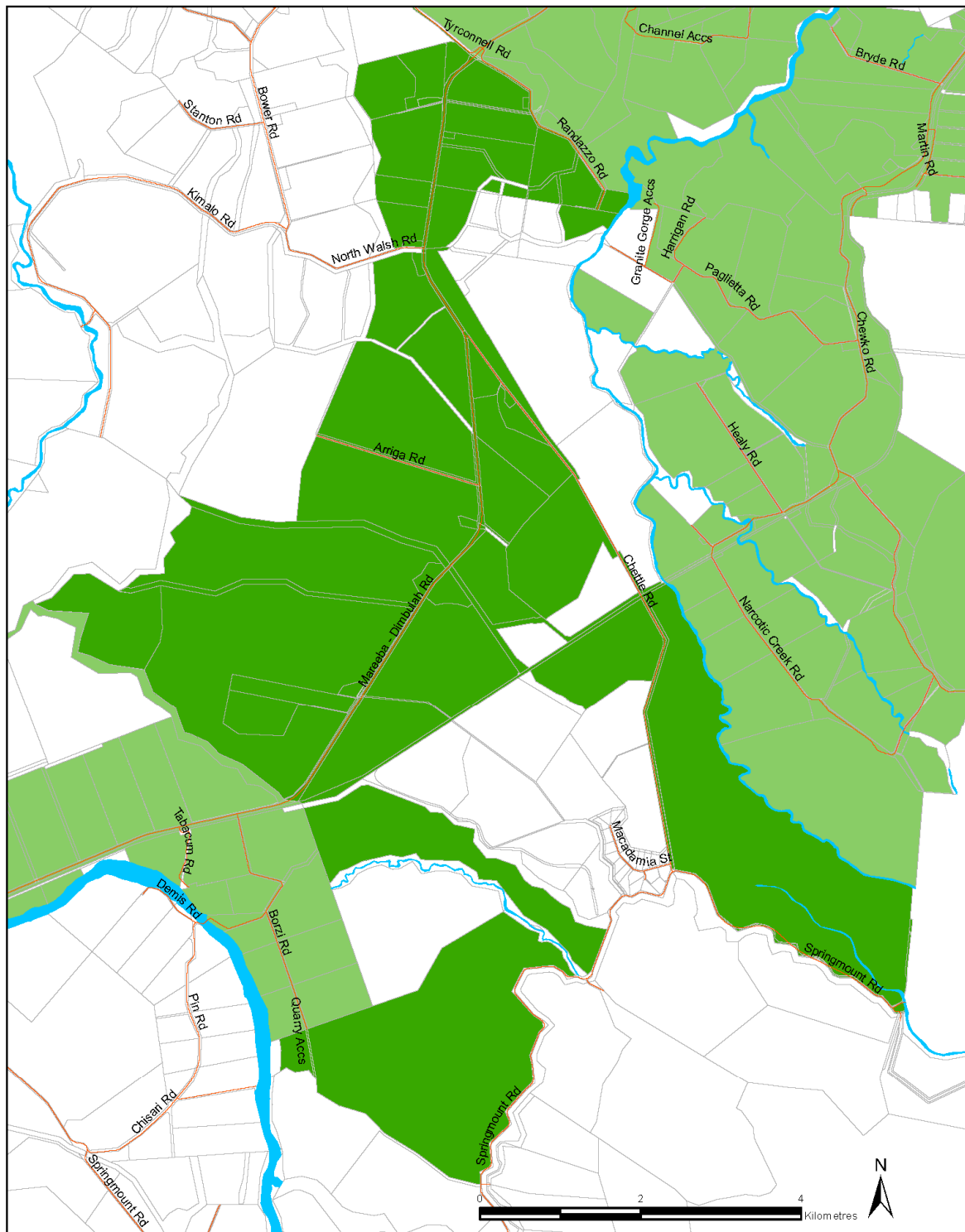


## Russett Park Bridge Access Area - Map 4



## Garbage Collection Areas

### Arriga - Map 5



## Garbage Collection Area - Arriga

Map Grid of Australia Zone 55 (GDA94)

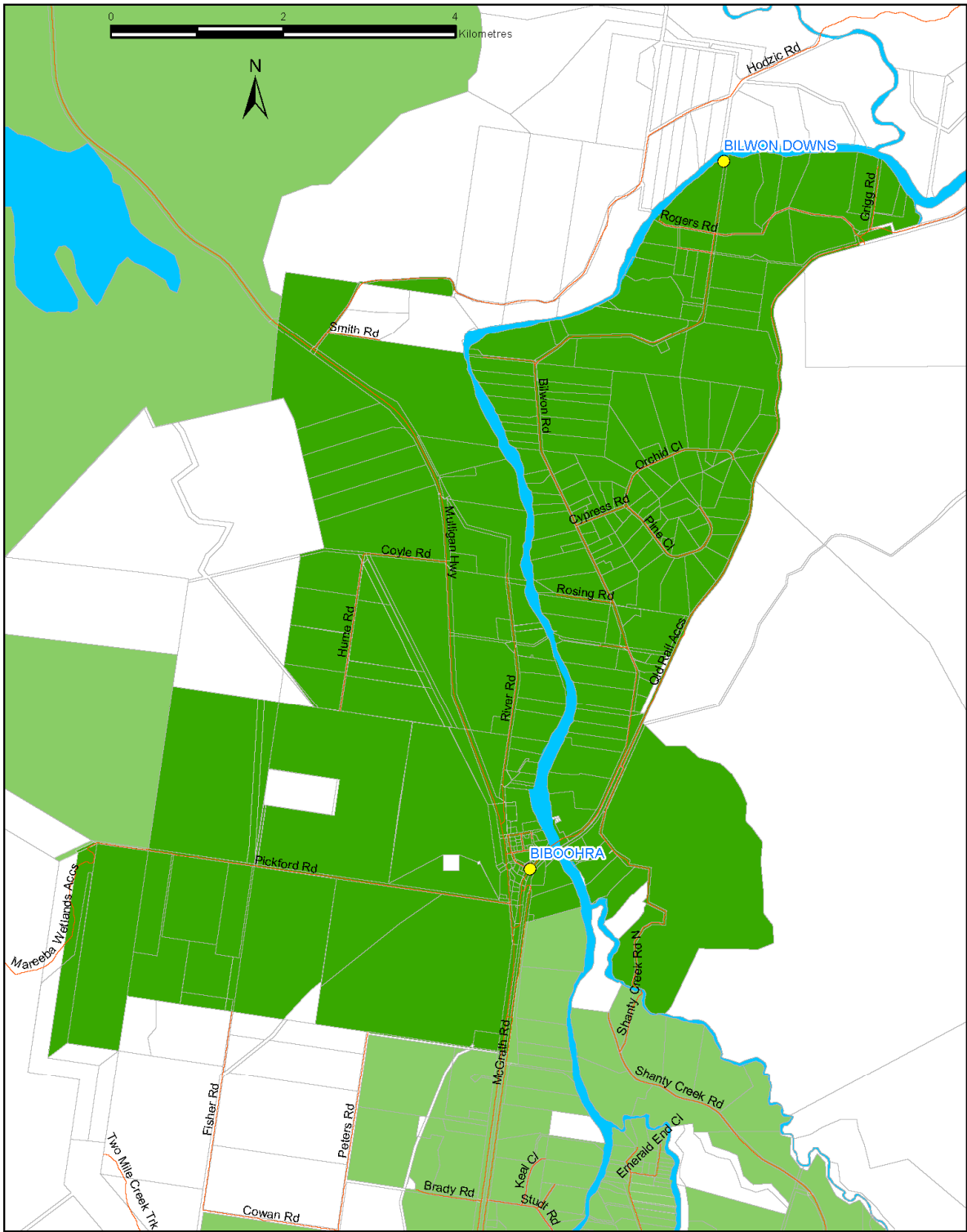
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#### Legend

- Place
- Waterway
- Road
- Lot Boundary
- Garbage Benefited
- Arriga Garbage Benefited



Biboohra - Map 6



# Garbage Collection Area - Biboohra



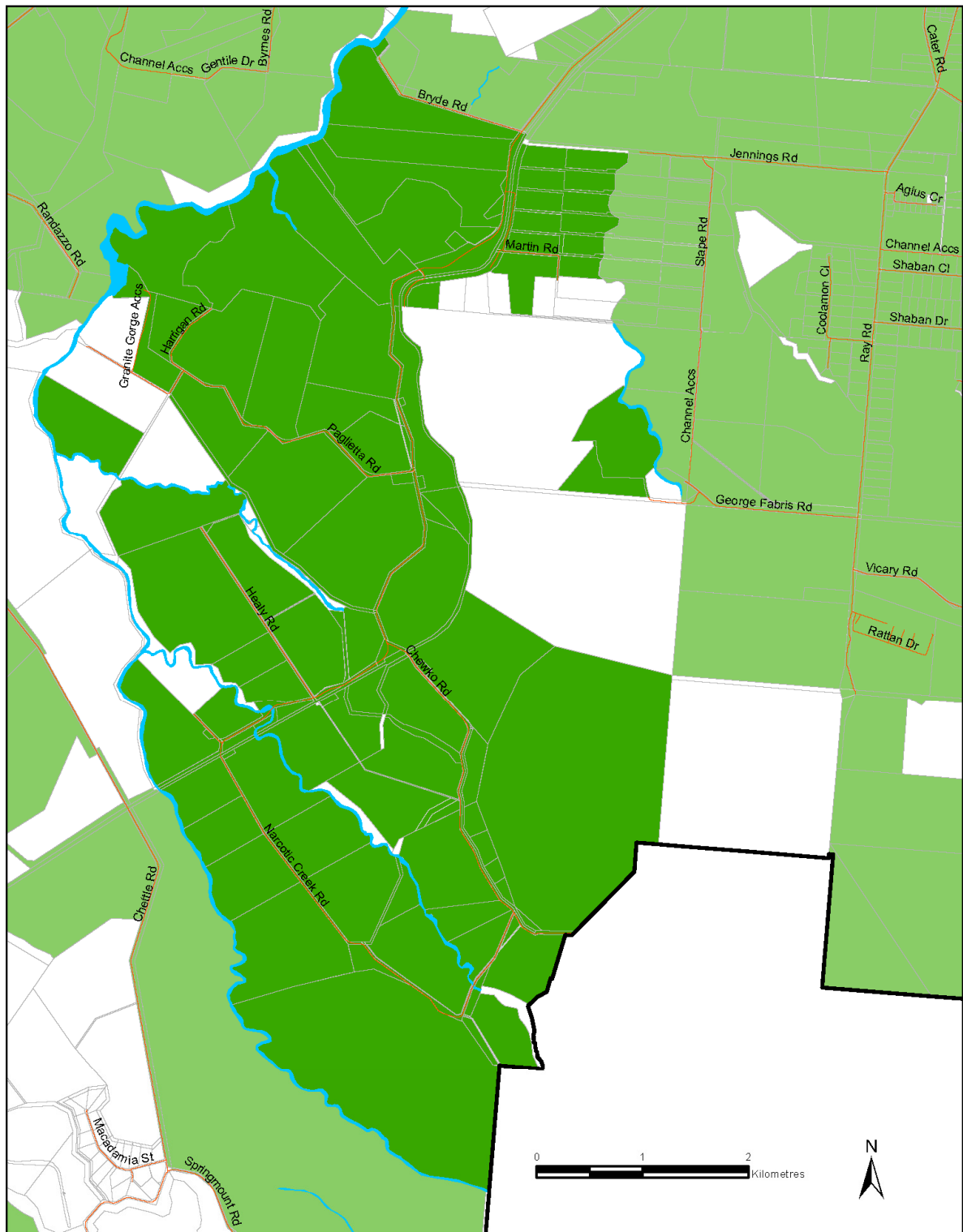
Map Grid of Australia Zone 55 (GDA94)

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## Legend

- Place
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Biboohra Garbage Benefited

## Chewko - Map 7



## Garbage Collection Area - Chewko

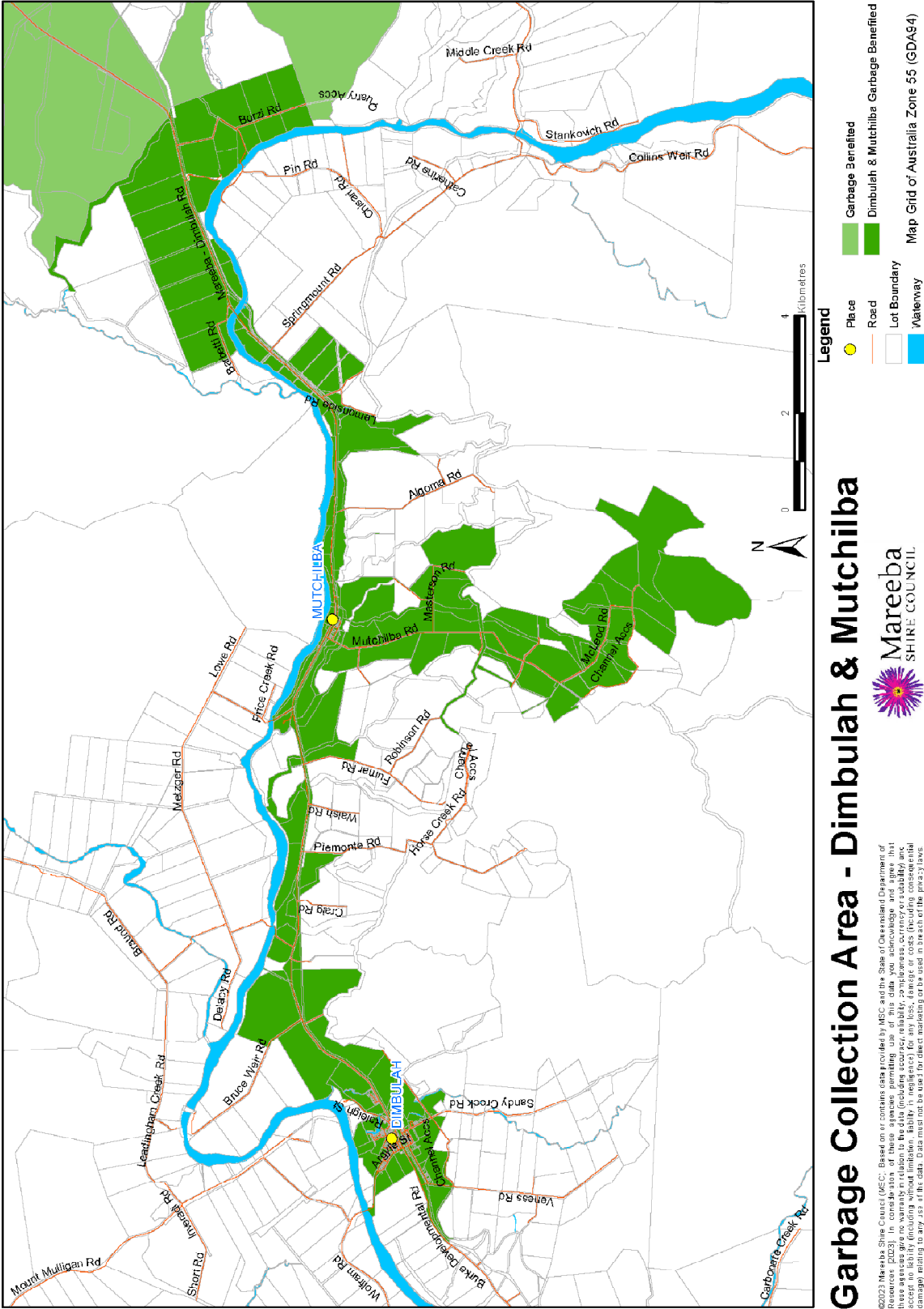
Map Grid of Australia Zone 55 (GDA94)

### Legend

- Place
- MSC Boundary
- Road
- Waterway
- Lot Boundary
- Chewko Garbage Benefited
- Garbage Benefited

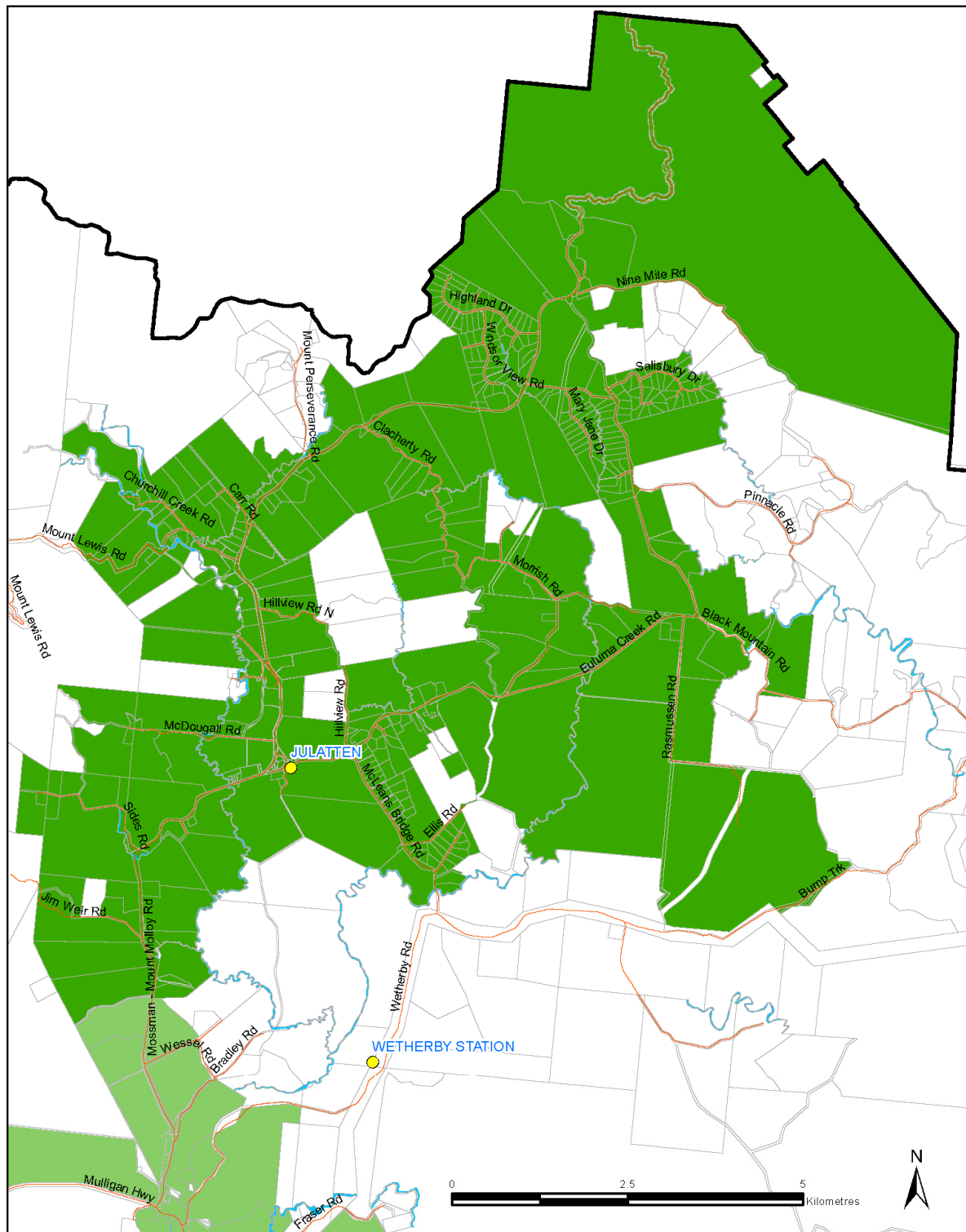
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Dimbulah & Mutchilba - Map 8





## Julatten - Map 9



Map Grid of Australia Zone 55 (GDA94)



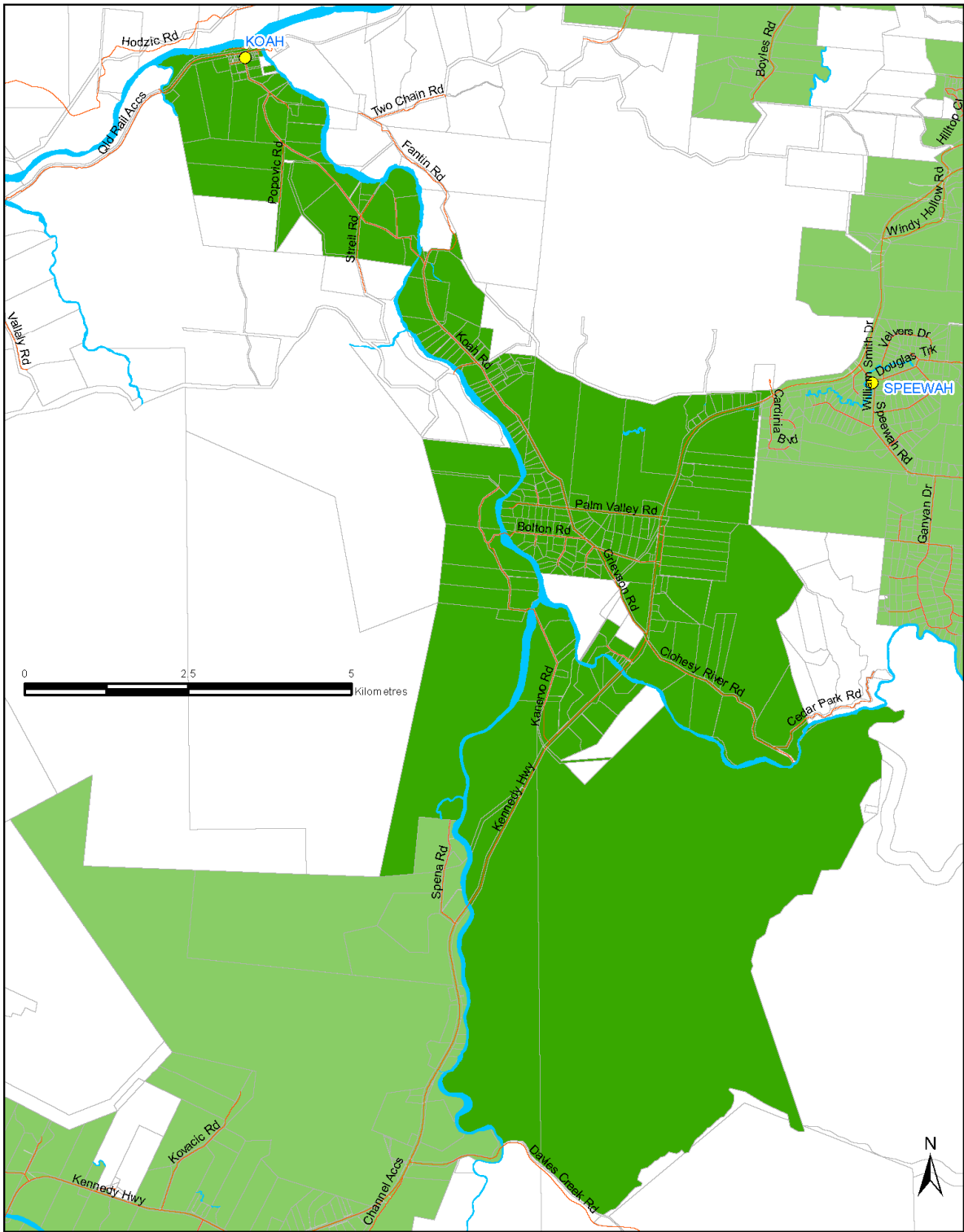
## Garbage Collection Area - Julatten

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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Julatten Garbage Benefited

Koah - Map 10



# Garbage Collection Area - Koah

Map Grid of Australia Zone 55 (GDA94)

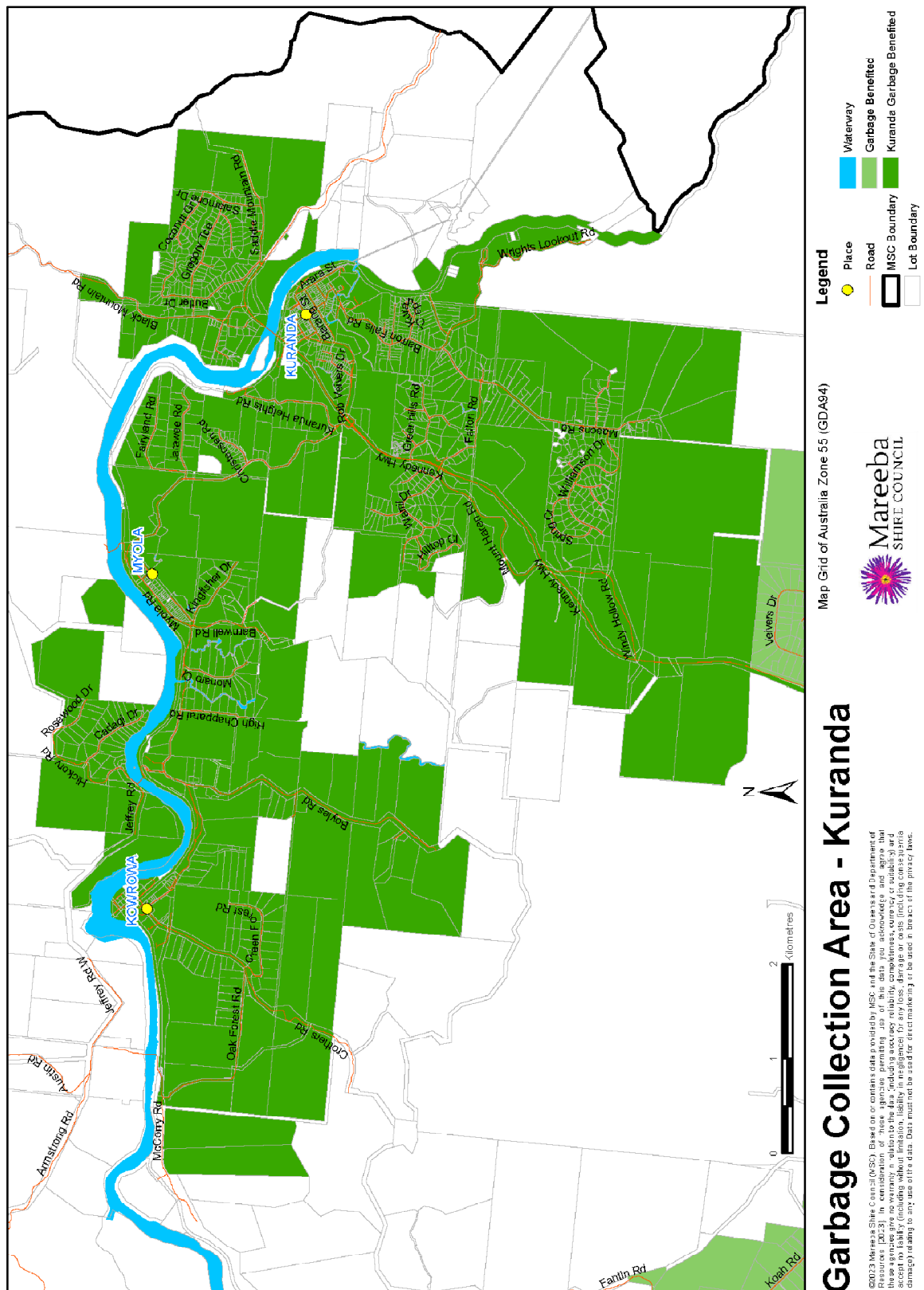
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## Legend

- Place
- Waterway
- Road
- Lot Boundary
- Koah Garbage Benefited
- Garbage Benefited



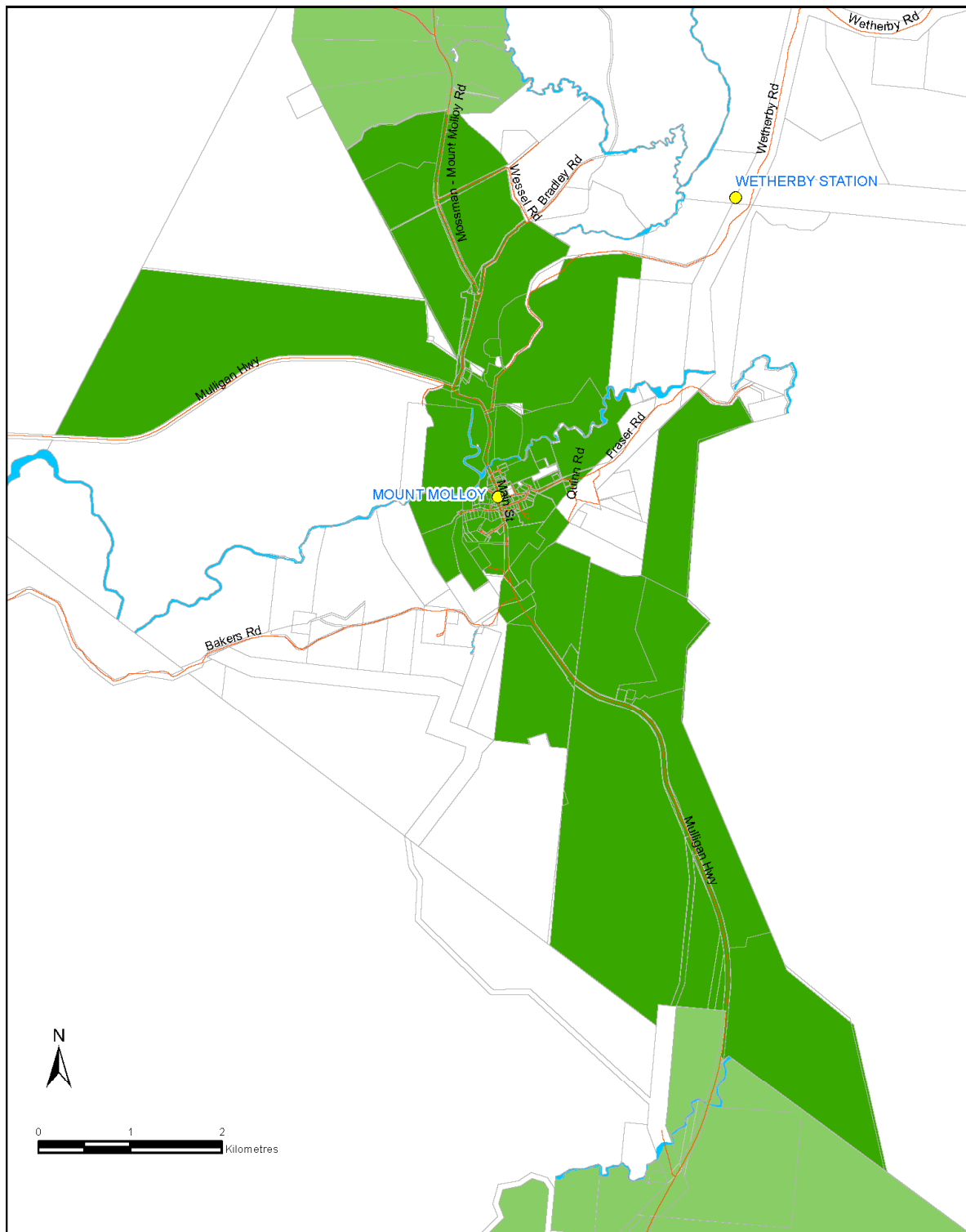
## Kuranda - Map 11







## Mount Molloy - Map 13



### Garbage Collection Area - Mt Molloy



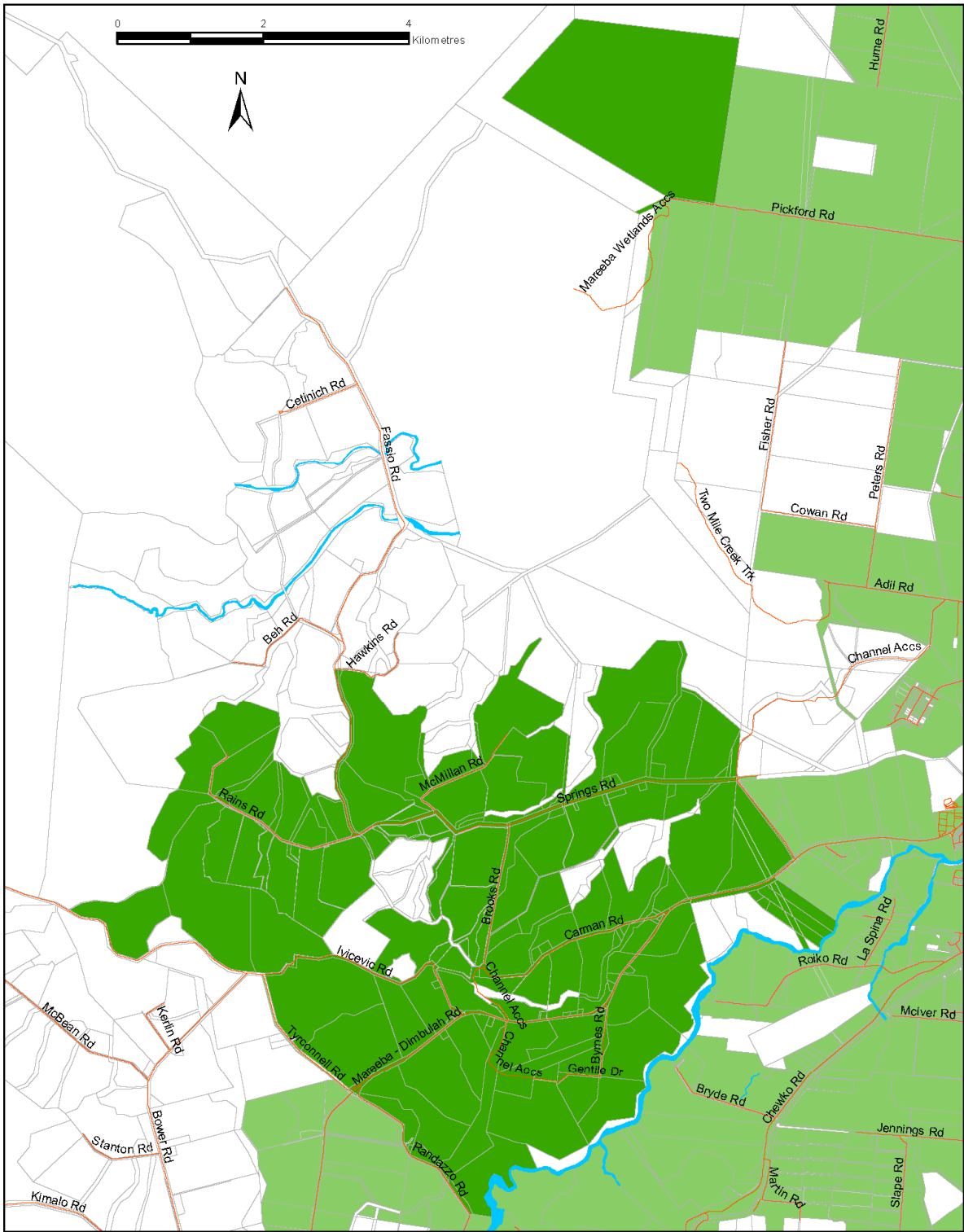
Map Grid of Australia Zone 55 (GDA94)

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#### Legend

- Place
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Mt Molloy Garbage Benefited

Paddys Green - Map 14



# Garbage Collection Area - Paddys Green



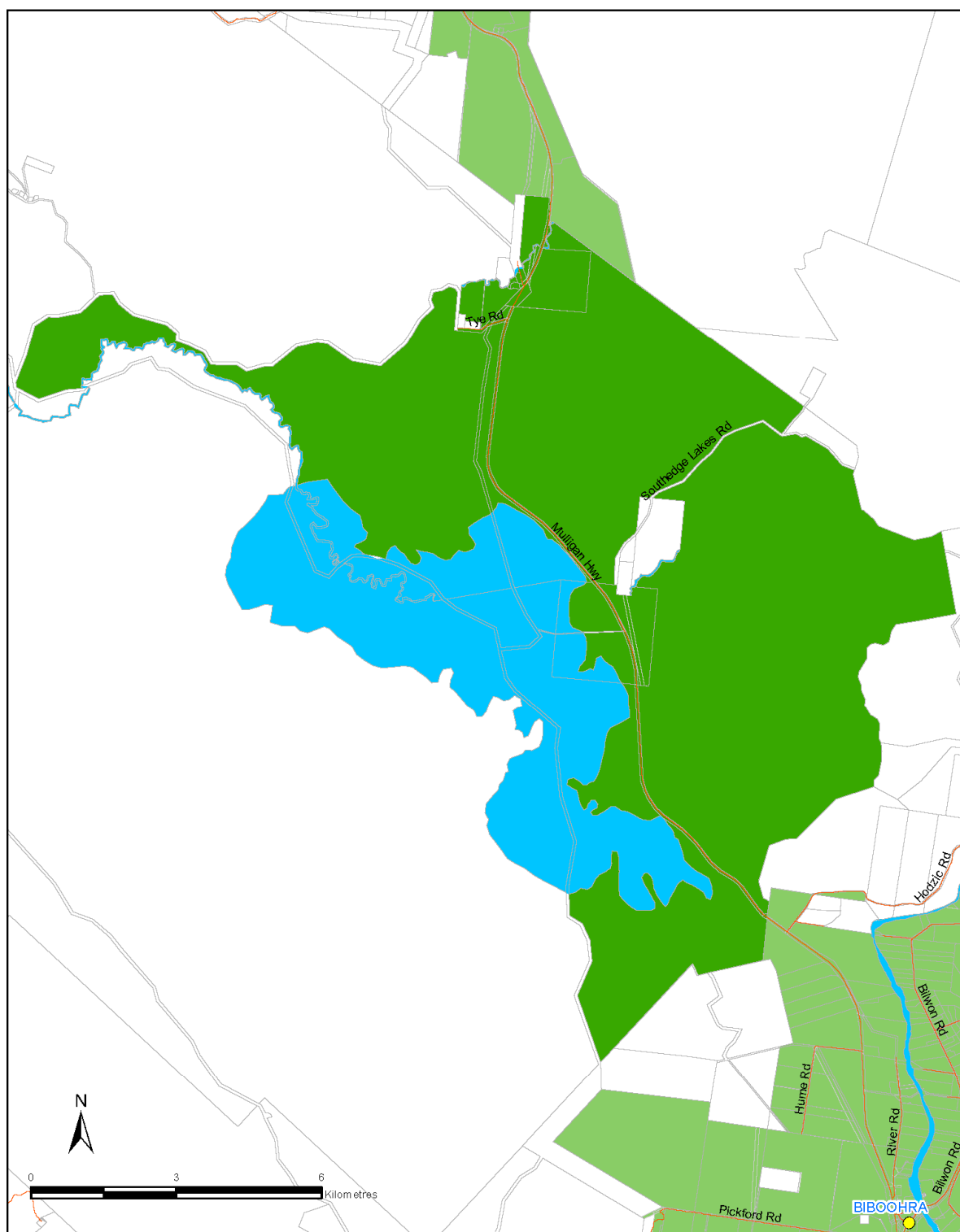
Map Grid of Australia Zone 55 (GDA94)

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Legend

- Place
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Paddys Green Garbage Benefited

## Southedge - Map 15



### Garbage Collection Area - Southedge



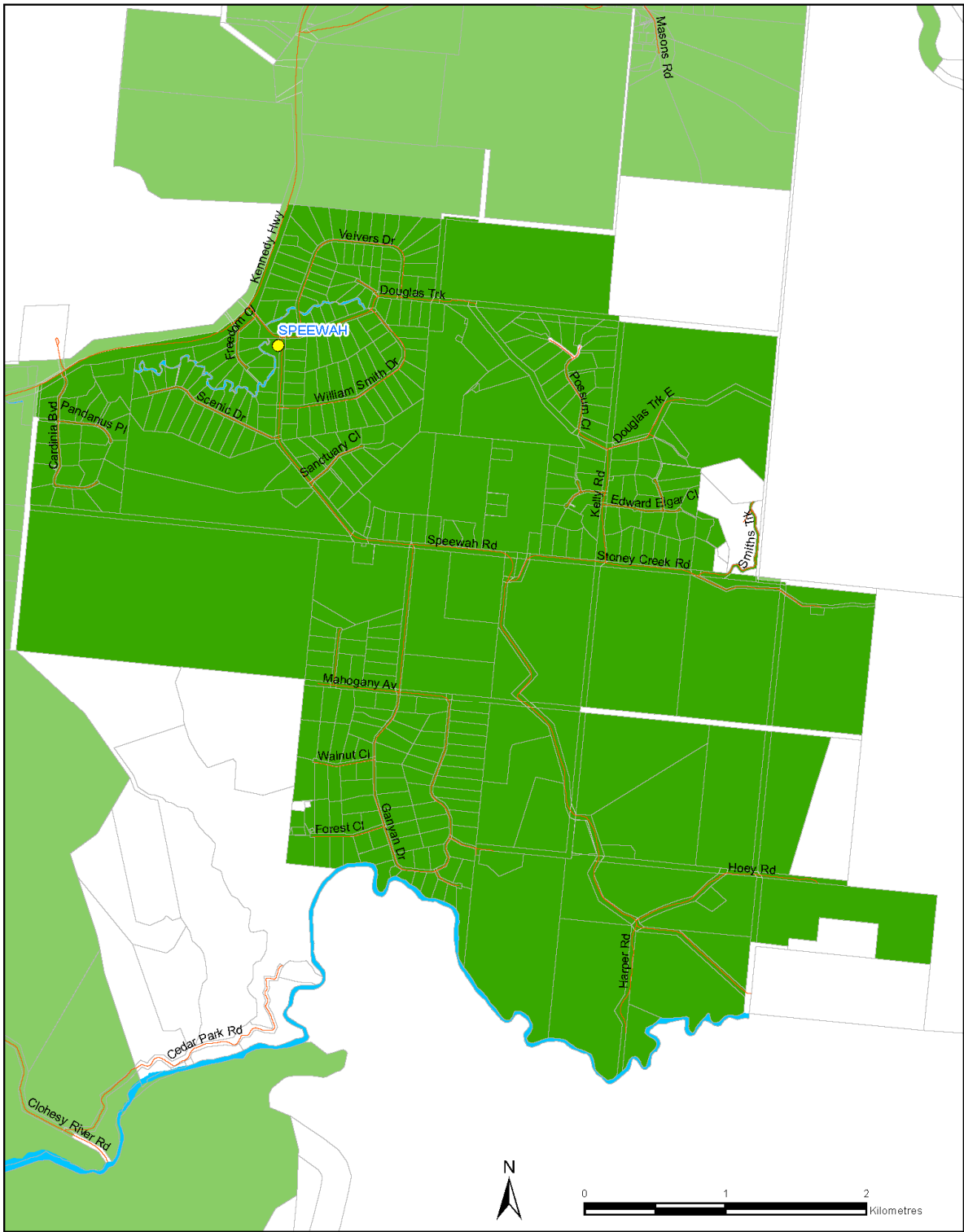
Map Grid of Australia Zone 55 (GDA94)

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#### Legend

- Place
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Southedge Garbage Benefited

Speewah - Map 16



Garbage Collection Area - Speewah



Map Grid of Australia Zone 55 (GDA94)

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Legend

- Place
- Road
- Lot Boundary
- Waterway
- Garbage Benefited
- Speewah Garbage Benefited





## Mareeba - Map 18



## Sewerage Area - Mareeba

Map Grid of Australia Zone 55 (GDA94)

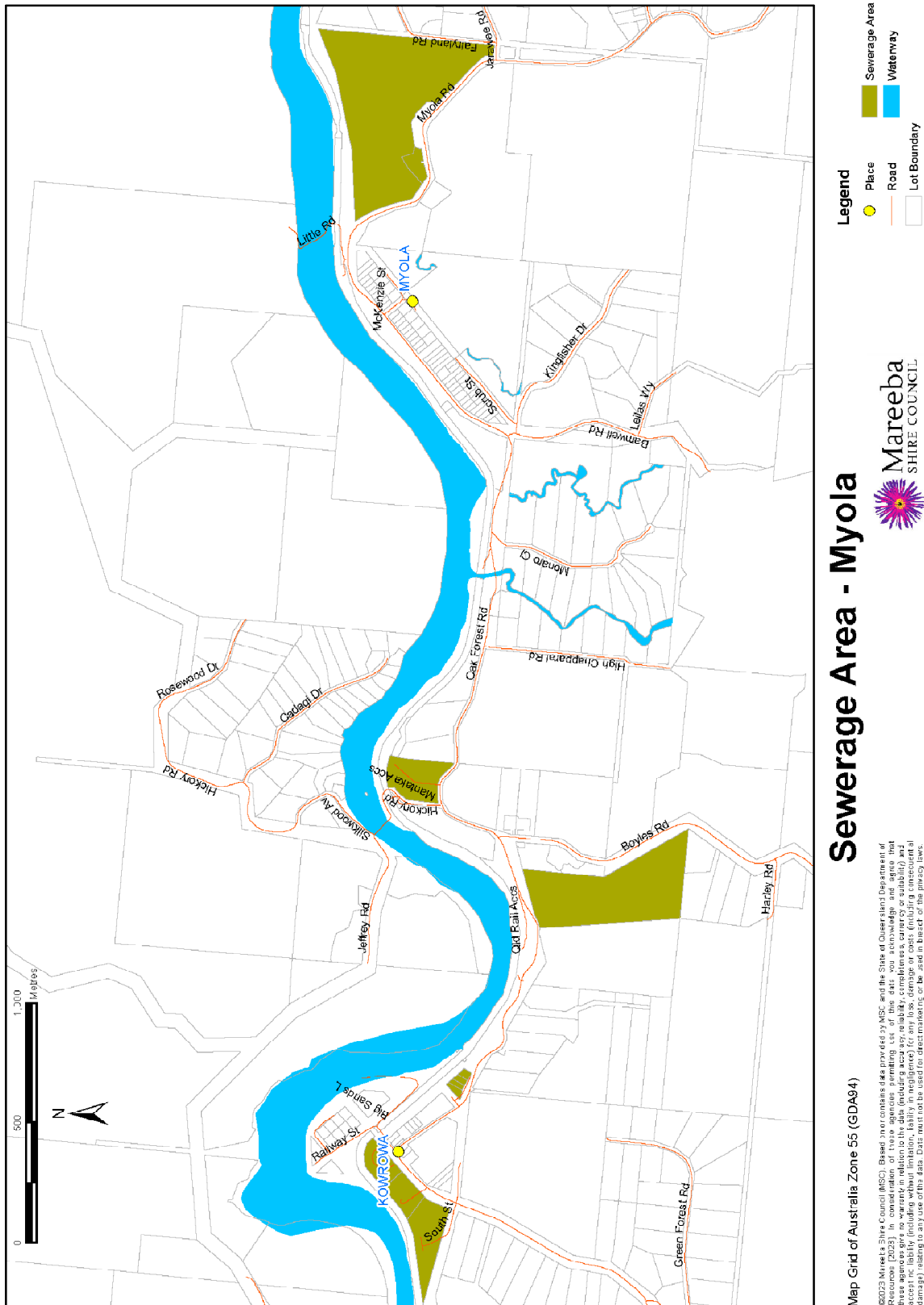
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### Legend

- Place
- Road
- Lot Boundary
- Sewerage Area
- Waterway

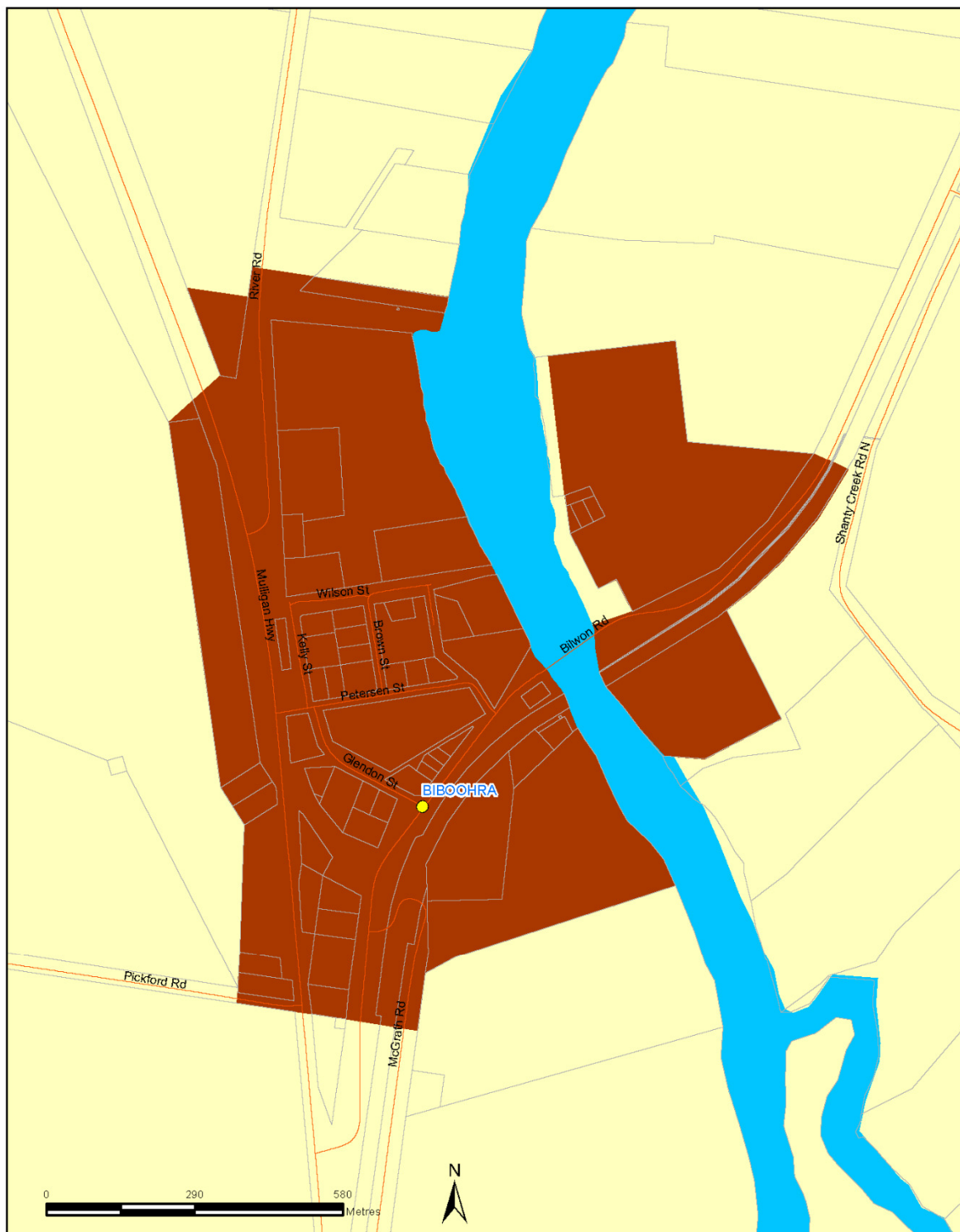
## Myola - Map 19





## Urban Areas

### Bibbohra – Map 20



## Urban Area - Bibbohra

Map Grid of Australia Zone 55 (GDA94)

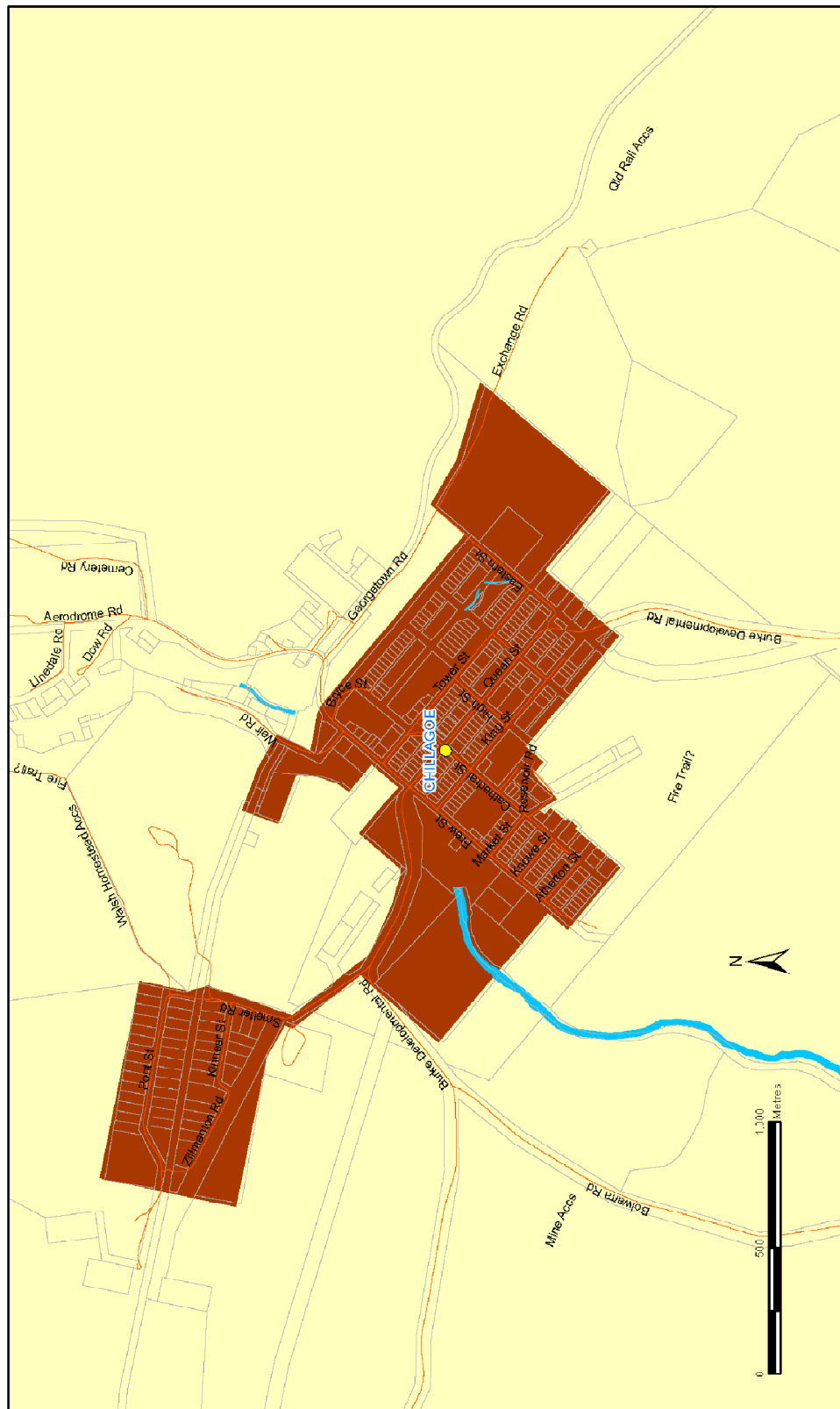
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#### Legend

- Place
- Waterway
- Road
- Lot Boundary
- Regional Landscape & Rural Production
- Rural Living
- Urban



## Chillagoe - Map 21



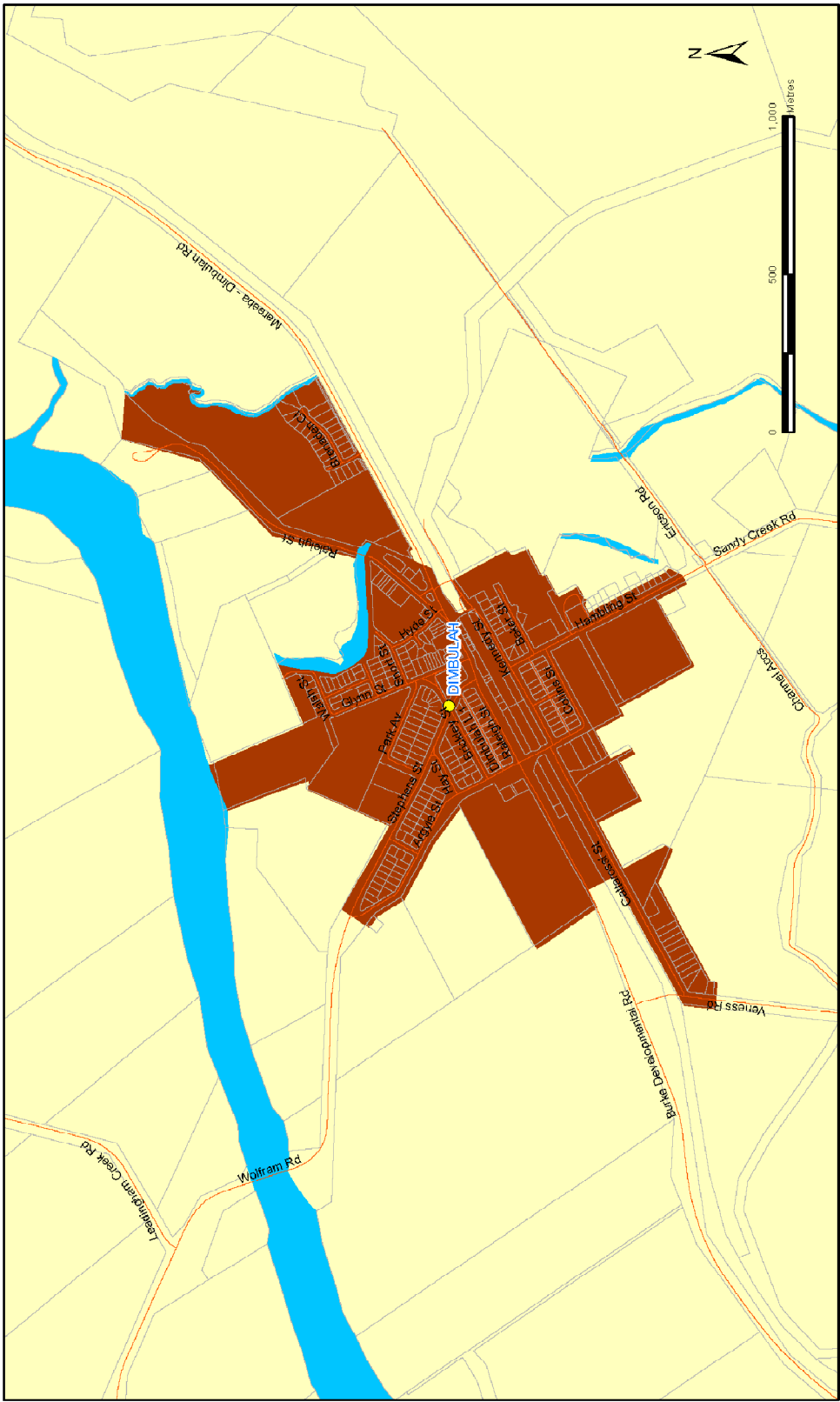
## Urban Area - Chillagoe



Map Grid of Australia Zone 55 (GDA94)

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Dimbulah - Map 22



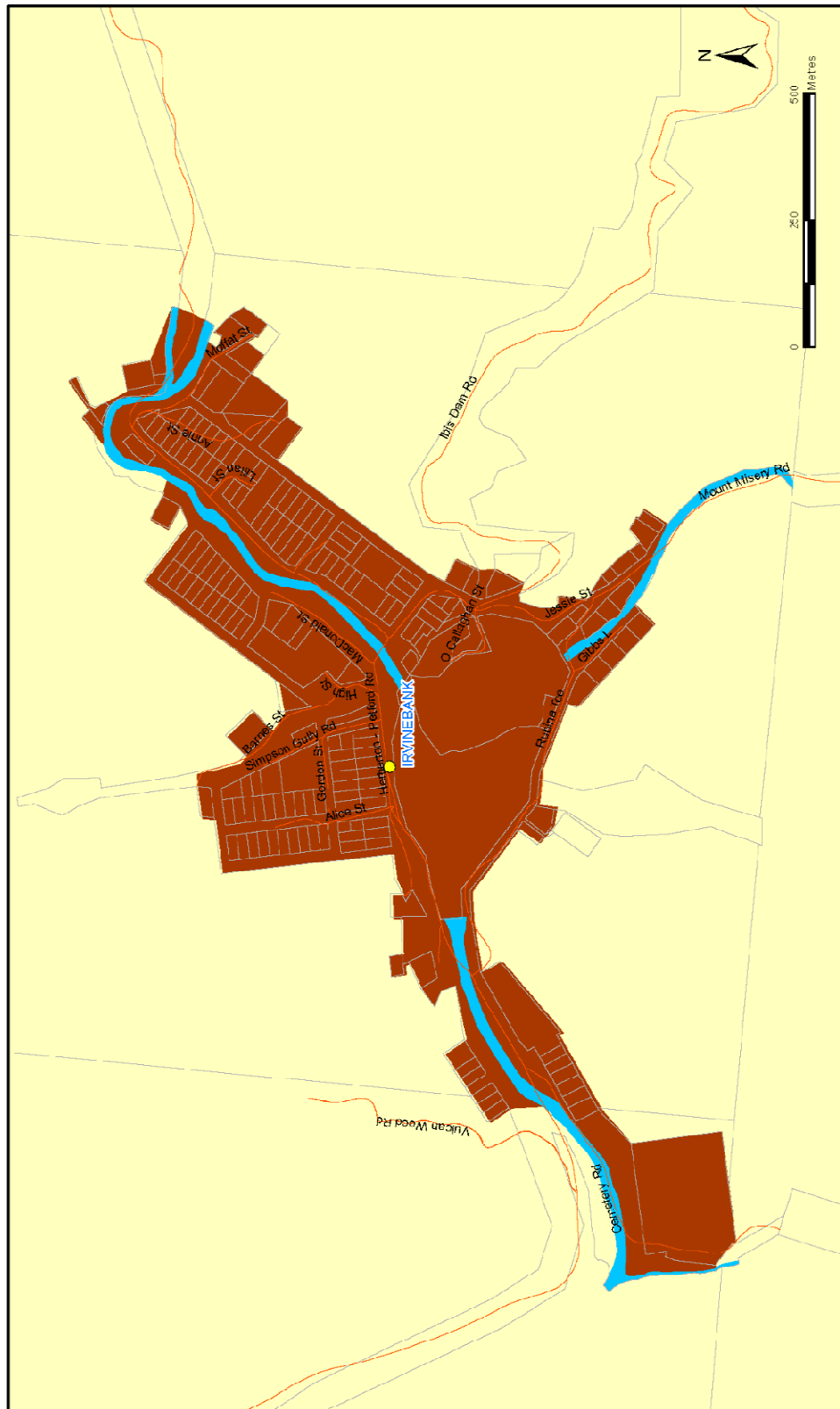
Urban Area - Dimbulah

Map Grid of Australia Zone 55 (3DA94)



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## Irvinebank - Map 23



**Legend**

- Place
- Waterway
- Road
- Lot Boundary
- Regional Landscape & Rural Producer
- Rural Living
- Urban

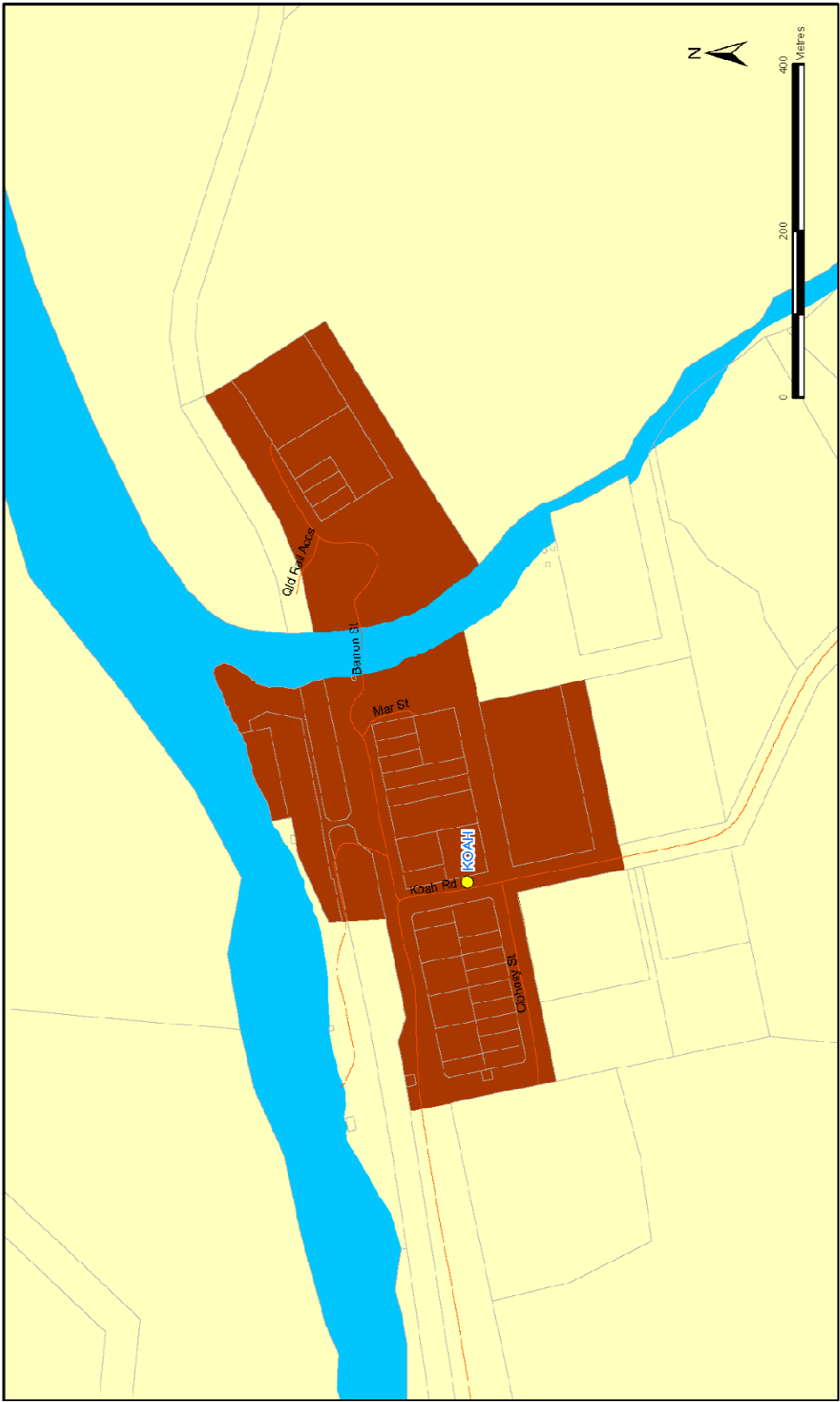
## Urban Area - Irvinebank



Map Grid of Australia Zone 55 (GDAS4)

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Koah - Map 24



**Legend**

- Place
- Road
- Lot Boundary
- Waterway

**Regional Landscape & Rural Production**

- Regional Landscape
- Rural Living
- Urban

Urban Area - Koah



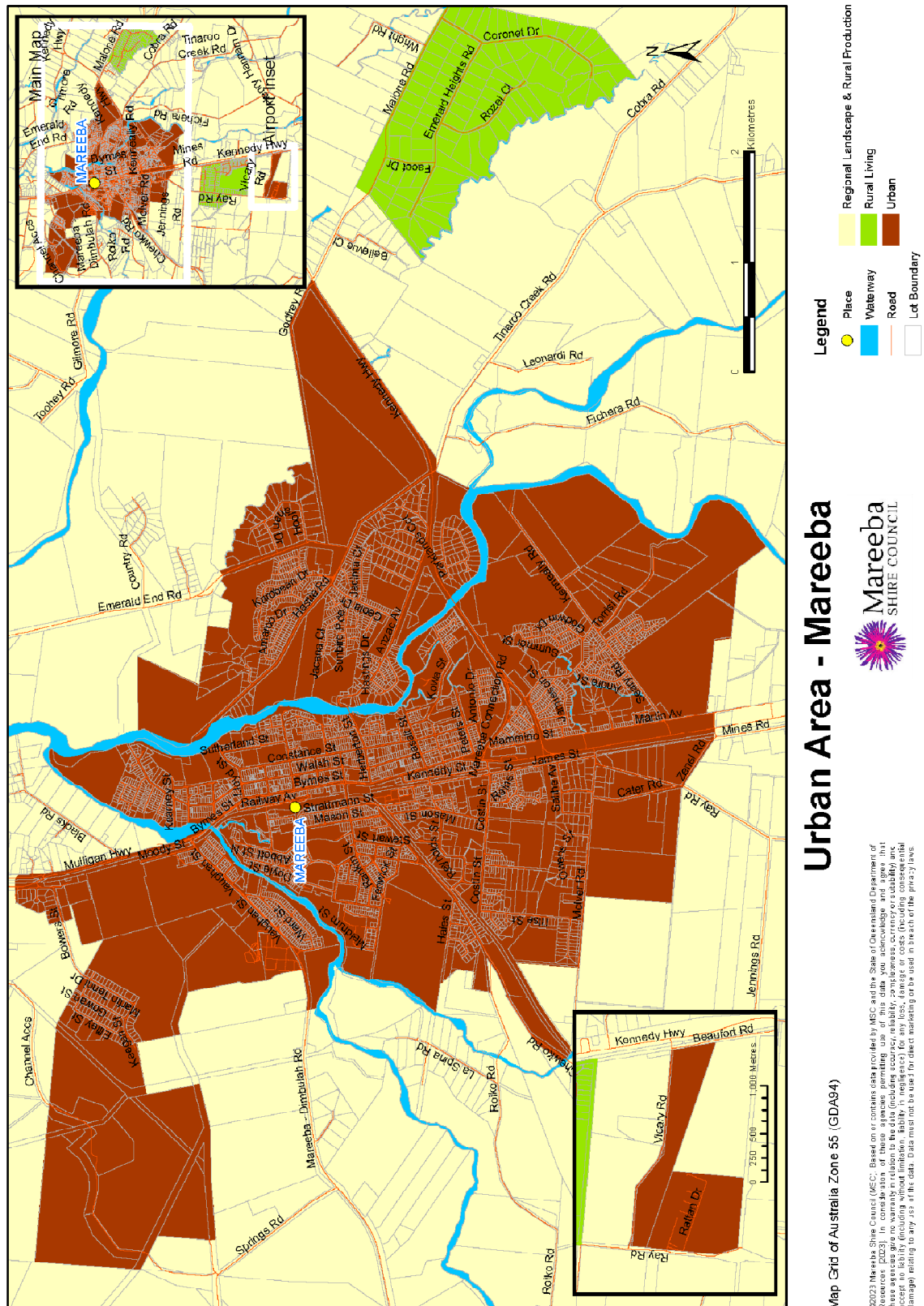
Map Grid of Australia Zone 55 (GDA94)

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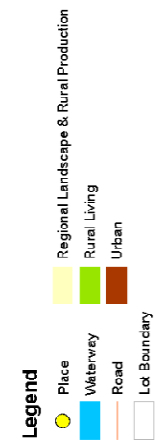
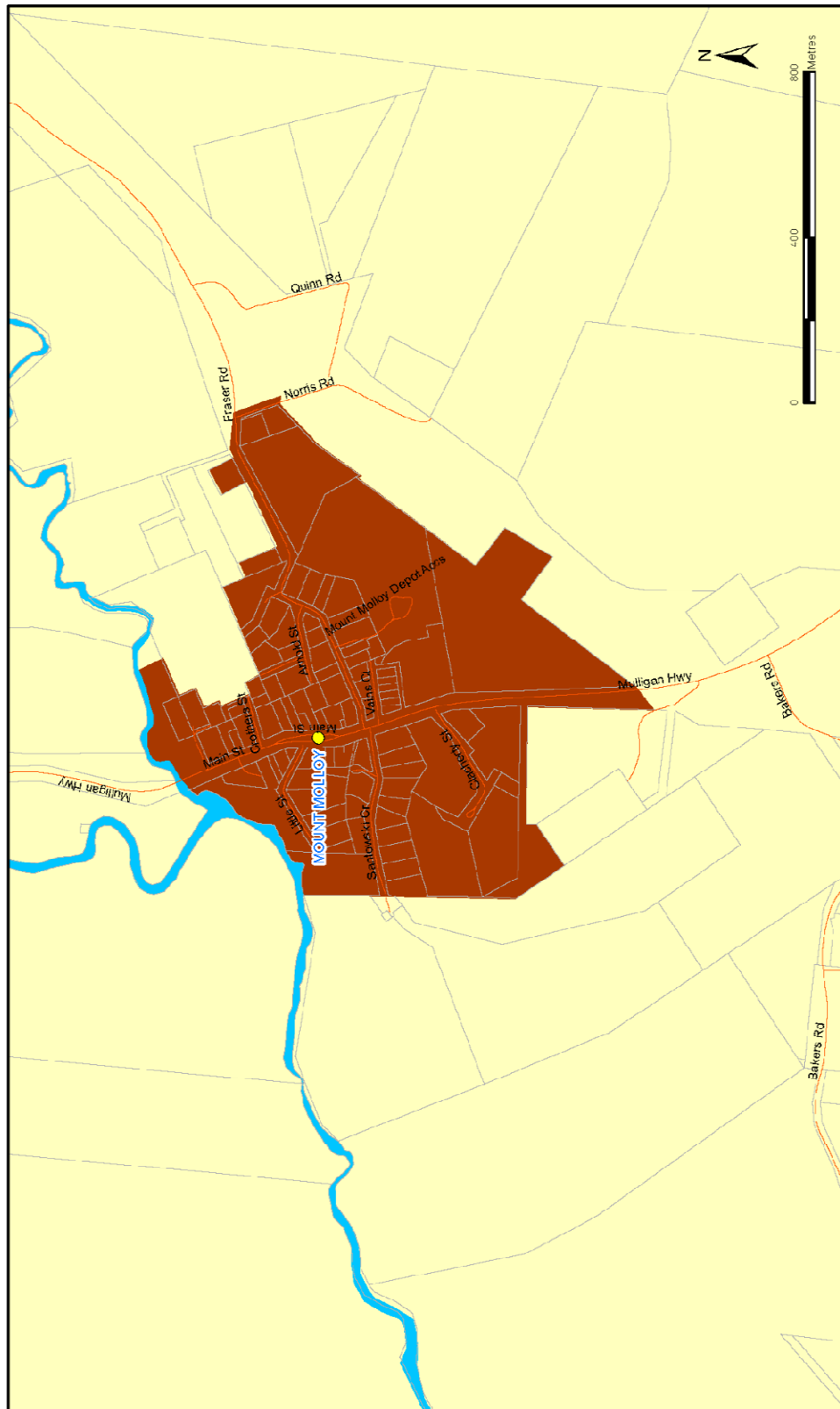




## Mareeba - Map 26



## Mt Molloy - Map 27



## Urban Area - Mt Molloy

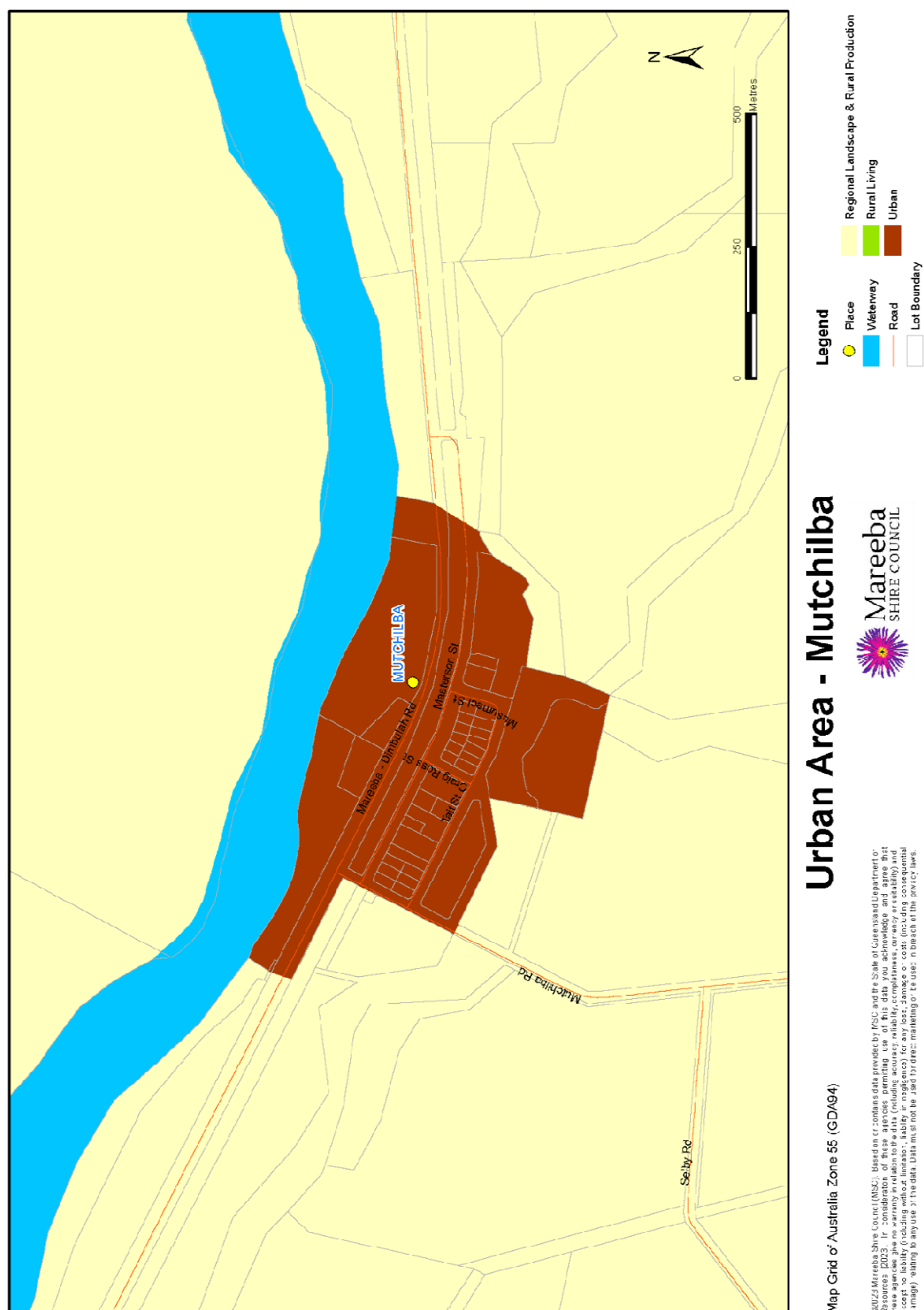


Map Grid of Australia Zone 55 (GDA94)

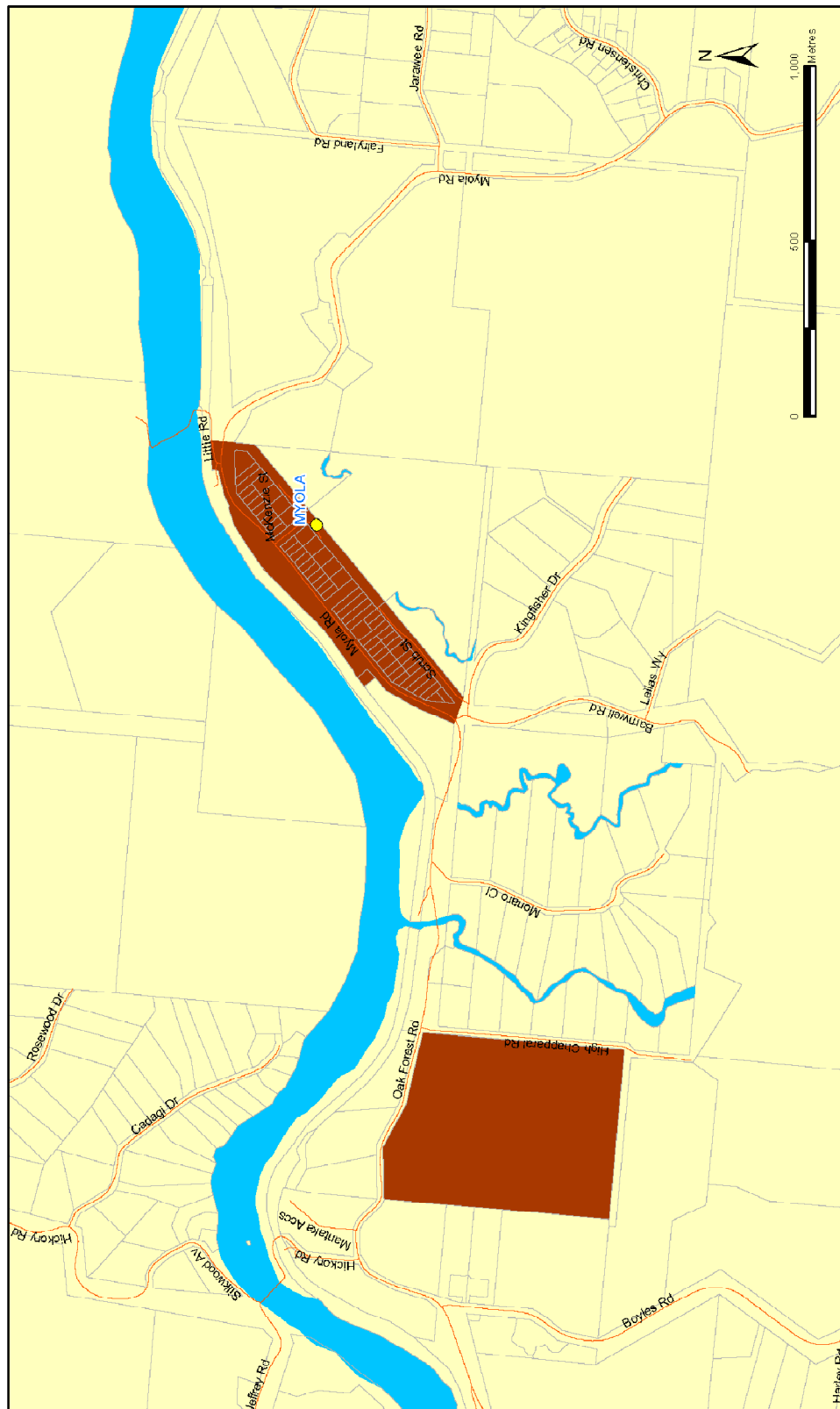
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## Mutchilba - Map 28



## Myola - Map 29



## Urban Area - Myola

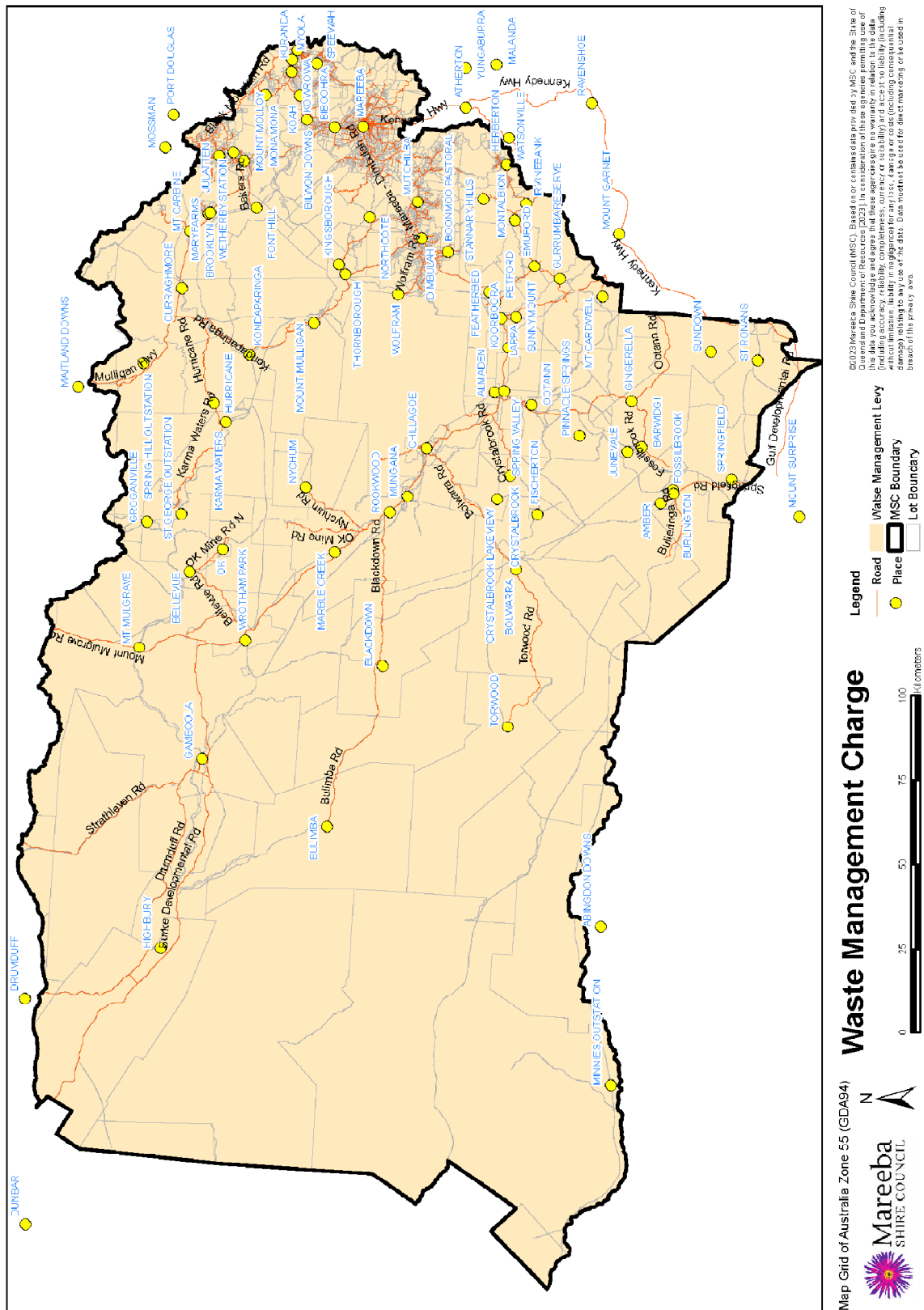


Map Grid of Australia Zone 55 (GDA94)

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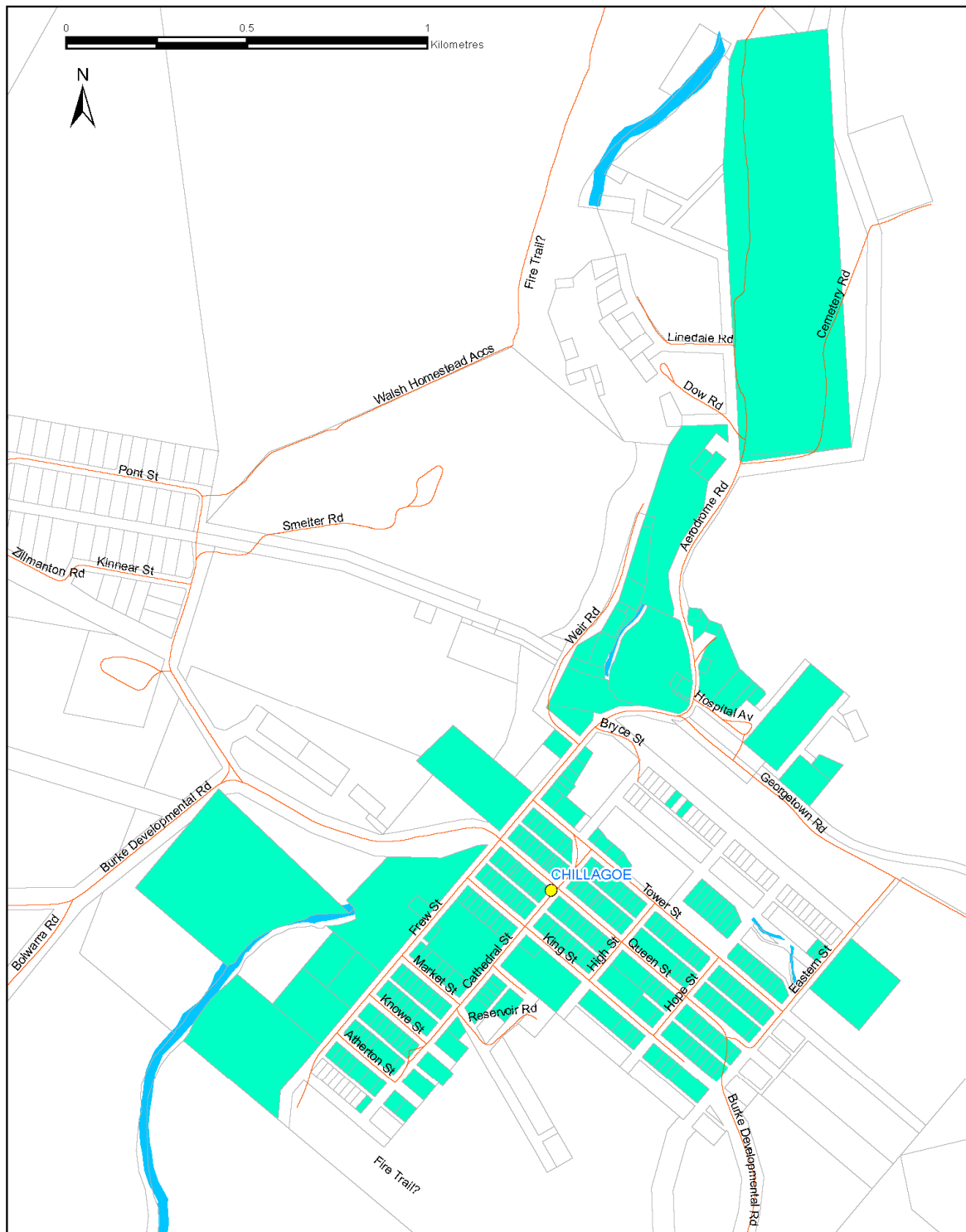
# Waste Management Charge Area

## Map 30



## Water Supply Areas

### Chillagoe - Map 31



## Water Supply Area - Chillagoe

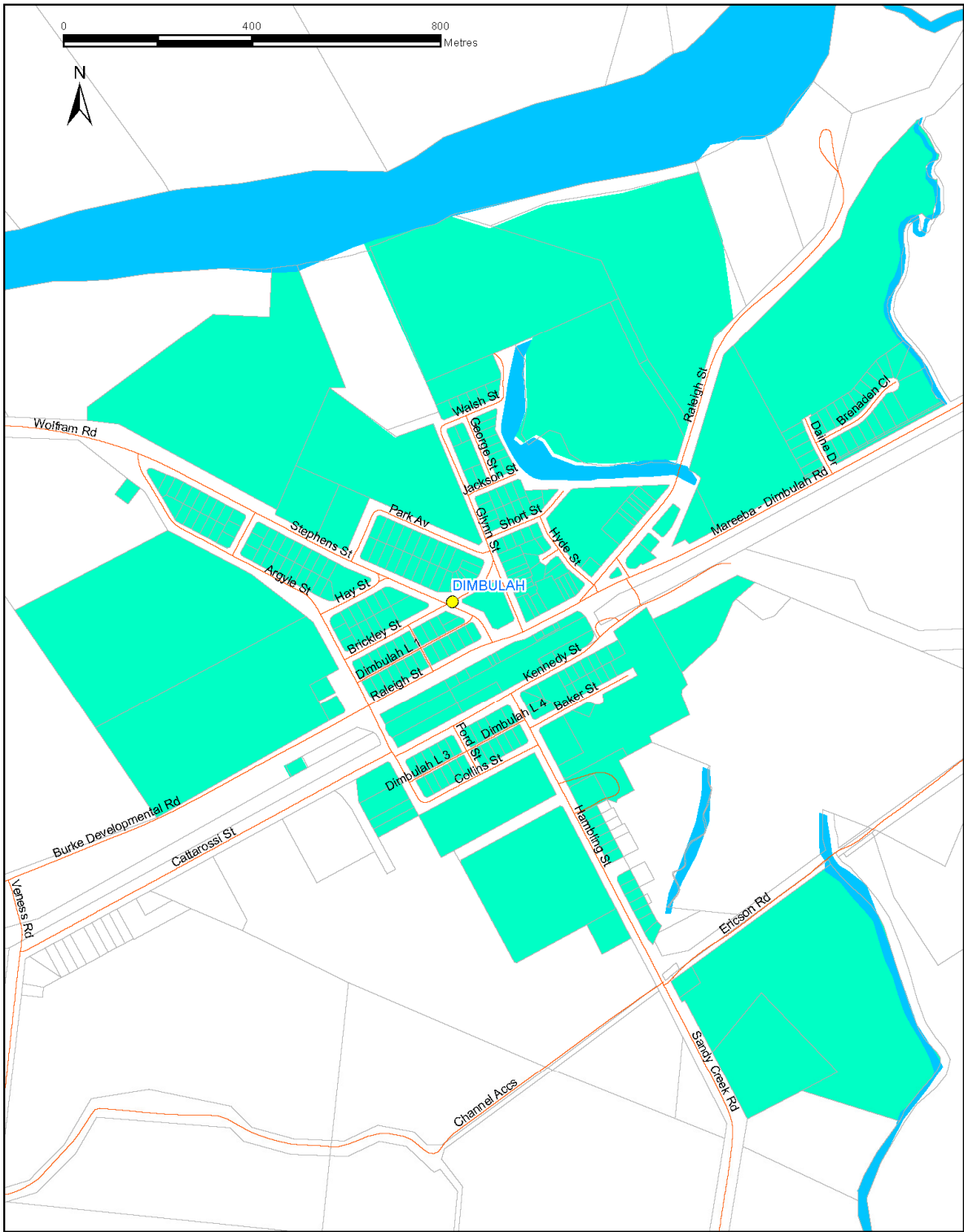
Map Grid of Australia  
Zone 55 (GDA94)

### Legend

- Place
- Road
- Lot Boundary
- Waterway
- Water Supply

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Dimbulah - Map 32



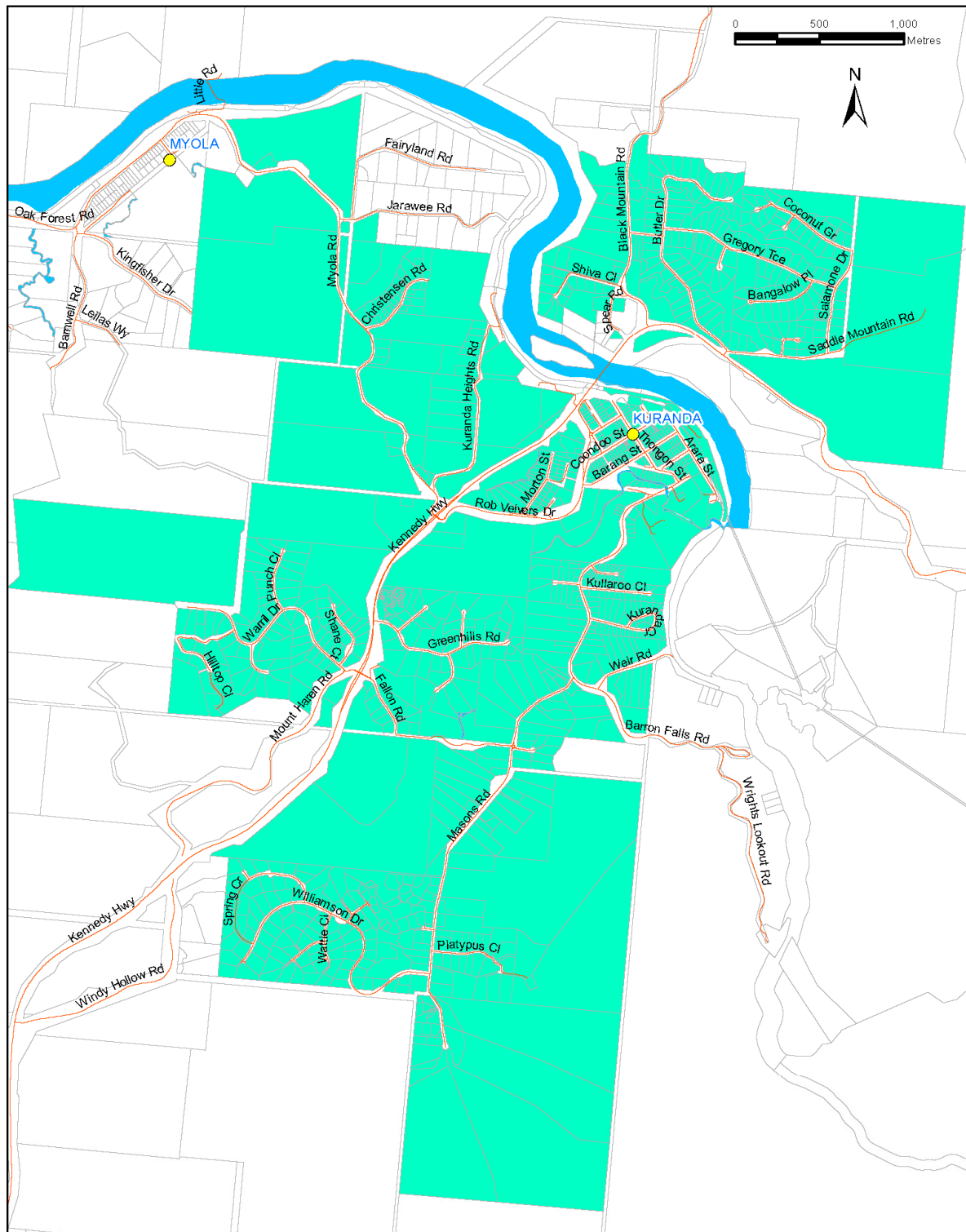
Water Supply Area - Dimbulah

Map Grid of Australia  
Zone 55 (GDA94)

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- Legend**
- Place
  - Road
  - Lot Boundary
  - Waterway
  - Water Supply

## Kuranda - Map 33



## Water Supply Area - Kuranda

Map Grid of Australia  
Zone 55 (GDA94)

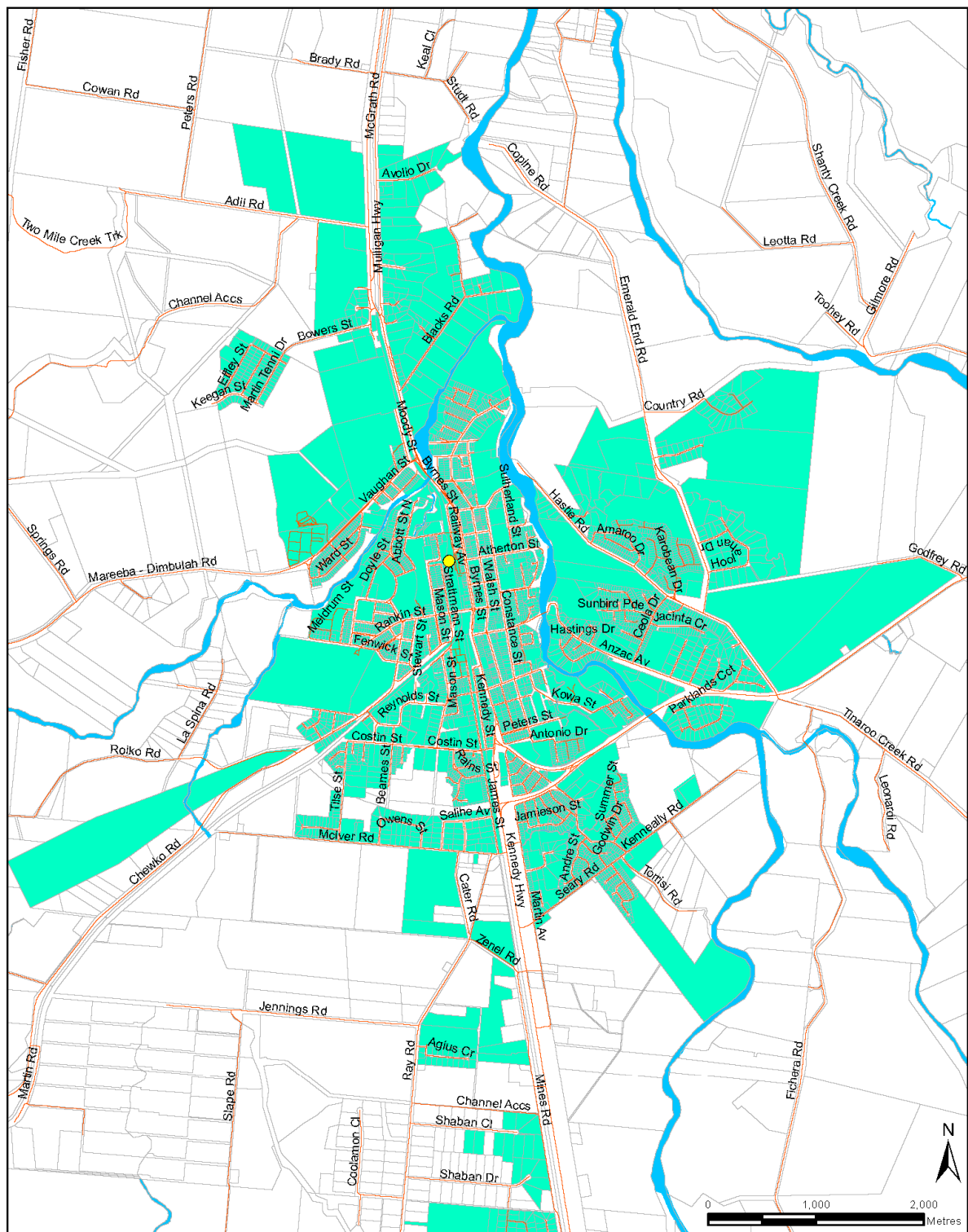
### Legend

- Place
- Road
- Lot Boundary
- Waterway
- Water Supply

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## Mareeba - Map 34



## Water Supply Area - Mareeba

Map Grid of Australia  
Zone 55 (GDA94)

### Legend

-  Place
  Waterway  
 Road
  Water Supply  
 Lot Boundary

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## Mareeba South (Untreated) - Map 35



## Water Supply Area - Mareeba South



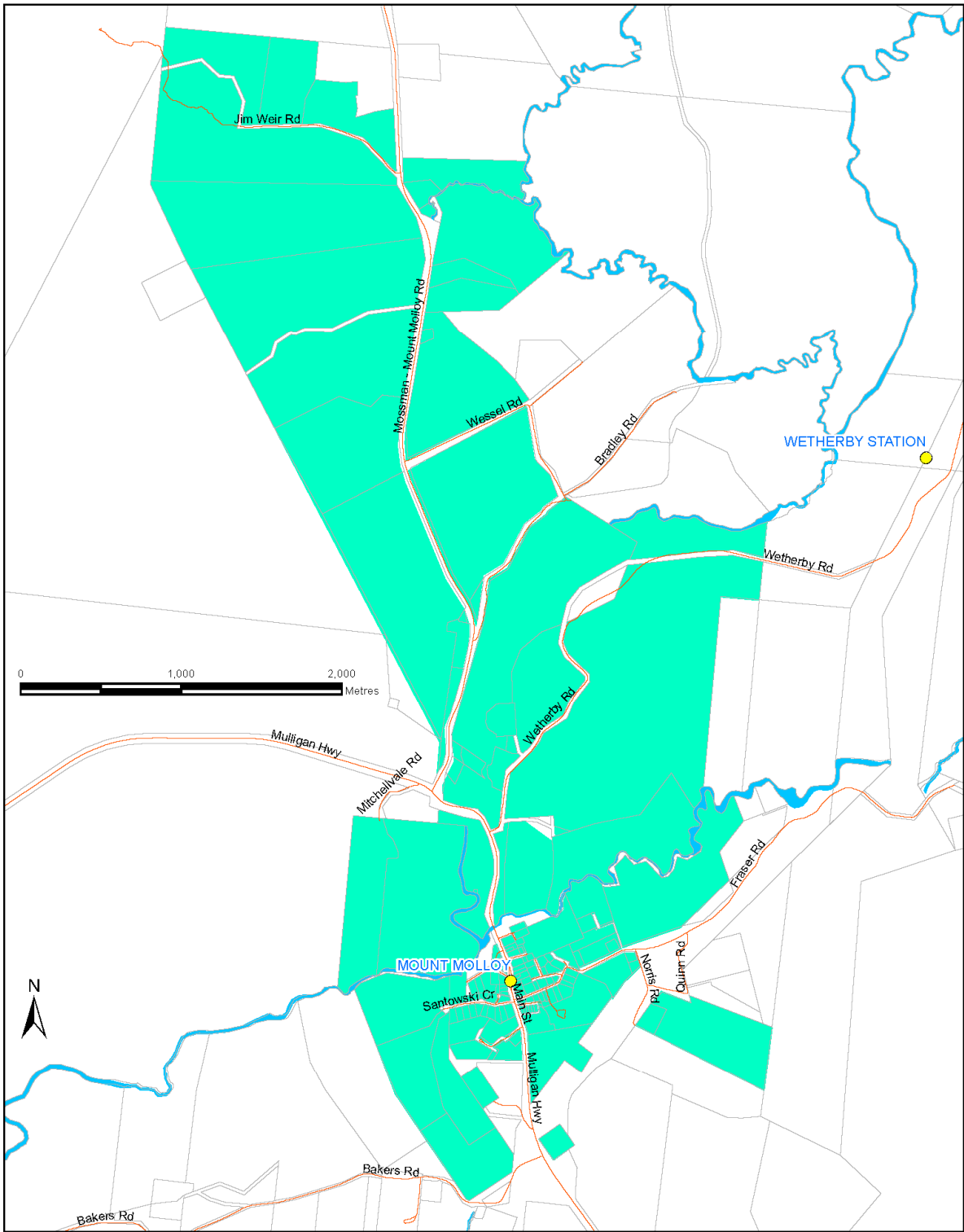
Map Grid of Australia Zone 55 (GDA94)

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### Legend

- Place
- Road
- Lot Boundary
- Waterway
- Untreated Water Supply
- Treated Water Supply

Mt Molloy - Map 36



Water Supply Area - Mt Molloy



Map Grid of Australia Zone 55 (GDA94)

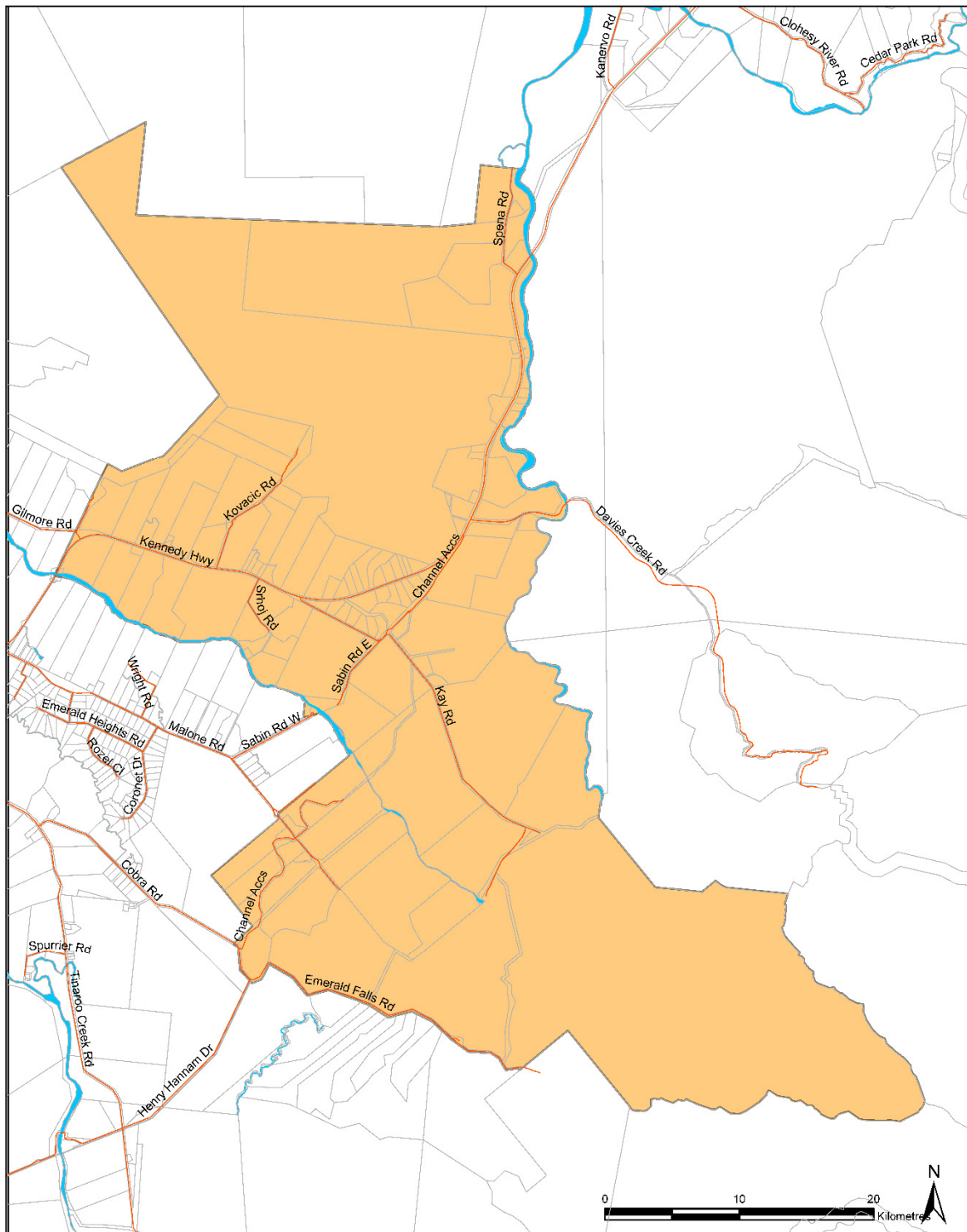
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Legend

- Place
- Lot Boundary
- Water Supply
- Road
- Waterway

## Volunteer Brigade Services Areas

### Davies Creek - Map 37



## Volunteer Brigade Services

### Davies Creek Rural

Map Grid of Australia Zone 55 (GDA94)

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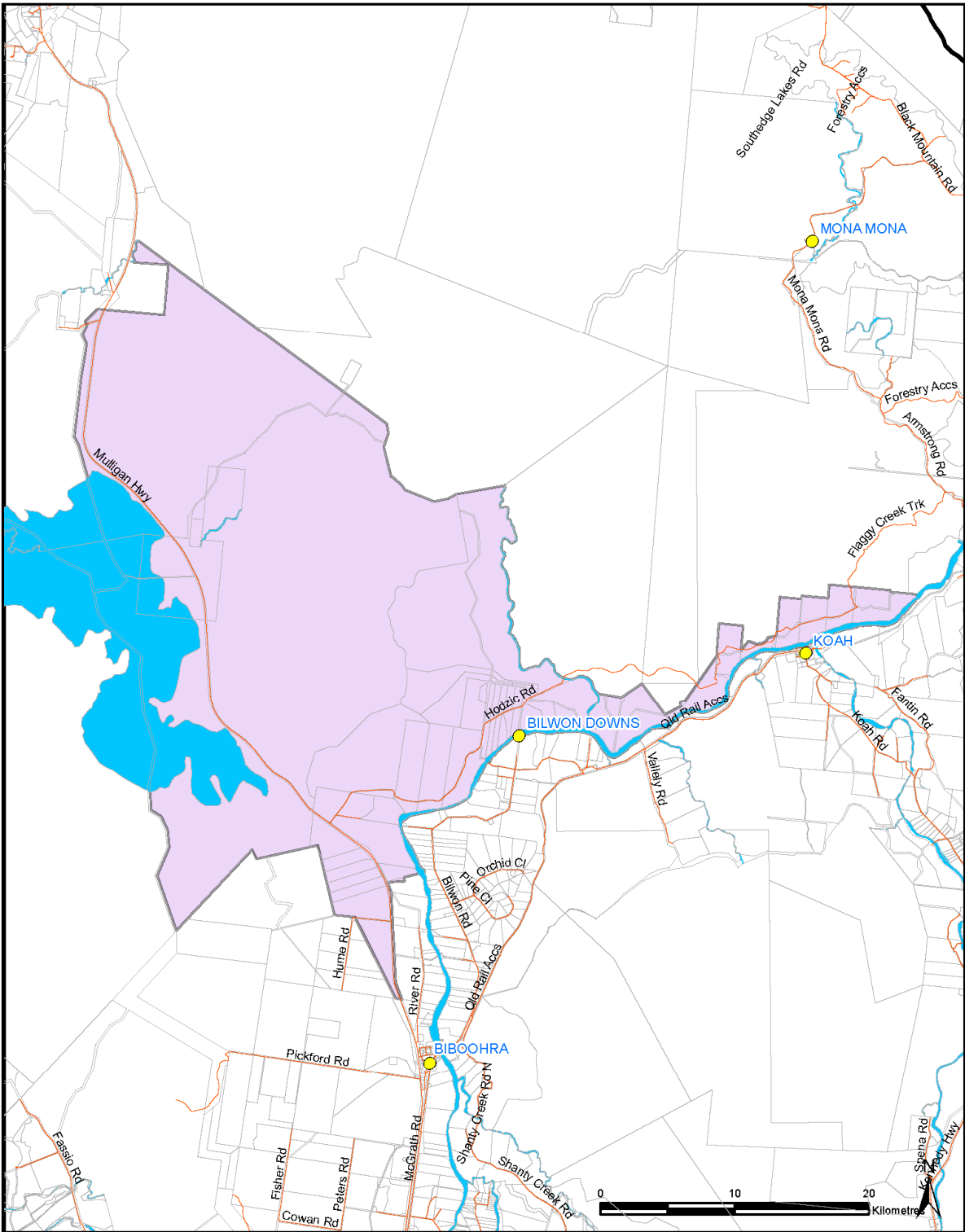
### Legend

- Place
- MSC Boundary
- Road



- Lot Boundary
- Waterway
- Davies Creek Rural

Hodzic Road - Map 38



**Volunteer Brigade Services**  
**Hodzic Road Rural**

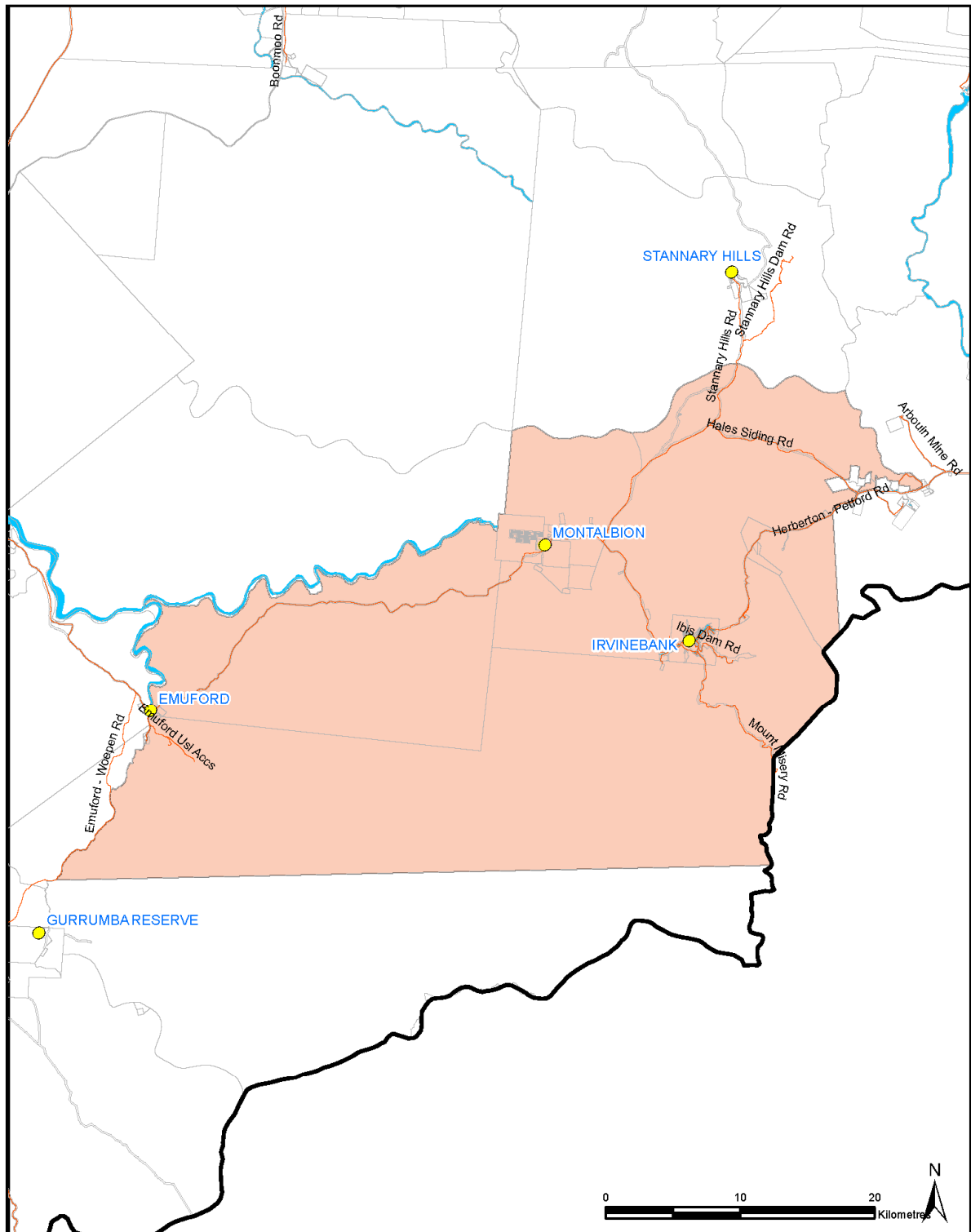
Map Grid of Australia Zone 55 (GDA94)  
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**Legend**

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Hodzic Road Rural



## Irvinebank - Map 39



## Volunteer Brigade Services

### Irvinebank Rural

Map Grid of Australia Zone 55 (GDA94)

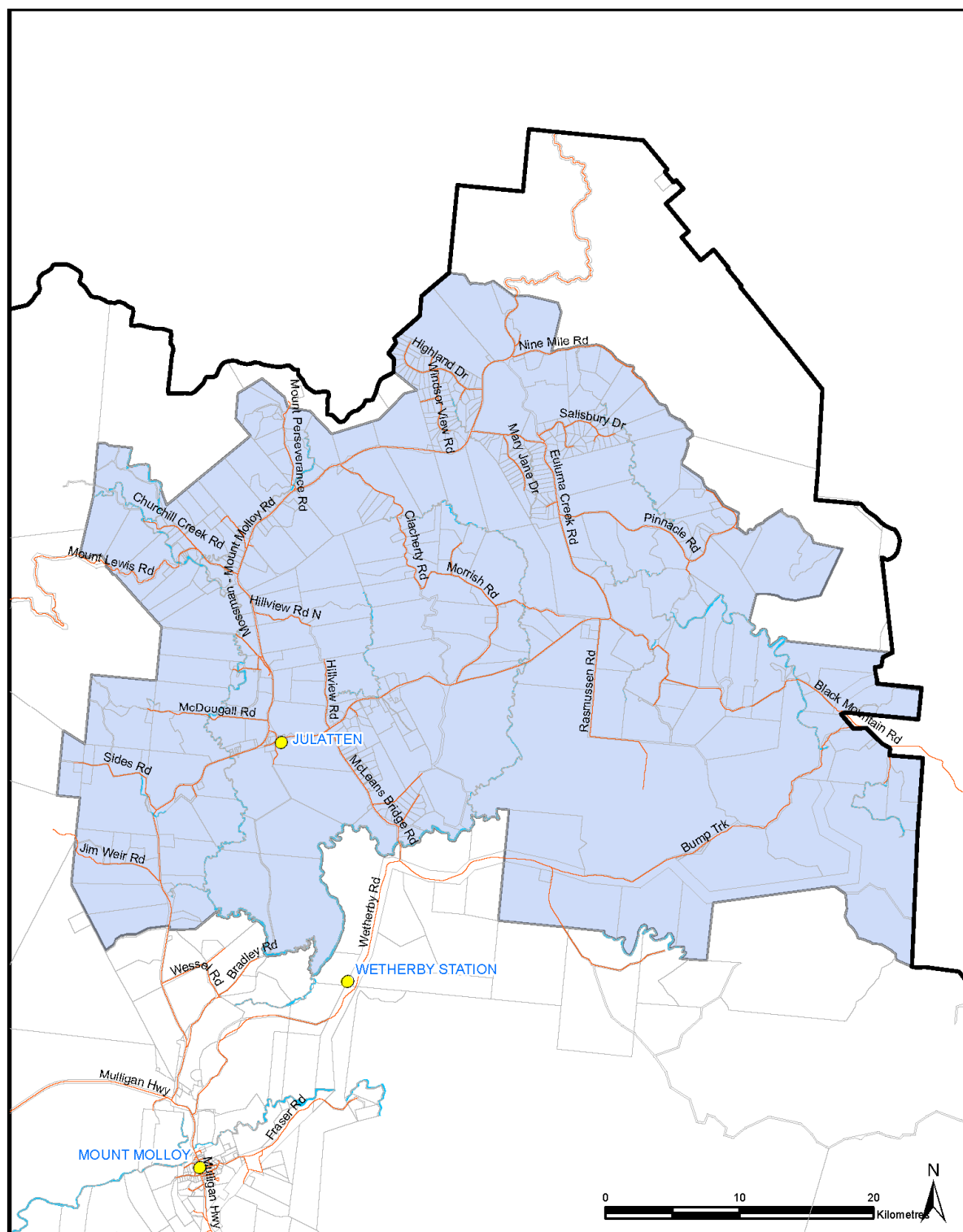
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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Irvinebank Rural



## Julatten - Map 40



## Volunteer Brigade Services

### Julatten Rural

Map Grid of Australia Zone 55 (GDA94)

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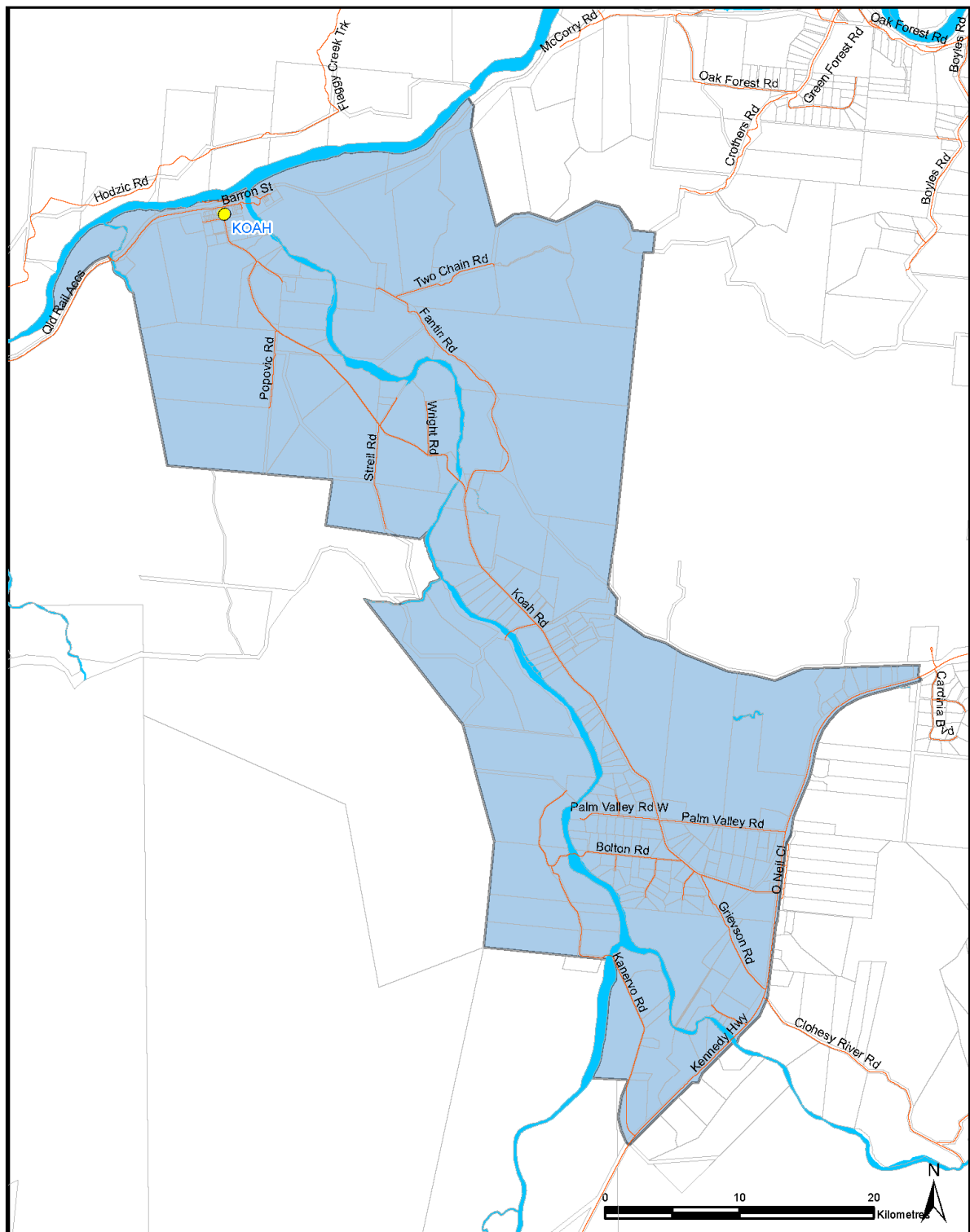
### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Julatten Rural





## Koah Road - Map 41



## Volunteer Brigade Services

### Koah Rural

Map Grid of Australia Zone 55 (GDA94)

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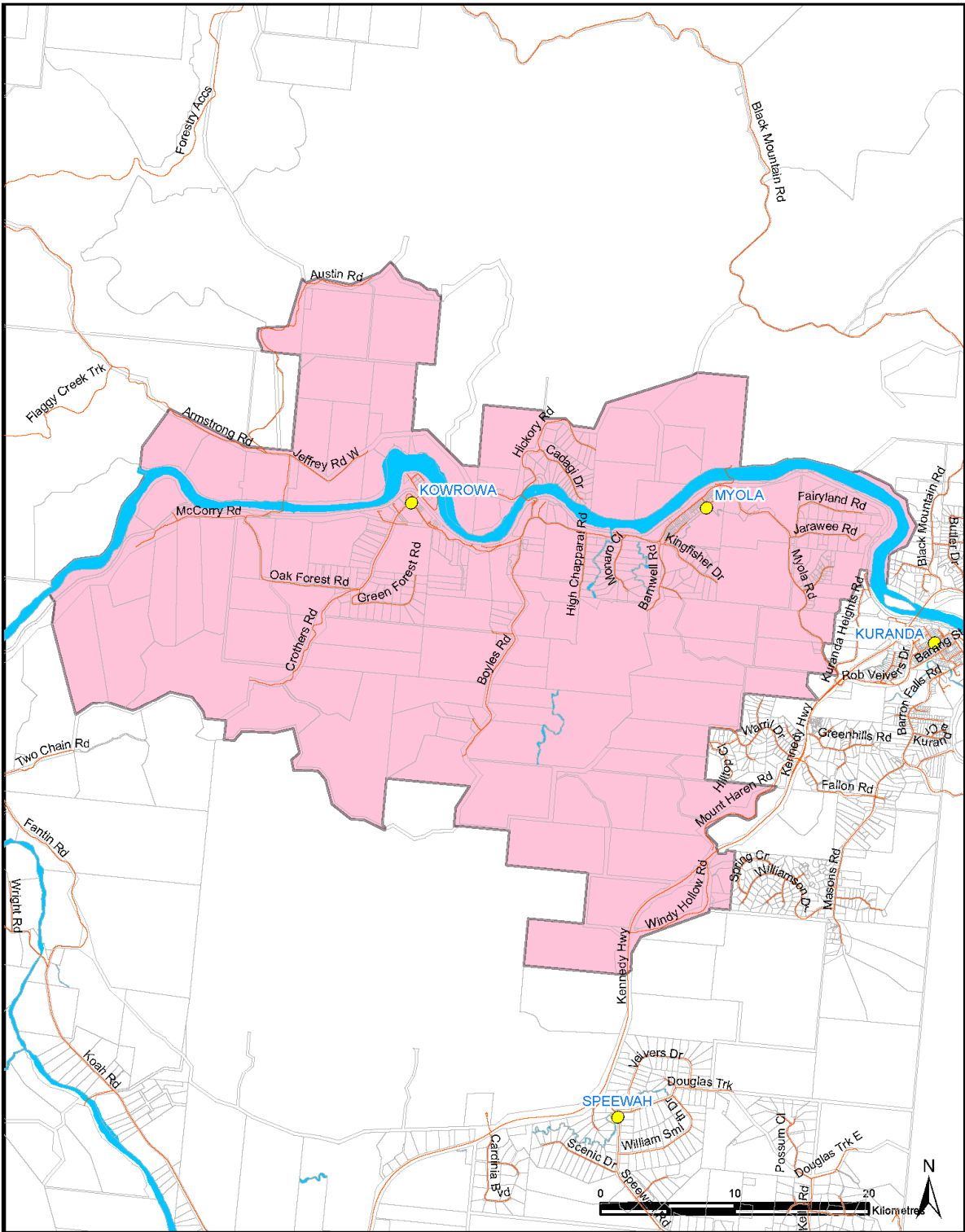
### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Koah Rural





Kuranda Myola - Map 42



# Volunteer Brigade Services

## Kuranda Myola Rural

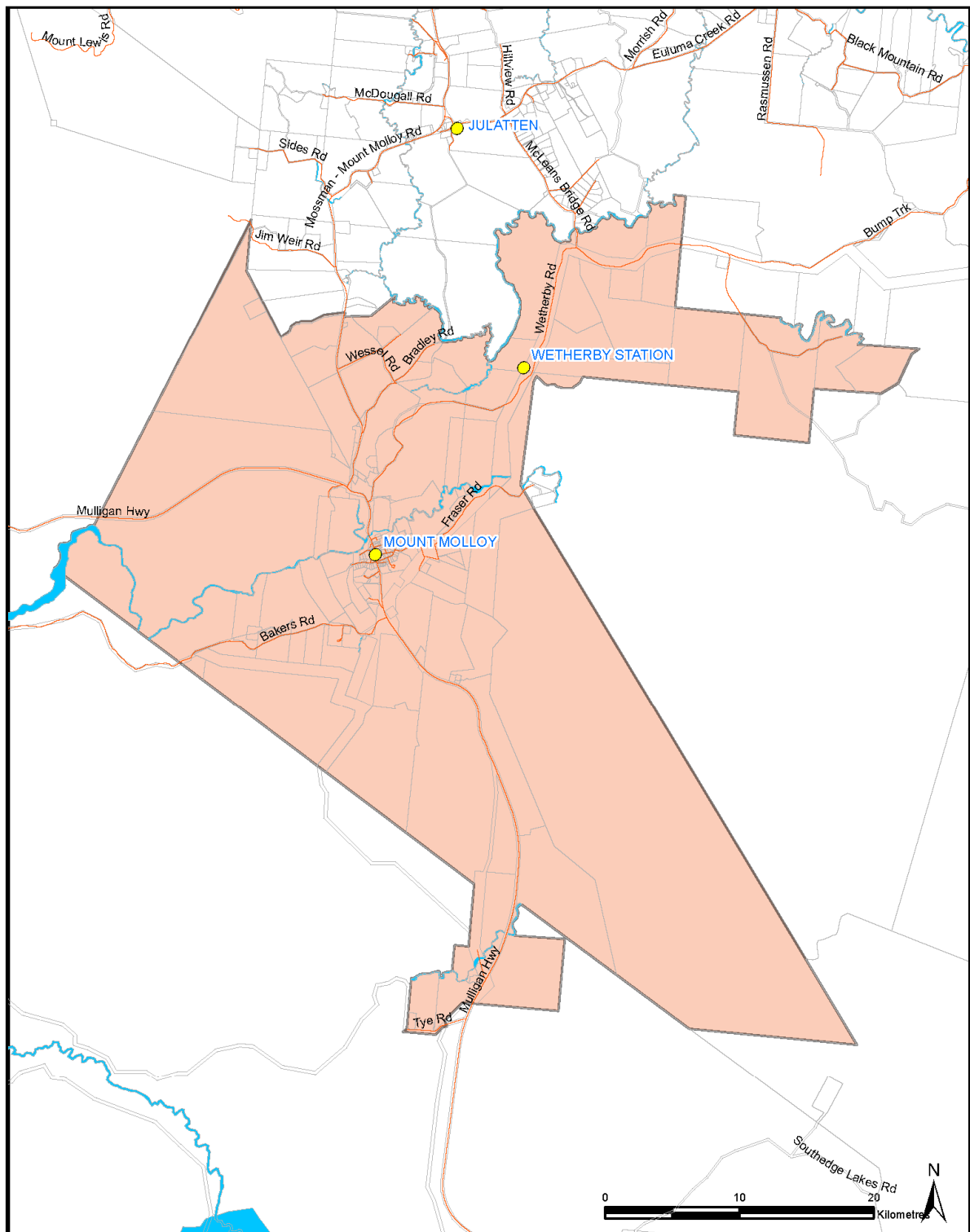
Map Grid of Australia Zone 55 (GDA94)  
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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Kuranda Myola Rural



## Mount Molloy - Map 43



## Volunteer Brigade Services Mount Molloy Rural

Map Grid of Australia Zone 55 (GDA94)

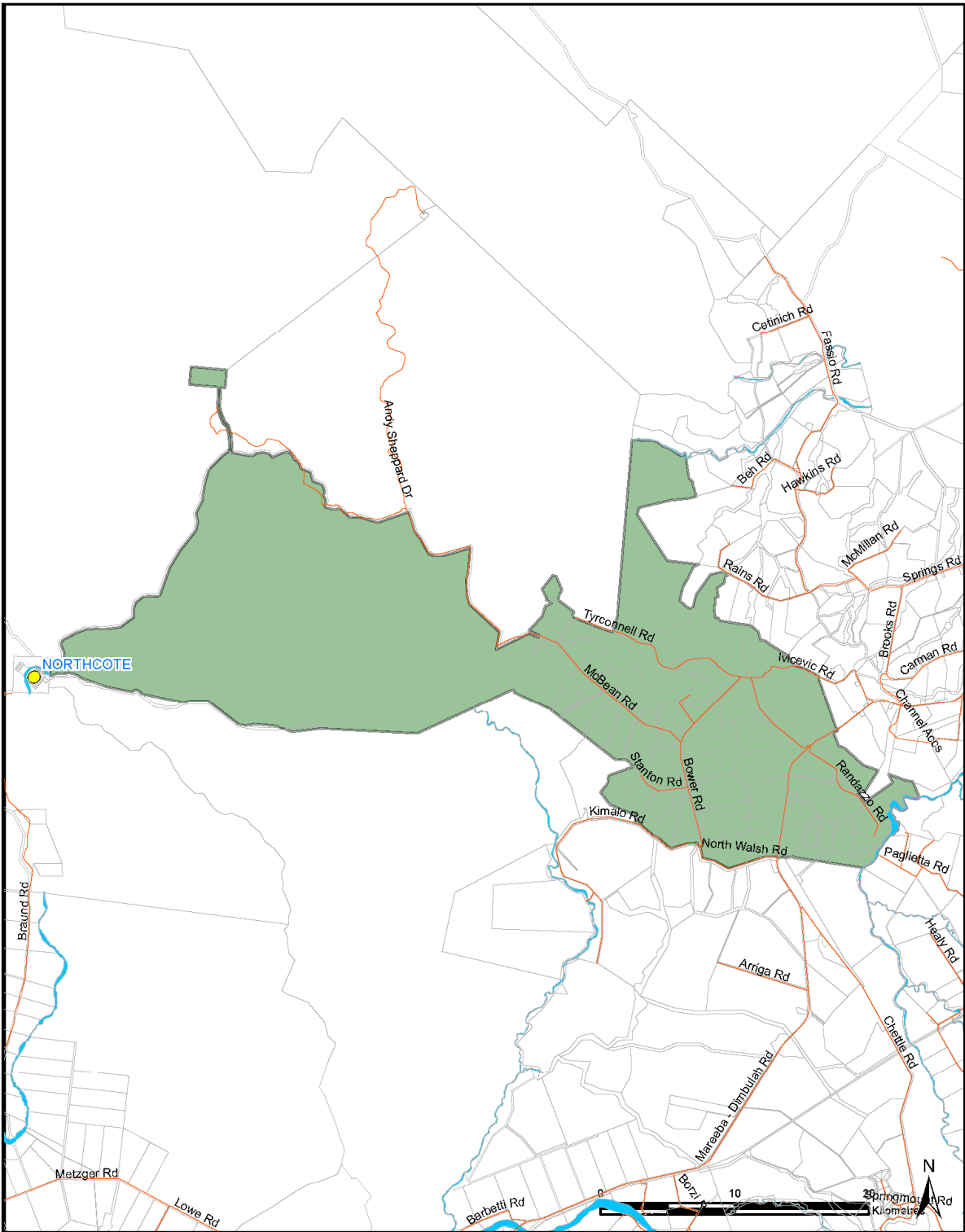
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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Mount Molloy Rural



Paddy's Green - Map 44



# Volunteer Brigade Services

## Paddys Green Rural

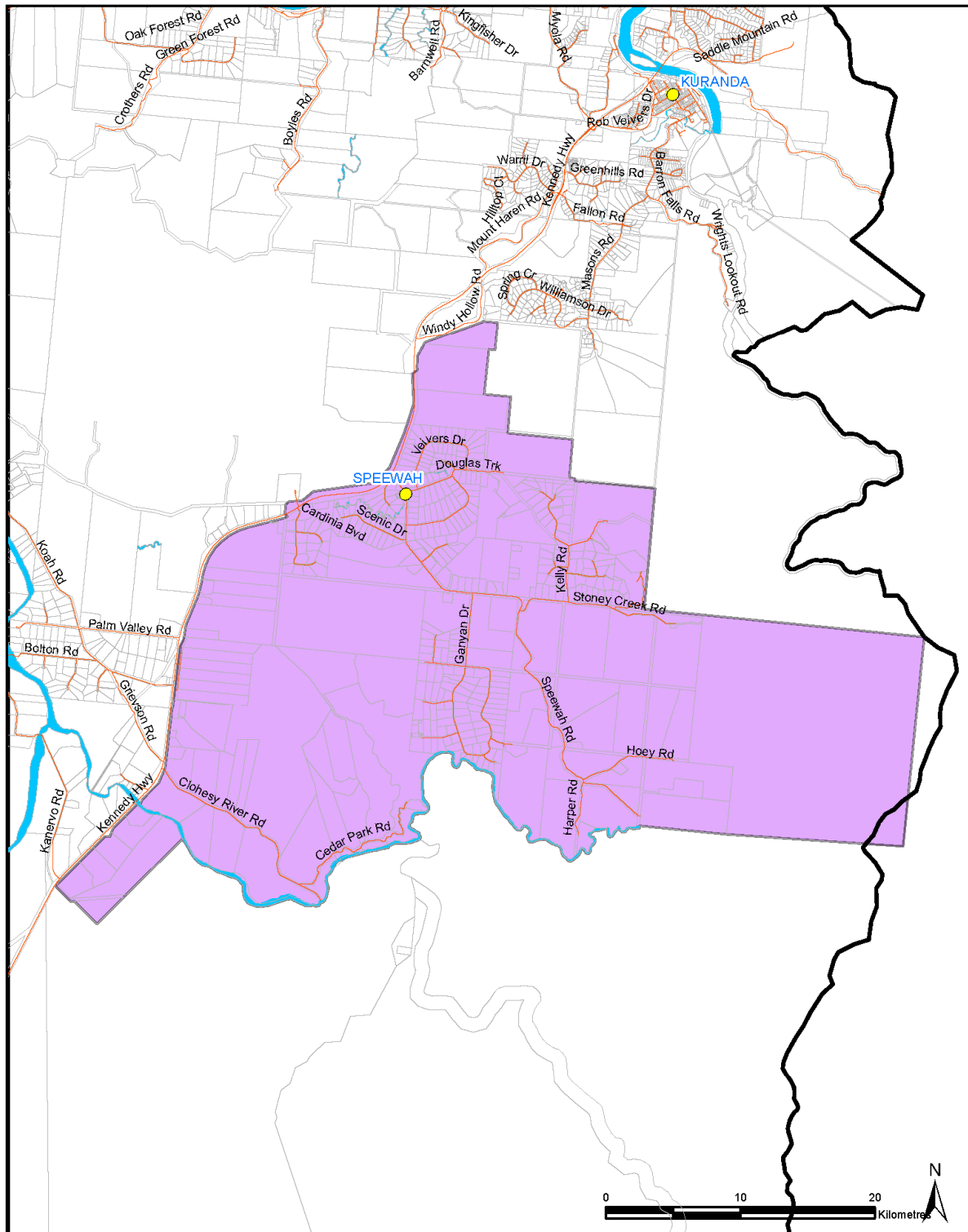
Map Grid of Australia Zone 55 (GDA94)  
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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Paddys Green Rural



## Speewah - Map 45



## Volunteer Brigade Services Speewah Rural

Map Grid of Australia Zone 55 (GDA94)

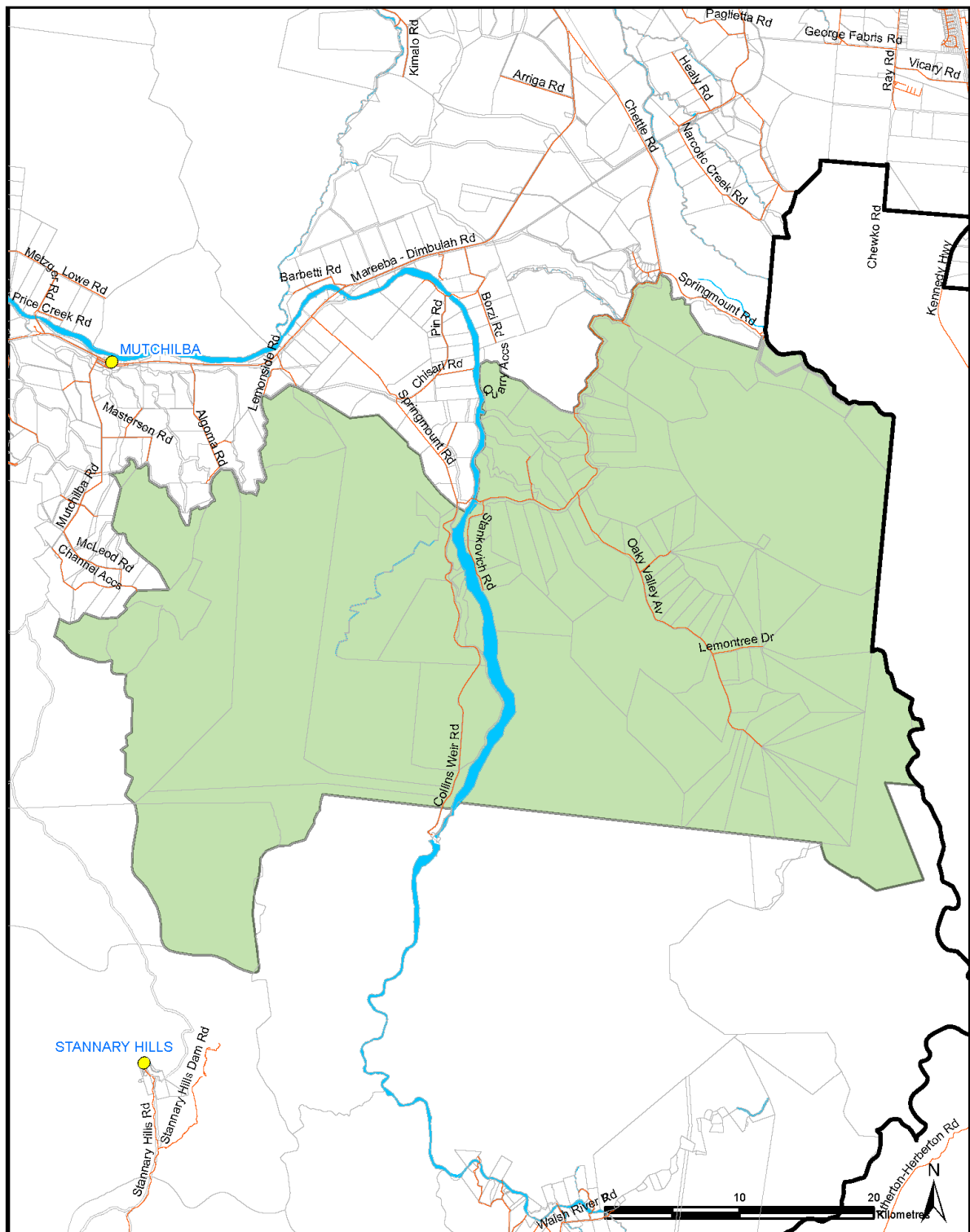
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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Speewah Rural



## Springmount - Map 46



## Volunteer Brigade Services

### Springmount District Rural

Map Grid of Australia Zone 55 (GDA94)

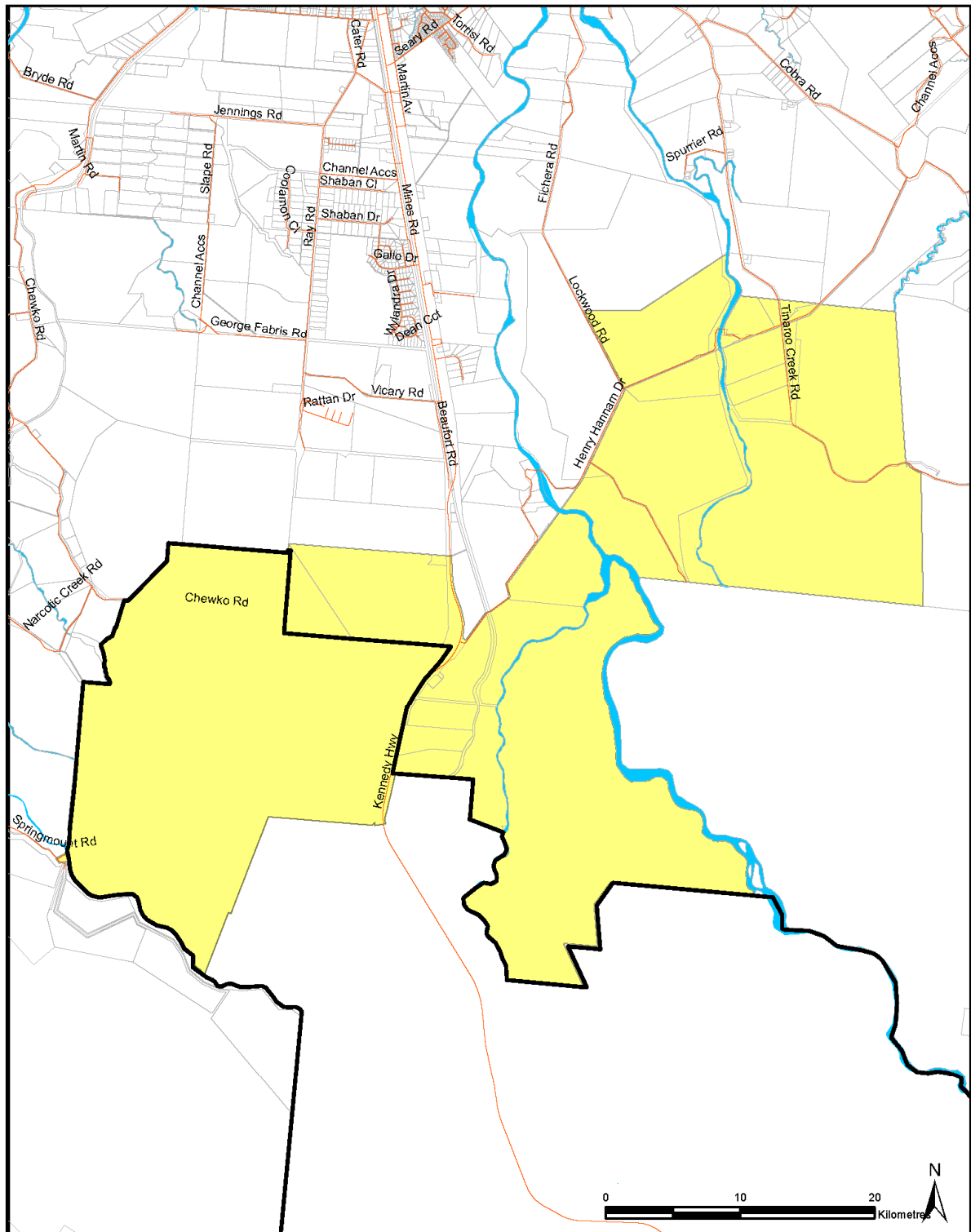
©2023 Mareeba Shire Council (MSC). Based on or contains data provided by MSC and the State of Queensland Department of Resources [2023]. In consideration of these agencies permitting use of this data you acknowledge and agree that these agencies give no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability) and accept no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws.

#### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Springmount District Rural



## Walkamin - Map 47



## Volunteer Brigade Services

### Walkamin Rural

Map Grid of Australia Zone 55 (GDA94)

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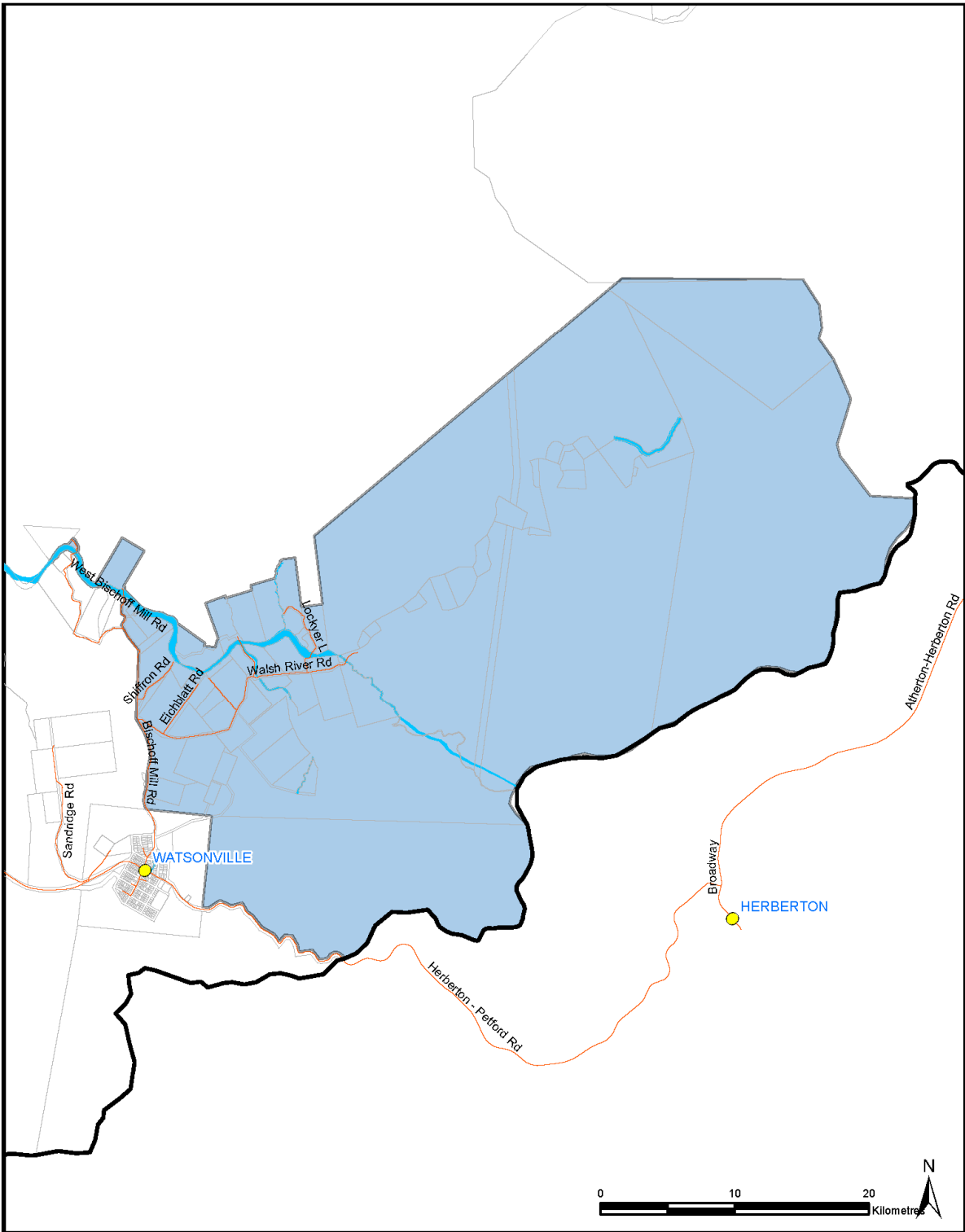
### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Walkamin Rural





Walsh River - Map 48



**Volunteer Brigade Services**  
**Walsh River Rural**

Map Grid of Australia Zone 55 (GDA94)  
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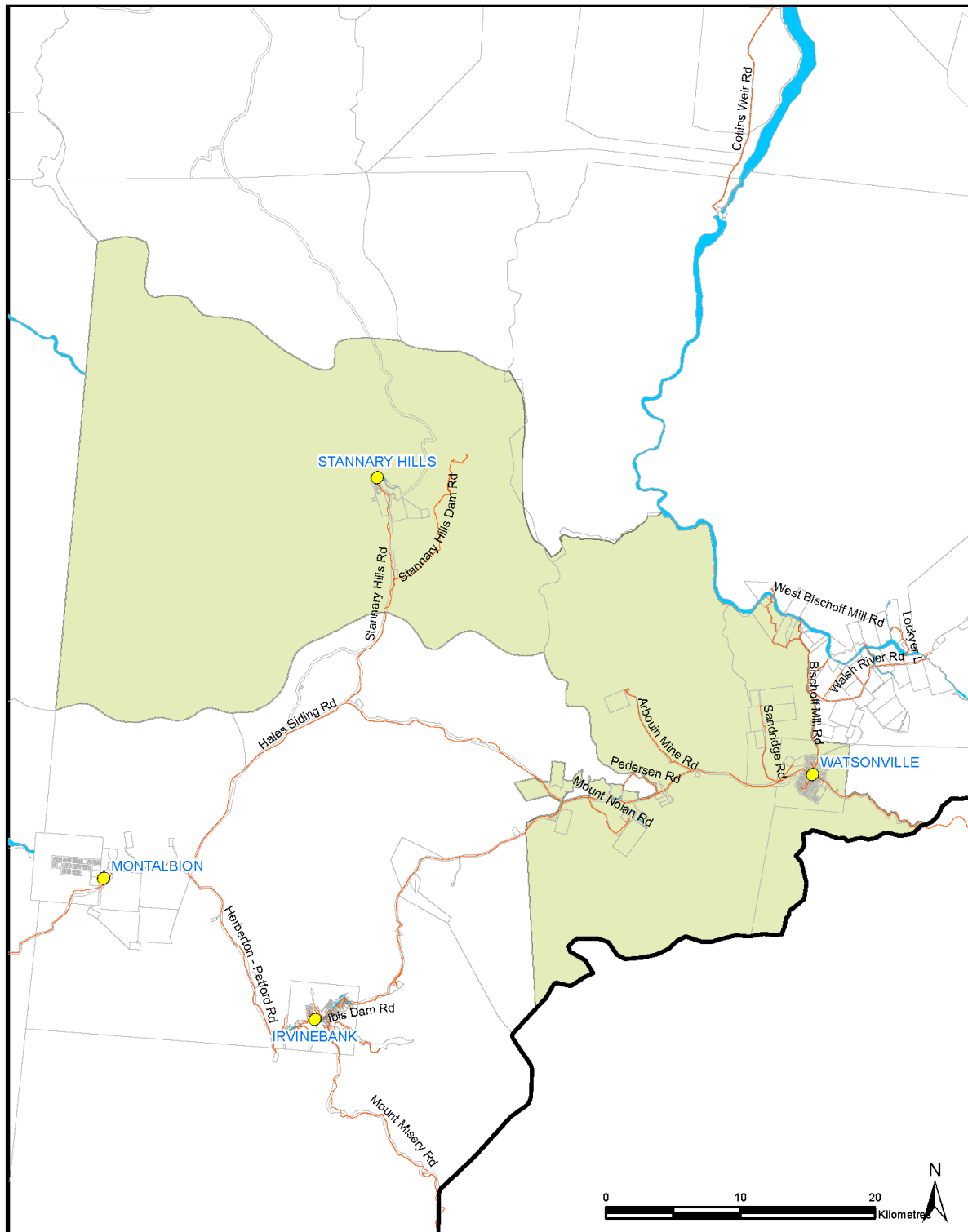
**Legend**

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Walsh River Rural





## Watsonville - Map 49



## Volunteer Brigade Services

### Watsonville Rural

Map Grid of Australia Zone 55 (GDA94)

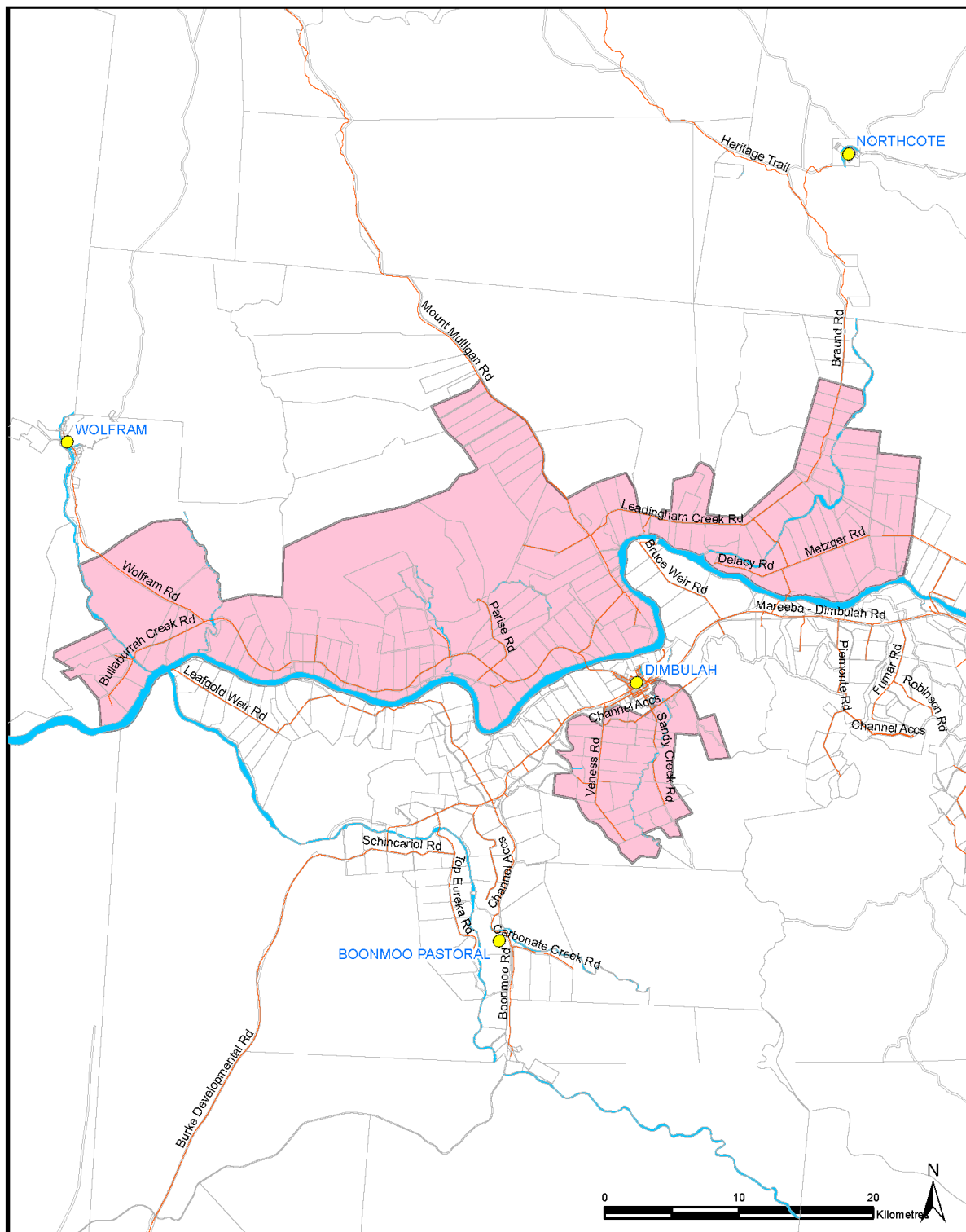
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### Legend

- |   |   |
|---|---|
| <span style="color: yellow;">●</span> Place   | <span style="border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> Lot Boundary           |
| <span style="border: 2px solid black; display: inline-block; width: 20px; height: 10px;"></span> MSC Boundary | <span style="background-color: lightblue; display: inline-block; width: 20px; height: 10px;"></span> Waterway           |
| <span style="color: orange;">—</span> Road  | <span style="background-color: lightgreen; display: inline-block; width: 20px; height: 10px;"></span> Watsonville Rural |



## Wolfram Road - Map 50



## Volunteer Brigade Services

### Wolfram Road Rural

Map Grid of Australia Zone 55 (GDA94)

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### Legend

- Place
- MSC Boundary
- Road
- Lot Boundary
- Waterway
- Wolfram Road Rural





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