



Operational Plan and Budget

2023/2024



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1 INTRODUCTION

Local councils in NSW are required to undertake their planning and reporting activities in accordance with the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation). The Act provides that the Deputy Director General (Local Government), Department of Premier and Cabinet can issue Guidelines that must be followed by local councils when undertaking their planning and reporting activities.

Council follows the *Integrated Planning and Reporting Guidelines for Local Government in NSW* (the Guidelines) produced by the Office of Local Government (OLG).

The Integrated Planning and Reporting Framework (IPRF) recognises that most communities share similar aspirations: a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for employment, reliable infrastructure, etc. The difference lies in how each community responds to these needs. That is what shapes the character of individual towns and cities. It also recognises that the council plans and policies should not exist in isolation and that they are in fact connected.

This framework allows NSW councils to draw their various plans together, to understand how they interact and to get the maximum leverage from their efforts by planning holistically for the future.

What is the Operational Plan and Budget?

In line with the Act, Council is required to prepare an annual Operational Plan and Budget (OP). The Guidelines prescribe that the document includes:

- Details of the work that will be done in support of the Delivery Program (DP). It must directly address the activities outlined in the DP and identify projects, programs or actions that the Council will undertake within the financial year towards addressing these;
- Must allocate responsibilities for each project, program or action;
- Objectives and performance targets for these activities;
- Must identify suitable measures to determine the effectiveness of the projects, programs and actions undertaken;
- A detailed budget for the actions to be undertaken in that year; and
- Council's Statement of Revenue Policy.

Council must give public notice for a period of at least 28 days, to publicly exhibit the Operational Plan and invite submissions to be received during the period of public exhibition. Following public exhibition and before the end of the financial year, Council formally adopts the OP after taking into consideration any submissions made.

Council placed the Draft Operational Plan and Budget 2023/2024 on public exhibition from Monday, 1 May 2023 until Sunday, 28 May 2023.

The final Operational Plan and Budget for the 2023/2024 Financial Year is proposed to be adopted at the Ordinary Council Meeting to be held on Thursday, 22 June 2023.

1.1 Message from the General Manager

Glen Innes Severn Council's Operational Plan and Budget for the 2023/2024 Financial Year is Council's commitment to the actions it will undertake towards achieving the outcomes defined in the Delivery Program that runs from 1 July 2022 until 30 June 2025.

The OP and the DP align with and follow the 10-year Community Strategic Plan (CSP). Council's CSP (2022-2032) contains five (5) strategic objectives.

They are as follows:

CS 1. An Attractive Quality of Life - that is enhanced by cultural expression, an active inclusive community, with accessibility to the best possible services and facilities in a high country climate.

ED 2. A Prosperous Local Economy - that is encouraged and supported by sustainable investment opportunities, in a diversified business environment with accessibility to a trained and willing labour market.

IM 3. Fit for Purpose Public Infrastructure - that is designed, constructed and appropriately maintained, to keep our community and visitors, connected, safe and able to access the amenities and services they require.

EH 4. An Appealing Sense of Place - that is protected and preserved, so that our authentic natural and built assets are showcased and enhanced for the enjoyment of all and enriched by new developments.

STC 5. Recognised for Local Leadership - that upholds its values and responsibilities, is focused on the community through the custodianship of its assets and empowerment of its employees, to deliver the best value services and projects in partnership with others and within the means of Council.

The strategic objectives then have a series of goals (38 in total). All these goals cascade into the DP, which defines the principal activities Council will undertake toward achieving the goals and objectives in the CSP, noting that not all objectives and goals in the CSP are the responsibility of Council. Finally, the DP principal activities direct all the actions and resources included within the OP.

The General Manager reports to Council every quarter on the progress made on the OP actions as measured against the DP. The first report for FY 2023/2024 will be for the period ending 30 September 2023. Progress on quarter one, for all the actions, will be reported to the November 2023 Ordinary Council Meeting.

Council's Budget for FY 2023/2024 is made up of the following (the previous year's figures are shown in brackets):

- Operating Income (including Capital Grants and Contributions) **\$45,561,604** (\$48,185,908)
- Operating Income (excluding Capital Grants and Contributions) **\$34,561,604** (\$36,983,667)
- Operating Expenditure **\$37,141,158** (\$36,964,116)
- Capital Expenditure **\$20,700,875** (\$19,534,216)
- Loan Principal and Lease Repayments **\$ 1,847,802** (\$ 2,276,992)

The Operational Budget for FY 2023/2024 proposes an operating surplus of \$8.4M, which includes forecasted capital income of \$11M. Therefore, after excluding capital income, the proposed operational deficit will be \$2.6M.

The next 12 months will see significant investment in core infrastructure such as roads as well as community facilities which will further enhance the liveability of the region.

Maintenance and capital spending on Council's roads, bridges and footpaths infrastructure continues with a total amount of \$15M. Council maintains a focus on roads, bridges and footpaths infrastructure.

This aligns with the strategic objectives contained within the CSP (2022-2032) - "Fit for Purpose Public Infrastructure - that is designed, constructed and appropriately maintained, to keep our community and visitors, connected, safe and able to access the amenities and services they require".

Council will focus on a significant flood recovery program for roads alongside a capital improvement program for its roads, bridges and footpaths infrastructure in FY 2023/2024.

The Capital Works Program is budgeted for \$20.7M in FY 2023/2024.

It is also important to note that Council's total rate revenue is budgeted to be approximately \$7.6M for FY 2023/2024.

Council's Capital Works Budget of \$20,700,875 is funded as follows:

Projects funded from Roads to Recovery (RTR) Grants	\$ 1,158,049
Projects funded from Local Roads and Community Infrastructure Round 4	\$ 872,429
Projects funded from Regional Roads Grants	\$ 1,421,586
Bridge Renewals*	\$ 1,064,000
Projects funded from the Glen Innes Aggregates surplus	\$ 650,000
Projects funded through the Stormwater/Drainage Reserve	\$ 146,529
Projects funded from the Sewer Fund	\$ 641,749
Projects funded from the Water Fund	\$ 889,954
Projects funded through the Plant Fund	\$ 3,286,103
Projects funded from other Grants and Contributions	\$10,488,086
Projects funded from General Fund	\$ 82,390

*Portion funded from Local Infrastructure Renewal Scheme

A detailed breakdown of all the various capital works projects can be found in Council's Capital Works Program for FY 2023/2024.

Once again, this focus aligns with the community's Vision contained within the CSP (2022-2032) - Glen Innes Severn will have "A prosperous connected community that nurtures its people and places".

In closing, I would like to extend my sincere thanks and appreciation to the Mayor, Councillors, the rest of the Management Executive Team (Manex), Council's Chief Financial Officer and Staff who have been involved in the preparation of this Operational Plan and Budget for the 2023/2024 Financial Year, for their very valued contributions.

Bernard Smith
General Manager

1.2 Council's Vision and Values

Council Vision

A prosperous connected community that nurtures its people and places.

Values

- Respect
- Integrity
- Courage
- Honesty
- Transparency

1.3 Strategic Financial Objectives

1. To maintain a realistic and achievable budgeted cash surplus each financial year to maintain an unrestricted current ratio of at least 2:1; thereby ensuring access to adequate working funds on a continual basis.

How: Council will budget for a realistic cash surplus each financial year.

2. To ensure that a realistic and reasonable percentage of Council's rates revenue is expended on roads infrastructure.

How: Council will identify the various grant components together with percentage of rate revenue allocated to roads infrastructure and report this to the community.

3. To maintain sufficient funds to meet known financial commitments beyond the current financial year, and to renew or acquire new capital infrastructure assets in line with Council's Asset Management Plans for its various infrastructure assets.

How: This long term financial plan has factored in the aspect of this objective and the new Asset Management Plans will be refined over time to advanced levels.

4. To continually assess all expenditure to ensure consistency with Council's newly developed and adopted strategic objectives.

How: This will be completed at budget quarterly reviews and reported to the community as well as forming part of Council's annual budget preparations for the Operational Plan and Budget. Council's Annual Reports will also reflect the budgets against the measures in the Delivery Program strategic objectives.

5. To continually review all operating expenditure and improve efficiency in service delivery where possible.

How: Council has developed a philosophy of “continuous improvement” where staff are continuously looking at creative ways in carrying out their functions with the best use of Council’s resources whilst remaining focused on quality and customer service.

6. To concentrate expenditure upon capital renewal, rather than creating new assets, as this will increase Council's maintenance budget into the future.

How: This long term financial plan has kept new assets to a minimum and in all instances current assets will be sold so that the total number of Council assets that need to be maintained will actually decrease over time. For example, the co-location of Community Services into one (1) building will be replacing two (2) current assets with one. Roads infrastructure will focus on renewal or existing assets, and not creating new assets.

7. To reduce Council-owned assets which do not align with Council's adopted strategic objectives, and place an unnecessary ongoing maintenance burden on Council and the community.

How: Council will review, at least every three (3) years commencing in year one (1) of this plan, the Corporate Property Policy and assess land and building assets, including crown land of which Council is the trustee, for their status and potential. For example, should property be sold, leased commercially or new land be purchased.

8. To implement user-pay principles on service provision and assets, excluding known and Council-approved community service obligations.

How: Council will continue to implement user-pay principles and expand these principles into commercial and market rates where applicable.

9. To maximise returns on Council's investments, without increasing Council's investment risk above acceptable levels.

How: Council reports to the community on a monthly basis of funds invested and what institutions are holding these investments. In addition, Council’s Investment Policy is reviewed at least every two (2) years or when required.

10. To attract and maximise government grants and subsidies as external funding sources for Council services.

How: Council has factored in funding from State and Federal Government throughout the long term financial plan both in respect to recurrent and one-off grants.

11. To extend and augment Council's own source revenue stream through business opportunities that align with Council's core business.

How: Council will pursue business opportunities like the quarry, private works for Roads and Maritime Services and facilitation of business development of using treated water from the Sewerage Treatment Plant.

2 COUNCIL'S OPERATIONAL ACTION PLAN

2.1 The Integrated Planning and Reporting Framework and Council's Operational Plan and Budget

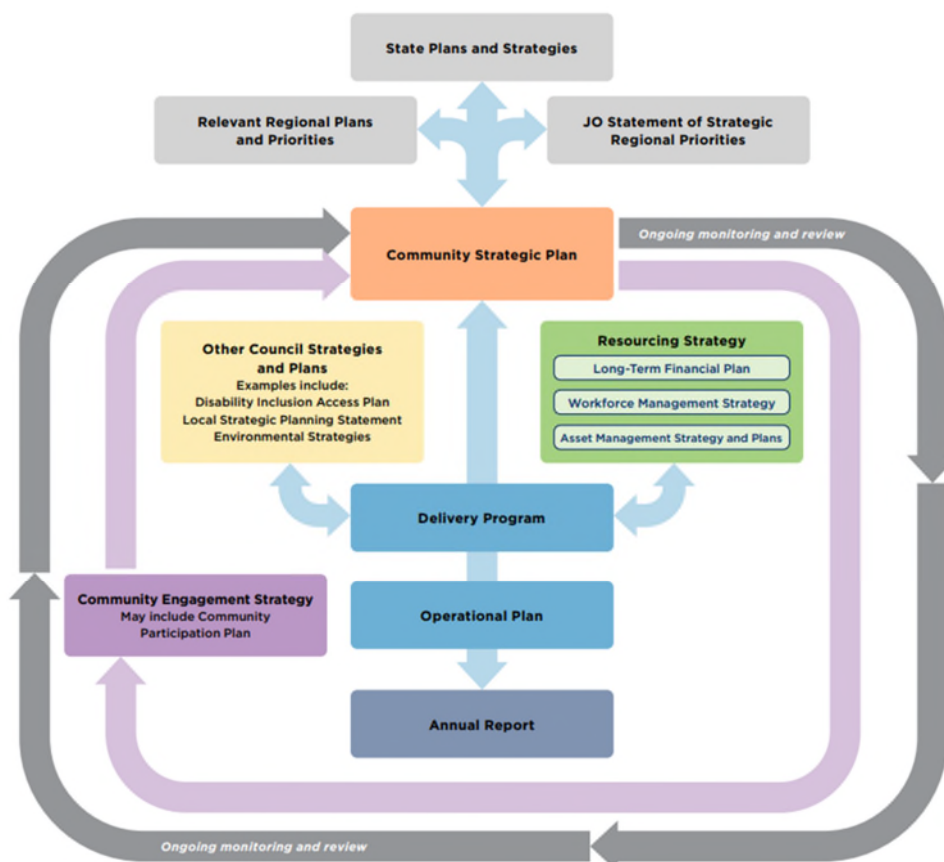
The Guidelines were first issued by the Office of Local Government (OLG) in 2010. The Guidelines have been updated to reflect legislative changes enacted through the Act. All councils in NSW use the Integrated Planning and Reporting Framework (IPRF) to guide their planning and reporting activities.

The IPRF allows Council to draw its various plans together, to understand how they interact and inform each another, and to get the maximum benefit from its efforts by planning holistically for the future.

Under section 405 of the Act, Council must have an OP that is adopted before the beginning of each financial year, detailing the activities and actions to be undertaken by Council during that year to achieve the DP commitments.

The OP must also include a detailed budget for the actions to be undertaken in that year.

Figure 1: The Integrated Planning and Reporting Framework



2.2 Key Activities

Some of the key activities within the plan are listed below:

- Engage in advocacy with the State and Federal ministers, health organisations, and local networks like Attract, Connect, Stay to achieve better health service outcomes for the community (CS 1.7.2.1);
- Research and develop new communication products including digital and non-digital to diversify and value-add to Council's communication opportunities (STC 5.5.5.5).
- Review Council's current employment branding and recruitment practices with a focus on attracting women into non-traditional roles and increasing the participation of young people in the workforce and implement agreed actions arising from the review (STC 5.7.1.3);
- Achieve Australian Cyber Security Centre's Essential Eight Maturity Level Two (STC 5.8.1.3);
- Maintain support for local community-based programs and initiatives relating to Domestic Violence by raising awareness of local support groups throughout the LGA such as Safe In Our Town (SIOT) and the Community Drug Action Team (CDAT) having a particular focus on raising this awareness with young people (CS 1.2.2.2);
- To continue to apply for funding to achieve the outcomes as outlined in the Sporting Facilities Master Plan in a priority order (CS 1.1.1.1);
- Provide a positive and collaborative planning and regulatory environment to assist businesses with development assessment advice at Development Assessment Unit meetings prior to the lodgement of Development Applications (CS 1.6.2.1);
- Identify underutilised assets within the Local Government Area to facilitate the development of new attractions, activities and events (CS 1.1.6.1); and
- Carry out an independent assessment of the sealed road condition and review the backlog data for accuracy against this assessment (IM 3.1.4.1);
- West Furracabad, Tent Hill and part Ten Mile Roads are converted to bitumen seal (EH 4.8.1.1);
- Ensure a permanent crew of three staff and associated plant is engaged to undertake rural drainage maintenance activities (EH 4.8.2.1); and
- Review the Drought Management Plan (IM 3.3.3.1).

2.3 Operational Plan Actions 2023/2024 in line with the Delivery Program 2022/2025 (next page)



Operational Plan Actions 2023/2024

1. Understanding the Operational Plan Actions (OPA)

The OPA traverses the organisation's hierarchy, beginning with the General Manager's Office, then covering the directorates of Corporate and Community Services, Place and Growth and Infrastructure Services.

The OPA is presented in a table of four columns explained herein:

	Code	Action	Operational Plan Target	Responsibility
Examples	CS 1.7.2.1	Engage in advocacy with the State and Federal ministers, health organisations, and local networks like Attract Connect Stay, to achieve better health service outcomes for the community.	Advocacy activities will be reported by the meetings attended and outcomes assisted by Council's advocacy and coordination.	General Manager
	STC 5.2.7.1	Maintain an ICT helpdesk support service that is responsive to Council's and employees' needs.	Overall customer satisfaction score is 95% or greater.	Manager of Administration and Human Resources
Element	Hierarchical code referring to the CSP and DP.	Details the Activity to be undertaken in the period.	Details the target the activity is aimed at achieving, making it easier to measure performance.	The officer in Council responsible for the action and reporting to Council.
Detail	1.1			

1.1 Example taken from CS 1.7.2.1

Preceding Letters		CS 1	CS 1.7	CS 1.7.2	CS 1.7.2.1
CS - Community Services ED – Economic Development IM – Infrastructure Management EH – Environment & Heritage STC – Sustainability, Transparency and Communication	Example	Refers to the strategic objective 1, as contained in Council's CSP (2022-2032) located on Council's website.	Refers to the strategic goals, linking to the strategic objective in Council's CSP.	Refers to the DP principal activity, located in Council's DP (2022-2025), linking to the strategic goal in Council's CSP.	Refers to the OP activity, located in Council's OP (2023-2024), linking to the DP item in Council's DP.

2. Definitions

Term	Meaning
CSP	Community Strategic Plan (a ten-year minimum, forward looking strategic plan developed by the community).
Council	Glen Innes Severn Council
DP	Delivery Program (Usually a 4-year program covering the term of a Council. The current DP is three years due to the postponement of the previous general local government elections).
FY	Financial Year (e.g., running from 1 July 2023 until 30 June 2024)
IPRF	Integrated Planning and Reporting Framework
LGA	Local Government Area
Manex	Management Executive Team (made of the General Manager, Director of Corporate and Community Services, Director of Place and Growth, Director of Infrastructure Services).
OLG	Office of Local Government
OP	Operational Plan and Budget (an annual plan including activities, budget and statement of revenue policy)
OPA	Operational Plan Actions (the activities Council will undertake in the period towards achieving the DP)
The Act	<i>Local Government Act 1993</i>
The Guidelines	Integrated Planning and Reporting Guidelines
The Regulation	<i>Local Government (General) Regulation 2021</i>

3. Operational Plan Actions FY 2023/2024

1: General Managers Office

General Managers Office

General Manager

Code	Action	Operational Plan Target	Responsibility
CS 1.7.2.1	Engage in advocacy with the State and Federal ministers, health organisations, and local networks like Attract Connect Stay, to achieve better health service outcomes for the community.	Advocacy activities will be reported by the meetings attended and outcomes assisted by Council's advocacy and coordination.	General Manager
ED 2.3.1.2	Lobby Federal Government to address mobile blackspots in the LGA.	Mayor to maintain advocacy efforts with Federal MP.	General Manager
ED 2.3.1.3	Lobby for State Government to share the burden of asset depreciation costs, such as RFS Assets.	Mayor to continue advocacy through the state MP and through LG NSW.	General Manager
STC 5.4.7.1	Create a viable plan to consolidate Council's administrative offices into a single building.	A detailed plan will be developed and presented to Council for endorsement.	General Manager

Media and Communications

Code	Action	Operational Plan Target	Responsibility
STC 5.5.5.1	Provide regular, timely media releases on topical issues as they arise to ensure the community is well informed.	Provide regular and accurate media releases about topical issues to media outlets in a timely manner in line with Council's Media Policy. Provide media releases in conjunction with the Business Paper for each Ordinary Council Meeting. Provide Minutes Summaries in conjunction with the Minutes of Council meetings to the media. Provide media releases and the Minutes Summary for the community on Council's website.	Media and Communications Officer

Code	Action	Operational Plan Target	Responsibility
STC 5.5.5.2	Focus on using Council's Facebook site as a communication tool to update the community.	Council's Facebook page is continuously used as a platform to share and disseminate noteworthy information about Council's actions and functions. All posts are completed in an accurate and timely fashion.	Media and Communications Officer
STC 5.5.5.3	Provide at least four (4) quarterly resident newsletters during the year.	Provide at least quarterly resident newsletters that address topical issues in a clear and succinct manner, and if the dissemination of information warrants, bimonthly distribution is to be considered on its merits, including for special purpose editions.	Media and Communications Officer
STC 5.5.5.4	Provide better access, utility and value to Council's communication to the community by using a diverse media mix.	Develop and maintain a media mix which improves access, utility and value to Council's communication to the community, including radio, press, print media and digital products, social media and using the website digital hub.	Media and Communications Officer
STC 5.5.5.5	Research and develop new communication products including digital and non-digital to diversify and value-add to Council's communication opportunities.	Focus on researching and developing new communication products to diversify and value-add to Council's communication to the community.	Media and Communications Officer

2: Corporate and Community Services

Administration and Human Resources

Human Resources

Code	Action	Operational Plan Target	Responsibility
STC 5.7.1.1	Review current recruitment procedures and guidelines to streamline processes and improve ease of use.	Average time to fill a vacancy (date of closing to offer) is six weeks or less. 90% or more of roles offered are accepted by the preferred candidate. There are at least five applications (average) that meet the position criteria in first round advertising.	Manager of Administration and Human Resources
STC 5.7.1.2	Review and implement Council's leave management and flexible work arrangements framework.	Annual leave liability is kept below eight weeks for all staff. Long Service Leave liability is reduced by 10% annually with a long-term goal to reach no more than 13 weeks per employee (2026). Employee engagement survey results indicate that leave management and flexible work arrangements are at least 'satisfactory'.	Manager of Administration and Human Resources
STC 5.7.1.3	Review Council's current employment branding and recruitment practices with a focus on attracting women into non - traditional roles and increasing the participation of young people in the workforce and implement agreed actions arising from the review.	The review is completed and agreed actions are integrated into Council's recruitment procedures and practices. There is a measurable increase in the number of applications from members of the target groups.	Manager of Administration and Human Resources
STC 5.7.1.4	Review Aboriginal and Torres Strait Islander employment to ensure that it is at least representative of the wider Local Government Area (LGA).	Aboriginal and Torres Strait Islander employment within Council is maintained at a level that is at least representative of the working age population in the wider LGA.	Manager of Administration and Human Resources

Code	Action	Operational Plan Target	Responsibility
STC 5.7.2.1	Link the staff training and development program(s) to service delivery requirements and annual training plans, with a focus on leader development, new talent acquisition, emerging leaders, and capability development (creation of an internal labour market with the potential, readiness and fit for vacant, new, or future roles).	100% of line leaders have attended training and development with respect to managing employee performance, budget monitoring and reporting, WHS and injury management, and general project management principles. All talent development and management programs are informed by the Delivery Program and annual Operational Plans, workforce and organisation profiles, position descriptions, and performance and competency appraisals. Mentoring and coaching programs are implemented in accordance with identified priority areas.	Manager of Administration and Human Resources
STC 5.7.2.2	Review Council's online and onsite on-boarding programs to ensure that they are up to date, effective, and cover all required areas, including probation, core training, performance feedback and support, ICT and security, safety, physical and psychological requirements.	Relevant information is added to Council's online and onsite on-boarding systems, which is available to all new staff members. 100% of staff have completed formal induction within the approved timeframe and understand the requirements of their roles. 100% of annual appraisals and assessments are completed in accordance with the approved review cycle. Voluntary turnover remains within the industry standard. The baseline workforce engagement index is better than 'satisfactory'.	Manager of Administration and Human Resources

Code	Action	Operational Plan Target	Responsibility
STC 5.7.3.1	Maintain a Human Resources function in accordance with adopted customer service standards by implementing Key actions from the Workforce Management Strategy, delivering payroll and recruitment / onboarding services to the required standard, and rolling out Council's Corporate Training Plan and Staff Wellbeing Program to deliver outcomes over the entire year.	Key actions from the Workforce Management Strategy are implemented, payroll and recruitment / onboarding services are delivered to the required standard, Council's Corporate Training Plan and Staff Wellbeing Program are rolled out to deliver outcomes over the entire year.	Manager of Administration and Human Resources

IT Services

Code	Action	Operational Plan Target	Responsibility
STC 5.2.7.1	Maintain an ICT helpdesk support service that is responsive to Council's and employees' needs.	Overall customer satisfaction score is 95% or greater.	Manager of Administration and Human Resources
STC 5.8.1.1	Conduct penetration testing and / or security auditing of Council's ICT systems.	Penetration testing and / or cyber security auditing is completed, comprising (as a minimum) internal network pen testing, email or phishing attack testing, and vishing or phone attack testing.	Manager of Administration and Human Resources
STC 5.8.1.2	Migrate or archive Practical Plus data and decommission legacy servers used to host Practical Plus databases.	All Practical Plus data is archived to a file format that allows ongoing access. Archived data is migrated to secure servers that are supported by Microsoft's security patch management. All legacy servers are decommissioned.	Manager of Administration and Human Resources

Code	Action	Operational Plan Target	Responsibility
STC 5.8.1.3	Achieve Australian Cyber Security Centre's Essential Eight Maturity Level Two.	Application controls are implemented on workstations. Vulnerability scans, security patches and updates are scheduled to occur at recommended intervals. Office macros are disabled or adjusted to recommended settings. Applications are hardened to required standards. Privileged user access is reviewed and adjusted to required levels. Multi-factor authentication is enabled and monitored. Data backups meet business continuity and security requirements.	Manager of Administration and Human Resources
STC 5.8.1.4	Implement endpoint encryption of all devices including external storage devices.	Mobile Device Management is implemented on all Council issued mobile devices and bring your own devices (BYOD) used to process sensitive information. All endpoint devices are encrypted to protect data. Mobile storage devices are encrypted and whitelisted to prevent unauthorised devices from being used.	Manager of Administration and Human Resources

Records

Code	Action	Operational Plan Target	Responsibility
STC 5.2.8.1	Research the digitisation and long-term storage of State Records and other high value hardcopy records and develop a plan to manage them.	A plan will be developed considering resourcing requirements and operational capacity.	Manager of Administration and Human Resources
STC 5.2.8.2	Research alternatives to Council's ECM Records management program and develop a proposal to replace or upgrade it.	A proposal will be provided for Manex's consideration after the research is completed.	Manager of Administration and Human Resources

Community Services

Children Youth and Family Services

Code	Action	Operational Plan Target	Responsibility
CS 1.2.7.1	Complete all of the actions within the GISC Youth Strategy that are nominated for 2023-2024.	MCS will work collaboratively with staff to deliver the actions contained within the GISC Youth Strategy for 2023-2024.	Manager of Community Services
CS 1.2.9.1	Maintain existing services from Council's Children, Youth and Family Services and work collaboratively with other organisations to deliver two (2) parenting programs annually.	Strive to achieve the desired outcomes, milestones and goals for Playgroups and Parenting Programs and Out Of School Hours (OOSH) Services in accordance with the relevant Program Deeds and/or Departmental Regulations.	Manager of Community Services
CS 1.2.9.2	Deliver the annual Family Picnic Day via collaborative partnerships that promote family participation and social interaction for all community members.	A Family Picnic Day is facilitated in partnership with community organisations and groups that promotes family participation, is inclusive and educational with food and fun activities.	Manager of Community Services

Community Services

Code	Action	Operational Plan Target	Responsibility
CS 1.1.7.1	Complete the actions contained within the Disability Inclusion Action Plan (DIAP) for 2023-2024 and commence consultation and preparation for the next DIAP.	MCS will ensure all actions listed for 2023-2024 in the Disability Inclusion Action Plan (DIAP) are completed and collaborate with relevant staff in preparation of the next DIAP.	Manager of Community Services
CS 1.1.7.2	Provide support to the Community Access Committee through proactive participation at meetings and promotion of positive outcomes through Council's communication and media modes.	Manager of Community Services will support people of all abilities within the LGA through attendance at Community Access Committee meetings.	Manager of Community Services

Code	Action	Operational Plan Target	Responsibility
CS 1.2.2.2	Develop an Aged and Disability Strategy.	That an Aged and Disability Strategy is adopted by Council no later than April 2024.	Manager of Community Services
CS 1.2.2.3	Maintain support for local community-based programs and initiatives relating to Domestic Violence by raising awareness of local support groups throughout the LGA such as Safe In Our Town (SIOT) and the Community Drug Action Team (CDAT) having a particular focus on raising this awareness with young people.	Maintain attendance of two (2) proactive community services staff at Safe In Our Town (SIOT) meetings. One (1) of these staff to be from Children, Youth and Family Services.	Manager of Community Services
CS 1.2.2.4	Maintain community awareness of the harm associated with drug and alcohol misuse by having a presence on the local Community Drug Action Team (CDAT).	Maintain two (2) community services members on the local CDAT committee. One of these members, if possible, should be affiliated with youth services.	Manager of Community Services
CS 1.2.8.1	Maintain Council's registration as an approved National Disability Insurance Scheme (NDIS) Provider and deliver corresponding NDIS services to the community.	Deliver Early Intervention, Disability Support Worker supports, Coordination of Supports, and Plan Management from the Children, Youth and Family Services, and Life Choices Support Services outlets.	Manager of Community Services
CS 1.2.10.1	In partnership with the Community Access Committee, maintain Council's Mobility Brochure so that it includes current information related to venue accessibility within the LGA.	Review and update Council's Mobility Brochure so that it only includes current information. Investigate an electronic version of the brochure that can be uploaded to relevant Council websites for easy access.	Manager of Community Services
CS 1.3.3.1	Plan coordinate and deliver an annual Harmony Day celebration event which celebrates the cultural diversity within the LGA.	Harmony Week has as a minimum one (1) Council facilitated event that celebrates the cultural diversity and inclusion within the LGA.	Manager of Community Services

Code	Action	Operational Plan Target	Responsibility
CS 1.4.2.1	Facilitate information to the community on available transport options within the LGA.	Hold a transport forum for the LGA which can identify existing transport options and discuss possibilities for improved transport services for people of all abilities.	Manager of Community Services
CS 1.5.2.1	Maintain support for local volunteers and consider new and proactive ways to encourage an increase of volunteering within the community.	Conduct a volunteer drive in collaboration with Community Services staff.	Manager of Community Services
STC 5.7.2.3	Continue work towards the implementation and awareness of the NSW Child Safe Standards. With consideration to Council's capabilities and resources, implement leadership in Child Safe Strategies across the LGA.	MCS to form a Working Party of staff from relevant Council Departments to implement the reform required to become a 'Child Safe Council' according to current Government Legislation.	Manager of Community Services

Life Choices - Support Services

Code	Action	Operational Plan Target	Responsibility
CS 1.1.2.1	Review Gentle Exercise Programs delivered through Life Choices - Support Services to ensure they meet current demands.	Life Choices - Support Services will review the type and number of Healthy Lifestyle classes currently available and consult with the community to ensure they are meeting current demand.	Manager of Community Services
CS 1.2.2.1	Utilise Council's Media and Communications means such as the quarterly Resident Newsletter and the Life Choices - Support Services Newsletter to promote community awareness of Wellbeing and Support Facilitation services for community-based programs which are available at Life Choices - Support Services and Children, Youth and Family Services.	Wellbeing and Support Facilitation services for community-based programs will be offered from the Community Services business entities, Life Choices-Support Services and Children Youth and Family Services.	Manager of Community Services

Finance

Creditors

Code	Action	Operational Plan Target	Responsibility
STC 5.3.4.1	Create new operating procedures for Accounts Payable in the new system to ensure compliance with the Procurement Policy. Ensure system changes are completed to ensure compliance with audit requirements such as attaching invoices to all purchase orders and the drill down capability to view invoices.	Documented procedures for Accounts Payable are in ECM.	Chief Financial Officer

Customer Service

Code	Action	Operational Plan Target	Responsibility
STC 5.5.1.1	Provide at least one staff member to be available to provide customer service at Town Hall during operating hours.	Customer service staff will provide services to the community, during appointed business hours, in accordance with Council's Customer Service Standards.	Chief Financial Officer

Debtors

Code	Action	Operational Plan Target	Responsibility
STC 5.3.5.1	Create new operating procedures for Accounts Receivable. Ensure Debtors Control accounts are reconciled. Review and improve the process of revenue processing and recognition to eliminate revenue leakage from business units. Ensure there is a process of Debtors' review for overdue accounts. Review and improve Debtor invoice that are generated in relation to Grants. Standardise the process of revenue processing from the business units.	Documented Accounts Receivable procedures are in ECM.	Chief Financial Officer

Finance

Code	Action	Operational Plan Target	Responsibility
STC 5.3.2.1	Ensure Council meets its tax compliance requirements by completing monthly reconciliation, review and approval of all statutory tax accounts, that is GST, PAYG, Superannuation and all other related deductions related to tax matters.	All tax compliance requirements completed and lodged in time.	Chief Financial Officer

Financial Accounting

Code	Action	Operational Plan Target	Responsibility
STC 5.3.1.2	Following the implementation of Project Jigsaw and being live for 2022-2023, implement new operating procedures to ensure financial and budget compliance. The overall financial framework to support financial reporting, management reporting, and budgeting needs to be in place to achieve this and system issues resolved to support such a framework.	Documented training / operating procedures are in place and used by staff.	Chief Financial Officer
STC 5.3.1.3	As part of the overall Financial Framework to maintain reporting and data integrity, the process of monthly balance sheet reconciliations with adequate working papers is required to fulfil audit requirements and inter control policies. As well as Revenue (water / rates) and Payroll reconciliations completed and reviewed monthly.	Every Balance Sheet account will need to be assigned to a Preparer and a reviewer/approver. Revenue reconciliations from the Rates & Water system need to be completed on a monthly basis. Payroll reports and Payroll deductions needs to be reconciled ever month and all deductions accounted for and cleared.	Chief Financial Officer
STC 5.3.1.4	Develop a Finance Manual to document system structure, system settings, changes in system settings and critical tasks to ensure business continuity in case of staff turnover, staff absences and leave.	The Finance Manual should document in very clear steps and outline in detail, the process of critical day to day tasks.	Chief Financial Officer
STC 5.3.6.1	Review and implement the Long Term Financial Plan (LTFP) using the newly purchased LG Solutions LTFP software template. Map the Open Office chart of accounts to the LTFP software.	Councillor workshop to review and discuss the LTFP is held during 2023.	Chief Financial Officer

Code	Action	Operational Plan Target	Responsibility
STC 5.4.2.1	Ensure Council's Investment and Borrowings Policies and practices meet the requirements of STC 5.4 Responsible custodianship of the community's assets.	Ensure Council's practices arising from the Policies are achieving best outcomes.	Chief Financial Officer

Management Accounting

Code	Action	Operational Plan Target	Responsibility
STC 5.3.1.1	Deliver financial and budget compliance reporting to Council and the community. Ensure the Quarterly Budget Review process is managed as per the required timelines. Develop a structure that will ensure the accuracy of Budget, Actual and quarterly revisions data being reported.	Ensure that a process manual is documented and the Management Accountant is able to complete the whole process of Quarterly Budget Reviews.	Chief Financial Officer
STC 5.3.1.5	Develop suite of management reports for Manex and Managers for Business Units' P&L's, Capex reporting, Grants reporting and reconciliations (including Life Choices). Develop and implement self help tools for Managers around their relevant reporting requirements. Develop monthly reports for the Quarry and VIC, focusing on inventory usage and accounting for the COGS monthly, rather than annually to provide a monthly P&L report.	Reports provided to Manex from September 2023 on a monthly basis.	Chief Financial Officer

Rates

Code	Action	Operational Plan Target	Responsibility
STC 5.3.3.1	Create new operating procedures for Rates in the new Rates module to ensure Rates are generated on 1 July 2024 and Rates notices are sent on time on a quarterly basis.	Documented operating procedures are in ECM.	Chief Financial Officer
STC 5.3.3.2	Deliver Rates notification and collection services to adopted customer service standards by ensuring reporting and review of overdue Rates is undertaken.	Active management of overdue Rates is essential to take appropriate action to ensure collection.	Chief Financial Officer

Stores & Procurement

Code	Action	Operational Plan Target	Responsibility
STC 5.4.3.1	Provide a centralised, standardised and regulated Procurement service across Council; that meets adopted customer service levels, is within the Procurement Policies and Guidelines and complies with the Fraud Control Plan.	The controls in place will be tested to ensure their effectiveness at meeting the requirements of applicable policy and procedures.	Chief Financial Officer
STC 5.4.3.2	Create new operating procedures for inventory, and train staff in the revised system in procurement procedures.	System change is needed so that inventory issues are coded to the relevant GL codes and not to inventory usage. Ensure the Inventory control account and the "Items received not invoiced" report is reconciled, reviewed and approved on a monthly basis.	Chief Financial Officer
STC 5.4.3.3	Implement ArcBlue and create new operating procedures for procurement and train staff in the revised system procurement procedures.	Staff are trained in ARCBlue procedures and information available.	Chief Financial Officer
STC 5.4.4.1	Provide a stores service that provides efficiencies to Council operations by ensuring that the maximum number of items that all business units consume are inventoried and develop reporting in consumption of inventory.	Review vendor pricing and costs to minimise purchase costs of inventory.	Chief Financial Officer

Governance, Risk and Corporate Planning

Enterprise Risk Management

Code	Action	Operational Plan Target	Responsibility
STC 5.2.1.1	Implement the Legislative Compliance Policy ensuring an annual assurance report on Council's legislative compliance and statutory reporting obligations is presented to the Audit, Risk and Improvement Committee (ARIC) and Council.	An Annual Report provided to ARIC and Council. Key legislative compliance obligations have been assigned to responsible officers in Council and reported on, and a statutory reporting obligations register is created and maintained.	Manager of Governance, Risk and Corporate Planning

Code	Action	Operational Plan Target	Responsibility
STC 5.2.4.1	Document the actions and reporting requirements from the Fraud Control Plan and ensure their delivery.	Review the Fraud Control Plan, documenting reporting obligations and other actions required from the plan creating tasks for their completion.	Manager of Governance, Risk and Corporate Planning
STC 5.2.10.1	Ensure Responsible Officers are reporting quarterly on Risk Management through Council's Pulse Enterprise Risk Management (ERM) system; and report to both the Management Executive Team (Manex) and the Audit, Risk and Improvement Committee (ARIC) quarterly.	Quarterly reporting is done by all Responsible Officers and this is reported to both Manex and ARIC quarterly.	Manager of Governance, Risk and Corporate Planning
STC 5.3.7.1	Ensure the reporting obligations to and from the Audit Risk and Improvement Committee are being met in line with the Office of Local Government Guidelines.	The Reporting Calendar is updated on a rolling 18-month cycle to ensure all reporting obligations are met.	Manager of Governance, Risk and Corporate Planning
STC 5.4.6.1	Coordinate the Statewide Mutual Continuous Improvement Pathway (CIP) across Council.	Responsible Officers are assigned the task of completing the mini self-audits in the three areas assigned by Statewide Mutual and the CIP is completed on time; the results of which are then reported to Manex and the ARIC.	Manager of Governance, Risk and Corporate Planning
STC 5.4.6.2	Coordinate the annual Insurance renewal questionnaires, organise budgets and ensure Council is adequately insured.	The Insurance renewal questionnaires are completed on time.	Manager of Governance, Risk and Corporate Planning

Governance

Code	Action	Operational Plan Target	Responsibility
STC 5.2.2.1	Provide oversight on Council's Policy Register, ensuring Policies and other Council documents are being reviewed in a timely manner, that they meet legislative requirements, reflect best practice and consider relevant standards.	Report quarterly to Manex and the ARIC on the status of Council's Policy Register, Monitor. Attention should be drawn to outstanding Policies, as well as risk matters observed in Governance's review of due Policies, and consideration of policies that need developing or rescinding.	Manager of Governance, Risk and Corporate Planning
STC 5.2.3.1	Implement two Councillor Training workshops under the Professional Development Policy.	A plan for Councillor Training will be drafted for the period with two appropriate sessions, in accordance with the Policy and Guidelines, to be delivered in the period.	Manager of Governance, Risk and Corporate Planning
STC 5.2.6.1	Review the Internal Reporting Policy - Public Interest Disclosures (and Procedures) in line with the new Public Interest Disclosures Act and provide training and assign staff as necessary to implement the Policy.	The new Legislative requirements are reflected in the revised policy and procedures and implemented within Council. All staff are aware of the new Policy and Procedures.	Manager of Governance, Risk and Corporate Planning
STC 5.2.9.1	Document the actions and reporting requirements arising from the Privacy Management Plan and ensure their delivery, such as ensuring a Privacy Statement is provided on any form used by Council to collect personal information.	All actions and reporting requirements arising from the plan are detailed and a system to ensure compliance is implemented.	Manager of Governance, Risk and Corporate Planning
STC 5.3.8.1	Continue to provide an Independent Internal Audit Function.	The Internal Auditor will complete 4 audits per annum, reported to the ARIC, with administrative oversight as to the auditor's performance provided by the Corporate and Community Services Directorate.	Director of Corporate and Community Services
STC 5.5.4.1	Review the Continuous Improvement Plan and help raise awareness of continuous improvement opportunities and initiatives throughout the organisation.	The Plan will be reviewed and tasks developed to implement the plan.	Manager of Governance, Risk and Corporate Planning

Integrated Planning and Reporting

Code	Action	Operational Plan Target	Responsibility
STC 5.1.1.1	Provide quarterly Operational Plan reports and an Annual report to Council.	Four quarterly reports and the Annual Report are submitted to Council in alignment with the Implementation Timetable.	Manager of Governance, Risk and Corporate Planning
STC 5.1.1.2	Provide workshops and other educational resources for managers and senior managers to improve their understanding of Integrated, Planning and Reporting.	Deliver at least one workshop for all managers and Manex on Integrated Planning and Reporting. Provide other guidance, written and in person to assist each responsible Officer to meet their obligations to develop an Operational Plan and report on their progress quarterly.	Manager of Governance, Risk and Corporate Planning
STC 5.1.1.3	Coordinate the creation of an Annual Operational Plan and Budget across Council in compliance with the Integrated Planning and Reporting Guidelines.	In collaboration with the CFO, ensure that an improved 2024-2025 Draft Operational Plan and Budget is submitted to the April 2024 Council Meeting and the Final document to the June 2024 Council Meeting.	Manager of Governance, Risk and Corporate Planning
STC 5.1.2.1	Review Council's Performance Management Framework with the aim to increase objective data input allowing for improved and more transparent performance reviews.	Establish a working group to research models of performance Management frameworks used at other councils. Presenting a report to the Management Executive Team (MANEX) recommending a pathway forward, associated timeline and estimation of implementation costs for Council to achieve Delivery Program STC 5.1.2 prior to June 2025.	Director of Corporate and Community Services
STC 5.6.1.1	Provide advice to Manex on creating a Plan of Service Reviews to be included in the Delivery Program in accordance with the IP&R Guidelines.	Manex are advised on what a Plan of Service Reviews entails, ensuring Service Reviews are incorporated in each Operational Plan.	Manager of Governance, Risk and Corporate Planning

Public Officer

Code	Action	Operational Plan Target	Responsibility
STC 5.5.3.1	Provide oversight and advice on complaints management (including Code of Conduct, Public Interest Disclosure and Complaints and Unreasonable Complainant Conduct management) throughout Council.	All obligations under the Complaints Management Policy, the Procedures for the Administration for the Code of Conduct, The Unreasonable Complaints Policy, and the Public Interests Disclosures Act are met, including the statutory reporting obligations.	Manager of Governance, Risk and Corporate Planning

Library and Learning Centre

Library and Learning Centre

Code	Action	Operational Plan Target	Responsibility
CS 1.2.1.2	Review and update the library's Code of Conduct, Young People's and Internet Policies to ensure they conform to the children's legislation adopted by the Office of Children's Guardian.	The Policy reviews are completed with the aim to continue to expand on the library's safe and flexible community spaces, with real and virtual services, open to all members of the community.	Manager of Library and Learning Centre
CS 1.2.3.1	Provide UNE Science workshops to help stimulate interest in science, environment and prehistoric evolution.	Provide the workshops with the aim of providing a stimulating cultural program that is creative, inclusive, informative and fun.	Manager of Library and Learning Centre
CS 1.2.4.1	Participate proactively with Northern Tablelands Cooperative Library Service (NTCLS) to ensure cost effective use of future resource budgets.	Seek grant and consortium opportunities for improved connectivity, literacy services and cultural activities.	Manager of Library and Learning Centre
CS 1.3.2.1	Develop a yearly program of activities and events (at the library's staff workshop) based on community interest and needs.	Receive a 15 percent increase in yearly total participation and interest at the yearly organised events and activities.	Manager of Library and Learning Centre
CS 1.3.4.1	Complete all of the actions within Council's Cultural Plan 2022-2025 that are due in 2023-2024.	MLLC ensures completion of all 2023-2024 actions due in Council's Cultural Plan 2022-2025.	Manager of Library and Learning Centre

3: Place and Growth

3.3 Recreation and Open Spaces

Recreation and Open Spaces

Code	Action	Operational Plan Target	Responsibility
CS 1.1.1.1	To continue to apply for funding to achieve the outcomes as outlined in the Sporting Facilities Master Plan in a priority order.	Seek funding for the continuation of Mead Park football fields upgrades and relocation of athletics to Wilson Park.	Manager of Recreation and Open Spaces
CS 1.1.3.1	To establish a maintenance and replacement program for exercise and playground equipment throughout the LGA's recreation areas.	Replacement and maintenance plan for Exercise equipment and Playgrounds formally endorsed by Council's Open Spaces Committee.	Manager of Recreation and Open Spaces
CS 1.1.4.1	Undertake a tender for the Management/Lease/Operation of Council-Owned Aquatic Centres (Glen Innes & Emmaville)	Tender completed and presented to Council.	Manager of Recreation and Open Spaces
CS1.1.4.2	Ensure that aquatic services including Learn to Swim and Aqua Aerobics programs are delivered and a maintenance program is implemented.	Three Aqua classes are conducted a week during the season and that Learn to Swim classes are organised and promoted.	Manager of Recreation and Open Spaces
IM 3.1.7.1	Deliver the New England Rail Trail project in accordance with the Bushfire Local Economic Recovery Fund grant requirements.	Project governance structure developed, leases are entered into and project design is underway.	Director Place and Growth
IM 3.1.7.2	Carry out an audit to access any further requirements of street furniture in the Glen Innes Township area in 2023-2024 operational year either to renew or to be constructed. Carry out a further Audit in the villages to access any further requirements of street furniture in the 2024-2025 operational year either to renew or to be constructed.	That any street Furniture plan for Renewal or future placement of the furniture is endorsed by the Open Spaces Committee and local village committee.	Manager of Recreation and Open Spaces

Code	Action	Operational Plan Target	Responsibility
IM 3.2.16.1	Develop and implement a Recreation and Open Space Strategic plan including maintenance.	That the Open Spaces Strategic Plans are endorsed by the Open Spaces Committee and adopted by Council by 30 June 2024.	Manager of Recreation and Open Spaces
IM 3.2.16.2	To develop a detailed Landscape Plan for the Glen Innes CBD Revitalisation.	Detailed Landscape Plan for the CBD Revitalisation is recommended by the Open Spaces Committee and adopted by Council.	Manager of Recreation and Open Spaces
IM 3.2.16.3	To develop a detailed Landscape Plan for the Glen Innes Indoor Sports Stadium.	Detailed Landscape Plan for the Indoor Sports Stadium is recommended by the Open Spaces Committee and adopted by Council.	Manager of Recreation and Open Spaces
IM 3.2.17.1	Council assets are cleaned in accordance with adopted cleaning schedule.	That Service level agreements of cleaning are developed and signed off by the respective Council Manager for that area.	Manager of Recreation and Open Spaces

Waste and Environment

Development Services

Code	Action	Operational Plan Target	Responsibility
CS 1.3.1.1	Expression of interest is called for public art projects annually.	Public Art Advisory Group selects a project/s to be delivered in 2023/24.	Director Place and Growth
CS 1.6.1.5	Ensure availability of land supply in accordance with Housing Strategy.	Monitor housing and land demand in villages to ensure adequate land supply is maintained.	Director Place and Growth
CS 1.6.2.1	Provide a positive and collaborative planning and regulatory environment to assist businesses with development assessment advice at Development Assessment Unit meetings prior to the lodgement of Development Applications	Provide planning staff for development meetings on a weekly basis to encourage and provided advise for any proposed business idea.	Director Place and Growth

Code	Action	Operational Plan Target	Responsibility
ED 2.6.1.1	Undertake a review to determine the preferred operating model of the Glen Innes Saleyards.	Review the Saleyards Business and determine preferred operation model by 30 June 2024.	Saleyards Supervisor
EH 4.1.2.1	Implement strategies and update planning documents to assist with providing industrial land within the Local Government Area. Assist and implement industrial land within Glen Innes.	Make provision for more industrial land within Glen Innes and encourage developers to develop more industrial land.	Director Place and Growth

3.2: Regulatory & Planning Services

Regulatory & Planning Services

Code	Action	Operational Plan Target	Responsibility
EH 4.1.1.1	Review and update as required the Land Use Strategy, Local Environmental Plan and Development Control Plan as budget permits.	A consultant has been engaged and review commenced of the Local Environmental Plan & Land Use Management Strategy Review by 30 June 2024.	Director Place and Growth
EH 4.1.3.1	Provide the opportunity for Development Assessment Unit meeting to provide developers with the opportunity to discuss proposed developments prior to the lodgement of Development Applications.	Minimum of 12 Development Assessment Unit Meetings are scheduled during 2023/24.	Director Place and Growth
EH 4.1.4.1	Review the Community Participation Plan by 30 June 2024.	Community Participation Plan is reviewed and presented to Council by 30 June 2024.	Director Place and Growth
EH 4.2.1.1	Provide heritage funding for the upgrade and maintenance of heritage listed buildings in the Glen Innes CBD. Apply for heritage funding if grants become available.	Assess applications for funding assistance for the upgrade and maintenance of heritage buildings in the Glen Innes CBD.	Director Place and Growth
EH 4.4.1.1	Weeds management reduction service is implemented within the Local Government Area.	Contract New England Weeds Authority to undertake the weed management reduction service within the Local Government Area on behalf of Council.	Director Place and Growth
EH 4.4.1.2	Finalise and present the draft Emissions Reduction Plan to Council by 30 June 2024.	Finalised the draft Emissions Reduction Plan and implement agreed 2023/24 actions.	Director Place and Growth

Code	Action	Operational Plan Target	Responsibility
EH 4.5.2.1	Present the draft Renewable Energy Action Plan to Council for endorsement prior to 30 June 2024.	Present the draft Renewable Energy Action Plan to Council and implement the 2023/24 agreed actions.	Director Place and Growth
EH 4.6.1.1	Provide a waste and recycling service throughout the Local Government Area.	Ensure contracts are in place and services are provided to satisfactory customer standards.	Director Place and Growth
EH 4.6.2.1	Undertake a State of Play analysis to inform investigations and strategic planning options for future landfill operations.	State of Play analysis is completed by 31 December 2023.	Director Place and Growth
EH 4.6.3.1	Glen Innes Landfill in operated in accordance with regulatory requirements and published opening hours.	Landfill operations meet regulatory requirements and published opening hours.	Director Place and Growth
EH 4.6.4.1	Undertake contamination audits and provide waste education and recycling programs to reduce diversion rates into the landfill in conjunction with contracted service providers and New England Regional Waste Group.	Reduce recycling contamination rates through audits and waste education initiatives.	Director Place and Growth
EH 4.9.1.1	Issue construction certificates and complying development certificates in accordance with legislative requirements.	Construction Certificates and complying development certificates are issued in accordance with legislative requirements.	Director Place and Growth
EH 4.9.2.1	Food inspection program is undertaken in accordance with the NSW Food Authorities Food Regulation.	2023/24 food inspection program is undertaken in accordance with the NSW Food Authorities Food Regulation.	Director Place and Growth
EH 4.9.3.1	Regulatory and Public Health services in the Local Government Area are undertaken in accordance with legislative requirements.	2023/24 Regulatory and Public Health services in the Local Government Area are undertaken in accordance with legislative requirements.	Director Place and Growth

Code	Action	Operational Plan Target	Responsibility
EH 4.9.4.1	Provide Town Planning advice to the general public regarding town planning issues. Provide a development assessment service for the Glen Innes Severn Council Local Government area.	Provide Town Planning advice to the general public regarding town planning issues. Provide a development assessment service for the Glen Innes Severn Council Local Government area.	Director Place and Growth
EH 4.9.5.1	Update the Companions Animal Register as required and provide a Ranger to administer Companion Animal functions in accordance with Councils Policies and NSW Legislation.	Update the Companions Animal Register as required and provide a Ranger to administer Companion Animal functions in accordance with Councils Policies and NSW Legislation.	Director Place and Growth
IM 3.2.3.1	Create an Asset Management Plan for all Council buildings.	A maintenance action list for buildings is created by 31 May 2024.	Manager of Asset Services
IM 3.2.4.1	Implement maintenance tasks in accordance with the maintenance program and allocated budget.	Renew 2023/24 Annual Fire Safety Statements and maintain buildings as per maintenance program.	Director Place and Growth
IM 3.2.11.1	Create a buildings and other structures management plan.	Implement actions in accordance with budget approvals.	Manager of Asset Services
STC 5.5.2.1	Deliver (Church Street) Customer Service functions during specified operational hours.	Provide front counter staff at Church Street Office and replace if vacancy exists.	Director Place and Growth

3.4: Economic Development

Economic Development

Code	Action	Operational Plan Target	Responsibility
CS 1.1.6.1	Identify underutilised assets within the Local Government Area to facilitate the development of new attractions, activities and events.	Undertake the grant funded Festival of Place (reVitalise) event to activate the Glen Innes Railway Station.	Tourism and Events Officer
CS 1.5.1.1	Investigate potential grant opportunities for community groups and volunteer organisations to assist with their plans, initiatives and events.	Deliver at least ten (10) Grant newsletters to 355 Committees of Council's and other relevant community outreach channels.	Tourism and Events Officer

Code	Action	Operational Plan Target	Responsibility
CS 1.6.1.1	Expand Housing Supply to Critical Groups to support low-income households, older residents and key workers.	Identify Council or other land suitable for a new key worker housing development. Partner with the State Government and private sector to fund a new key worker housing project.	Director Place and Growth
CS 1.6.1.2	Improve the Sustainability and Liveability of Local Housing Stock - Support sustainable construction methods in new housing stock	Encourage uptake of the Green Builder program within the local construction sector	Director Place and Growth
CS 1.6.1.3	Improve the Sustainability and Livability of Local Housing Stock - Encourage retrofitting of housing with insulation and renewable energy to increase livability and well being	Examine the feasibility and impacts of a Council mandated minimum energy efficiency standard for local rentals. Support low-income households and landlords to improve insulation and energy efficiency in older housing stock by identifying funding options. Examine options for community energy schemes to accelerate the installation of new energy systems for local households and supply the local community with renewable energy that reduces long-term living expenses	Director Place and Growth
CS 1.6.1.4	Increase the Contribution of Housing Industry to the Local Economy - Enable dedicated housing supply to support growth in the local renewable energy and tourism sectors.	Free up existing housing stock through developments in Strategy 1 to enable an increased supply of short-term rental accommodation.	Director Place and Growth
ED 2.1.1.1	Develop a business case for a Glen Innes Equine Centre utilising funding sourced from the Regional NSW Business Case and Strategy Development Fund Round 1.	Equine Centre Business Case is drafted and presented to Council prior to 30 June 2024.	Director Place and Growth
ED 2.1.1.2	Deliver an Agri-Innovation Action Plan in consultation with GLENRAC and Industry.	Deliver the Agri-Innovation Action Plan 2023/2024 actions.	Director Place and Growth
ED 2.1.1.4	Leverage the New England Renewable Energy Zone to drive industry growth and economic diversification opportunities that benefit the community.	Provide updates to Council through the General Manager's Update.	Director Place and Growth

Code	Action	Operational Plan Target	Responsibility
ED 2.1.2.1	Partner with GLENRAC and other organisations to deliver grant-funded projects.	Provide updates to Council through the General Manager's Update.	Director Place and Growth
ED 2.1.3.1	Leverage the Community Resilience Network to identify any local recovery issues or service gaps for local business and economic development.	Provide updates to Council through the General Manager's Update.	Director Place and Growth
ED 2.2.1.3	Review Caravan, RV and Long-bay locations and recommend improvements to improve customer experience and access to amenities and the local retail precinct.	Report to Council by December 2023 Ordinary Council Meeting	Tourism and Events Officer
ED 2.2.1.5	Grow the Business Conferences and Events sector leveraging the Highlands Hub and other local assets to package products and services	Attract and deliver a minimum of three (3) business/conference/events by 30 June 2024.	Director Place and Growth
ED 2.2.2.2	Seek grant funding to enhance the event experience and attract more visitors to the area.	Application(s) submitted to eligible Federal and State Grant Programs	Tourism and Events Officer
ED 2.3.1.1	Leverage the endorsed 'Investment Attraction Policy' to encourage industry across sectors identified as growth opportunities.	Deliver investment attraction initiatives in accordance with the 2023/2024 Operational Budget allocation.	Director Place and Growth
ED 2.4.1.1	Seek partnership with TAFE Glen Innes as a part of the solution to closing the local Professional Trades and Professional Services skills gaps for our future workforce requirements.	Approach TAFE Glen Innes to be a part of the pilot program to develop a Regional Learning System as a key education provider for the LGA.	Director Place and Growth
ED 2.4.2.1	Secure membership in the Regional Activators Alliance in order to partner with Regional Australia Institute on their 'Move to More' campaign and leverage the benefits of the Alliance.	Leverage and/or integrate the 'Move to More' campaign on appropriate Glen Innes Highlands 'owned' marketing channels.	Tourism and Events Officer
ED 2.6.4.1	Operate the Highland Business & Community Hub incorporating programs and initiatives to drive local socio-economic prosperity and support social enterprise.	Grow Highlands Hub revenue to achieve financial sustainability over the next 5 years.	Director Place and Growth

Code	Action	Operational Plan Target	Responsibility
IM 3.1.6.1	Pursue Grant Funding opportunities where viable, considering lifetime costs.	Appropriate Grant Funding will be sought during the period to offset operational and capital expenditure.	Director of Infrastructure Services
STC 5.4.5.1	Grants Officer seeks funding and processes current grants in accordance with grant guidelines.	Current grant processes (progress, milestones, acquittal reporting) are completed within the grant funding guidelines.	Director Place and Growth
STC 5.9.1.1	Provide support connection and access through Highlands Business & Community Hub to improve leadership, growth and employment outcomes as well as reduce local economic leakage and promote local partnerships and collaborations.	Support the Highlands Hub through booking it's training and meeting rooms for community consultation and other relevant meetings.	Director Place and Growth

Tourism and Events

Code	Action	Operational Plan Target	Responsibility
CS 1.1.5.1	Deliver the Glen Innes Highlands Skywalk Experience integrating with Geotourism and investigate it's potential to drive direct revenue.	Ensure that the experience on the Glen Innes Highlands Skywalk integrates physical, audio and Augmented Reality (AR) with localised mapping.	Tourism and Events Officer
CS 1.1.6.2	Develop touring routes, self-guided tours, scenic drives and activity-based trails to benefit both the town and surrounding villages.	Diversify the mountain biking offer, leveraging the proposed rail trail and value-adding the Grafton to Inverell cycle classic and other cycling events.	Tourism and Events Officer
ED 2.2.1.1	Refresh/adapt/amend/update existing marketing and promotional assets & content.	The content will be regularly updated to optimise the Glen Innes Highlands website and relevant 'owned' channels.	Tourism and Events Officer
ED 2.2.1.2	Deliver the Tourism Signage Plan to improve the visitor experience giving more reason to stop, explore, stay longer and spend more.	Report to Council by the June 2024 Ordinary Council Meeting	Tourism and Events Officer
ED 2.2.1.4	Participate in the New England High Country (NEHC) tourism group to develop product experiences and promotional activity through the NEHC regional destination brand.	Provide updates to Council through the General Manager's Update.	Tourism and Events Officer

Code	Action	Operational Plan Target	Responsibility
ED 2.2.1.6	Define our GeoRegion in collaboration with the NSW Geological Survey whilst continuing to develop Geotrail and Geotales on new and existing products and experiences.	Convert an officially recognised definition of our GeoRegion through the NSW Geological Survey.	Tourism and Events Officer
ED 2.2.2.1	Execute the Australian Celtic Festival Operational Plan in partnership with the Australian Standing Stones Management Board (ASSMB) and the volunteer ACF Working Groups	Event held and a report debriefing the event provided to Council for their information at the October Ordinary Meeting of Council.	Tourism and Events Officer
ED 2.2.3.1	Provide event support to the Minerama 355 Committee of Council in delivering a successful event and leverage growth opportunities.	Event held and a report debriefing the event is provided to Council for their information at the September Ordinary Meeting of Council.	Tourism and Events Officer
ED 2.2.4.1	Develop and execute the Christmas in the Highlands Annual Event Operational Plan in partnership with community groups and local businesses.	Deliver the Christmas in the Highlands event in November/December 2023.	Tourism and Events Officer
ED 2.2.6.1	Improve, brand and refresh VIC promotional and informational collateral including the Glen Innes Highlands Visitor Guide ensuring service information is readily accessible.	Ensure all Glen Innes Highlands branded collateral is accurate and informative to assist in delivering a high-quality visitor experience.	Tourism and Events Officer
ED 2.2.6.2	Maintain accreditation under the NSW Accredited Visitor Information Centre Network scheme and leverage the network for continual improvements of visitor services.	Ensure annual reviews and inspections of the Visitor Information Centre meet the criteria to maintain AVIC accreditation.	Tourism and Events Officer
ED 2.2.8.1	Deliver an annual marketing campaign program for Glen Innes Highlands to encourage people to Visit and Stay longer leveraging our strengths, opportunities and assets	Deliver the 'VISIT' Marketing and Promotional Activity in accordance with 2023/2024 Operational Budget allocation.	Tourism and Events Officer

4: Infrastructure Services

Asset Management

Corporate Property Management

Code	Action	Operational Plan Target	Responsibility
IM 3.2.5.1	Deliver Property Management and Geographic Information System (GIS) internal customer service functions.	Property Management and Geographic Information System (GIS) internal customer service functions are provided.	Manager of Asset Services
IM 3.6.2.1	Council buildings' usage plans are reviewed, and if not required for community or operational purposes, are disposed in accordance with the Corporate Property Policy.	Review the usage plans for all Council buildings during the period.	Manager of Asset Services
STC 5.4.1.1	A register of Council property is maintained, and all suitable property is leased at commercial rates.	Maintain Council's Property Register and liaise with the Property Officer with leasing suitable properties.	Manager of Asset Services

Plant and Fleet

Code	Action	Operational Plan Target	Responsibility
IM 3.2.2.1	Undertake the approved capital plant and fleet acquisition and disposal program.	The capital plant and fleet acquisition and disposal program is completed by 30 April 2024.	Manager of Asset Services

Technical Services

Code	Action	Operational Plan Target	Responsibility
IM 3.1.4.1	Carry out an independent assessment of the sealed road condition and review the backlog data for accuracy against this assessment.	Implement the Infrastructure Backlog Management Plan and revise as necessary.	Manager of Asset Services
IM 3.2.8.1	Manage the delivery of the grant-funded Rural Address Signage Project	Deliver the Rural address signage project in alignment with the Funding Deed milestones.	Manager of Asset Services
IM 3.2.12.1	Review the internal and external hire rates for plant and fleet in preparation for the development of the 2024/2025 Operational Plan and Budget.	Internal and External hire rates will be ready for the OP and Budget review process starting 1 February 2024.	Manager of Asset Services

Code	Action	Operational Plan Target	Responsibility
IM 3.2.13.1	Perform closed circuit television inspection of urban storm water mains to review asset conditions.	Asset conditions will be assessed and the Urban Drainage Asset Management Plan revised accordingly.	Manager of Asset Services
IM 3.3.1.1	Oversee Emergency Services within the LGA.	The Local Emergency Management Committee (LEMC) is supported as required and at least three LEMC meetings are held throughout the year.	Manager of Asset Services
IM 3.6.1.1	Implement the Airport Master Plan in accordance with the Grant Funded Milestones for runway renewal.	The airport runway is rehabilitated to provide a renewed surface.	Manager of Asset Services

Glen Innes Aggregates

Glen Innes Aggregates

Code	Action	Operational Plan Target	Responsibility
ED 2.6.3.1	Adequate supplies of unsealed road gravel are produced at various locations around the local government area to facilitate gravel road re-sheeting.	Adequate supplies of unsealed road gravel are produced at various locations around the local government area to complete gravel road re-sheeting projects as identified in the capital works budget.	Quarry Manager
ED 2.6.3.2	Return a profit of at least \$500,000 from the Glen Innes Aggregates business unit.	A profit of at least \$500,000 is returned from the Glen Innes Aggregates business unit.	Quarry Manager

Infrastructure Delivery

Works

Code	Action	Operational Plan Target	Responsibility
CS 1.1.8.1	Complete construction of shared paths identified in the capital works program for 2023/2024	The capital works program for the shared path network is completed within budget by 31 May 2024.	Manager of Infrastructure Delivery
EH 4.8.1.1	West Furracabad, Tent Hill and part Ten Mile Roads are converted to bitumen seal.	The roads identified are sealed to satisfactory standards within time and budget.	Manager of Infrastructure Delivery

Code	Action	Operational Plan Target	Responsibility
EH 4.8.2.1	Ensure a permanent crew of three staff and associated plant is engaged to undertake rural drainage maintenance activities.	A permanent crew of three staff and associated plant is engaged to undertake rural drainage maintenance activities.	Manager of Infrastructure Delivery
IM 3.1.1.1	Implement and complete the Capital Works Program for the 2023/2024 financial year.	The adopted capital budget is expended on capital works within the 2023/2024 financial year.	Manager of Infrastructure Delivery
IM 3.1.2.1	Complete all planned Capital Bridge Infrastructure works for the 2023/2024 financial year.	The capital works program for bridges is to be completed within budget by 30 June 2024.	Manager of Infrastructure Delivery
IM 3.1.5.1	Arrange for the newly constructed and newly sealed roads to be designed for all required signage and shape correction.	All road construction projects undertaken are supported by appropriate survey, design and project management documentation.	Manager of Infrastructure Delivery
IM 3.2.1.1	Review the performance of maintenance works against the adopted levels of service and identify areas for improvement. Monitor and track progress of maintenance works.	Each road maintenance crew is reviewed regarding the quality of work and any areas for improvement brought to an acceptable standard before 31 May 2024.	Manager of Infrastructure Delivery
IM 3.2.6.1	Coordinate periodic inspections of Council's road network to identify defects and prioritise repairs using a risk management approach, and for the purpose of monitoring changes in the condition of network assets.	Periodic inspections of the road and footpath networks are completed and defects are prioritised for repair according to the relevant risk inspection plan timetable.	Manager of Infrastructure Delivery
IM 3.2.9.1	Complete the construction of shared paths and footpaths as identified in the capital works program for the period.	Complete the construction of shared paths and footpaths as identified in the capital works program for 2023/2024.	Manager of Infrastructure Delivery
IM 3.2.14.1	Implement the Roads asset management plan for the 2023/2024 financial year.	All sealed roads due for reseal are adequately prepared and sealed by 30 April 2024.	Manager of Infrastructure Delivery

Infrastructure Services

Customer Service

Code	Action	Operational Plan Target	Responsibility
IM 3.2.7.1	Monitor the street lighting program within Glen Innes and the villages.	Streetlighting is maintained in accordance with public lighting standards.	Executive Assistant - Infrastructure Services

Engineering Oversight

Code	Action	Operational Plan Target	Responsibility
IM 3.1.3.1	Provide engineering oversight of the proposed New England Rail Trail - Glen Innes to Ben Lomond stage	Monitor the construction of the New England Rail Trail in alignment with any Funding Deed Milestones.	Director of Infrastructure Services

Integrated Water Services

Sewerage Functions

Code	Action	Operational Plan Target	Responsibility
IM 3.4.4.1	Complete all sewer works identified for the period in the capital works program.	All sewer works identified in the capital works program are completed by 30 June 2024.	Manager of Integrated Water Services

Stormwater Drainage

Code	Action	Operational Plan Target	Responsibility
IM 3.3.2.1	Lodge a grant funding application for the preparation of a Floodplain Management Plan in any applicable funding round.	A grant funding application is lodged for the preparation of a Floodplain Management Plan in any applicable funding round.	Manager of Integrated Water Services

Wastewater Functions

Code	Action	Operational Plan Target	Responsibility
IM 3.4.2.1	Ensure 100% compliance with the conditions of EPA Licence number 576.	Achieve 100% compliance with the conditions of EPA licence number 576.	Manager of Integrated Water Services

Water Functions

Code	Action	Operational Plan Target	Responsibility
IM 3.3.3.1	Review the Drought Management Plan.	The Drought Management Plan is reviewed by 31 May 2024.	Manager of Integrated Water Services

Code	Action	Operational Plan Target	Responsibility
IM 3.4.1.1	Ensure 100% compliance with Australian Drinking Water Guideline Standards is maintained.	100% compliance with Australian Drinking Water Guideline Standards is maintained.	Manager of Integrated Water Services
IM 3.4.3.1	All water projects identified in the capital works program for the period are completed.	All water projects identified in the capital works program are completed by 30 June 2024.	Manager of Integrated Water Services
IM 3.4.5.1	Review Council's Integrated Water Cycle Management Plan.	Complete a review of Council's Integrated Water Cycle Management Plan by Dec 31 2023.	Manager of Integrated Water Services

3 FINANCIALS

3.1 Rating and Revenue Policy Statement 2023/2024

Council's Revenue Policy aims for:

- **Equity of application;**
- **Ease and economy of assessment; and**
- **Simplicity in understanding.**

3.1.1 Rates

Council has adopted the 3.7% general rate income increase which reflects the increase in permissible income as approved by the **Independent Pricing and Regulatory Tribunal (IPART)** for the 2023/2024 financial year. Therefore, the revenue from each of the differential categories will increase by approximately 3.7%.

Council's rating structure has differential rates for the categories of Farmland, Residential, Business and Mining properties. The Residential and Business properties have further differentials based on the different sub-categories of residential and business properties.

There are two (2) components to the rates – a Minimum Rate (or Base Rate in the case of the Farmland category) and an Ad Valorem Rate (or rate in the dollar) applied to the land valuation of the properties.

The amount of income collected from the base rate, in the case of the Farmland category cannot be more than 50% of the income collected from that category. For Council, the figure sits at around 13.25%.

Council has determined ordinary rates in accordance with Section 537 of the Act, and these are set out in the following pages. No Special Rates as per Section 552 of the Act are proposed.

Pensioner Rebates

In accordance with the mandatory pensioner concessions (under Section 575 of the Act), pensioner rebates will be granted as follows:

- 50% of ordinary rates and waste management charges up to a \$250 maximum rebate. (This is apportioned between rates and waste management charges on a pro-rata basis);
- 50% of annual water charges up to a maximum \$87.50 rebate; and
- 50% of annual sewer charges up to a maximum \$87.50 rebate.

Please refer to Council's Rates – Pensioner Concession Policy for further details.

Categorisation of land for the purposes of ordinary rates

Council determines rating categories for rating purpose in accordance with Sections 514 to 529 of the Act, and the *Local Government (General Regulation) 2005*.

The Act only allows four (4) available categories of rateable land: residential, business, farmland and mining; Council has rateable land in each of these categories. As noted within Section 514 of the Act, land falls within the “business” category if it cannot be categorised as farmland, residential or mining. The main land uses that will fall within the “business” category are commercial and industrial.

Council will use the plans approved under a development application or building application as a basis for determining the initial categorisation of a property, unless other more relevant information is available. The ratepayer will be advised through the issue of an annual or supplementary rate notice.

- **Farmland Category Definition (Section 515 of the Act)**

Land used generally for primary production. The dominant use of the land must be for the business or industry of grazing, dairying, the growing of crops or other purposes defined in the Act. The activities must have a significant and commercial purpose or character and be engaged in for the purpose of profit on a continuous or repetitive basis.

- **Residential Category Definition (Section 516 of the Act)**

Land is to be categorised as residential if it is a parcel of rateable land valued as one (1) assessment and:

- (a) its dominant use is for residential accommodation (otherwise than as a hotel, motel, guest house, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the regulations); or
- (b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes.

Council has further sub-categorised rateable land within this category as follows:

- Residential – Non-Urban (Land which is not within a Centre of Population);
- Residential – Deepwater;
- Residential – Emmaville;
- Residential – Glencoe;
- Residential – Red Range;
- Residential – Wellingrove; or
- Residential – Glen Innes.
- Residential - Dundee

- **Business Category Definition (Section 518 of the Act)**

Rateable land that cannot be categorised as either farmland or residential (Field Survey conducted in 1990).

Council has further sub-categorised rateable land within this category as follows:

- Business – Non-Urban (Land which is not within a Centre of Population);
- Business – Deepwater;
- Business – Emmaville;
- Business – Glencoe;
- Business – Red Range;
- Business – Wellingrove; or
- Business – Glen Innes.
- Business - Dundee

- **Mining Category Definition (Section 517 of the Act)**

Land is to be categorised as mining if it is a parcel of rateable land valued as one (1) assessment and its dominant use is for a coal mine or metalliferous mine.

Change to Category for Rating Purpose

A review of the categorisation of land for rating purposes may arise in response to a ratepayer request (application), or because Council elects to review one (1) or a number of parcels of land because it believes that the current categorisation may be incorrect. Council may request further information and/or access to inspect the property to assist with making this determination.

Applications for “Change in Categorisation of Land for Rating purposes” must be made on the approved form that can be found on Council’s website. If approved, the change in category will take effect from the date of application or the issue date of the “Final Occupation Certificate” (which ever is most applicable), and the current year’s rates will be adjusted accordingly.

The ratepayer will be formally advised in writing of the outcome and, where applicable, will receive an annual or supplementary rates notice.

Debt Recovery and Financial Hardship

The Act and the Regulation require Council to assist in effective and efficient collection of the rates and annual charges due to Council, while being responsive and supportive to those ratepayers who are suffering genuine financial hardship.

When is a debt recoverable and what actions may be taken to recover the debt?

Rates and charges will be deemed overdue when the due date for instalment has passed, and payment has not been received.

Where an instalment is not paid within 14 days of being due, Council may commence recovery action, either directly or via its debt recovery agent.

Council's recovery action options will generally include a reminder, through verbal or written correspondence. If payment is still not received, then a final demand will be issued. Failing resolution, Council may commence legal recovery action to recover the overdue rate and charges in accordance with Section 695 of the Act, and any costs incurred in this regard will be recoverable from the ratepayer.

Payment Arrangements

To assist in recovery of the overdue amount, the Council and a ratepayer may at any time agree to a payment arrangement whereby regular scheduled payments pay off the debt, in accordance with Section 564 of the Act. The arrangement must be formally approved by Council or its debt recovery agent.

Payment arrangements must include any legal or interest charges that will or already have occurred due to the rates being overdue.

Council will generally seek an arrangement whereby the overdue debt is paid within 90 days from the original due date (being the instalment due date).

If the payments are not made in accordance with the agreed payment arrangement, Council may commence recovery action at any time seven (7) days after the payment due date.

Interest on Overdue Rates

Interest is charged on all overdue rates and annual charges in accordance with Section 566(3) of the Act. The maximum rate of interest payable on overdue rates and charges for 2022/2023 was six percent (6%). The rate for 2023/2024 remains at six percent (6%).

Ratepayers subject to genuine Financial Hardship

While ratepayers are required to pay their annual rate and charges to support Local Government operations, Council is mindful of the need to support ratepayers who suffer genuine financial hardship.

The pensioner rebate described above generally covers those in greatest need of support; however, there will still be ratepayers whose financial circumstances for a specific period of time render them unable to meet their obligations as they fall due.

To address these situations, ratepayers are able to apply for consideration of extended payment terms, by completing a "Financial Hardship" application form which is available on Council's website.

Options for eligible ratepayers may include:

- a) a short term deferment for paying their current rates and charges; or
- b) longer term arrangement plans for arrears owed, with current instalments being paid as they become due.

Provided that an approved hardship repayment plan is maintained, Council can consider reducing or waiving interest on overdue rates in accordance with Sections 564 and 567 of the Act.

Financial Hardship as a result of valuation changes

Section 601 of the Act specifically caters for ratepayers who may suffer financial hardship arising from an increased rate levy due to changes in the valuation of their property.

Ratepayers in this position would also complete the “Financial Hardship Application” form, however, the evaluation of any such application will be considered in light of the valuation change and subsequent rate increase.

Estimated Rate Differential and Income 2023/2024

This information is unable to be provided at this time due to the following:

- Data was successfully migrated from the legacy system Practical into the Rates and Water system from Financial Year 2022 as at 30 June 2022, this contained all the rating information from the legacy system;
- Rates notices were successfully generated in the new system for Financial Year 2023 and a Rates Control Report was generated;
- The Valuer General’s file for Financial Year 2024 containing updated data (all assessments with updated land valuations) needs to be reconciled with the existing data;
- The reconciliation with the Valuer General’s data file has experienced significant delays due to technical system issues and the Rates and Water system not being structured and built as per the NSW Local Government Act’s legislation and a Rates Differential Report cannot be generated at this stage;
- Once the reconciliation has been completed, the 3.7% rate peg increase then has to be applied to each category of Rates and a Rates Differential Report can be generated for Financial Year 2024 for Budgeting purposes; and
- Numerous other technical system issues in the Rates and Water module have affected the day to day transactional operations which has also hindered data integrity for the information that rate payers have received and reporting requirements for Council.

ESTIMATED RATE DIFFERENTIALS AND INCOME 2023/2024

SCHEDULE No. 2 (a)

CALCULATION OF THE 2023/2024 NOTIONAL GENERAL INCOME YIELD.

2023-2024 as at 1 July 2023

Particulars		No. of Assessments	Notional Land Value	Total Ad Valorem & Base Amounts	Notional General Income
Farmland Rates		1,032	1,874,776,600	3,455,780.67	3,455,780.53
Farmland					
Cents in the Dollar	0.001598345	1,032	1,874,776,600	2,996,540.53	3,455,780.53
Base Amount	445.00	1,032		459,240.00	
Percentage of Income from Base Amount				13.29%	
Residential Rates		3,844	425,223,025	4.00	3,620,810.02
Residential - Non-Urban					
Cents in the Dollar	0.004621117	592	159,083,865	735,145.15	904,489.15
Minimum Amount	588.00	288	19,081,140	169,344.00	
Residential - Deepwater					
Cents in the Dollar	0.003731300	3	1,111,000	4,145.47	121,157.47
Minimum Amount	588.00	199	12,908,000	117,012.00	
Residential - Dundee					
Cents in the Dollar	0.003147700	1	219,000	689.35	12,449.35
Minimum Amount	588.00	20	903,710	11,760.00	
Residential - Emmaville					
Cents in the Dollar	0.004569120	3	471,000	2,152.06	113,284.06
Minimum Amount	588.00	189	7,536,390	111,132.00	
Residential - Glencoe					
Cents in the Dollar	0.003293000	1	196,000	645.43	29,457.43
Minimum Amount	588.00	49	3,244,200	28,812.00	
Residential - Red Range					
Cents in the Dollar	0.004654050	1	137,000	637.60	24,157.60
Minimum Amount	588.00	40	1,948,310	23,520.00	
Residential - Wellingrove					
Cents in the Dollar	0.006704020	1	90,000	603.36	3,543.36
Minimum Amount	588.00	5	217,500	2,940.00	
Residential - Glen Innes					
Cents in the Dollar	0.010853793	2,305	214,228,410	2,325,190.86	2,409,274.86
Minimum Amount	588.00	143	3,571,400	84,084.00	
Residential - Glen Innes (Postponed)					
Cents in the Dollar	0.010853793	4	276,100	2,996.73	2,996.73
Minimum Amount	0.00	0		0.00	
Business Rates		392	52,372,150	762,072.56	762,072.55
Business - Non-Urban					
Cents in the Dollar	0.012594743	45	15,716,700	197,947.80	203,827.80
Minimum Amount	588.00	10	194,520	5,880.00	
Business - Deepwater					
Cents in the Dollar	0.005656553	4	801,000	4,530.90	22,170.90
Minimum Amount	588.00	30	1,186,190	17,640.00	
Business - Dundee					
Cents in the Dollar	0.009274432	0	0	0.00	0.00
Minimum Amount	588.00	0	0	0.00	
Business - Emmaville					
Cents in the Dollar	0.007882750	1	88,400	696.84	8,928.84
Minimum Amount	588.00	14	320,410	8,232.00	
Business - Glencoe					
Cents in the Dollar	0.006166940	2	244,200	1,505.97	3,269.97
Minimum Amount	588.00	3	130,140	1,764.00	
Business - Red Range					
Cents in the Dollar	0.022773335	1	27,300	621.71	1,797.71
Minimum Amount	588.00	2	3,180	1,176.00	
Business - Wellingrove					
Cents in the Dollar	0.041354148	1	15,000	620.31	1,208.31
Minimum Amount	588.00	1	4,900	588.00	
Business - Glen Innes					
Cents in the Dollar	0.015208463	252	33,243,400	505,581.03	520,869.03
Minimum Amount	588.00	26	396,810	15,288.00	
Mine Rates		1	27,900	341.17	341.17
Mine					
Cents in the Dollar	0.012228400	1	27,900	341.17	341.17
Minimum Amount	341.00	0	0	0.00	
Total Ad Valorem Rates		4,246	2,300,752,875	6,780,592.28	
Total Minimum Amounts		1,019	51,646,800	1,058,412.00	
Total - General Rates		5,265	2,352,399,675	7,839,004.28	

Base Date of Land Valuation.

1st July, 2022

Total Rateable Land Valuation in respect of General Rates.

2,352,399,675

* Minor variations in income when multiplying the rate in the dollar by the valuation are due to rounding

ESTIMATED RATE DIFFERENTIALS AND INCOME 2023/2024 (Continued)

SCHEDULE No. 3

TOTAL PERMISSIBLE INCOME FOR 2023/24

Total Notional General Income - 2022 /2023				7,557,057
				7,557,057
Add: 2022/2023 Catch-Up / (Excess) - As per 2022/23 Rating Return				4,670
				7,561,727
				0
Rate Peg	3.70%	x	7,561,727	279,784
Permissible Income for 2023 /2024 before Catch-Up / (Excess)				7,841,510
Total Permissible General Income - 2023/ 2024				7,841,510
Less: Notional General Income Yield - 2023/2024				-7,839,004
Available Catch-up / (Excess) on and from 1st July, 2024				2,506

3.1.2 Water Services Fees and Charges

Council implements best practice pricing standards for Water Services as determined by the Minister for the **Department of Primary Industries - Water (DPI-Water)** for Glen Innes. The basis of recovering the costs of supplying water under best practice guidelines is as follows:

A water availability charge of \$382 per connected water meter (for a standard size 20mm water meter) is intended to represent a contribution to the costs of providing the infrastructure. It is a requirement that at least 50% of water revenue must be generated from water usage charges. Therefore, 50% of revenue should be raised from the water availability charge. The water availability charge of \$382 is also assessed under Section 501 (1) of the Act, as amended, for properties within 225 metres of a water pipe.

- With regard to best practice pricing, the water availability charge mentioned above is to be charged per metered connection, rather than per assessment, and is related to the size of the water meter as follows:

METER CONNECTION	2022/2023	2023/2024
Unconnected	\$363	\$382
20mm	\$363	\$382
25mm	\$430	\$452
32mm	\$502	\$528
40mm	\$646	\$679
50mm	\$1,076	\$1,130
63mm	\$1,762	\$1,850
80mm	\$2,581	\$2,711
100mm	\$4,309	\$4,525
150mm	\$9,151	\$9,609
200mm	\$18,302	\$19,218

- The supply of water at both Glen Innes and Deepwater shall be charged to residential customers by measure of metered water consumption and shall be charged at the rate of \$2.93 per kilolitre. For every kilolitre of metered water consumed exceeding 450 kilolitres, \$4.50 per kilolitre will be charged.
- The supply of water at Emmaville shall be charged to customers by measure of metered water consumption and shall be charged at the rate of \$1.38 per kilolitre. Such rate shall only apply to those customers currently connected to the Emmaville system.
- The supply of water for Council Sporting Fields shall be charged by measure of metered water consumption and shall be charged at the rate of \$0.55 per kilolitre.
- Water will be charged to commercial and non-rateable customers by measure of metered water consumption and will be charged at the rate of \$2.93 per kilolitre, excepting the rate applicable to those Emmaville customers currently connected to the Emmaville system.
- Water from standpipe/overhead fill points will be charged at the rate of \$3.34 per kilolitre.

- Council has identified its water supply service as a Category Two (2) Business and operates this in accordance with the *Competitive Neutrality Guidelines 1997*.
- The **Water Supply and Sewerage Development Servicing Plan (DSP)** details the contributions that are required to be paid by developers towards the provision of water supply and sewerage infrastructure. These contributions are levied under the *Water Management Act 2000*. A copy of the DSP is available on Council's website.

3.1.3 Sewerage Services Fees and Charges

RESIDENTIAL SEWERAGE - Glen Innes

An annual sewerage availability charge of \$632.00 per assessment (unconnected - \$451.00) is intended to represent a contribution towards the cost of providing and maintaining the infrastructure.

Residential properties discharging septic tank effluent into the sewerage system will also be charged an annual sewerage availability charge of \$632.00 per connection.

RESIDENTIAL SEWERAGE – Deepwater

Residential properties discharging septic tank effluent into the common effluent system will be charged an annual sewerage availability charge of \$504.00 per connection (unconnected - \$380.00).

COMMERCIAL AND NON-RATEABLE SEWERAGE - Glen Innes and Deepwater

Sewerage and trade waste prices are calculated in accordance with the NSW Government's Best Practice Management of Water and Sewerage Guidelines 2007.

SEWERAGE

In accordance with best practice pricing standards, commercial and non-rateable properties will incur a sewerage access charge proportional to the customer's water connection diameter, plus a nominal charge per kilolitre for sewerage discharge, calculated hereunder:

$$\text{Annual non-residential sewerage bill}^* = \text{SDF} \times (\text{AC} + \text{C} \times \text{UC})$$

Where:

SDF	Sewer Discharge Factor (dependent on the type of business, assumed to be 0.95 unless stated otherwise within the Council's <i>Trade Waste Policy</i>). This factor may be reduced upon evidence from the customer of reduced discharge to the sewerage system.
C	Customer's annual water consumption.
UC	Sewer usage charge (\$1.35/kL).
AC	Access Charge.

Water Connection (mm)	Access Charge 2022/2023	Access Charge 2023/2024
Unoccupied	\$242	\$255
20	\$242	\$255
25	\$375	\$394
32	\$619	\$650
40	\$967	\$1,016
50	\$1,509	\$1,585
63	\$1,762	\$2,500
80	\$3,866	\$4,060
100	\$6,027	\$6,329
150	\$13,969	\$14,668
200	\$24,473	\$25,697

Commercial and non-rateable customers discharging septic tank effluent to the sewerage system will be charged as detailed above.

TRADE WASTE

The Liquid Trade Waste fees and charges are calculated in accordance with the *Glen Innes Severn Council Liquid Trade Waste Regulation Policy*.

The fees and charges are set out below:

Trade Waste Application Fee ##	2022/2023	2023/2024
Category 1 Discharger	Nil	Nil
Category 2 Discharger	\$125	\$132
Category 3 Discharger	\$228	\$240

Trade Waste Approval Renewal Fee (5 years) ##	2022/2023	2023/2024
Category 1 Discharger	Nil	Nil
Category 2 Discharger	\$66	\$70
Category 3 Discharger	\$113	\$119
Change of Ownership (no change to conditions of Trade Waste approval)	\$26	\$28
Re-inspection Fee	\$97	\$102
Non-compliance penalty	\$210	\$221

Annual Trade Waste Fee ##	2022/2023	2023/2024
Category 1 Discharger	\$107	\$110
Category 2 Discharger	\$211	\$216
Large Discharger	\$748	\$766
Industrial Discharger	\$748	\$766
Re-inspection Fee	\$100	\$102

Trade Waste Usage Charges ##	2022/2023	2023/2024
Category 1 Discharger with appropriate equipment	Nil	Nil
Category 1 Discharger without appropriate pre-treatment	\$1.95/kL	\$2.05/kL
Category 2 Discharger with appropriate pre-treatment	\$1.95/kL	\$2.05/kL
Category 2 Discharger without appropriate pre-treatment	\$17.99/kL	\$18.89/kL
Food Waste Disposal Charge	\$32.54 per bed	\$34.17 per bed
Non-compliance pH charge(k value)	\$0.48	\$0.50
Value of coefficient K in equation 3 of Liquid Trade Waste Policy	\$0.49	\$0.51

Excess Mass Charges ##		
Substance	2022/2023 Price/kg	2023/2024 Price/kg
Aluminium	\$0.86	\$0.90
Ammonia* (as N)	\$3.52	\$3.69
Arsenic	\$88.26	\$92.68
Barium	\$44.13	\$46.33
Biochemical oxygen demand* (BOD)	\$0.86	\$0.90
Boron	\$0.86	\$0.90
Bromine	\$17.63	\$18.51
Cadmium	\$405.44	\$425.71
Chloride	No Charge	No Charge
Chlorinated hydrocarbons	\$44.13	\$46.33

Excess Mass Charges ##		
Substance	2022/2023 Price/kg	2022/2023 Price/kg
Chlorinated phenolics	\$1,765.41	\$1,853.68
Chlorine	\$1.79	\$1.88
Chromium	\$31.26	\$32.83
Cobalt	\$17.99	\$18.89
Copper	\$17.99	\$18.89
Cyanide	\$88.26	\$92.68
Fluoride	\$4.40	\$4.62
Formaldehyde	\$1.79	\$1.88
Oil and Grease* (Total O&G)	\$1.62	\$1.70
Herbicides/defoliants	\$883.40	\$927.57
Iron	\$1.80	\$1.89
Lead	\$44.13	\$46.33
Lithium	\$8.83	\$9.27
Manganese	\$8.83	\$9.27
Mercaptans	\$88.26	\$92.68
Mercury	\$2,942.78	\$3,089.91
Methylene blue active substances (MBAS)	\$0.86	\$0.90
Molybdenum	\$0.86	\$0.90
Nickel	\$29.43	\$30.90
Nitrogen* (Total Kjeldahl Nitrogen – Ammonia) as N	\$0.25	\$0.26
Organoarsenic compounds	\$883.98	\$928.18
Pesticides general (excludes organochlorines and organophosphates)	\$883.80	\$927.99
Petroleum hydrocarbons (non-flammable)	\$2.94	\$3.09
Phenolic compounds (non-chlorinated)	\$8.83	\$9.27
Phosphorous* (Total P)	\$1.79	\$1.88
Polynuclear aromatic hydrocarbons	\$17.99	\$18.89
Selenium	\$62.13	\$65.24
Silver	\$1.64	\$1.72
Sulphate* (SO4)	\$0.22	\$0.23
Sulphide	\$1.79	\$1.88
Sulphite	\$1.94	\$2.04

Excess Mass Charges ##		
Substance	2022/2023 Price/kg	2023/2024 Price/kg
Suspended Solids* (SS)	\$1.11	\$1.17
Thiosulphate	\$0.34	\$0.36
Tin	\$8.64	\$9.07
Total dissolved solids* (TDS)	\$0.07	\$0.07
Uranium	\$8.64	\$9.07
Zinc	\$17.47	\$18.34

These fees and charges will increase annually according to the Consumer Price Index for Sydney for the twelve-month period ending in September of the preceding year.

Council has identified its sewerage supply service as a Category Two (2) Business and operates this in accordance with the *Competitive Neutrality Guidelines 1997*.

TANKED WASTE

Licence to discharge trucked septic waste (direct to Glen Innes STP by appointment only) \$35 per month.

ONSITE SEWERAGE

Fee to operate an onsite sewerage system is charged in accordance with the Onsite Sewerage Management Strategy 2021.

3.1.4 Domestic Waste Management Charges (DWMC)

Section 496 of the Act requires Council to recover the full cost of providing the Domestic Waste Management Service:

- (1) *A council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available.*

Every dwelling in a strata lot or company titled unit is to be taken as a separate parcel and levied a separate DWMC [Section 518A].

Similarly, the form of a charge may be expressed as the number of individual units or dwellings forming part of that assessment [Section 540]. For example, a block of units with 10 residential premises (flats, bedsits etc.) may be owned by one (1) ratepayer subject to a single rates assessment, but the DWMC charge would be for 10 dwellings, that is 10 DWMC's.

Council retains the right to determine the most suitable means of providing the service particularly in terms of the bin size and type and frequency of collection to suit particular properties and localities mindful of efficiencies and practicalities.

For Glencoe and vicinity, the 240 litre fortnightly recycling service is substituted with a 360 litre monthly recycling service.

New 240 litre bins will only be sold for recycling or domestic garbage with prior Council approval and payment of any additional service charges.

Schedule of Fees for Waste Management

Description	2022/2023	2023/2024
Waste Management Facility Charge (all rateable properties) to assist in covering the cost of Council's waste management facilities and other environmental initiatives	\$76	\$80
Standard – one (1) 140 litre waste and one (1) 240 litre recycling bin per assessment	\$342	\$360
Additional standard waste service per assessment	\$174	\$183
Large – one (1) 240 litre waste and one (1) 240 litre recycling bin per assessment	\$468	\$492
Additional Large Service per Assessment	\$253	\$266
Vacant Land within Scavenging Area	\$153	\$161
New 140 litre Bin*	\$100	\$105
New 240 litre Bin*	\$100	\$105
New 360 litre Bin*	\$158	\$166
Delivery – New Bin*	Nil included in new bin price	Nil included in new bin price
Bin Exchange (to swap bin sizes, bin must be tidy and fully functional)	\$55	\$58

*Includes GST

3.1.5 Drainage Service Charges

Council maintains networks of urban stormwater drainage assets in Glen Innes, Emmaville and Deepwater.

Under Section 501 of the Act, an annual drainage charge may be levied on land that is within the basin that is served or proposed to be served by those drainage works.

Council has resolved to levy a charge of \$108 per assessment for all assessments upon which a drainage charge may be levied for all properties in the Local Government Area.

3.1.6 Schedule of Fees for Glen Innes Aggregates

Retail Price List 2023/2024			
PRODUCTS	Price per tonne excluding GST	GST	GST Inclusive
<u>Unprocessed</u>			
Overburden	\$9.09	\$0.91	\$10.00
Select fill	\$16.82	\$1.68	\$18.50
<u>Aggregates</u>			
Crusher dust	\$25.00	\$2.50	\$27.50
Crusher dust <3mm	\$34.09	\$3.41	\$37.50
5mm Aggregate	\$46.36	\$4.64	\$51.00
7mm Aggregate	\$40.91	\$4.09	\$45.00
10mm Aggregate	\$39.09	\$3.91	\$43.00
14mm Aggregate	\$38.18	\$3.82	\$42.00
20mm Aggregate	\$35.00	\$3.50	\$38.50
Pre-coated Aggregate	By Quotation - Bulk-order customers only		
Sand and Aggregate Mix	\$50.91	\$5.09	\$56.00
<u>Roadbase</u>			
20mm Scalps (non spec)	\$25.00	\$2.50	\$27.50
40mm Scalps (non spec)	\$25.00	\$2.50	\$27.50
DGB 20 (RMS spec)	\$39.55	\$3.95	\$43.50
MB 20 (RMS spec)	\$39.55	\$3.95	\$43.50
DGS 20mm (RMS spec)	\$30.91	\$3.09	\$34.00
DGS 40mm (RMS spec)	\$30.91	\$3.09	\$34.00
40mm Unsealed Road Base (ex rural pit + loading costs)	\$18.18	\$1.82	\$20.00
40mm Unsealed Road Base (ex GIA pit)	\$27.73	\$2.77	\$30.50
<u>Broken Rock</u>			
Quarry rock – ex-pit	\$22.27	\$2.23	\$24.50
Gabion rock	\$30.91	\$3.09	\$34.00
250mm plus Drainage Rock	\$30.91	\$3.09	\$34.00
150mm – 250mm Drainage Rock	\$30.91	\$3.09	\$34.00
150mm minus Drainage Rock	\$30.91	\$3.09	\$34.00
Granite	\$32.73	\$3.27	\$36.00

*Prices shown are for cash or low-volume sales. Bulk-order customers will be provided with quotations for supply of product and delivery if required. Please contact the Quarry Manager to discuss your requirements, or if you require a special quarry product not shown above.

<u>DELIVERY</u>	Price excluding GST	GST	GST inclusive
12 Tonne Tipper - in town	\$58.64	\$5.86	\$64.50
12 Tonne Tipper - out of town per km	\$6.36	\$0.64	\$7.00
Truck & Dog and B-Double	By quotation		
Weighbridge Ticket	\$30.00	\$3.00	\$33.00
Weighbridge Usage Cattle – per head	\$5.00	\$0.50	\$ 5.50

<u>PRIVATE PLANT HIRE RATES</u>	Price per hour excluding GST	GST	GST inclusive
Dozer - Komatsu D65	\$208.18	\$20.82	\$229.00
Excavator (30T)	\$208.18	\$20.82	\$229.00
Truck – 12 Tonne Bogie Axle Tipper	\$120.45	\$12.05	\$132.50
Truck – 30 Tonne Tipper with Dog Trailer	\$164.09	\$16.41	\$180.50

3.1.7 Schedule of Private Plant Hire Rates

Rates proposed to be charged for the carrying out by Council of work on private land:

SCHEDULE A – PLANT HIRE RATES FOR PRIVATE WORKS (Incl GST) MAJOR PLANT ITEMS

	2022/2023		2023/2024	
Backhoe - JCB 3CX	\$152 per hour		\$162 per hour	
Jetpatcher	\$396 per hour	plus consumables (bitumen and gravel)	\$421 per hour	plus consumables (bitumen and gravel)
Bitumen Patching Truck & 2 Men - spraying	By Quotation		By Quotation	
Excavator (20-29T)	\$225 per hour		\$240 per hour	
Forklift	\$112 per hour		\$119 per hour	
Grader - JD 670	\$214 per hour		\$228 per hour	
Industrial Outfront or Zero-Turn Mower	\$115 per hour		\$123 per hour	
Loader (12T) – Komatsu WA250	\$160 per hour		\$171 per hour	
Prime Mover with Quad-Axle Low Loader	\$4.94 per kilometre, min charge \$200		\$5.26 per kilometre, min charge \$200	
Roller (Broons)	\$60 per hour	Plus towing tractor	\$64 per hour	Plus towing tractor
Roller (SP 11t Vibrating) – Dynapac CA302	\$180 per hour		\$191 per hour	
Roller (SP 16t Multi-tyre) - Ammann AP240	\$180 per hour		\$191 per hour	
Asphalt Zipper	\$171 per hour	Plus Komatsu loader	\$182 per hour	Plus Komatsu loader
Excavator (4-19T)	\$135 per hour		\$143 per hour	
Skid Steer Loader	\$141 per hour		\$150 per hour	
Street Sweeper	\$203 per hour		\$216 per hour	
Tractor (>100kW)	\$164 per hour	Plus \$23.00 attachments	\$175 per hour	Plus \$23.00 attachments
Tractor (75-99kW)	\$155 per hour	Plus \$23.00 attachments	\$165 per hour	Plus \$23.00 attachments
Tractor (0-74kW)	\$145 per hour	Plus \$23.00 attachments	\$154 per hour	Plus \$23.00 attachments
Water Cart (12,900-15,000L)	\$156 per hour		\$166 per hour	
Wood Chipper & Truck, 2 operators	\$302 per hour		\$322 per hour	
	2022/2023		2023/2024	
General Utility	\$25 + \$1 per kilometre, minimum charge \$80		\$26 + \$1 per kilometre, minimum charge \$86	
Truck – 3-4 Tonne Single Axle Tray	\$25 + \$115 per hour		\$25 + \$123 per hour	
Truck >6 Tonne GVM Single Axle Tray	\$25 + \$120 per hour		\$25 + \$128 per hour	
Truck 4.5 – 9 Tonne Single Axle Tipper	\$25 + \$142 per hour		\$25 + \$151 per hour	
	2022/2023		2023/2024	
Labourer	By Quotation		By Quotation	
Plant Operator (including transport utility only)	\$68 per hour		\$73 per hour	
Minor Hand Plant ⁵	\$77.50 per ½ day	Plus operator & consumables	\$84.20 per ½ day	Plus operator & consumables
Traffic Control Signs/Devices for private works and private hire	\$33 administration charge plus \$12 per day per sign/device. Witches hats/Bollards \$6 per day	By quotation for hire in excess of \$250 or for public and non-profit events. Full replacement cost will be charged for items not returned.	\$36 administration charge plus \$12 per day per sign/device. Witches hats/Bollards \$6 per day	By quotation for hire in excess of \$250 or for public and non-profit events. Full replacement cost will be charged for items not returned.

NOTES:

1. All rates are comprehensive and include one (1) operator and hand tools, but excluding attachments, unless otherwise stated.
2. A surcharge of 30% will apply for all activities undertaken outside normal working hours (including operator rostered days-off).
3. A minimum charge of one (1) hour applies for all plant; it is then charged in half hourly increments.
4. Plant will not be 'Dry Hired' without specific Council approval (Director of Infrastructure Services).
5. Council's small plant (e.g. chainsaws, mowers, cement mixers etc.) are not available for private use.
6. Plant hours shall include the time of travel to and from the place of hire. Travel costs will be cheaper if the plant is already working in the vicinity.
7. Operator travel time will be an additional charge for plant hired for use outside of the Council's Local Government Area.
8. Plant and equipment will only be hired where it is surplus to Council's operational requirements.
9. The listed hire rates may be discounted at the discretion of the Director of Infrastructure Services, where any proposed hire will have benefits to Council and have no detrimental impact on Council's service delivery, notwithstanding that discounted rate shall not be less than Council's internal plant hire rates.
10. Waste from other Local Government Areas have to be approved prior to disposal and will incur a 25% surcharge.

3.1.8 Other Fees and Charges

FACTORS INFLUENCING REVENUE AND PRICING

The following factors may influence Council's proposed pricing of the goods, services and facilities.

Community Service Obligations

Council's community service obligation is a fundamental consideration when determining a pricing policy for community services and facilities. Council's community service obligation is reflected in the proposed pricing structure for the hire and use of services and facilities such as the Town Hall, Community Centres, the Visitors Information Centre, public swimming pools, libraries, parks, gardens, sporting and recreation fields and facilities.

Full Cost Recovery

The principle of full cost recovery is the recovery of all direct and indirect costs involved in the provision of a service.

User-Pays

The User-Pays principle involves pricing the provision of goods, services and facilities, which require the user/consumer to pay the actual cost of the service provided. Full, partial or zero cost recovery describes how the aggregate level of revenue derived from a service relates to its fully absorbed or 'true cost'.

The pricing policy applied to a particular service is guided by Council's motivation for being involved in the service. The following table notes each circumstance by which Council is involved in a service and describes the policy principle or basis.

The table below provides a legend of the motive and pricing principle relating to the Other Fees and Charges listed in the following pages:

Pricing Principle and Motive legend:

Code	Motive	Pricing Principal
A	Public Goods and the Exclusion Principle	Council services may be provided free of charge in those circumstances where it is impossible or impractical to exclude users who for various reasons do not have the ability to pay.
B	Legislation or Regulations	Include fees and charges which are set by external bodies through legislation or regulations.
C	Subsidised Goods and Services	Fees may be discounted to a level below the cost of a service if full cost recovery would prevent or discourage its consumption and the service is regarded as having particular merit to the welfare and well-being of the community (hence creating a community service obligation); provided the cost of the discount does not exceed the estimated benefit.
D	User-Pays/Full Cost Recovery/Natural Monopoly	The User-Pays principle involves pricing the provision of goods, services and facilities, which require the user/consumer to pay the actual cost of the service provided. This cost may be estimated or calculated to ensure that the aggregate level of revenue derived from a service relates to its fully absorbed or 'true cost'. Further, where Council has a monopoly over the production of a good or service, prices should be set at a level to fully recover costs unless there are explicit community service obligations or equity objectives.
E	Set by Agreement	The setting of prices by agreement will affect agreements such as leases, licenses and any other agreements to occupy or use Council facilities. Generally, these agreements will specify that prices increase by the Consumer Price Index on an annual basis



2023/2024

Fees and Charges

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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GLEN INNES SEVERN COUNCIL

HIGHLANDS HUB CO-WORKING

HOT-DESKS

Hot-desks / day	\$33.00	\$17.00	-48.48%	Y	C
Fee includes utilising all common areas as community/hotdesking areas					

DEDICATED WORK-DESKS

Dedicated Work-desks/day	\$44.00	\$17.00	-61.36%	Y	C
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OFFICE

Office for 1/day	\$55.00	\$35.00	-36.36%	Y	C
Office for 1/hour	\$0.00	\$17.00	∞	Y	
Office for 1/week	\$203.50	\$152.00	-25.31%	Y	C
Office for 2/day	\$82.50	\$35.00	-57.58%	Y	C
Office for 2/hour	\$0.00	\$17.00	∞	Y	
Office for 2/week	\$308.00	\$152.00	-50.65%	Y	C

MEETING ROOM

Meeting Room (6-8 people)/hour	\$11.00	\$11.00	0.00%	Y	C
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BOARDROOM

Boardroom (14 people)/day	\$275.00	\$107.00	-61.09%	Y	C
Boardroom (14 people)/hour	\$77.00	\$26.00	-66.23%	Y	C

TRAINING ROOM

Training Room - Council Staff meetings with External Stakeholders			Free	Y	
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Does not include events and is subject to availability with priority given to paying customers.

Training Room (20-40 people)/day - Community	\$369.00	\$215.00	-41.73%	Y	C
Training Room (20-40 people)/day - Gov & Enterprise	\$550.00	\$350.00	-36.36%	Y	C
Training Room (20-40 people)/hour - Community	\$0.00	\$35.00	∞	Y	
Training Room (20-40 people)/hour - Gov & Enterprise	\$0.00	\$53.00	∞	Y	

COMMUNITY AREA

Community Area (afterhours only) (10-40 people)/hour	\$165.00	\$50.00	-69.70%	Y	C
Community Area Day Pass	\$0.00	\$11.00	∞	Y	C
Community Membership Annual Package	\$1,650.00	\$1,650.00	0.00%	Y	C

Includes 24/7 Access to the Community Area & 12 hires of the training room

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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LUNCH & LEARN

SERVICES

Highlands Hub - Printing and Laminating - Intermittent use	Black & White - \$0.25 & Colour - \$0.35			Y	C
	Last year fee As per Library fees				
Highlands Hub - Printing and Laminating - Permanent Tenants	Black & White \$0.02 & Colour \$0.05			Y	

PACKAGES

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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CORPORATE AND GOVERNANCE INCOME

INTEREST AND OVERDUE ACCOUNT CHARGES

Interest on Outstanding Rate, Water & Debtor Accounts			6%	N	B
Overdue Account Contact Fee	\$16.50	\$16.50	0.00%	N	C

RECOVERY OF OUTSTANDING ACCOUNTS

Debt recovery - Legal action			At cost incurred	N	C
Legal costs incurred in the recovery of outstanding rates and charges					
Early Stage Intervention for defaulting ratepayers (pre legal action)			At cost incurred	N	C
Includes costs associated with Early Stage Intervention (pre legal action) ie. visit, mediation, financial counselling					

DEED PREPARATION AND CERTIFICATE FEES

Section 603 Certificates (Outstanding Rates & Charges)	\$90.00	\$95.00	5.56%	N	B
Section 603 Urgency Fee	\$155.00	\$163.00	5.16%	N	D
Standard Deed Preparation Fee (Prepared by Council)	\$100.00	\$100.00	0.00%	Y	C
Standard Deed Preparation Fee (Prepared by Solicitor or Agent)			Invoice Cost	Y	C

PROPERTY ENQUIRIES

Property Enquiries – Verbal			Free	N	A
Property Enquiries – Written	\$44.00	\$47.00	6.82%	N	C

DISHONOUR ADMINISTRATION FEE

Dishonour Cheque Fee	\$30.00	\$32.00	6.67%	N	D
Admin Charge (Staff) re Road Toll follow up	\$47.00	\$50.00	6.38%	N	D

PHOTOCOPYING (BLACK AND WHITE)

A4 (single sided) Black & White	\$1.00	\$1.00	0.00%	Y	D
A4 (double sided) Black & White	\$1.00	\$1.00	0.00%	Y	D
A3 (single sided) Black & White	\$2.00	\$2.00	0.00%	Y	D
A3 (double sided) Black & White	\$2.00	\$2.00	0.00%	Y	D

PHOTOCOPYING (COLOUR)

A4 (single sided) Colour	\$2.00	\$2.00	0.00%	Y	D
A4 (double sided) Colour	\$2.00	\$2.00	0.00%	Y	D
A3 (single sided) Colour	\$4.00	\$4.00	0.00%	Y	D
A3 (double sided) Colour	\$4.00	\$4.00	0.00%	Y	D

LAMINATING

Card	\$1.00	\$1.00	0.00%	Y	D
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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LAMINATING [continued]

A4 – per page	\$4.00	\$4.00	0.00%	Y	D
A3 – per page	\$6.00	\$6.00	0.00%	Y	D
Large Quantities (sales exceeding 20)	By Quotation			Y	D

RATING INFORMATION

Extracts of valuation	\$57.00	\$60.00	5.26%	N	D
Other enquiries of rating staff – per hour – First 15 Minutes Free	\$57.00	\$60.00	5.26%	N	D
Copy of Rates & Water Notices	\$13.00	\$14.00	7.69%	N	D
Copy of Rates & Water Notices and receipts	\$22.00	\$24.00	9.09%	N	D
Refund Processing Fee	\$22.00	\$24.00	9.09%	N	D
Will include GST if overpayment included GST					

GOVERNMENT INFORMATION PUBLIC ACCESS ACT

Application Fee	\$30.00	\$32.00	6.67%	N	B
Processing Fee – per hour	\$30.00	\$32.00	6.67%	N	B
Review Fee (internal)	\$40.00	\$42.00	5.00%	N	B
Holder of a Commonwealth Health Benefit Card is entitled to half fees and charges	Half fee			N	C
Work involved in dealing with an application	By Quotation			N	A

PERMANENT ROAD CLOSURE APPLICATION

Permanent Road Closure Application Administration Fee – Non Refundable	External costs plus 20%			N	D
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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COMPANION ANIMAL REGISTRATION

LIFETIME REGISTRATION

Assistance Animal	\$0.00	\$0.00	0.00%	N	B
Cat de-sexed - owned by pensioner	\$29.00	\$29.00	0.00%	N	B
Cat de-sexed or written notification from Vet that the cat should not be desexed	\$59.00	\$59.00	0.00%	N	B
Cat de-sexed sold by eligible pound/shelter	\$25.00	\$0.00	-100.00%	N	B
Cat -non de-sexed – owned by registered breeder	\$65.00	\$59.00	-9.23%	N	B
Dog – Service of the State	\$0.00	\$0.00	0.00%	N	B
Dog – Working	\$0.00	\$0.00	0.00%	N	B
Dog - Non de-sexed dog (even if owned by pensioner) or Desexed (after relevant age)	\$242.00	\$234.00	-3.31%	N	B
De-sexed dog	\$69.00	\$69.00	0.00%	N	B
De-sexed dog – owned by pensioner	\$29.00	\$29.00	0.00%	N	B
Non de-sexed dog – owned by registered breeder	\$69.00	\$69.00	0.00%	N	B
Non de-sexed dog under 6 months	\$69.00	\$69.00	0.00%	N	B
De-sexed dog or cat sold by eligible pound/shelter	\$0.00	\$0.00	0.00%	N	B
Late fee – where registration is not paid within 28 days of required registration date	\$19.00	\$19.00	0.00%	N	B
Non de-sexed or de-sexed cat under 4 months	\$59.00	\$59.00	0.00%	N	B

Please Note: Lifetime Registration fees may be subject to change – fee set by Office of Local Government

ANNUAL PERMIT

Cat permit non de-sexed by 4 months	\$85.00	\$99.00	16.47%	N	B
Dog Permit - Restricted dog	\$206.00	\$215.00	4.37%	N	B
Permit Dangerous Dog	\$206.00	\$215.00	4.37%	N	B
Permit Late Fee	\$19.00	\$19.00	0.00%	N	B

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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STOCK IMPOUNDING CHARGES

FEE FOR LOSS OR DAMAGE (APPLIES TO COUNCIL/PRIVATE PROPERTY)

Horse, Ass, Mule, Cow, Camel, Alpaca – per head	\$24.00	\$26.00	8.33%	N	D
Sheep – per head	\$12.00	\$13.00	8.33%	N	D
Goat, Pig – per head	\$24.00	\$26.00	8.33%	N	D

TRANSPORT OF ANIMALS TO POUND

Cartage cost	\$55.00 plus Actual Cost			N	D
	Last year fee \$50.00 plus Actual Cost				
Walking of animals to pound	\$40.00 plus (staff hourly rate x 1.5)			N	D
	Last year fee \$38.00 plus (staff hourly rate x 1.5)				
Muster stray stock – per hour	\$150.00	\$158.00	5.33%	N	D

SUSTENANCE

Sheep and Goats – per head per day	\$6.00	\$7.00	16.67%	N	D
Cattle and Horses – per head per day	\$34.00	\$36.00	5.88%	N	D

OTHER CHARGES

Veterinary costs	Actual cost = \$45.00/call			N	D
	Last year fee Actual cost = \$42.00/call				

STOCK NOTIFICATION FEE

By post	\$17.50	\$18.50	5.71%	N	D
By messenger	\$15.50 = 95c/km			N	D
Advertising Costs	\$37.50 = actual cost			N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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VEHICLE IMPOUNDING

IMPOUNDING FEES

Impounding holding Fee (maximum two weeks) – Vehicles	\$63.00	\$67.00	6.35%	N	D
Impounding Fee – Vehicles	\$155.00	\$163.00	5.16%	N	D
Transporting other articles to pound (cars, trolleys etc)	Actual cost plus \$40.00			N	D
	Last year fee Actual cost plus \$38.00				

VEHICLE NOTIFICATION FEE

Advertising Costs	Advertising cost = \$40.00 per advert			N	D
	Last year fee Advertising cost = \$38.00 per advert				

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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COMPANION ANIMAL POUND CHARGES

ANIMAL POUND CHARGES

First seizure/release of animal	\$70.00	\$74.00	5.71%	N	D
Repeat seizures/releases within 12 months	\$115.00	\$121.00	5.22%	N	D
Sustenance fee (including boarding) – per day – including day impounded and day released	\$26.00	\$29.00	11.54%	N	D
Out of Hours release fee + actual other costs		\$120.00 + other costs		N	D
		Last year fee \$119.00 + other costs			

SUNDRY ANIMAL CHARGES

Microchip fee	\$50.20	\$55.00	9.56%	Y	D
Hire of Barking Dog Collar and Animal Trap Hire (Refundable Deposit)	\$25.00	\$50.00	100.00%	Y	C
Cost of Barking Dog Collar if not returned or damaged when hired	\$250.00	\$250.00	0.00%	Y	C
Compliance Certificate – Dangerous/Restricted Dog Enclosure	\$150.00	\$158.00	5.33%	N	D
Collar and Sign Package – Dangerous/Restricted Dog	\$150.00	\$158.00	5.33%	Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ENVIRONMENTAL CHARGES

WATER ANALYSIS

General Water Analysis			By Quotation	Y	D
Swimming Pool Water Analysis			By Quotation	Y	D

ADMINISTRATION FEES

Prevention Notice issued under section 96 of Env Ops Act 1997 – Clause 99 of Regns.	\$535.00	\$562.00	5.05%	N	B
Clean Up Notice issued under section 91 of the Env Ops Act 1997 – Clause 99 of Regns	\$535.00	\$562.00	5.05%	N	B

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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LOCAL APPROVALS

FEES AND CHARGES

Install a Structure (includes 1 x inspection)	\$88.00	\$400.00	354.55%	N	D
Notice of Completion of Installation (Manufactured Homes, Associated Structure, Caravan or rigid annex per item)	\$0.00	\$100.00	∞	N	D
Approval to carry out water supply, sewerage and/or storm water drainage works (Includes 3 x Inspections)	\$227.00	\$500.00	120.26%	N	D
Approval to install, construct or alter an on-site sewerage system (Includes 2 x Inspections)	\$227.00	\$350.00	54.19%	N	D
Operate a Caravan Park*	\$88.00	\$100.00	13.64%	N	D
*Plus \$8.00 per site					
Install solid fuel heating device (where not exempt under local approvals policy)	\$88.00	\$190.00	115.91%	N	D
Install or operate amusement device (under 14 rpm exempt) (Includes 1 x Inspection)	\$57.00	\$200.00	250.88%	N	D
Use of a Standing Vehicle or any Article for the purpose of selling any article in a public place (a permit may also be required under section 138 of the Roads Acts)	\$88.00	\$100.00	13.64%	N	D
Miscellaneous Approvals	\$88.00	\$100.00	13.64%	N	D
Annual Approval To Operate an Onsite Sewerage Management System Fee (Charged on Rates Notice)	\$105.00	\$105.00	0.00%	N	D
Onsite Sewerage Management System Inspection Fee	\$139.00	\$150.00	7.91%	N	D
ADDITIONAL Urgency Fee for Section 68 Applications (if application lodged within 10 days of the proposed event)	\$0.00	\$100.00	∞	N	D
Small Scale Activity with multiple approvals required - with a max of 10 stalls (e.g. a Fete or Market)	\$0.00	\$100.00	∞	N	D
Large Scale Activity with multiple approvals required - with 10 or more stalls (e.g. a Festival or Local Show)	\$0.00	\$250.00	∞	N	D
Modification of Existing Approval			50% of original fee	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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PUBLIC HEALTH

FOOD OUTLET INSPECTIONS

First Inspection	\$106.00	\$150.00	41.51%	N	D
Subsequent Inspection Charge	\$53.00	\$100.00	88.68%	N	D
Annual Administration Charge	\$212.00	\$200.00	-5.66%	N	D
Administration Fee for Not for Profit organisations (Food outlet)	No Charge			N	A
Inspection – if satisfactory	No Charge			N	C

OTHER OUTLETS

Hairdresser/Beauty Salon/Skin Penetration Premises Inspection	\$106.00	\$150.00	41.51%	N	D
Registration of Skin Penetration Premises	\$83.00	\$120.00	44.58%	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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OUTSTANDING ORDERS & NOTICES

ENVIRONMENTAL PLANNING & ASSESSMENT CERTIFICATE

Per Certificate (Environmental Planning & Assessment Act formally 121ZP)	\$90.00	\$90.00	0.00%	N	A
Per certificate requiring inspection (Environmental Planning & Assessment Act)	\$155.00	\$155.00	0.00%	N	A

NOTICES AND ORDERS

Certificate as to outstanding Notices and Orders issued under the Local Government Act (section 735A)	\$95.00	\$95.00	0.00%	N	A
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Please Note: Related to any outstanding notice, order, direction or demand but only to those matters issued under the Local Government Act. It specifically excludes those outstanding.

Per certificate (Local Government Act)	\$90.00	\$90.00	0.00%	N	B
Per certificate requiring inspection (Local Government Act)	\$140.00	\$140.00	0.00%	N	A

NOXIOUS WEEDS

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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WASTE MANAGEMENT CONTROL

DISPOSAL OF WASTE MATERIALS

Disposal of Waste Materials - Single Lounge	\$0.00	\$11.00	∞	Y	A
Disposal of Waste Materials - Single Mattress	\$0.00	\$11.00	∞	Y	A
Disposal of Waste Materials - Two/Three Seater Lounge	\$0.00	\$22.00	∞	Y	A
Disposal of Waste Materials (Mattress)- Double/ Queen/King	\$0.00	\$22.00	∞	Y	A
Waste Management for Public Events - by quotation	\$25.00 for the first 240 litre waste service and/or recycling bin and \$10.00 for each additional services per event or by quotation. Fees includes waste disposal.			Y	A
Sorted Domestic Waste (Recyclables separated minimum of 1/3 recycling required, not including green waste)	Free			Y	A
Recyclables separated including metal	Free			Y	A
Unsorted Waste up to 500 kg	\$26.00 per load			Y	A
Unsorted waste over 500 kg charged at tonne rate	\$85.00/tonne			Y	A
Green Waste up to 500 kg	\$13.00	\$14.00	7.69%	Y	A
Green waste over 500 kg charged at tonne rate	\$52.00/tonne			Y	C
Privet (subject to prior notification to and approval by Council)	Free			Y	A
Clean Fill – Soil	Free			Y	A
White goods certified as de-gassed	Free			Y	A
White goods if not certified de-gassed	\$53.00	\$56.00	5.66%	Y	D
Local Registered Charities – disposal of unwanted goods – unsorted (sorted 1/3 recyclables – free)	\$64.00/Truck Load			Y	D
	Last year fee \$62.00/Truck Load				
Local Registered Charities – Council collection & disposal of unwanted goods	By Quotation			Y	A
Asbestos Waste – Glen Innes Waste Depot ONLY	\$160.00/tonne (Min \$80)			Y	A
	Last year fee \$155.00/tonne (Min \$75)				
Disposable asbestos bag (includes bag & bag/content disposal)	\$29.00	\$31.00	6.90%	Y	C
Builders Rubble (Concrete, Brick, Blocks, Pavers, Tiles only) – per tonne	\$45.00/tonne			Y	C
	Last year fee \$44.00/tonne				
E waste (deferment of charge subject to recycling options available)	Free			Y	C
Drillers Waste – per tonne	\$77.00	\$81.00	5.19%	Y	C
Processed Construction and Demolition waste	Not for public sale			Y	C

DISPOSAL OF TYRES

Motor Cycle Tyres	\$7.00	\$8.00	14.29%	Y	C
Passenger Car Tyres	\$9.00	\$9.50	5.56%	Y	C
Truck Tyres – small (15' to 16' rim)	\$29.00	\$31.00	6.90%	Y	C
Truck Tyres – large	\$85.00	\$90.00	5.88%	Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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DISPOSAL OF TYRES [continued]

Tractor Tyres	\$190.00	\$200.00	5.26%	Y	C
Tyres on rim	Tyres with rim will be charged double the relevant charge			Y	C

WASTE SUNDRY ITEMS

Bulk waste from other Local Government Authorities is subject to approval	By Quotation			Y	D
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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RENTALS, LEASES AND ANNUAL FEES

COMMERCIAL LEASES

Service Station, Cnr Church and Bourke Streets, Glen Innes		As per lease (CPI)		Y	E
Crofters Cottage		As per lease		Y	E
Northern Room, VIC, Church Street, Glen Innes		As per lease (CPI)		Y	E
Southern Rooms, VIC, Church Street, Glen Innes		As per lease (CPI)		Y	E
Town Hall Tea and Coffee Shop		As per lease (CPI)		Y	E
Lease of Hangar		As per lease (CPI)		Y	E
Lease of Land for Hangar		As per lease (CPI)		Y	E
Recycling Centre		As per lease (CPI)		Y	E
Private lease of land for Hangars		As per lease (CPI)		Y	E
Lease of GI Aerodrome Land		As per lease (CPI)		Y	E
Glen Innes Aggregates Off Stream Storage – Grazing Lease		As per lease (CPI)		Y	E
Glen Innes Aggregates Off Stream Storage – Storage Lease		As per lease (CPI)		Y	E
Lease of Wattle Vale		As per lease (CPI)		Y	E
All other leases		As per lease (CPI)		Y	E

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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TOWN PLANNING

DEVELOPMENT APPLICATIONS

Dwelling House Estimated Cost Less than or equal to \$100,000 (CI 247)	\$455.00	\$485.00	6.59%	N	B
Development NOT INVOLVING the erection of a building, carrying out of a work, subdivision of land or demolition of a building or work (CI 250)	\$285.00	\$304.00	6.67%	N	B
Up to \$5,000	\$110.00	\$118.00	7.27%	N	B
\$5,001 to \$50,000	\$181.00 plus an additional \$3.00 for each \$1,000 (or part of \$1,000) of estimated cost.			N	B
	<p>Last year fee \$170.00 plus an additional \$3.00 for each \$1,000 (or part of \$1,000) of estimated cost.</p>				
\$50,001 to \$250,000	\$376.00 plus an additional \$3.64 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$50,000.			N	B
	<p>Last year fee \$352.00 plus an additional \$3.64 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$50,000.</p>				
\$250,001 to \$500,000	\$1,237.00 plus an additional \$2.34 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$250,000.			N	B
	<p>Last year fee \$1,160.00 plus an additional \$2.34 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$250,000.</p>				
\$500,001 to \$1,000,000	\$1,861.00 plus an additional \$1.64 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$500,000.			N	B
	<p>Last year fee \$1,745.00 plus an additional \$1.64 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$500,000.</p>				
\$1,000,001 to \$10,000,000	\$2,788.00 plus an additional \$1.44 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$1,000,000.			N	B
	<p>Last year fee \$2,615.00 plus an additional \$1.44 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$1,000,000.</p>				
More than \$10,000,000	\$16,927.00 plus an additional \$1.19 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$10,000,000.			N	B
	<p>Last year fee \$15,875.00 plus an additional \$1.19 for each \$1,000.00 (or part of \$1,000.00) of estimated cost when exceeds \$10,000,000.</p>				

REFUND OF FEES – DEVELOPMENT APPLICATION

Application withdrawn prior to assessment	90% of DA fee paid refunded	N	B
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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REFUND OF FEES – DEVELOPMENT APPLICATION [continued]

Application withdrawn after assessment and prior to determination of DA	30% of DA fee paid refunded			N	B
	Last year fee 25% of DA fee paid refunded				

REFUND OF FEES – CONSTRUCTION CERTIFICATE

Application withdrawn prior to determination of DA	100% of CC fee paid refunded			Y	B
Application withdrawn after assessment and prior to determination of CC	20% of application fees and refund all inspection fees			Y	B
	Last year fee Refund of all inspection fees				

MODIFICATION OF CONSENT (CLAUSE 258)

Minor Amendment to DA s.96(1)	Max \$76.00			N	B
	Last year fee Max \$71.00				
Dwelling House Estimated Cost Less than or equal to \$250,000	\$190.00	\$202.00	6.32%	N	B
Amendment to DA s.4(55) – Minimal environmental impact (Clause 1)	\$687.00 or 50% of the original DA whichever is the lesser			N	B
	Last year fee \$645.00 or 50% of the original DA whichever is the lesser				

MAJOR AMENDMENT TO DEVELOPMENT APPLICATION S.4(55)

Major Amendment up to \$5,000	\$55.00	\$58.00	5.45%	N	B
Major Amendment \$5,001 to \$250,000	\$90.00 plus an additional \$1.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost.			N	B
	Last year fee \$85.00 plus an additional \$1.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost.				
Major Amendment \$250,001 to \$500,000	\$533.00 plus an additional \$0.85 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$250,000.			N	B
	Last year fee \$500.00 plus an additional \$0.85 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$250,000.				
Major Amendment \$500,001 to \$1,000,000	\$760.00 plus an additional \$0.50 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$500,000.			N	B
	Last year fee \$712.00 plus an additional \$0.50 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$500,000.				

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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MAJOR AMENDMENT TO DEVELOPMENT APPLICATION S.4(55) [continued]

Major Amendment \$1,000,001 to \$10,000,000	\$1,052.00 plus an additional \$0.40 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$1,000,000. Last year fee \$987.00 plus an additional \$0.40 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$1,000,000.			N	B
Major Amendment over \$10,000,000	\$5,051.00 plus an additional \$0.27 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$10,000,000. Last year fee \$4,737.00 plus an additional \$0.27 for each \$1,000.00 (or part of \$1,000.00) by which the estimated cost exceeds \$10,000,000.			N	B

SECTION 10.7 PLANNING CERTIFICATION (FORMERLY S149)

Minimum Certificate pursuant to section 10.7 (2) of the Environmental Planning & Assessment Act 1979	\$53.00	\$57.00	7.55%	N	B
Additional Fee for urgent provision of section 10.7 (2) Certificate	\$110.00	\$137.00	24.55%	N	B
Additional information provided pursuant to section 10.7 (5) of the Environmental Planning & Assessment Act 1979	\$80.00	\$86.00	7.50%	N	B
Additional Fee for urgent provision of section 10.7 (5) Certificate	\$110.00	\$137.00	24.55%	N	B

REVIEW OF DEVELOPMENT CONSENT

Dwelling House Estimated Cost Less than or equal to \$100,000 (CI 257)	\$190.00	\$202.00	6.32%	N	B
Development NOT INVOLVING the erection of a building, the carrying out of a work or demolition of a work or building (CI 257)	50% of the fee for the original DA			N	B
Up to \$5,000	\$55.00	\$58.00	5.45%	N	B
\$5,001 to \$250,000	\$91.00, plus an additional \$1.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost. Last year fee \$85.00, plus an additional \$1.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost.			N	B
\$250,001 to \$500,000	\$533.00, plus an additional \$0.85 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceed \$250,000. Last year fee \$500.00, plus an additional \$0.85 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceed \$250,000.			N	B

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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REVIEW OF DEVELOPMENT CONSENT [continued]

\$500,001 to \$1,000,000	\$760.00, plus an additional \$0.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$500,000. Last year fee \$712.00, plus an additional \$0.50 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$500,000.	N	B
\$1,000,001 to \$10,000,000	\$1,052.00, plus an additional \$0.40 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$1,000,000. Last year fee \$987.00, plus an additional \$0.40 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$1,000,000.	N	B
More than \$10,000,000	\$5,051.00, plus an additional \$0.27 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$10,000,000. Last year fee \$4,737.00, plus an additional \$0.27 for each \$1,000.00 (or part of \$1,000.00) of the estimated cost exceeds \$10,000,000.	N	B

SUBDIVISION FEES

Subdivision Works Certificate	\$325.00	\$325.00	0.00%	N	
New Road	\$709.00 plus \$65.00 per additional lot Last year fee \$665.00 plus \$65.00 per additional lot			N	B
No New Road (Min \$330.00)	\$352.00 plus \$53.00 per additional lot Last year fee \$330.00 plus \$53.00 per additional lot			N	B
Strata	\$352.00 plus \$65.00 per additional lot Last year fee \$330.00 plus \$65.00 per additional lot			N	B
Subdivision Certificate/Linen release fee	\$225.00	\$225.00	0.00%	N	D
Planning Proposal (Min \$2,480.00)	\$2,480.00 plus costs and staff time at \$70.00 per hour			N	D

DEVELOPER CONTRIBUTIONS

s. 7.12 (Previously 94A) – where the estimated cost of the development is between \$100,001 and \$200,000 (in accordance with Council's policy)	0.5% of development cost			N	D
s. 7.12 – where the estimated cost of the development is in excess of \$200,000 (in accordance with Council's policy)	1.0% of development cost			N	D
Advertising Fee (per application)	\$320.00	\$320.00	0.00%	N	B
Neighbour Notification Fee	\$80.00	\$80.00	0.00%	N	D
Designated development (advertising fee) (Clause 252 (1) (a))	\$2,200.00	\$2,200.00	0.00%	N	B
Prohibited development (advertising fee) (Clause 252 (1) (c))	\$1,105.00	\$1,105.00	0.00%	N	B

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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CEMETERY

BURIAL

Plot (each)	\$490.00	\$539.00	10.00%	Y	D
Burial – Normal Working Days	\$728.00	\$765.00	5.08%	Y	D
Burial – Saturdays	\$1,085.00	\$1,140.00	5.07%	Y	D
Children’s Section (under 1.1m) Under 5	\$234.00	\$258.00	10.26%	Y	D
Reception of Ashes for Burial	\$180.00	\$198.00	10.00%	Y	D
Re-opening, closing vault	\$180.00	\$189.00	5.00%	Y	D
Perpetual Care – lawn cemetery (payable at time of burial)	\$949.00	\$1,045.00	10.12%	Y	D
Perpetual Care – monumental cemetery (payable at time of burial)	\$1,925.00	\$2,025.00	5.19%	Y	D
Burial where Hand Digging is required (Old Sections)	\$925.00	\$972.00	5.08%	Y	D
Burial – Villages – additional charge for machinery transport	\$327.00	\$360.00	10.09%	Y	D

EXHUMATION

Exhumation Fee	\$944.00	\$1,040.00	10.17%	Y	D
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TOMBS AND MONUMENTS

Application to erect a tomb or monument	\$116.00	\$128.00	10.34%	N	D
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NICHES, COLUMBARIUM

Reservation in columbarium	\$279.00	\$307.00	10.04%	Y	D
Interment & Plaque (at time of interment) or replacement plaque		Cost of plaque + \$135.00		Y	D
		Last year fee Cost of plaque + \$131.00			
Cancellation of Lease – Administration Fee	\$50.00	\$55.00	10.00%	Y	D
Sale of Cemetery Record Book	\$43.00	\$48.00	11.63%	N	D
Application for Private Burial (includes inspection)	\$408.00	\$449.00	10.05%	N	D
Records – Search and supply	\$53.00	\$59.00	11.32%	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SWIM CENTRES

TURNSTILE ADMISSIONS

Adults, Seniors & Children under 16	\$5.00	\$5.00	0.00%	Y	C
Children under four (4)	Free			Y	C
Spectators & Carers	\$2.50	\$2.50	0.00%	Y	C
School Groups and/or Carnivals (teachers free)	\$3.00	\$3.00	0.00%	Y	C

SEASON TICKETS

Family – Full Season (No Further discounts)	\$350.00	\$350.00	0.00%	Y	C
Family – Half Season (No Further discounts)	\$175.00	\$175.00	0.00%	Y	C
Individual Season Pass	\$200.00	\$200.00	0.00%	Y	C
Individual Half Season Pass	\$100.00	\$100.00	0.00%	Y	C

POOL HIRE: SOLE USE

School Groups – learn to swim	\$2.50 per child plus \$100 per hour (teachers free)			Y	C
Private Use – Other (per hour including admission)	\$365.00 plus Normal Entry Fee			Y	C
Hire of Pool aid Equipment for Private Lesson Teachers – per session	\$5.00	\$5.00	0.00%	Y	C

PROGRAMMES

Aqua Aerobics – per class	\$8.00	\$8.00	0.00%	Y	C
Season Pass Aqua Aerobics Classes	\$300.00	\$300.00	0.00%	Y	C
Swim Classes Baby Classes – 1 lesson	\$15.00	\$15.00	0.00%	Y	C
Swim Classes Pre-school – 10 lessons – for one season only	\$120.00	\$120.00	0.00%	Y	C
Swim Classes School Age – 10 lessons – for one season only	\$120.00	\$120.00	0.00%	Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SPORTSGROUNDS RENTALS

THE GLEN INNES INDOOR SPORTS CENTRE

Badminton P/H	\$25.00	\$25.00	0.00%	Y	C
Birthday Party fixed fee -2 hours max, additional time extra cost per hour	\$100.00	\$100.00	0.00%	Y	C
Birthday Party fixed fee addition hours per hour (after 2 hours)	\$45.00	\$45.00	0.00%	Y	C
Birthday Party using Kitchen - additional to fixed fee	\$15.00	\$15.00	0.00%	Y	C
Community Programs Weekdays per hour (PCYC, Tai Chi)	\$30.00	\$30.00	0.00%	Y	C
General Entry per person - excluding court hire	\$3.50	\$3.50	0.00%	Y	C
Hire of a Court per Hour (Competition)	\$45.00	\$45.00	0.00%	Y	C
Hire of a Court per Hour (Training)	\$30.00	\$30.00	0.00%	Y	C
Hire of Court per Hour (Competition) by Sporting Organisation based in the GISC LGA	\$22.50	\$45.00	100.00%	Y	C
Hire of Court per Hour (Training) by Sporting Organisation based in the GISC LGA	\$15.00	\$30.00	100.00%	Y	C
Hire of the Kiosk/Kitchen by organisations			\$5.00 per hour	Y	C
Multi Purpose Space per Hour	\$30.00	\$30.00	0.00%	Y	C
Office Lease (per Year)	\$2,000.00	\$2,000.00	0.00%	Y	C
School hire of a Court per Hour	\$25.00	\$25.00	0.00%	Y	C

TENNIS ASSOCIATION

Tennis Association – per annum		As per lease (CPI)		Y	A
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RUGBY LEAGUE – MEAD PARK

Rugby League – Mead Park – per annum		As per lease (CPI)		Y	A
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RUGBY UNION PARK

Rugby Union Park Fee		As per lease (CPI)		Y	A
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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PARKS & RESERVES

MOWING

Mowing request outside of Normal Schedule for Ovals		\$115.00 per hour		Y	D
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COMMERCIAL HIRE

Access to Electricity in Public Space per day	\$25.00	\$27.00	8.00%	Y	D
Commercial Hire Security Bond (refundable on Conditions)	\$709.00	\$780.00	10.01%	N	D
Commercial Hire rental – per day	\$140.00 + private works rates for associated services			Y	D
	Last year fee \$136.00 + private works rates for associated services				
Hire of surveillance camera trailer	\$160 per week or \$40 per day			Y	D

PRIVATE HIRE

Allocated Camping sites at sporting facilities	\$20.00 per site, per night.			Y	
All Playing fields for Schools – Booked	Free			Y	A
Rallies, weddings, private functions Administration Charge (not for profit)	\$50.00	\$55.00	10.00%	Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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RESERVES RENTALS

ANNUAL CHARGES

Leases/Licences of land	As per lease/licence agreement in place		Y	
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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LIBRARY AND LEARNING CENTRE

BLACK & WHITE PHOTOCOPYING

Photocopying – A4 Library Black & White	\$0.25	\$0.25	0.00%	Y	C
Photocopying – A3 Library Black & White	\$0.35	\$0.35	0.00%	Y	C

COLOUR PHOTOCOPYING

Photocopying – A4 Library Colour	\$0.35	\$0.35	0.00%	Y	C
Photocopying – A3 Library Colour	\$0.40	\$0.40	0.00%	Y	C

COMPUTER PRINTING

Black & White - A4	\$0.25	\$0.25	0.00%	Y	C
Colour – A4	\$0.30	\$0.30	0.00%	Y	C

FAX

International	\$8.30	\$8.30	0.00%	Y	C
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EMAILING

Email – pdf documents – per page	\$0.25	\$0.25	0.00%	Y	C
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LAMINATING

A4 – per page	\$2.10	\$2.10	0.00%	Y	C
A3 – per page	\$3.30	\$3.30	0.00%	Y	C

SUNDRY FEES AND CHARGES

Espresso Coffee	\$4.00	\$4.00	0.00%	Y	C
Library Bag	\$2.10	\$2.10	0.00%	Y	C
PLAYAWAY headphones	\$2.50	\$2.50	0.00%	Y	C
Replacement Library Membership cards	\$4.00	\$4.00	0.00%	N	C

INTER LIBRARY LOAN

Administration Fee	\$7.50	\$7.50	0.00%	Y	C
Exchange Fee	\$18.70	\$18.70	0.00%	Y	B
Replacement cost of lost / damaged items		\$12.50 + actual cost		Y	D

CONFERENCE ROOM

Community – Rate per Hour	\$25.00	\$25.00	0.00%	Y	D
Government, Commercial/ Business – Rate per Hour	\$45.00	\$45.00	0.00%	Y	D

ADDITIONAL CHARGES

EQUIPMENT HIRE

Community – Per Day Rate	\$25.00	\$25.00	0.00%	Y	D
Government, Commercial/ Business	\$45.00	\$45.00	0.00%	Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ADMINISTRATION FEE – (ONCE OFF)

Community (Once Off Rate)	\$12.50	\$12.50	0.00%	Y	D
Government (excl. Council and DET), Commercial/ Business	\$25.00	\$25.00	0.00%	Y	D

SECURITY AND CLEANING

Security Swipe card Refundable Deposit	\$95.00	\$95.00	0.00%	Y	D
Security Call out	\$95.00	\$95.00	0.00%	Y	D
Cleaning Cost	\$50.00	\$50.00	0.00%	Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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CHILDREN AND FAMILY SERVICES

OUT OF SCHOOL HOURS CARE

Out of School Hours Care (Includes \$1 per day transport charge for the Bus)	\$38.00	\$40.00	5.26%	N	C
Out of School Hours Care (Casual bookings for days not booked a week in advance)	\$42.00	\$45.00	7.14%	N	C

VACATION CARE

Vacation Care Fee	\$76.00	\$80.00	5.26%	N	C
Vacation Care (Casual bookings for days not booked a week in advance)	\$83.00	\$88.00	6.02%	N	C

LATE COLLECTION FEE

Late Collection Fee – applicable 10 minutes after closing time per 10 minute lot after closing time	\$26.00	\$31.00	19.23%	N	D
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CAFS FEES AND CHARGES

External Fee Team Leader CAFS		\$100 per hour		N	D
Excursions and Special Activities Cost Recovery		Variable		N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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LIFE CHOICES – SUPPORT SERVICES

CENTRE ATTENDANCE

Attendance at Centre – per person			Nil	N	C
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MEALS

Frozen Meals - home delivered, Meals on Wheels	\$13.00	\$14.00	7.69%	N	
Meals – Centre based	\$11.00	\$12.00	9.09%	N	D
Meals – Light	\$9.00	\$10.00	11.11%	N	D
Hot Meals – home delivered, Meals on Wheels	\$18.50	\$18.50	0.00%	N	D
Morning or Afternoon Tea	\$5.00	\$6.00	20.00%	N	D

TRANSPORT

Bus Transport to Life Choices	\$8.00	\$10.00	25.00%	N	D
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OUTINGS AND ACTIVITIES

Outings and Activities Fee			At Cost	N	D
Exercise Programs (unfunded)	\$13.00	\$13.76	5.85%	Y	D
Yetman Outings and Activities			At Cost	N	C

ROOM HIRE

Hire of LC-SS Room – per day or part thereof	\$52.00	\$55.00	5.77%	Y	D
Hire of LC-SS Room – per hour or part thereof	\$15.60	\$16.40	5.13%	Y	D

PACKAGE MANAGEMENT FEES

Package Management Fee HCP per fortnight Level 1 (of funding and reduced income)				N	D
Package Management Fee HCP per fortnight Level 2 (of funding and reduced income)				N	D
Package Management Fee HCP per fortnight Level 3 (of funding and reduced income)				N	D
Package Management Fee HCP per fortnight Level 4 (of funding and reduced income)				N	D

CARE MANAGEMENT FEES

Care Management Fee per fortnight HCP Level 1				N	D
Care Management Fee per fortnight HCP Level 2				N	D
Care Management Fee per fortnight HCP Level 3				N	D
Care Management Fee per fortnight HCP Level 4				N	D

OTHER MANAGEMENT FEES

HCP exit fee	\$567.00	\$567.00	0.00%	Y	D
Clinical Assessment Registered Nurse – per hour	\$93.00	\$98.00	5.38%	N	D
Direct Support Worker per hour (external) + award rates after 6pm, weekends and Public Holidays	\$57.00	\$75.00	31.58%	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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OTHER MANAGEMENT FEES [continued]

Direct Support Worker per hour (internal) + award rates after 6pm, weekends and Public Holidays	\$52.00	\$65.00	25.00%	N	D
Administration Fee CHSP			15.00%	N	D
Support Facilitation per hour (internal)	\$67.00	\$70.00	4.48%	N	D
Support Facilitator per hour (external)	\$83.00	\$90.00	8.43%	N	D
Travel Costs (per km) (exclusive of staff time)	\$1.00	\$1.00	0.00%	N	D
Maintenance Worker per hour (external)	\$63.00	\$75.00	19.05%	N	D
Commonwealth Home Support Program (In accordance with program guidelines)			15.00%	N	D

NDIS SERVICES

NDIS Services	As per NDIS Quality and Safeguards Commission Price Guide			N	
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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YOUTH SERVICES

MEALS, INCLUDING BARBEQUES

Meals, including barbeques			At Cost	Y	C
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OUTINGS AND SPORT, CULTURAL AND OTHER ACTIVITIES

Sporting or Cultural Activities			At Cost	Y	C
Outings and Activities			At Cost	Y	D

BUILDING HIRE

Local community groups and events, schools and religious / political groups			Free	Y	A
Seminars, conferences, commercial concerts, exercise classes and other profit raising events over 5 hours – per day	\$206.00	\$217.00	5.34%	Y	C
Seminars, conferences, commercial concerts, exercise classes and other profit raising events. 5 hours or less – per hour	\$31.00	\$33.00	6.45%	Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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TOWN HALL HIRE

NOT FOR PROFIT ORGANISATIONS

Local community groups and events, schools and religious / political groups			Free	Y	A
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PRIVATE FUNCTIONS

Wedding receptions, anniversaries and other private functions 5 hours or less – per hour	\$26.00	\$28.00	7.69%	Y	C
Wedding receptions, anniversaries and other private functions over 5 hours – per day	\$176.00	\$185.00	5.11%	Y	C

FOR PROFIT COMMERCIAL ORGANISATIONS

Seminars, conferences, commercial concerts, exercise classes and other profit raising events over 5 hours – per day	\$387.00	\$407.00	5.17%	Y	C
Seminars, conferences, commercial concerts, exercise classes and other profit raising events. 5 hours or less – per hour	\$32.00	\$34.00	6.25%	Y	C

DAMAGES AND CLEANING DEPOSITS

Refundable damages / cleaning deposit (all Classes – daily hire)	\$273.00	\$287.00	5.13%	N	D
Refundable damages / cleaning deposit (all Classes – hourly hire)	\$137.00	\$144.00	5.11%	N	D
Chair Refundable Damages Deposit	\$121.00	\$128.00	5.79%	N	D
Trestle Table Refundable Damages Deposit (single fee)	\$121.00	\$128.00	5.79%	N	D
Refundable damages / cleaning deposit for all Classes – per hire	\$125.00	\$125.00	0.00%	N	C

KITCHEN HIRE

Town Hall Kitchen Hire	\$73.00	\$77.00	5.48%	Y	C
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CLEANING FEE

Town Hall Cleaning Fee (all Classes – daily hire only)	\$95.00	\$100.00	5.26%	Y	C
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COMMITTEE ROOM IN TOWN HALL

Hire of Committee Room in Town Hall Complex (including hire of adjoining kitchen)	\$52.00	\$55.00	5.77%	Y	C
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CHAIR AND TABLE HIRE

TOWN HALL HIRE FEE

Fee for setting up Town Hall furniture	\$200.00	\$210.00	5.00%	Y	C
Piano			Free	Y	A

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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RED CARPET HIRE

Not for Profit Organisations – per hire			Free	Y	C
All other Users – per hire	\$83.00	\$88.00	6.02%	Y	C
Additional days hire – per day	\$52.00	\$55.00	5.77%	Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ROADS & FOOTPATHS

CONTRIBUTIONS

ROAD OPENING REINSTATEMENT

Road opening reinstatement – Concrete – per square metre			By Quotation	N	D
Road opening reinstatement – Bitumen Sealed – per square metre			By Quotation	N	D
Road opening reinstatement – Unsealed, Gravel – per square metre			By Quotation	N	D

KERB, GUTTER AND BITUMEN FEES

Driveway kerb crossover – construct layback in kerb			By Quotation	Y	D
Bitumen reinstatement only – per square metre			By Quotation	N	D

PUBLIC GATE PERMIT

Public gate permit – includes advertising	\$715.00	\$715.00	0.00%	N	B
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TRAFFIC CONTROL PLAN

Design traffic control plan			By quotation min \$50.00 if standard TCP used	Y	D
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ROAD DILAPIDATION RECOVERY FEE

Road Dilapidation Recovery Fee – Wind & Solar Farms			As per Agreement	N	D
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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STREET LIGHTING CHARGES

NEW ENGLAND CLUB

New England Club (One only)		At cost +20% administration charge		Y	D
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GLEN INNES SERVICES CLUB

GI Services Club (Three)		At cost +20% administration charge		Y	D
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POPLAR CARAVAN PARK

Poplar Caravan Park (One only)		At cost +20% administration charge		Y	D
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ENGINEERING INSPECTIONS

ROAD WORKS

WATER FEES

Prior to Backfill	\$191.00	\$201.00	5.24%	N	D
Final completion	\$191.00	\$201.00	5.24%	N	D

SEWER FEES

Prior to Backfill	\$205.00	\$216.00	5.37%	N	D
Final completion	\$205.00	\$216.00	5.37%	N	D

STORMWATER FEES

Prior to Backfill	\$205.00	\$216.00	5.37%	N	D
Final completion	\$205.00	\$216.00	5.37%	N	D

INSPECTION FEES

Additional inspection required by development consent	\$205.00	\$216.00	5.37%	N	D
Re-inspection due to non compliance with construction standards	\$205.00	\$216.00	5.37%	N	D

ROAD RENAMING

Road re-naming/application including advertisement	\$1,309.00	\$1,375.00	5.04%	N	D
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RURAL ADDRESSING

Supply and install rural address sign 600mmx450mm	01.07.23 to 29.02.24: \$110(Grant funded period) 01.03.2024 to 30.06.24: \$418			Y	D
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ROAD ACT APPROVAL

Road Act Approval under the Roads Act, including Road Opening Permit, Road Occupancy Permit, Fence line Clearing Permit, Hazard Reduction Burn Permit (includes one pre-approval inspection & one post-work inspection and one complimentary standard traffic control plan)	\$175.00	\$184.50	5.43%	N	D
Road Act Approval – additional inspection	\$60.00	\$63.20	5.33%	N	D
Road Act Approval – traffic control plan (non-standard)	By Quotation min \$55.00			N	D
Road Act – Approval – Re-inspection due to non compliance with permit or construction standards	\$80.00	\$84.60	5.75%	N	D

TEMPORARY ROAD CLOSURES

Approvals under Section 144 Roads Act 1993	By Quotation			N	D
Administration costs to temporarily close lane/road	By Quotation			N	D
Supply and erect directional signs	By Quotation			Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ECONOMIC SERVICES

PRIVATE WORKS

Plant Hire and Ancillary items			See schedule	Y	D
Undertake private works			By Quotation	Y	D
Emulsion – per litre			Cost + 20%	Y	D
Surveying (Two staff, vehicle and survey equipment) – per hour			By Quotation	Y	D

RECYCLED BRIDGE TIMBER

Sawn lengths 2.5m or less per cubic metre	\$800.00	\$820.00	2.50%	Y	D
Sawn lengths 2.5m plus per cubic metre	\$1,240.00	\$1,240.00	0.00%	Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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BUILDING FEES

CONSTRUCTION AND COMPLYING DEVELOPMENT CERTIFICATES

Certificate less than \$5,000	\$160.25	\$166.00	3.59%	Y	D
Certificates from \$5,001 to \$50,000	\$277.60	\$286.00	3.03%	Y	D
Certificates from \$50,001 to \$250,000	\$100.00 + \$4.10 every \$1,000.00			Y	D
	Last year fee \$100.00 + \$4.05 every \$1,000.00				
Certificates over \$250,000	\$600.00 + \$2.10 for every \$1,000.00			Y	D
	Last year fee \$600.00 + \$2.00 for every \$1,000.00				
Modification of Existing Approval	30% of original fee			Y	

BUILDING CERTIFICATE (SECTION 6.24)

Building Certificates (Section 6.24)				N	B
Set by legislation.					

NATURAL DISASTER (BUSHFIRE) BUILDING APPLICATIONS

PROFESSIONAL ADVICE

Bush Fire and Flood Certificates associated with Complying Development Certificate enquiries		\$250.00 per Certificate		N	D
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SALE OF COPY OF BUILDING APPROVAL

Schedule – per annum	\$91.00	\$94.00	3.30%	N	D
Search Building Records	\$91.00	\$94.00	3.30%	N	D

BUILDING INSPECTION FEES/COMPLIANCE CERTIFICATES

Building Inspections/Plumbing & Drainage Inspection	\$145.00	\$150.00	3.45%	Y	D
Additional inspections	\$165.00	\$174.00	5.45%	Y	D
Occupation Certificate	\$90.00	\$95.00	5.56%	Y	D
Compliance Certificate	\$90.00	\$95.00	5.56%	Y	D
Classification Certificate	\$80.00	\$84.00	5.00%	N	D

SWIMMING POOL COMPLIANCE CERTIFICATE

Registration of Swimming Pool/Spa Pool on Statewide Register by Council on behalf of owner (Clause 18D)	\$11.00	\$11.60	5.45%	Y	B
Pool Exemption Fee (Clause 13)	\$72.00	\$76.00	5.56%	N	B
Swimming Pool/Spa Pool Fencing Inspection – Initial Inspection (Clause 18A)	\$150.00	\$150.00	0.00%	Y	B
Swimming Pool/Spa Pool Fencing Inspection – Reinspection (Clause 18A)	\$100.00	\$100.00	0.00%	Y	B
Resuscitation Charts (each)	\$20.00	\$31.00	55.00%	Y	D
Copy of Drainage Diagram or Approval to Operate	\$62.00	\$62.00	0.00%	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SWIMMING POOL COMPLIANCE CERTIFICATE [continued]

Drainage Diagram Drawing Fee – no fee will be charged if the plumber provides drainage diagrams in accordance with Council's requirements	\$90.00	\$98.00	8.89%	Y	D
Lodgement of Construction/Complying Development Certificate by a Private Certifier	\$36.00	\$36.00	0.00%	N	B

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SALEYARDS

SALEYARD FEES (PER HEAD)

Cattle and Bulls: Ordinary Sales (excl. special Bull Sales) – processing charge per head	\$9.06	\$10.00	10.38%	Y	D
Cow and calf (sold together)	\$14.60	\$16.00	9.59%	Y	D
Lamb Weighing – per pen	\$0.00	\$0.00	0.00%	Y	D
Stud Bulls/Cattle: Special Sales	\$40.00	\$44.00	10.00%	Y	D
Sheep and Lambs – processing charge	\$1.15	\$1.50	30.43%	Y	D
Horses	\$15.60	\$17.00	8.97%	Y	D

FACILITIES FEES AND CHARGES

Use of Cattle Yards as depot	\$2,320.00	\$2,530.00	9.05%	Y	D
Emergency NLIS Tags (each)	\$27.00	\$30.00	11.11%	Y	D
Weighbridge usage – per head	\$5.10	\$5.50	7.84%	Y	D
Scanning of private weighs (if required)	\$2.90	\$3.00	3.45%	Y	D
Scale testing fee		By Quotation		Y	D
Burial of Large Animals (Cattle, Horses etc)	\$404.00	\$458.00	13.37%	Y	D
Burial of Small Animals (Sheep etc)	\$110.00	\$123.00	11.82%	Y	D

SALEYARD ADMINISTRATION FEES

Annual Advertising Sign Fee	\$347.00	\$379.00	9.22%	Y	D
Annual Stock Auction Licence	\$3,605.00	\$3,790.00	5.13%	N	D
Annual Stock Auction Licence	\$1,805.00	\$3,750.00	107.76%	N	D
Saleyard Booking Fee (each)	\$87.55	\$101.75	16.22%	Y	D
Call-out during Operating Hours (urgency fee) – per hour	\$88.00	\$96.00	9.09%	Y	D
Call-out after hours (excl animal welfare) – per hour	\$88.00	\$96.00	9.09%	Y	D

TRANS-SHIPMENT

Administration Charge – Bulls		\$30.30 (inclusive of GST) Min. Fee excl. GST: \$27.55 Last year fee \$28.50 (inclusive of GST) Min. Fee excl. GST: \$25.91		Y	D
Bulls per head (only applies to bulls not sold though Glen Innes Selling Agents Association)	\$21.00	\$23.00	9.52%	Y	D
Bulls per head transhipment					
Cattle – per head	\$5.20	\$5.50	5.77%	Y	D
Sheep – per head	\$1.15	\$1.50	30.43%	Y	D
Horses – per head	\$15.60	\$17.00	8.97%	Y	D
Use of Crush – per head	\$1.30	\$1.50	15.38%	Y	D

TRUCKWASH FEES

Avdata Keys for Saleyards Truck Wash	\$35.00	\$37.00	5.71%	Y	
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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TRUCKWASH FEES [continued]

Truck Wash – Avdata system – cents per minute	\$0.70	\$0.75	7.14%	Y	D
Truck Wash – Avdata system – Minimum Charge	\$12.00	\$13.00	8.33%	Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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WATER FUND

METER TESTING

Meter Test (in house)	\$67.00	\$71.00	5.97%	N	D
Manufacturer's Test (20mm & 25mm)	\$216.00	\$227.00	5.09%	N	D
Other Meters			By Quotation	N	D
Special Meter Reading Fee	\$80.00	\$84.00	5.00%	N	D
Special Meter Reading Fee – Additional Urgency Fee	\$54.00	\$57.00	5.56%	N	D

RETICULATION TESTING

Instantaneous Pressure / Flow Test	\$222.00	\$234.00	5.41%	N	D
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WATER HEADWORKS CHARGES

Water – per Equivalent Tenement (ET)			As per DSP	N	D
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METER INSTALLATION

Water Meters – 20mm	\$873.00	\$917.00	5.04%	N	D
Water Meters – 25mm	\$1,292.00	\$1,360.00	5.26%	N	D
Water Meters – 32mm	\$1,821.00	\$1,915.00	5.16%	N	D
Water Meters – 40mm	\$2,368.00	\$2,490.00	5.15%	N	D
Water Meters – 50mm or larger			By Quotation	N	D
Additional Service Fee for Road crossings	\$1,025.00	\$1,080.00	5.37%	N	
Connection requiring longer length			By Quotation	N	D

Please note: for water meters of less than 50mm this fee only applies to water connections of less than 20metres in length.
Connection requiring longer length by quotation

Tap on water meter	\$64.00	\$68.00	6.25%	N	D
Alter location of water meter at ratepayer request			By Quotation	N	D
Disconnection (removal of water meter)			Free	N	A
Reconnection of existing meter (if same still in place)	\$210.00	\$221.00	5.24%	N	D
Water meter box	\$105.00	\$111.00	5.71%	N	D
Removal – Water Meter Restrictor	\$265.00	\$279.00	5.28%	N	D
Sale of Recycled Water			By Quotation or User Agreement	N	D

OTHER WATER CHARGES

Avdata Keys for Glen Innes / Deepwater Overhead Fill Point	\$35.00	\$37.00	5.71%	Y	
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SEWER FUND

PUMPING CHARGE

Charge for Pumping into Sewer Mains – Glen Innes	\$606.00	\$637.00	5.12%	N	D
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CONNECTION FEE – NO JUNCTION AVAILABLE

Depth of connection <1.5m	\$867.00	\$911.00	5.07%	N	D
Depth of connection 1.5m-2.0m	\$1,735.00	\$1,825.00	5.19%	N	D
Depth of connection <2.0m			By Quotation	N	D
Additional Service Fee for Road crossings	\$1,025.00	\$1,080.00	5.37%	N	
Inspection Fee, at sale of property	\$105.00	\$111.00	5.71%	N	D

SEWER HEADWORKS CHARGES

Sewer – per Equivalent Tenement (ET)			As per DSP	N	D
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OTHER SEWER CHARGES

Sewer Camera with operator		\$102.00 per hour		N	D
		Last year fee \$99.00 per hour			

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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ECONOMIC DEVELOPMENT

CONFERENCE & CORPORATE EVENTS

Conference & Corporate Events Income		By Quotation		Y	C
Economic Development - Printing and Laminating		As per Library fees		Y	

GLEN INNES HIGHLANDS

Glen Innes Highlands Online Packages Commission		By Quotation		Y	C
Glen Innes Highlands Advertising Sales		By Quotation		Y	C

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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VISITOR INFORMATION CENTRE

COUNTRYLINK BOOKING

Countrylink TrainLink Booking Fee	\$5.00	\$5.00	0.00%	Y	C
Countrylink Booking – Ticket Change Fee	\$5.00	\$5.00	0.00%	Y	C

EVENT & ACCOMMODATION

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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COMMUNITY COMMITTEES

AUSTRALIAN CELTIC FESTIVAL SPONSORSHIP

Sponsor – Entertainment			By Quotation	Y	C
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GENERAL TWO (2) DAY PASS

Standard (Two Day Pass) Plus Booking Fee	\$60.00	\$72.00	20.00%	Y	C
Commercial Coach – Tour – 15 + group (Two Day Pass) Includes Booking Fee	\$45.00	\$58.00	28.89%	Y	C
Local Promotion Offer Plus Booking Fee	\$0.00	\$44.00	∞	Y	

GENERAL ONE (1) DAY PASS

Standard Plus Booking Fee	\$40.00	\$42.00	5.00%	Y	C
Commercial Coach – Tour – 15 + group (includes booking fee) Includes Booking Fee	\$30.00	\$34.00	13.33%	Y	C
Local Promotion Offer Plus Booking Fee	\$0.00	\$26.00	∞	Y	

EARLY BIRD TWO (2) DAY PASS

Standard (Early Bird Two Days) Plus Booking Fee	\$51.00	\$60.00	17.65%	Y	C
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EARLY BIRD ONE (1) DAY PASS

Standard (early bird one day) Plus Booking Fee	\$34.00	\$36.00	5.88%	Y	C
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DAILY FUNCTIONS

Thursday Night 100K Welcome – No Meal Plus Booking Fee	\$15.00	\$17.00	13.33%	Y	C
Friday Night Function Festival Site – per adult Plus Booking Fee	\$0.00	\$15.00	∞	Y	C
Friday Night Function Festival - 5 to 16 years Plus Booking Fee	\$0.00	\$15.00	∞	Y	
Friday Night Function Festival - Under 5			Free	Y	
Saturday Night Function Festival - Adults Plus Booking Fee	\$0.00	\$15.00	∞	Y	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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DAILY FUNCTIONS [continued]

Saturday Night Function Festival - Children 5 to 16 years	\$0.00	\$15.00	∞	Y	
Plus Booking Fee					
Saturday Night Function Festival - Children Under 5			Free	Y	
Trader/Performers/Clans			Free	Y	
Volunteers			Free	Y	
Ambassadors and Honoured Guests			Free	Y	
Friends of the Festival Event			\$10.00-\$60.00	Y	C
Quoted Daily Functions			\$35 -\$150	Y	

TRADER SITE FEES

Trader Site Fees – Clan/ASSMB Unpowered Site 4m x 4m			Free	Y	C
Trader Site Fees – Clan Unpowered Site 3m x 3m (inc 3 passes)			Free	Y	C
Unpowered Stall Sites per square metre			\$12 per square metre plus GST	Y	
All Corner Sites (additional fee)	\$0.00	\$50.00	∞	Y	
All Free Standing Sites (additional fee)	\$0.00	\$100.00	∞	Y	
Powered Stall Sites -15amp per square metre			\$15 per square metre plus GST	Y	
Powered Stall Sites -30amp per square metre			\$16 per square metre plus GST	Y	
Bespoke sites			By Quotation	Y	

TRADER SITE DEPOSIT AND CHARGES

Trader Site Deposit	<p>Full fee received by March 30 2024, these are non refundable. Cancellations received after this date will not be refunded or carried over.</p> <p>Last year fee Full fee on Booking. Non refundable after 28th February 2022 if selected to attend. All applications from 1st March 2022 100% of site fee on application – Non Refundable after 31st March 2022 if selected to attend.</p>			Y	C
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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MINERAMA

INSIDE TRADERS

Inside Traders (New Pavilion) – Per Table	\$80.00	\$80.00	0.00%	Y	C
Inside Traders (Old Pavilion) – Per Table	\$60.00	\$60.00	0.00%	Y	C

OUTSIDE TRADERS

Outside Traders – Powered – 10m x 6m – for Festival Period	\$125.00	\$125.00	0.00%	Y	C
Outside Traders – Powered – 6m x 3m for Festival Period	\$50.00	\$100.00	100.00%	Y	C
Outside Traders - Powered - Double site 12m x 10m for Festival Period	\$150.00	\$150.00	0.00%	Y	

WORKSHOPS

Onsite (showground) Showground Workshop Fees per person			\$50 - \$70	Y	C
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BOOKING FEES

Camping Fees Per Night	\$25.00	\$25.00	0.00%	Y	
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FOSSICKING FIELD TRIPS

Fossicking Field Trips – Per Day – Adult	\$30.00	\$30.00	0.00%	Y	C
Fossicking Field Trips – Per Day – 5 years and under			Free	Y	A
Fossicking Field Trips – Per Day – Under 16 years	\$15.00	\$15.00	0.00%	Y	C

FOSSICKING TRIP COMMISSION

Commission to Landholders for Fossicking Trips – Adult	\$10.00	\$10.00	0.00%	Y	C
Commission to Landholders for Fossicking Trips – Child	\$5.00	\$5.00	0.00%	Y	C

ENTRY FEES

Festival Gate Entry - Per Day - Per Adult	\$5.00	\$5.00	0.00%	Y	
Festival Gate Entry - Per Day - Per Child under 16yrs			Free	Y	

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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AUSTRALIAN STANDING STONES MANAGEMENT BOARD PLAQUE INSTALLATION

Installation of plaque on Celtic Family Wall		At Cost plus 10%		Y	C
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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EMMAVILLE WAR MEMORIAL HALL

FULL HALL HIRE

Full Hall including Kitchen and Supper Room	\$90.00	\$90.00	0.00%	Y	C
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SESSION HIRE

Fitness Classes – per session	\$10.00	\$10.00	0.00%	Y	C
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KITCHEN/SUPPER ROOM

Kitchen and Supper Room	\$60.00	\$60.00	0.00%	Y	C
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MEETING HIRE

Meetings (day)	\$25.00	\$25.00	0.00%	Y	C
Meetings (night)	\$33.00	\$33.00	0.00%	Y	C

VARIOUS HIRE FEES

Preschool	\$30.00	\$30.00	0.00%	Y	C
Children's Party or Funeral Gatherings	\$30.00	\$30.00	0.00%	Y	C
Library Hire	\$772.50	\$772.50	0.00%	Y	C

REFUNDABLE SECURITY DEPOSIT

Refundable Security Deposit for Children's Parties & Funerals	\$40.00	\$40.00	0.00%	Y	C
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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PINKETT RECREATION RESERVE COMMITTEE

HALL HIRE

Day or Night – General Usage	\$200.00	\$200.00	0.00%	Y	D
Membership	\$1.00	\$1.00	0.00%	Y	D
Stationery Reimbursement	\$200.00	\$200.00	0.00%	Y	D
Refundable Security Deposit	\$200.00	\$200.00	0.00%	N	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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GLENCOE COMMUNITY HALL

HALL HIRE

Not for Profit Organisations and Events			FREE	Y	
Hall use per half day	\$50.00	\$55.00	10.00%	Y	
Hall use per full day	\$100.00	\$110.00	10.00%	Y	
Regular Users per annum	\$100.00	\$110.00	10.00%	Y	
Refundable Cleaning Deposit	\$20.00	\$22.00	10.00%	Y	

CLEANING DEPOSIT REFUNDABLE

Refundable Cleaning Deposit	\$20.00	\$20.00	0.00%	N	A
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VARIOUS COMMUNITY HALL HIRE RATES

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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EMMAVILLE MINING MUSEUM

ENTRY FEE

Entry Fee (Donation)	\$2.00	\$2.00	0.00%	N	D
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MUSEUM ADMINISTRATION FEES

Research – per hour charge	\$30.00	\$30.00	0.00%	Y	D
Photocopying (per Council's Fees)	See Corporate & Governance section			Y	D
Faxes (per Council's Fees)	See Corporate & Governance section			Y	D

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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SPORTS COUNCIL

ANNUAL MEMBERSHIP FEES

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	GST	Pricing Principle
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GLEN ELGIN

GROUND HIRE

Hire of Ground per day (includes fuel for the generator and gas)	\$330.00	\$330.00	0.00%	Y	D
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2023/2024

Operational Budget

GLEN INNES SEVERN COUNCIL

Budget Highlights 2023/2024

Budget Summary 2023/2024

Council's Budget is made up of the following:

- **Operating Income of \$34,561,604 (after Capital Income has been removed)**
- **Operating Expenditure of \$37,141,158**
- **Capital Income of \$11,000,000**
- **Capital Expenditure \$20,700,000**
- **Loan / Lease Repayments \$1,847,802**

The budget includes Roads to Recovery Grants of \$1.2M and Regional Roads Grants of \$1.4M.

For a detailed breakdown of the Capital Works Program 2023/2024, please refer to the Operational Plan and Budget for the 2023/2024 Financial Year.

Overall, Council will have an operating deficit of \$2.6M. Please refer to the Operational Plan and Budget for the 2023/2024 Financial Year on the Council website for more detailed information.

Budget Challenges 2023/2024

Council's Budget includes the following:

- Rates can only be lifted by the Rate Peg amount of 3.7%
- Consumer Price Index is currently 7.8%
- Council is unable to increase its Revenue to match the increase in Expenditure
- Employee costs have risen significantly due to a 4.5% increase in the Local Government Award and Super Guarantee Levy increasing by 0.5%.
- Depreciation is expected to increase by \$1M

IPART released a rate peg of 3.7% based on the Local Government Cost Index. The Valuer General gives councils new land values at least every three years. Councils generally start using those land values for rating the following year. All Councils will use the 1 July 2022 land values for rating from July 2023. Generally, land values have significantly increased in Glen Innes Severn Council, therefore the rating structure had to ensure that on average, rates cannot be increased by more than 3.7% for total rates revenue.

Infrastructure Capital Snapshot

ROADS

- Haymarket Road Re-sheet \$285,622
- Local Roads Reseal Program \$872,427
- Projects Funded from Local Roads and Community Infrastructure Round 4 \$872,429
- Emmaville Road Segment 210 repairs \$210,000
- Regional Roads Reseal \$405,000
- Betterment of Emmaville Road Segments 40 and 50 \$736,586
- Red Range Road Rehabilitation \$936,320
- Pinkett Road Flood Repairs \$2,784,331
- Strathbogie Road Betterment \$1,185,128
- Maybole Road Betterment \$2,279,129
- Heavy Patching \$1,000,000

BRIDGES

- Bridge Renewal Program \$500,000
- Sunset Road Bridge \$108,000
- Cox's Road Bridge \$456,000

OTHER

- Stormwater Capital Renewals \$146,529
- Sewer Capital Renewal \$616,749
- Water Capital Renewal \$864,954
- Wattle Vale Quarry Establishment \$200,000
- Airport Runway Rehabilitation \$2,303,178

Other Highlights

- Skate Park Redevelopment
- Strategic Recreation and Open Spaces Strategy
- CBD Landscaping
- Local Environmental Plan and Land Use Management Plan Review
- Offsite Sewerage System Monitoring Audits
- Pothole grant received of \$2.1M
- Majority of the Capital Budget is externally funded
- No new loans to be drawn

OTHER CAPITAL WORKS PROJECTS

- Glen Innes and Emmaville pool upgrades
- ANZAC Park playground upgrade
- Rail Trail
- Centennial Parklands – Amenities and Outdoor construction
- Street Tree Planting Program
- Digitising hardcopy historical records
- Council Careers Expo with High Schools
- Before School Care Trial.
- NEW Plant: Front End Loader, Landfill Compactor, Grader, Water Truck, Light Fleet Replacement, Transfer Pump Trailer
- Upgrades For Library Learning Centre – Glass Sliding Doors Motor and Air Conditioning

OPERATIONAL BUDGET 2023/2024	Revenue Budget	Revenue Budget	Variance	Expenditure Budget	Expenditure Budget	Variance	Budget Total	Budget Total
	2022/2023	2023/2024		2022/2023	2023/2024		2022/2023	2023/2024
	\$	\$	\$	\$	\$	\$	\$	\$
FUNCTION								
General Purpose Revenues	10,443,491	11,104,875	661,384	28,207	10,000	(18,207)	10,415,284	11,094,875
Governance	-	-	-	767,027	1,003,937	236,910	(767,027)	(1,003,937)
Administration	4,961,400	1,098,084	(3,863,316)	7,878,624	5,550,560	(2,328,064)	(2,917,224)	(4,452,476)
Public Order and Safety	1,001,060	489,429	(511,631)	1,283,111	941,118	(341,993)	(282,051)	(451,689)
Health	14,753	12,500	(2,253)	138,516	220,066	81,550	(123,763)	(207,566)
Environment	200	400	200	149,857	255,971	106,115	(149,657)	(255,571)
Housing and Community Amenities	2,791,189	2,673,342	(117,848)	2,222,866	2,178,403	(44,463)	568,323	494,938
Recreation and Culture	261,906	280,910	19,004	2,694,506	3,383,002	688,496	(2,432,600)	(3,102,092)
Mining, Manufacturing and Construction	89,603	92,548	2,945	130,466	196,029	65,563	(40,863)	(103,481)
Glen Innes Aggregates	4,436,793	4,737,809	301,015	3,923,374	4,213,236	289,862	513,420	524,573
Transport and Communication	2,454,024	4,449,838	1,995,814	6,640,718	9,068,472	2,427,754	(4,186,693)	(4,618,634)
Community Services and Education	3,926,855	3,837,339	(89,516)	3,947,359	4,088,330	140,971	(20,504)	(250,992)
Economic Affairs	1,852,698	737,346	(1,115,352)	2,891,066	2,142,332	(748,734)	(1,038,368)	(1,404,987)
Committees of Council - Section 355			-			-	-	-
Water Supplies	2,850,738	2,990,468	139,730	2,536,481	2,715,282	178,801	314,257	275,186
Sewer Supplies	1,898,956	2,056,717	157,761	1,731,937	1,174,419	(557,518)	167,019	882,298
Capital Income	11,202,242	11,000,000	(202,242)	-	-	-	11,202,242	11,000,000
Total	48,185,908	45,561,604	(2,624,304)	36,964,116	37,141,158	177,043	11,221,793	8,420,446

	2023/2024
Operating Profit - Including Capital Grants	8,420,446
Less Capital Grants	11,000,000
Operating Deficit after adjusting Capital Grants	(2,579,554)

GL ACCOUNT	GL DESCRIPTION	2023/2024 Budget
MAYOR AND COUNCILLORS		
RESPONSIBLE MANAGER: GENERAL MANAGER		
EXPENSES		
215000	Civic Functions Expenses	1,000
220000	Mayoral Fees	60,680
220500	Mayoral Travel and Sustenance Expenses	8,000
220600	Mayoral Conferences and Seminars	5,500
221000	Councillors Fees	86,255
221500	Councillors Travel and Sustenance Expenses	16,000
222000	Delegates Expenses	8,000
222500	Councillors Training Expenses	10,000
222600	Public Engagement/Streaming Expenses	17,000
224001	Insurance Expenses	44,500
226001	Telephone and Comms Charges	2,500
TOTAL EXPENDITURE		259,435
GENERAL MANAGER DEPARTMENT		
EXPENSES		
201001	Salaries and Wages - SGL	438,115
201003	Salaries and Wages - Allowances	21,906
206200	Staff Review Expenses	7,400
206300	Other Staff Expenses	3,000
222700	Conferences, Development and Meeting Costs	18,700
228000	Advertising and Promotion Expenses	80,000
230000	Subscriptions and Publications	30,700
260000	Plant Running Expenses	13,000
261003	Oncosts Recovery - Annual Leave	32,640
261004	Oncosts Recovery - Sick Leave	13,976
261005	Oncosts Recovery - Long Service Leave	15,553
261008	Oncosts Recovery - Superannuation	43,812
261007	Oncosts Recovery - Public Holidays	13,143
261009	Oncosts Recovery - Workers Comp	10,734
261020	Internal Overheads	- 314,990
261030	Internal Budget Holding	150,000
292000	Donations to Community Groups Sec 356	3,700
293000	Contribution to Festivals and Community Events	3,160
261006	Oncosts Recovery - Other Leave	- 31,939
TOTAL EXPENDITURE		552,610

CORPORATE AND COMMUNITY SERVICES		
RESPONSIBLE MANAGER: DIRECTOR OF CORPORATE AND COMMUNITY SERVICES		
INCOME		
120000	Donations Income	5,000
120200	Contributions from Organisations	202,946
	TOTAL INCOME	207,946

EXPENSES		
201001	Salaries and Wages - SGL	243,938
201003	Salaries and Wages - Allowances	12,297
205501	Safety and PPE Expenses	2,000
206300	Other Staff Expenses	12,500
222700	Conferences, Development and Meeting Costs	26,500
227001	Council Rates and Charges	1,124
230000	Subscriptions and Publications	1,000
233001	Operations and Maintenance Expenses	12,650
240001	Grant Programs Expenditure NEI	6,000
260000	Plant Running Expenses	13,000
261003	Oncosts Recovery - Annual Leave	18,322
261004	Oncosts Recovery - Sick Leave	7,845
261005	Oncosts Recovery - Long Service Leave	8,731
261008	Oncosts Recovery - Superannuation	24,593
261007	Oncosts Recovery - Public Holidays	7,378
261009	Oncosts Recovery - Workers Comp	6,025
261020	Internal Overheads	- 1,125,610
292000	Donations to Community Groups Sec 356	217,946
261006	Oncosts Recovery - Other Leave	- 123,097
293000	Contributions to Festivals and Community Events	4,000
	TOTAL EXPENDITURE	- 622,859

RESPONSIBLE MANAGER: MANAGER OF GOVERNANCE, RISK AND CORPORATE PLANNING		
EXPENSES		
201001	Salaries and Wages - SGL	132,889
201003	Salaries and Wages - Allowances	6,644
224001	Insurance Expenses	459,580
230000	Subscriptions and Publications	23,500
231600	Internal Audit Expenses - ARIC	69,500
260000	Plant Running Expenses	13,000
261003	Oncosts Recovery - Annual Leave	9,900
261004	Oncosts Recovery - Sick Leave	4,239
261005	Oncosts Recovery - Long Service Leave	4,718
261008	Oncosts Recovery - Superannuation	13,289
261007	Oncosts Recovery - Public Holidays	3,987
261009	Oncosts Recovery - Workers Comp	3,256
	TOTAL EXPENDITURE	744,502

RESPONSIBLE MANAGER: CHIEF FINANCIAL OFFICER		
INCOME		
100501	Ordinary Rate - Farmland	3,413,501
100511	Ordinary Rate - Residential Townships	2,405,100
100512	Ordinary Rate - Residential Villages	303,460
100513	Ordinary Rate - Residential Non Urban	903,028
100521	Ordinary Rate - Business Townships	522,583
100522	Ordinary Rate - Business Villages	36,198
100523	Ordinary Rate - Business Non Urban	239,787
101202	Less Pensioner Rates Written Off	411,378
101500	Pensioner Rate Subsidy - Ord Rates	226,258
122000	Certificates - Sec 603	28,000
122002	Certificates - Sec 603 Urgent (GST)	1,500
135001	Sundry Income - General	1,660
137500	Other Rebates	500
140001	Financial Assist Grant - General	5,050,966
141400	LIRS Subsidy	32,000
148001	Developer Contributions - Sec 7.11	170,703
150101	Extra Charges Ordinary Rates	13,409
160101	Interest on Investments - General	445,252
160200	Interest on Debtors	4,000
TOTAL INCOME		13,386,528
EXPENSES		
201001	Salaries and Wages - SGL	882,930
201003	Salaries and Wages - Allowances	44,147
205001	Fringe Benefits Tax	24,000
210001	Bank Fees and Charges - GST Free	51,291
210500	Cents Rounding Account	10
223002	Legal Expenses Debt Recovery	10,500
225501	Electricity Charges	16,000
226001	Telephone and Comms Charges	60,213
227001	Council Rates and Charges	9,311
227500	Sundry Administration Expenses	11,200
229000	Postage Charges	53,000
230000	Subscriptions and Publications	800
231000	Valuation Fees	45,000
231500	External Audit Fees - AO	65,000
232001	Consulting and Contractors Costs	80,000
233001	Operations and Maintenance Expenses	1,726
234500	Cleaning Expenses	3,500
260000	Plant Running Expenses	13,000
261003	Oncosts Recovery - Annual Leave	65,778
261004	Oncosts Recovery - Sick Leave	28,165
261005	Oncosts Recovery - Long Service Leave	31,344
261008	Oncosts Recovery - Superannuation	88,293
261007	Oncosts Recovery - Public Holidays	26,488
261009	Oncosts Recovery - Workers Comp	21,632
261020	Internal Overheads	119,226
267000	Inventory Usage	2,100
270001	Interest on Loans General	127,275
280501	Office Equipment Depreciation General	3,516
281001	Furniture and Fittings Depreciation General	6,074
282001	Buildings N/Specialised Depreciation General	225,046
282501	Other Structures Depreciation General	5,940
291000	Contribution to Fire and Emergency Services	357,654
TOTAL EXPENDITURE		2,480,160

RESPONSIBLE MANAGER: MANAGER OF ADMINISTRATION AND HUMAN RESOURCES		
INCOME		
137000	Other Rebates	30,000
TOTAL INCOME		30,000
EXPENSES		
201001	Salaries and Wages - SGL	478,816
201003	Salaries and Wages - Allowances	21,441
205501	Safety and PPE Expenses	91,200
206000	Staff Recruitment Expenses	34,000
206300	Other Staff Expenses	39,500
207501	Staff Training Expenses (Excluding Wages)	235,700
222700	Conferences, Development and Meeting Costs	1,000
226001	Telephone and Comms Charges	56,600
227500	Sundry Administration Expenses	1,500
228000	Advertising and Promotion Expenses	30,000
228500	Printing and Stationery	6,000
229501	Office Equipment and Other Expenses	18,000
230000	Subscriptions and Publications	32,500
230500	Software Maintenance Charges	714,009
234600	Security and Fire Protection Expenses	2,300
261003	Oncosts Recovery - Annual Leave	31,947
261004	Oncosts Recovery - Sick Leave	13,679
261005	Oncosts Recovery - Long Service Leave	15,223
261008	Oncosts Recovery - Superannuation	42,882
261007	Oncosts Recovery - Public Holidays	12,864
261009	Oncosts Recovery - Workers Comp	10,506
261020	Internal Overheads	1,821
261030	Internal Budget Holding	99,000
TOTAL EXPENDITURE		1,990,488

RESPONSIBLE MANAGER: MANAGER OF COMMUNITY SERVICES		
INCOME		
111300	Childcare/OOSHC Fees	76,748
134000	Miscellaneous Sales and Services	6,000
140101	Grants Youth Services Operating	20,865
140151	Grants Child Care Services Operating	298,771
146001	Grants Community Care Operating	1,952,563
146002	Grants Community Care Capital	891,329
148500	CHSP : Client Contributions	114,035
148505	HCP: Client Contributions	15,769
148515	NDIS Revenue	461,259
	TOTAL INCOME	3,837,339
EXPENSES		
201001	Salaries and Wages - SGL	1,932,286
201003	Salaries and Wages - Allowances	95,160
205501	Safety and PPE Expenses	10,550
206000	Staff Recruitment Expenses	750
206300	Other Staff Expenses	2,000
224001	Insurance Expenses	3,090
225501	Electricity Charges	14,500
226001	Telephone and Comms Charges	14,000
227001	Council Rates and Charges	7,547
228000	Advertising and Promotion Expenses	6,500
228500	Printing and Stationery	9,200
229000	Postage Charges	5,500
230000	Subscriptions and Publications	4,029
232001	Consulting and Contractors Costs	3,500
233001	Operations and Maintenance Expenses	337,618
234500	Cleaning Expenses	12,200
234600	Security and Fire Protection Expenses	3,500
240001	Grant Programs Expenditure NEI	649,426
260000	Plant Running Expenses	223,000
261003	Oncosts Recovery - Annual Leave	141,789
261004	Oncosts Recovery - Sick Leave	60,712
261005	Oncosts Recovery - Long Service Leave	67,564
261008	Oncosts Recovery - Superannuation	190,321
261007	Oncosts Recovery - Public Holidays	57,096
261009	Oncosts Recovery - Workers Comp	46,629
261020	Internal Overheads	232,893
282001	Buildings N/Specialised Depreciation General	85,466
282501	Other Structures Depreciation General	7,212
261006	Oncosts Recovery - Other Leave	-
	TOTAL EXPENDITURE	4,088,330

RESPONSIBLE MANAGER: MANAGER OF LIBRARY AND LEARNING CENTRE		
INCOME		
113400	Library Fees and Charges	2,980
141301	Library Per Capita Subsidy	60,113
141302	Grants Library Services Capital	28,000
148500	CHSP : Client Contributions	44,317
171000	Rental Income	3,000
	TOTAL INCOME	138,410
EXPENSES		
201001	Salaries and Wages - SGL	352,746
201003	Salaries and Wages - Allowances	17,680
205501	Safety and PPE Expenses	600
225501	Electricity Charges	18,000
226001	Telephone and Comms Charges	7,500
227001	Council Rates and Charges	1,763
228000	Advertising and Promotion Expenses	1,500
228500	Printing and Stationery	4,000
229000	Postage Charges	600
229510	Hire of Plant and Facilities	1,600
230000	Subscriptions and Publications	6,000
230500	Software Maintenance Charges	22,000
233001	Operations and Maintenance Expenses	95,086
234500	Cleaning Expenses	5,000
234600	Security and Fire Protection Expenses	2,400
240001	Grant Programs Expenditure NEI	28,000
260000	Plant Running Expenses	7,500
261003	Oncosts Recovery - Annual Leave	26,343
261004	Oncosts Recovery - Sick Leave	11,280
261005	Oncosts Recovery - Long Service Leave	12,553
261008	Oncosts Recovery - Superannuation	35,359
261007	Oncosts Recovery - Public Holidays	10,608
261009	Oncosts Recovery - Workers Comp	8,663
261020	Internal Overheads	8,401
270001	Interest on Loans General	5,437
282001	Buildings N/Specialised Depreciation General	116,128
282501	Other Structures Depreciation General	4,308
287000	Library books depreciation	148,817
261006	Oncosts Recovery - Other Leave	-
	TOTAL EXPENDITURE	934,156

PLACE AND GROWTH		
RESPONSIBLE MANAGER: DIRECTOR OF PLACE AND GROWTH		
EXPENSES		
201001	Salaries and Wages - SGL	109,941
201003	Salaries and Wages - Allowances	8,092
206300	Other Staff Expenses	2,000
222700	Conferences, Development and Meeting Costs	18,000
225501	Electricity Charges	3,700
226001	Telephone and Comms Charges	1,000
230000	Subscriptions and Publications	2,800
233001	Operations and Maintenance Expenses	160,000
234600	Security and Fire Protection Expenses	1,533
260000	Plant Running Expenses	87,697
261003	Oncosts Recovery - Annual Leave	12,057
261004	Oncosts Recovery - Sick Leave	5,163
261005	Oncosts Recovery - Long Service Leave	5,745
261008	Oncosts Recovery - Superannuation	16,184
261007	Oncosts Recovery - Public Holidays	4,855
261009	Oncosts Recovery - Workers Comp	3,965
261006	Oncosts Recovery - Other Leave	200,495
	TOTAL EXPENDITURE	242,237
RESPONSIBLE MANAGER: MANAGER OF PLANNING AND REGULATORY SERVICES		
INCOME		
102001	Domestic Waste Charges - Residential	1,184,653
102050	Environmental Levy	456,589
102201	Business Waste Charges - Town	164,336
102204	Business Waste Charges - Deepwater	10,500
102205	Business Waste Charges - Emmaville	12,075
102206	Business Waste Charges - Glencoe	5,460
111020	Microchipping fees	600
111200	Health Licences and Fees	12,700
111400	Development Application Fees	65,000
112400	Local Activity Approvals Sec 67	15,000
112600	Planning Advertising Fees	1,500
112700	Other Regulatory Fees	520
113000	Impounding Charges	2,000
113200	Waste Tipping Fees	317,050
123000	Drainage Diagram Fees - GST Free	14,000
124000	Certificates Sec 10.7	20,000
124001	Certificates Sec 10.7 - GST Free	500
124002	Certificates Sec 10.7- Urgency GST	1,000
124100	Onsite Sewer Management Fees	33,248
124200	Building Certificates	75,000
125550	Fines - Regulatory	13,500
133500	Long Service Corp Levy Commission	800
134000	Miscellaneous Sales and Services	63,694
135001	Sundry Income - General	224,625
146101	Grants Heritage Operating	10,500
148001	Developer Contributions - Sec 7.11	8,000
151001	Extra Charges Domestic Waste	5,260
153001	Extra Charges - Sewerage Charges	100
	TOTAL INCOME	2,718,210

EXPENSES		
201001	Salaries and Wages - SGL	1,105,298
201003	Salaries and Wages - Allowances	55,265
205501	Safety and PPE Expenses	2,150
206300	Other Staff Expenses	2,000
222700	Conferences, Development and Meeting Costs	6,000
223001	Legal Expenses Planning and Development	25,000
225501	Electricity Charges	3,000
226001	Telephone and Comms Charges	7,400
227001	Council Rates and Charges	12,761
228500	Printing and Stationery	5,900
229501	Office Equipment and Other Expenses	1,500
230000	Subscriptions and Publications	3,000
232001	Consulting and Contractors Costs	309,800
233001	Operations and Maintenance Expenses	527,660
240001	Grant Programs Expenditure NEI	14,000
260000	Plant Running Expenses	82,982
261003	Oncosts Recovery - Annual Leave	82,345
261004	Oncosts Recovery - Sick Leave	35,259
261005	Oncosts Recovery - Long Service Leave	39,238
261008	Oncosts Recovery - Superannuation	110,530
261007	Oncosts Recovery - Public Holidays	33,159
261009	Oncosts Recovery - Workers Comp	27,080
261020	Internal Overheads	164,668
261030	Internal Budget Holding	100,000
267000	Inventory Usage	265
281505	Buildings Specialised Depreciation Waste	18,594
282505	Other Structures Depreciation Waste	6,877
291500	Other Contributions	105,000
TOTAL EXPENDITURE		2,886,731

RESPONSIBLE MANAGER: MANAGER OF RECREATION AND OPEN SPACES		
INCOME		
113800	Pools Fees and Charges	113,000
116700	GIIS Court and Canteen Hire	20,000
116710	GIIS Office Space Hire	5,000
123200	Cemetery Reservation and Burial Fees	92,000
171000	Rental Income	100
172000	Lease Fees Income	400
	TOTAL INCOME	230,500
EXPENSES		
201001	Salaries and Wages - SGL	855,173
201003	Salaries and Wages - Allowances	42,759
205501	Safety and PPE Expenses	6,254
222700	Conferences, Development and Meeting Costs	1,500
225501	Electricity Charges	101,563
226001	Telephone and Comms Charges	3,939
227001	Council Rates and Charges	71,983
228000	Advertising and Promotion Expenses	150
228500	Printing and Stationery	551
230200	Merchandise Purchases	21,000
233001	Operations and Maintenance Expenses	352,064
233502	Chemical Costs	19,000
234500	Cleaning Expenses	20,000
260000	Plant Running Expenses	70,000
261003	Oncosts Recovery - Annual Leave	63,710
261004	Oncosts Recovery - Sick Leave	27,280
261005	Oncosts Recovery - Long Service Leave	30,359
261008	Oncosts Recovery - Superannuation	85,517
261007	Oncosts Recovery - Public Holidays	25,655
261009	Oncosts Recovery - Workers Comp	20,952
261020	Internal Overheads	13,625
261030	Internal Budget Holding	70,000
270001	Interest on Loans General	50,000
281001	Furniture and Fittings Depreciation General	3,666
282001	Buildings N/Specialised Depreciation General	338,070
282501	Other Structures Depreciation General	87,666
287500	Open Space and Recreation Depreciation	108,633
	TOTAL EXPENDITURE	2,491,069

RESPONSIBLE MANAGER: SALEYARDS MANAGER		
INCOME		
114200	Saleyards Fees and Charges	131,386
135001	Sundry Income - General	8,925
	TOTAL INCOME	140,311
EXPENSES		
201001	Salaries and Wages - SGL	86,531
201003	Salaries and Wages - Allowances	4,327
225501	Electricity Charges	16,800
226001	Telephone and Comms Charges	2,835
227001	Council Rates and Charges	29,300
228500	Printing and Stationery	158
229510	Hire of Plant and Facilities	5,250
230000	Subscriptions and Publications	7,350
233001	Operations and Maintenance Expenses	38,010
234500	Cleaning Expenses	525
261003	Oncosts Recovery - Annual Leave	6,447
261004	Oncosts Recovery - Sick Leave	2,760
261005	Oncosts Recovery - Long Service Leave	3,072
261008	Oncosts Recovery - Superannuation	8,653
261007	Oncosts Recovery - Public Holidays	2,596
261009	Oncosts Recovery - Workers Comp	2,120
261020	Internal Overheads	8,516
282001	Buildings N/Specialised Depreciation General	13,529
282501	Other Structures Depreciation General	136,996
	TOTAL EXPENDITURE	375,773
RESPONSIBLE MANAGER: MANAGER OF ECONOMIC DEVELOPMENT		
INCOME		
115500	Minerama Fees and Charges	34,100
115600	Celtic Festival Fees and Charges	262,370
133550	Other Commissions	5,000
134000	Miscellaneous Sales and Services	105,000
134100	Merchandise Sales	65,000
171000	Rental Income	18,000
144501	Grants Tourism Operating	70,000
	TOTAL INCOME	559,470
EXPENSES		
201001	Salaries and Wages - SGL	552,363
201003	Salaries and Wages - Allowances	27,618
205501	Safety and PPE Expenses	2,000
224001	Insurance Expenses	7,000
225501	Electricity Charges	19,600
226001	Telephone and Comms Charges	3,000
227001	Council Rates and Charges	14,917
228000	Advertising and Promotion Expenses	21,300
228500	Printing and Stationery	10,770
229000	Postage Charges	3,600
229501	Office Equipment and Other Expenses	4,650
229510	Hire of Plant and Facilities	88,000
230000	Subscriptions and Publications	22,000
230500	Software Maintenance Charges	16,120
232001	Consulting and Contractors Costs	35,000
232001	Programs, Workshops, Highlands Hub	34,000
233001	Operations and Maintenance Expenses	434,870

234600	Security and Fire Protection Expenses	13,600
240001	Grant Programs Expenditure NEI	50,000
260000	Plant Running Expenses	1,200
261003	Oncosts Recovery - Annual Leave	41,151
261004	Oncosts Recovery - Sick Leave	17,620
261005	Oncosts Recovery - Long Service Leave	19,609
261008	Oncosts Recovery - Superannuation	55,236
261007	Oncosts Recovery - Public Holidays	16,571
261009	Oncosts Recovery - Workers Comp	13,533
261020	Internal Overheads	29,707
282001	Buildings N/Specialised Depreciation General	35,808
282501	Other Structures Depreciation General	4,646
293000	Contribution to Festivals and Community Events	5,000
TOTAL EXPENDITURE		1,600,489
INFRASTRUCTURE DELIVERY		
RESPONSIBLE MANAGER: DIRECTOR OF INFRASTRUCTURE SERVICES		
INCOME		
111800	Road Opening Permit Fees	535
112700	Other Regulatory Fees	6,046
TOTAL INCOME		6,581
EXPENSES		
201001	Salaries and Wages - SGL	938,585
201003	Salaries and Wages - Allowances	49,840
205501	Safety and PPE Expenses	22,878
206300	Other Staff Expenses	2,204
222700	Conferences, Development and Meeting Costs	23,060
225501	Electricity Charges	5,850
226001	Telephone and Comms Charges	16,050
227001	Council Rates and Charges	19,938
228500	Printing and Stationery	6,408
230000	Subscriptions and Publications	12,123
232001	Consulting and Contractors Costs	10,000
234500	Cleaning Expenses	6,100
260000	Plant Running Expenses	66,950
261003	Oncosts Recovery - Annual Leave	74,261
261004	Oncosts Recovery - Sick Leave	31,798
261005	Oncosts Recovery - Long Service Leave	35,386
261008	Oncosts Recovery - Superannuation	99,679
261007	Oncosts Recovery - Public Holidays	29,904
261009	Oncosts Recovery - Workers Comp	24,421
261020	Internal Overheads	1,277
261006	Oncosts Recovery - Other Leave	- 224,411
TOTAL EXPENDITURE		1,252,301
RESPONSIBLE MANAGER: MANAGER OF INTEGRATED WATER SERVICES		
WATER INCOME		
102601	Water Consumption Charges - Residential	1,365,907
110100	Water Consumption Charges - Residential	1,230,584
110110	Water Consumption Charges - Villages	46,957
110150	Water Consumption Charges - Council Concession	- 16,041
112000	Water Connection Fees	14,075
112100	Other Water/Sewer Application Fees	16,256
120600	Contributions to Other Works	9,877
134200	Water Sales	20,667
142001	Grants Water Supply Operating	221,286

148100	Water Supply Contributions - Sec 64	12,664
152001	Extra Charges Water Charges	6,782
160102	Interest on Investments - Water	61,455
TOTAL INCOME		2,990,468
WATER EXPENSES		
201001	Salaries and Wages - SGL	336,760
201003	Salaries and Wages - Allowances	16,838
205501	Safety and PPE Expenses	14,016
207001	Staff Travelling Expenses (Excluding Wages)	8,500
222700	Conferences, Development and Meeting Costs	8,925
225501	Electricity Charges	153,323
226001	Telephone and Comms Charges	5,659
227001	Council Rates and Charges	20,875
230000	Subscriptions and Publications	12,437
232001	Consulting and Contractors Costs	247,048
233001	Operations and Maintenance Expenses	540,348
260000	Plant Running Expenses	142,514
261003	Oncosts Recovery - Annual Leave	25,089
261004	Oncosts Recovery - Sick Leave	10,743
261005	Oncosts Recovery - Long Service Leave	11,955
261007	Oncosts Recovery - Public Holidays	10,103
261008	Oncosts Recovery - Superannuation	33,676
261009	Oncosts Recovery - Workers Comp	8,251
261020	Internal Overheads	352,668
280002	Plant and Vehicles Depreciation Water	152,718
281502	Buildings Specialised Depreciation Water	405,930
282502	Other Structures Depreciation Water	167,231
286000	Water Supply Network Depreciation	29,675
TOTAL EXPENDITURE		2,715,282
SEWER INCOME		
102801	Sewerage Access Charges - Residential	1,854,124
110200	Sewer Liquid Trade Waste Charges	44,293
110300	Sewer Non Res User Charges	24,611
110300	Sewer Non Res User Charges	776
112100	Other Water/Sewer Application Fees	2,100
120600	Contributions to Other Works	10,000
135003	Sundry Income - Sewer	5,000
148200	Sewer Contributions - Sec 64	10,000
153001	Extra Charges - Sewerage Charges	4,817
160103	Interest on Investments - Sewer	93,293
172000	Lease Fees Income	7,704
TOTAL INCOME		2,056,717
SEWER EXPENSES		
201001	Salaries and Wages - SGL	165,788
201003	Salaries and Wages - Allowances	8,289
207001	Staff Travelling Expenses (Excluding Wages)	8,500
205501	Safety and PPE Expenses	1,685
222700	Conferences, Development and Meeting Costs	8,621
225501	Electricity Charges	88,853
226001	Telephone and Comms Charges	1,559
227001	Council Rates and Charges	11,235
230000	Subscriptions and Publications	21,074
233001	Operations and Maintenance Expenses	64,400
233502	Chemical Costs	112,155

260000	Plant Running Expenses	66,500
261003	Oncosts Recovery - Annual Leave	12,351
261004	Oncosts Recovery - Sick Leave	5,289
261005	Oncosts Recovery - Long Service Leave	5,885
261007	Oncosts Recovery - Public Holidays	4,974
261008	Oncosts Recovery - Superannuation	16,579
261009	Oncosts Recovery - Workers Comp	4,062
261020	Internal Overheads	27,926
282503	Other Structures Depreciation Sewer	233,108
286500	Sewerage network depreciation	302,343
295000	Bad Debts/Impairment of Receivables	3,245
TOTAL EXPENDITURE		1,174,419
RESPONSIBLE MANAGER: MANAGER OF ASSET SERVICES		
INCOME		
113500	Halls Fees and Charges	4,000
138000	Diesel Fuel Rebate Tax Credits	114,000
140051	Grants Fire and Emergency Services Operating	458,010
147001	Grants Other Operating	592,376
171000	Rental Income	23,445
171500	Vehicle Lease Back Fees	109,200
172000	Lease Fees Income	14,118
190001	Profit/Loss on Sale of Assets - General	149,446
TOTAL INCOME		1,464,595
EXPENSES		
201001	Salaries and Wages - SGL	350,559
201003	Salaries and Wages - Allowances	17,528
207501	Staff Training Expenses (Excluding Wages)	2,966
222700	Conferences, Development and Meeting Costs	2,500
223003	Legal Expenses Other	6,000
224001	Insurance Expenses	92,661
225501	Electricity Charges	20,870
226001	Telephone and Comms Charges	1,201
227001	Council Rates and Charges	78,900
229510	Hire of Plant and Facilities	51,200
230000	Subscriptions and Publications	900
231000	Valuation Fees	44,000
233001	Operations and Maintenance Expenses	554,652
234550	Fuel, Oils and Lubricants	750,000
234600	Security and Fire Protection Expenses	1,307
240001	Grant Programs Expenditure NEI	592,376
260000	Plant Running Expenses	152,700
260500	Plant Hire Recoveries Charged to Works	3,170,000
261003	Oncosts Recovery - Annual Leave	26,117
261004	Oncosts Recovery - Sick Leave	11,183
261005	Oncosts Recovery - Long Service Leave	12,445
261007	Oncosts Recovery - Public Holidays	10,517
261008	Oncosts Recovery - Superannuation	35,056
261009	Oncosts Recovery - Workers Comp	8,589
261020	Internal Overheads	83,127
261030	Internal Budget Holding	72,500
265000	RFS Reimbursable Project Expenses	376,884
272000	Interest on Leases	17,553
280001	Plant and Vehicles Depreciation General	820,784
280005	Plant and Equipment Leased	80,868
282001	Buildings N/Specialised Depreciation General	350,781

282501	Other Structures Depreciation General	75,847
283000	Roads Depreciation	3,354,697
283500	Bridges Depreciation	814,591
284000	Footpaths and Cycleways Depreciation	72,257
284500	Kerb and Gutter Depreciation	164,830
285000	Aerodromes Facilities Depreciation	166,389
291000	Contribution to Fire and Emergency Services	110,775
TOTAL EXPENDITURE		6,071,109
RESPONSIBLE MANAGER: MANAGER OF INFRASTRUCTURE DELIVERY		
INCOME		
102401	Urban Drainage Charges -Residential	581,990
116000	Private Works Charges	180,000
141201	Street Lighting Subsidy	38,000
146551	Grants Regional Roads Block Operating	1,254,785
150101	Extra Charges Ordinary Rates	1,946
TOTAL INCOME		2,056,721
EXPENSES		
201001	Salaries and Wages - SGL	882,165
201003	Salaries and Wages - Allowances	43,596
225501	Electricity Charges	80,000
233001	Operations and Maintenance Expenses	566,000
	Operations and Maintenance Expense	15,000
260000	Plant Running Expenses	954,865
261003	Oncosts Recovery - Annual Leave	64,958
261004	Oncosts Recovery - Sick Leave	27,814
261005	Oncosts Recovery - Long Service Leave	30,953
261008	Oncosts Recovery - Superannuation	87,191
261007	Oncosts Recovery - Public Holidays	26,157
261009	Oncosts Recovery - Workers Comp	21,362
261020	Internal Overheads	126,342
266000	Private Works Expenses	100,000
267000	Inventory Usage	455,000
285500	Stormwater Drainage Depreciation	210,288
TOTAL EXPENDITURE		3,691,690
RESPONSIBLE MANAGER: QUARRY MANAGER		
INCOME		
116500	Quarry Sale of Materials	1,622,011
116505	Sale of Quarry Materials - Internal	2,444,872
116600	Quarry Freight and Delivery Fees	250,000
116605	Quarry Freight and Delivery Fees - Internal	360,000
171000	Rental Income	60,926
171500	Vehicle Lease Back Fees	-
TOTAL INCOME		4,737,809
EXPENSES		
201001	Salaries and Wages - SGL	429,504
201003	Salaries and Wages - Allowances	21,475
205501	Safety and PPE Expenses	265
206300	Other Staff Expenses	187
207001	Staff Travelling Expenses (Excluding Wages)	1,184
225501	Electricity Charges	3,306
225550	Freight and Cartage	281,055
226001	Telephone and Comms Charges	2,196
227001	Council Rates and Charges	10,718

228000	Advertising and Promotion Expenses	2,222
228500	Printing and Stationery	1,024
229000	Postage Charges	2,368
230000	Subscriptions and Publications	12,609
232001	Consulting and Contractors Costs	19,496
233001	Operations and Maintenance Expenses	2,200
234550	Fuel, Oils and Lubricants	301,804
234600	Security and Fire Protection Expenses	15,096
260000	Plant Running Expenses	346,840
260500	Plant Hire Recoveries Charged to Works	333,840
261003	Oncosts Recovery - Annual Leave	31,998
261004	Oncosts Recovery - Sick Leave	13,701
261005	Oncosts Recovery - Long Service Leave	15,247
261008	Oncosts Recovery - Superannuation	42,950
261007	Oncosts Recovery - Public Holidays	12,885
261009	Oncosts Recovery - Workers Comp	10,523
261015	Internal Contra	68,929
261020	Internal Overheads	270,403
266500	Quarry Operations Cost of Sales	2,087,196
266600	Quarry Royalties	192,600
266700	Quarry Licences and Environmental Costs	5,000
270001	Interest on Loans General	80,638
273000	Interest on Internal Loans	10,642
282504	Other Structures Depreciation Quarry	698
281504	Buildings Specialised Depreciation Quarry	14,850
280004	Plant and Vehicles Depreciation Quarry	235,265
	TOTAL EXPENDITURE	4,213,236
	TOTAL INCOME	34,561,604
	TOTAL EXPENDITURE	37,141,158
	TOTAL DEFICIT	- 2,579,554



2023/2024







Capital Works Program

GLEN INNES SEVERN COUNCIL CAPITAL WORKS PROGRAM 2023/2024		
PROJECT	COMMENTS	PROPOSED BUDGET PER CATEGORY
INFRASTRUCTURE PROJECTS FUNDED FROM GENERAL FUND		\$0
PROJECTS FUNDED FROM BORROWINGS		\$0
PROJECTS FUNDED FROM ROADS TO RECOVERY (RTR) GRANTS		\$1,158,049
Unsealed Roads Resheeting	Haymarket Road Resheet	\$285,622
Sealed Roads Reseal Program	Local Roads Reseal Program	\$872,427
PROJECTS FUNDED FROM LRCI ROUND 4		\$872,429
Not yet specified		\$872,429
PROJECTS FUNDED FROM REGIONAL ROADS GRANTS		\$1,421,586
Regional Roads REPAIR Program	Emmaville Road Segment 210	\$105,000
Regional Roads Block Grant	Emmaville Road Segment 210	\$105,000
Regional Roads Block Grant	Regional Rd Reseals	\$405,000
Traffic Facilities	Traffic Facilities	\$70,000
RRTRP Regional Roads - Emmaville Rd seg 40,50	Betterment	\$736,586
BRIDGE RENEWALS		\$1,064,000
Local Bridges - LIRS Accelerated Bridge Program	Bridge Renewal	\$500,000
Fixing Country Bridges Round 2B	Sunset Rd	\$108,000
Fixing Country Bridges Round 2B	Cox's Rd	\$456,000
PROJECTS FUNDED FROM THE GLEN INNES AGGREGATES SURPLUS		\$650,000
Quarry Development	Wattle Vale Establishment	\$200,000
Front End Loader - GIA	Replaces plant 5204	\$450,000
PROJECTS FUNDED THROUGH THE STORMWATER/DRAINAGE RESERVE		\$146,529
Renew Drainage – Drainage Charge Reserve	Stormwater Renewals	\$146,529
PROJECTS FUNDED FROM THE SEWER FUND		\$641,749
Capital Renewal	Sewer Capital Renewal	\$616,749
New Mains	Private Works Sewer Main Extensions	\$10,000
New Service	Private Works Sewer New Services	\$15,000
PROJECTS FUNDED FROM THE WATER FUND		\$889,954
Capital Renewal	Consider reline eastern clarifier, renew sand and backwash nozzles in sand filters, cover in sides on HCL tank	\$864,954
New Mains	Private Works Water Main Extensions	\$10,000
New Service	Private Works Water New Services	\$15,000
PROJECTS FUNDED THROUGH THE PLANT FUND		\$3,286,103
Plant and Fleet Replacement Program	Disposing plant item	
Leaseback Category 1 vehicle - GM	1521	\$75,000
Leaseback Category 2 vehicle - Director CCS	3539	\$62,500
Leaseback Category 2 vehicle - Director DPG	3542	\$62,500
Leaseback Category 3 vehicle - Manager IWS	1546	\$50,000
Leaseback Category 3 vehicle - Manager GRCP	1552	\$50,000
Leaseback Category 3 vehicle - Manager ID	1582	\$50,000
Leaseback Category 3 vehicle - Manager GIA	6215	\$50,000
Leaseback Category 3 vehicle - Manager Regulatory and Planning	3540	\$50,000
Leaseback Category 3 vehicle - Manager Community Services	2504	\$50,000
Leaseback Category 3 vehicle - Manager Asset Services	new	\$50,000
Leaseback Category 4 vehicle - Coordinator Life Choices	2580	\$48,000
Leaseback Category 4 vehicle - Coordinator IWS	1545	\$43,000
Leaseback Category 4 vehicle - Building / Environmental Health Officer	1556	\$43,000
Single cab utility - Workshop	2518	\$43,000
Landfill Compactor - Glen Innes Landfill (Funded from Waste Reserve)	1226	\$650,000
Grader	2204	\$615,000
Transfer pump trailer - IWS	1717	\$30,000
Line marker - Aerodrome	1740	\$6,000
Scan Tool - Workshop	1807	\$15,000
Water truck	5216 / 5217	\$350,000
Disposal Only		
Cabstar Truck	1117	
Viscount Caravan	1441	
Plant Acquisition from previous FY - Committed PO		
Bogie Tipper Truck - GIA (7158C23)		\$303,700
Bogie Tipper Truck and trailer - GIA (7154C23)		\$458,500
Life Choices Support Vehicle (7077C22)	2572	\$36,908
IWS water crew Truck (7059C22)		\$93,995
PROJECTS FUNDED FROM OTHER GRANTS & CONTRIBUTIONS		\$10,488,086
Fixing Local Roads Round 4	Red Range Road Rehabilitation	\$936,320
AGRN 1012 Natural Disaster Recovery (EPAR)	Pinkett Rd EPAR	\$1,036,089
RRTRP Local Roads - Pinkett Rd	Local Road Betterment	\$1,748,242
RRTRP Local Roads - Strathbogie Rd	Local Road Betterment	\$1,185,128
RRTRP Local Roads - Maybole Rd	Local Road Betterment	\$2,279,129
Regional and Local Roads Repair Program (RLRRP)	Heavy Patching	\$1,000,000
Runway rehabilitation - (Funding to be sought)		\$1,202,119
Runway rehabilitation - Regional Airports Program	Airport	\$1,101,059
PROJECTS FUNDED FROM GENERAL FUND		\$82,390
Life Choices - Retaining wall	Removal and replacement of damaged poorly constructed retaining wall.	\$19,000
Life Choices - Replacement of Shredder		\$5,390
Learning Centre - 2 x glass sliding doors mechanical motor		\$20,000
Library - Air-condition refurbishment		\$38,000
GRAND TOTAL CAPITAL EXPENDITURE REQUESTS		\$20,700,875

3.4 Some Industry Related Key Performance Indicators (KPIs)

Council's Key Performance Indicators (KPIs):

Council's KPIs, expressed as the required FFF Benchmarks, can be visually depicted as follows:

Measure / benchmark	2023/2024
	ESTIMATED
Operating Performance Ratio (Greater than or equal to breakeven average over 3 years)	
Own Source Revenue Ratio (Greater than 60% average over 3 years)	
Building and Infrastructure Asset Renewal Ratio (Greater than 100% average over 3 years)	
Infrastructure Backlog Ratio (Less than 2%)	
Asset Maintenance Ratio (Greater than 100% average over 3 years)	
Debt Service Ratio (Greater than 0% and less than or equal to 20% average over 3 years)	

A more detailed analysis of the above ratios is provided on the following pages.

Operating Performance Ratio

This ratio measures Councils ability of containing operating expenditure within operating revenue

Calculated as:

Total Continuing Operating Revenue (excluding Capital Grants and Contributions) - Operating Expenses

Total Continuing Operating Revenue (excluding Capital Grants and Contributions)

Benchmark

=>0

(greater or equal to break even average over three (3) years)

Expected Performance

2023/2024 current year only = -6.99%

Three (3) Year Average benchmark is unlikely to be met in 2023/20234.

Own Source Operating Revenue Ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Calculated as:

Total Continuing Operating Revenue (excluding all Grants and Contributions)

Total Continuing Operating Revenue (including Capital Grants and Contributions)

Benchmark

>60%

(average over three (3) years)

Expected Performance

2023/2024 current year only = 50.00%

Three (3) Year Average benchmark is unlikely to be met in 2023/2024.

Own Source Operating Revenue Ratio (Rural Council version)

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Calculated as:

Total Continuing Operating Revenue (excluding all Grants and Contributions except Financial Assistance Grants)

Total Continuing Operating Revenue (including Capital Grants and Contributions)

Benchmark

>60%

(average over three (3) years)

Expected Performance

2023/2024 current year only = 61.38%

Three (3) Year Average benchmark is forecast to be met.

Building and Infrastructure Renewal Ratio

This ratio measures the rate at which assets are being renewed relative to the rate they are being depreciated.

Calculated as:

Asset Renewals (Building and Infrastructure)

Depreciation, Amortisation and Impairment (Building and Infrastructure)

Benchmark

>100%

(average over three (3) years)

Expected Performance

2023/2024 current year only = 203.54%

Three (3) Year Average benchmark is forecast to be met.

Infrastructure Backlog Ratio

This ratio shows the annual renewal backlog as a proportion of the total value of Council's infrastructure

Calculated as:

Estimated Costs to bring assets to a satisfactory condition

Total value of infrastructure and building assets

Benchmark

<2%

(average over three (3) years)

Expected Performance

2023/2024 current year only = Est. 11%

Three (3) Year Average benchmark is unlikely to be met in 2023/2024.

Asset Maintenance Ratio

This ratio compares actual asset maintenance with required asset maintenance. A ratio above 100% indicates Council is investing enough funds to stop the infrastructure backlog through insufficient funds.

Calculated as:

Actual Asset Maintenance

Required Asset Maintenance

Benchmark

=>100%

(average over three (3) years)

Expected Performance

2023/2024 current year only = 100.00%

Three (3) Year Average benchmark is likely to be met.

Debt Service Ratio

This ratio measures the availability of operating cash to service debt.

Calculated as:

Debt Service Costs (Interest Expense and Principal Repayments)

Income from continuing operations (excluding capital items and specific purpose grants and contributions)

Benchmark

>0% and <=20%

(average over three (3) years)

Expected Performance

2023/2024 current year only = 9.46%

Three (3) Year Average benchmark is likely to be met.