



Budget 2025/26

and Long-Term
Financial Statements
2025 to 2035



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Budget Report 2025-2026



TORRES SHIRE COUNCIL

BUDGET REPORT

2025-2026

Budget Overview

Introduction

Council is pleased to present its Annual Budget that converts the strategies and initiatives contained in Council's Corporate Plan and Operational Plan into financial terms to ensure that there are sufficient resources for their achievement while ensuring financial sustainability.

The budget must be prepared annually and on an accrual basis. *The Local Government Act 2009* and the *Local Government Regulation 2012* prescribed the legislative requirements in preparing the budget and these are described below.

Legislation

Local Government Act 2009

Section 94 (2)

A local government must decide, by resolution at the local government's budget meeting for a financial year, what rates and charges are to be levied for that financial year.

Local Government Regulation 2012

Division 3: Annual Budget

Section 169: Preparation and Content of Budget

- (1) *A local government's budget for each financial year must—*
 - (a) *be prepared on an accrual basis; and*
 - (b) *include statements of the following for the financial year for which it is prepared and the next 2 financial years—*
 - (i) *financial position;*
 - (ii) *cash flow;*
 - (iii) *income and expenditure;*
 - (iv) *changes in equity.*
- (2) *The budget must also include—*
 - (a) *a long-term financial forecast; and*
 - (b) *a revenue statement; and*
 - (c) *a revenue policy.*
- (3) *The statement of income and expenditure must state each of the following—*
 - (a) *rates and utility charges excluding discounts and rebates;*
 - (b) *contributions from developers;*
 - (c) *fees and charges;*
 - (d) *interest;*
 - (e) *grants and subsidies;*
 - (f) *depreciation;*
 - (g) *finance costs;*
 - (h) *net result;*
 - (i) *the estimated costs of—*
 - (i) *the local government's significant business activities carried on using a full cost pricing basis; and*

- (ii) *the activities of the local government's commercial business units; and*
 - (iii) *the local government's significant business activities.*
- (4) *The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years following the financial year for which the budget is being prepared.*
 - (5) *A measure of financial sustainability applies to a local government for a financial year to the extent the financial management (sustainability) guideline states the measure applies to the local government for the financial year.*
 - (6) *The **measures of financial sustainability** are the following measures described in the Financial Management (Sustainability) Guideline—*
 - (a) *council controlled revenue ratio;*
 - (b) *population growth ratio;*
 - (c) *operating surplus ratio;*
 - (d) *operating cash ratio;*
 - (e) *unrestricted cash expense cover ratio;*
 - (f) *asset sustainability ratio;*
 - (g) *asset consumption ratio;*
 - (h) *asset renewal funding ratio;*
 - (i) *leverage ratio.*
 - (7) *The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.*
 - (8) *For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.*
 - (9) *The budget must be consistent with the following documents of the local government—*
 - (a) *its 5-year corporate plan;*
 - (b) *its annual operational plan.*

Section 170: Adoption and Amendment of Budget

- (1) *A local government must adopt its budget for a financial year—*
 - (a) *after **31 May** in the year before the financial year; but*
 - (b) ***before—***
 - (i) ***1 August** in the financial year; or*
 - (ii) *a later day decided by the Minister.*
- (2) *If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.*
- (3) *The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.*
- (4) *If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—*
 - (a) *section 169;*
 - (b) *the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.*

Revenue Policy 2025/26

Under the *Local Government Regulation 2012* (section 193), a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

The revenue policy 2025/26 was presented to Council for adoption on 15 April 2025.

Revenue Statement 2025/26

The Revenue Statement is an explanatory statement that outlines and explains the revenue measures adopted in the budget. The document includes the following matters:

- How rates and charges are determined;
- Details on all rebates and concessions;
- Details on any limitations in increases on rates and charges;
- Criteria used to decide the amount of the cost- recovery fees;
- Criteria for approval of early payment discount for late payments;
- Details on collection of outstanding rates including the process for arrangements to pay; and
- Details of payment methods.

The document will be of particular interest to ratepayers, community groups, government departments and other interested parties who seek to understand the revenue policies and practices of the Council.

Budget summary 2025/26

Introduction

The 2025/26 budget has been prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

This year's budget totals \$52.7 million (operating expenses without depreciation \$28.0 million and capital expenditure \$24.7 million) which is funded from a mix of rating and non-rating revenue and other funding sources.

Council actively pursues state and federal government funding opportunities to assist in funding projects for our communities. This year, capital grants and subsidies included in the budget amounts to \$17.7 million.

Total amount of \$24.7 million capital projects is included in the budget of which Council will fund \$7.0 million.

Budget parameters used in developing the 2025/26 budget include:

- An increase of 4.0 % to total general rates compared to prior year
- Discount on rates for early payment is 10% and will apply on general rates only
- Service and utility charges increase of 4%
- Council Pensioner remission remains at 40% to a maximum of \$400 per annum
- Fees and charges – further review of all fees conducted with minimal increase overall of 4%. No increase was applied to swimming pool, gym and other recreational facilities and animal registration. Library fees has been removed from the schedule and is now free for users.
- Salaries and wages calculation are based on current organisational structure and EBA increase
- Materials and services increase of generally 4% as per the budget parameters except for major contracts which is based on existing agreements

- Investment interest is based on current interest rates and level of cash investment with QTC
- Depreciation calculation is based on useful lives, recent asset revaluation and indexation and provision for new capitalised assets

The budget is consistent with the Corporate Plan 2019-2026 and Operational Plan 2025/26.

The budgeted financial statements are provided as follows:

- Budget Financial Statements 2025/26 to 2027/28
- Long Term Financial Statements 2025/26 to 2034/35
- Estimated Financial Statements 2024/25

Summary of the legislated financial sustainability ratios is provided as part of the 2025/26 budget documentation.

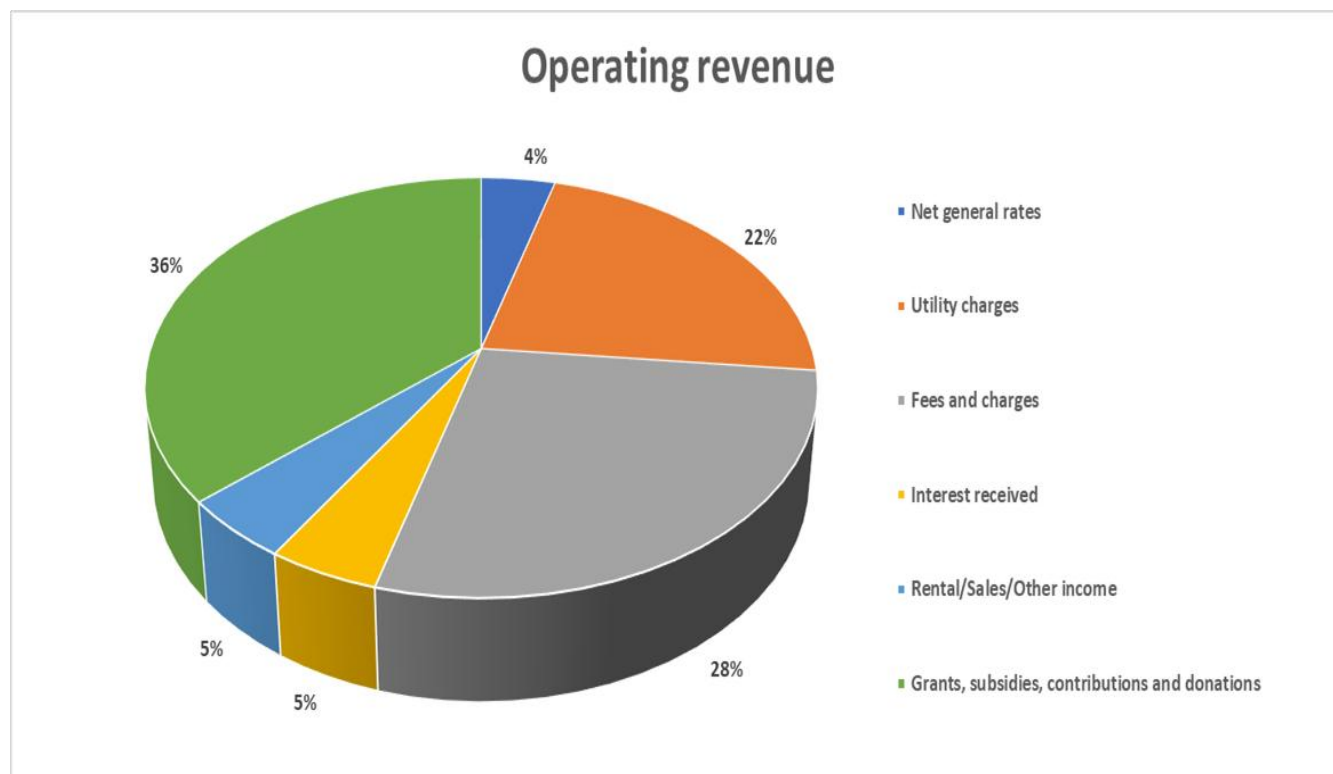
Council has a range of financial policies that complement the budget, these include:

- Advertising Policy
- Debt Policy
- Entertainment and Hospitality Policy
- Grants Policy
- Investment Policy
- Procurement Policy
- Revenue Policy
- Revenue Statement
- Travel Policy

Other documents that support the budget are:

- Capital Works Program 2025/26
- Schedule of Fees and Commercial Charges 2025/26
- Estimated Activity Statement
- Identification of Significant Business Activity
- Code of Competitive Conduct

Operating Revenue



The Income and Expenditure Statement includes the expected revenue for 2025/26 and the forward nine-year reporting period.

It provides an overview of the total expected revenue for rates and utility charges, less discounts and concessions and council's fees and charges.

The investment income relates to interest on bank balances and investments.

Government grants and contributions include all monies received from state and federal sources for the purpose of funding the delivery of council's services to ratepayers. This includes the Financial Assistance Grant and other miscellaneous grants.

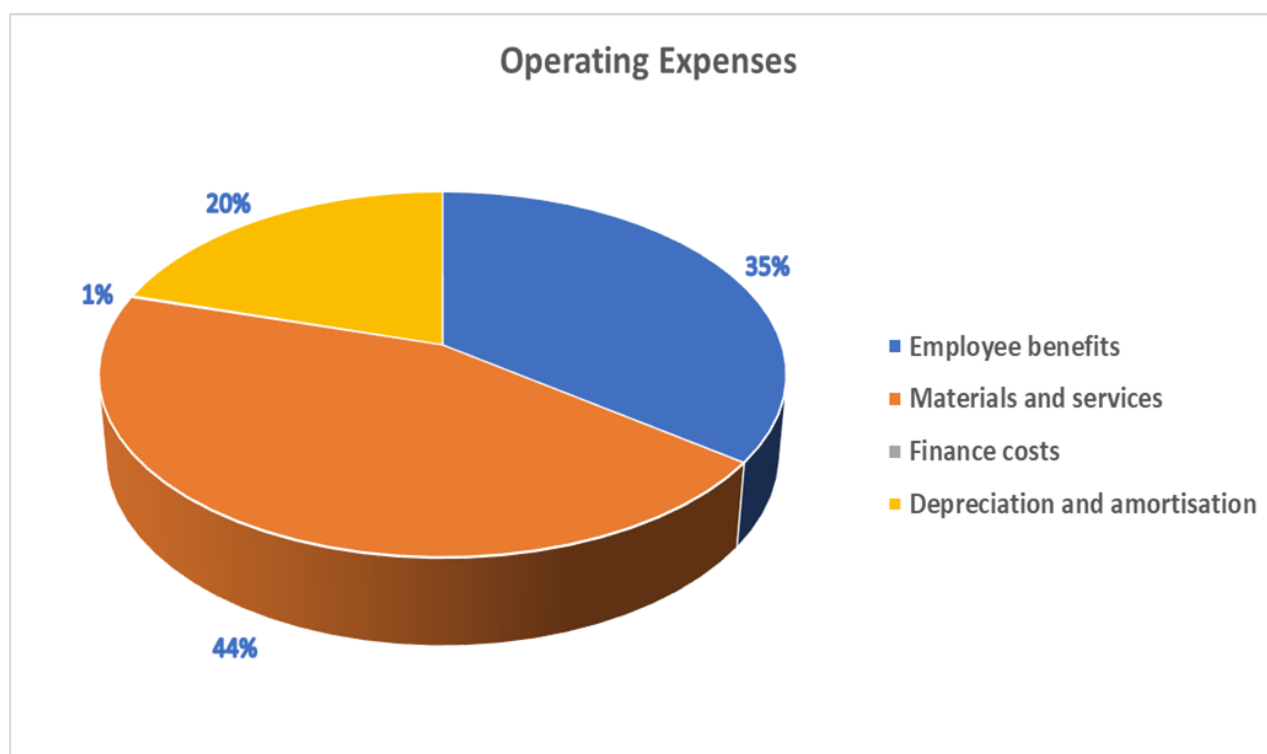
Other Revenue consists of revenue not separately categorised above. It includes, but is not limited to, revenues such as legal recoveries, bad debt recoveries, private works and sponsorships.

Description	2025/26
Net Rates and Utility Charges	7,614,495
Fees and charges	7,872,339
Rental Income	859,586
Interest Received	1,300,000
Other recurrent revenue	466,194
Grants, subsidies and contributions	10,433,113
Total operating revenue	\$ 28,545,728

General rates and charges actual levied 2024/25 and proposed budget 2025/26.

Description	Actual 2024/25	Budget 2025/26	\$ Change	% Change
General rates	1,268,925	1,319,845	50,920	4.0%
Water charges*	1,425,578	1,488,248	62,670	4.4%
Sewerage charges	1,368,645	1,430,265	61,620	4.5%
Garbage charges	2,120,360	2,224,117	103,757	4.9%
Total	6,183,509	6,462,475	278,966	4.5%
* excluding excess usage charges				

Operating Expenditure



Expenditure includes employee costs, materials and services, depreciation and finance costs.

Employee costs include all labour related expenditure such as wages and salaries and associated allowances, leave entitlements and employer superannuation.

Materials and Services includes but is not limited to, costs relating to council buildings maintenance, employee related costs such as training and uniforms, plant hire, purchasing of equipment, software licences and other IT costs, marketing, repairs and maintenance to council's infrastructure, utilities and insurance and donations given to the community.

Depreciation is an accounting measure which reflects the consumption of the council's infrastructure, property plant and equipment.

Finance costs relate to bank charges, interest and fees on borrowings if applicable.

Rates Revenue

General rates and utility charges revenue account for approximately 23% of Council's operating income.

The following table summarises the changes for 2025/26 in relation to the previous financial year.

Description	Rates Model 2024/25	Rates Model 2025/26	\$ Change	% Change
General rates	1,270,316	1,319,845	49,529	3.9%
Water charges*	1,416,013	1,488,248	72,235	5.1%
Sewerage charges	1,362,609	1,430,265	67,656	5.0%
Garbage charges	2,147,694	2,224,117	76,423	3.6%
Total	6,196,632	6,462,475	265,843	4.3%
* excluding excess usage charges				

Capital Grants and Subsidies

Total amount of capital grants and subsidies included in the budget is \$ 16.0 million.

These capital grants are mainly provided by funding bodies such as:

- Works for Queensland (W4QId)
- Roads to Recovery (R2R)
- Department of Local Government, Water and Volunteers
- Torres Strait Regional Authority (TSRA)
- Queensland Reconstruction Authority (QRA)
- Department of Infrastructure, Transport, Regional Development, Communications, Sports & the Arts
- Department of Environment, Tourism, Science and Innovation
- Local Infrastructure Community and Roads Infrastructure (LRICI) Program
- Department of Transport and Main Roads (DTMR)
- Regional and Remote Recycling Modern Fund (Department of State Development)
- Minor Infrastructure and inclusive Facilities Fund (MIFF)
- Housing Support Program (HSP)
- Residential Activation Fund (Specific Infrastructure Planning Projects)

Capital Works

The 2025/26 capital works program totals \$24.7 million across a range of infrastructure assets and non-infrastructure assets. 59% of this is committed to new assets, 9% upgrades and 31% is committed to the renewal of existing assets.

CAPITAL WORKS PROGRAM 2025/26

Department	Project Name	Project Costs
Airport	Earth Works at runway 26	50,000
	CCTV improvements	35,000
	Medium intensity obstacle lights	30,000
	Concrete the road at the front of the terminal	100,000
	Air conditioning of the entrance and ticket area	200,000
	Babcock Hanger	300,000
	Upgrade Sewer Soakage Trenches - Design	10,000
	Terminal Roof - gutter replacement and screwing	70,000
	Hill 4 light pole and medium intensity light	30,000
	Subtotal	825,000
Buildings	14A and 14B Stephen Street Refurbishment	500,000
	Staff Housing (5 of 17)	500,000
	Public Facilities (Amenities & Rec. Areas)	250,000
	Re-locate HI Works Depot (Stage 1)	100,000
	TI Depot Upgrade	250,000
	Loban Rd Hall Renewals	55,000
	TRAWQ Hall Renewals	33,000
	KBO Kiosk Renewals	25,000
	Torres Shire Infrastructure Design and Network Planning for Housing Growth	1,125,000
	Subtotal	2,838,000
Miscellaneous	Detailed planning and design for landside elements of the Quarantine Boat Ramp Facility - Waibene	395,000
Infrastructure	Solar Water Systems	8,500
	TI Gym - mirror weight room	5,000
	TI Gym - replace floor in two rooms	10,000
	TI Gym - internal painting	20,000
	Kup Murri Fencing	85,000
	Subtotal	523,500
Waste Management	New Roof on Thursday Island Waste Transfer Station shed	200,000
	Surface water management	100,000
	Landfill New Cell	6,500,000
	20 ft lunch room one side expander	40,909
	Re-locate Weighbridge	100,000
	Subtotal	6,940,909
Roads Infrastructure	Loban Rd crossing at TI Fire Station	527,202
	Roads to Recovery 2024 – 2029	250,062
	TSC design & upgrade of the Aubrey Pde & Douglas St Footpath, TI.	1,200,000
	Subtotal	1,977,264

CAPITAL WORKS PROGRAM 2025/26

Department	Project Name	Project Costs
Water	Replace Watermain - Millman St to Defence Facility along	200,000
	Manganese Monitoring	40,000
	Re-direct 300mm Filling Pipe to Wasaga Res	110,000
	SCADA Control Cabinet for TI & HI	25,000
	Undersea Water Pipeline Designs to Enable Island Housing Growth	515,000
Sewerage	Soda Ash & Polymer Dosing Panel	50,000
	Install New Flow Meter Pit	20,000
	New Roof over Effluent Tank	200,000
	Sub total	1,160,000
IT	Animal Control Network and CCTV Connectivity	21,000
	TRAQW interactive	25,000
	Photocopier Administration	15,000
	Sub total	61,000
Facilities Equipment	Gym Equipment replacement	10,000
	Sub total	10,000
Plant, Fleet & Equipment	Kubota F3690 Ride-on Mower	40,000
	Isuzu Dual-cab Tipper	180,000
	Caterpillar Compactor 816F	350,000
	Toyota Workmate 4x4	57,000
	Isuzu Flatbed Truck	160,000
	Isuzu Garbage Truck	300,000
	Aussie Buckets - Rotating Demosition Grab	10,000
	Workshop Tools & Equipment	100,000
	Freight Expenses	300,000
	Sub total	1,497,000
GRAND TOTAL		\$ 15,832,673

CARRY OVER CAPITAL WORKS PROGRAM 2024/25		
Department	Project Name	Carry Over
Airport	Outside Shelter	20,000
	Generator Shelter	20,000
	Development Works of Terminal	170,000
	Boundary fencing	30,000
	Seats departure lounge	40,000
	Subtotal	280,000
Buildings	Ken Brown Oval Lights	200,000
Other Structures	ANZAC Capital Works	86,000
	Horn Island Stadium project	156,288
	Ken Brown Oval Fencing Replacement	394,610
	Investigate the dev of a new comm housing provider org	109,000
	Aplin Park Development	415,000
	TSC Chambers Roof Replacement	489,000
	Emergency Repair Works - TI Pool Complex	635,000
	Maintenance and repairs - TI Sports Complex	126,000
	Playground sand	60,000
	Torres Strait - Horn Island Housing Growth Master Plan	1,255,000
	Construct outdoor activity space to support physical activity at Horn Island	394,875
	Upgrade amenities to support swimming at Thursday Island (stadium upgrade)	42,279
	TSC Chambers Roof Replacement	161,640
	Subtotal	4,524,692
Waste Management	TI Transfer station - drop shed roof renewals	45,793
	POW Island Waste Bins	115,000
	Recycling trailers	330,000
	T.I Transfer station-office/lunch room/toilet	100,000
	TI Metal Recycling	1,472,795
	Subtotal	2,063,588
Roads	QRA - TSC0023.2324P.REC	1,173,308
	Design 1 Km of Cycleway Wasaga to Ridge - HI	95,000
	Subtotal	1,268,308
Water & Sewerage	Install a generator at Sea Swift PS and connect to switch board and program to SCADA	20,000
	Sewer treatment plant grit remover	60,000
	Update water monitoring equipment	100,000
	Replacement of 2 TWAS pumps	40,000
	Sub total	220,000
IT	Mast Replacement Millman Hill and HI Reservoir	290,000
	Sub total	290,000
Finance	Civica/PCS Implementation	150,000
	Sub total	150,000
Compliance	T.I Dog Pound sewer upgrade	90,000
	Sub total	90,000
GRAND TOTAL		\$ 8,886,588

Loans

Council is not proposing to borrow next financial year 2025/26 and in the next 9 financial years.

Long Term Financial Forecast

A Long-Term Financial Plan for the years 2025/26 to 2034/35 has been developed to assist Council in adopting its 2025/26 budget within a longer-term financial framework.

Key assumptions made in developing the long-term financial forecast include:

- Consumer Price Index applied on fees and charges revenue
- General rate revenue has been based on an average of 5% in the longer term of the model
- Service and utility charges have been based on a 4.0 % from 2025/26, then an average of 5% increase throughout the forecast period;
- Federal Financial Assistance Grant (FAG) is based on advise from the Grants Commission and then indexed by 5 % for future years.
 - Federal Roads to Recovery (R2R) funding is based on the new program. Allowance has been made for 2025/26 and for these to continue over the 10-year forecast.
 - Wages and employee costs are forecast to increase based on current certified agreement.
 - Levels for capital works in forward budgets are relatively consistent and is based on historical capital expenditure spend between \$2.9 million to \$8.2 million over the forecast period.
 - No new borrowing anticipated over the forecast period.

The long-term forecast indicates Council delivering an operating deficit over the forecast period between \$1.7 to \$6.7 million per annum. Management will be working closely in finding ways to lower these operating deficits.

Council's cash position is approximately \$11.7 million in 2025/26 and projected to increase over the forecast period.

Long Term Sustainability Statement 2026-2035

TORRES SHIRE COUNCIL

Long-Term Sustainability Statement

Type	Measure (as per Guideline)	Target (Tier 6)	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031	30 June 2032	30 June 2033	30 June 2034	30 June 2035
Financial Capacity	Council-Controlled Revenue*	Contextual	54.34%	54.25%	55.48%	55.45%	55.34%	55.18%	54.96%	54.72%	54.45%	54.13%	54.00%
	Population Growth*	Contextual	10.29%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
Operating Performance	Operating Surplus Ratio	Contextual	-25.86%	-23.02%	-21.67%	-21.85%	-16.72%	-16.53%	-11.36%	-10.76%	-6.11%	-4.69%	-4.01%
	Operating Cash Ratio	Greater than 0%	0.37%	1.92%	4.13%	3.22%	7.62%	7.09%	11.31%	11.08%	15.09%	15.12%	15.50%
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	5.61	2.10	na	na	na	na	na	na	na	na	na
Asset Management	Asset Sustainability Ratio	Greater than 90%	113.70%	125.30%	39.15%	40.49%	40.24%	39.40%	41.33%	41.16%	42.90%	47.73%	48.00%
	Asset Consumption Ratio	Greater than 60%	66.5%	71.7%	70.4%	69.6%	68.7%	67.8%	66.9%	66.0%	65.0%	63.8%	62.5%
	Asset Renewal Funding Ratio*	Commencing 26-27	na	na	na	na	na	na	na	na	na	na	na
Debt Servicing Capacity	Leverage Ratio**	3 times	na	na	na	na	na	na	na	na	na	na	na

* The Council-Controlled Revenue, Population Growth, and Asset Renewal Funding Ratio measures are reported for contextual purposes only and are not audited by the QAO.

** The Leverage Ratio is not required to be reported if a council has not held any QTC or other debt within the last five financial years.

External influences

In preparing the 2025/26 budget several external influences have been taken into consideration because of their significant impact on Council's ability to fund the services delivered during the budget period:

- Local Government financial sustainability in remote areas is challenged by the reduction in State and Federal Grants
- Limited capacity for increasing or extending the rating base
- The reduction in grant monies from State and Federal Government requires a pro-active approach to ensure we pursue opportunities to maximise our grant and subsidy revenues
- Being in remote location, price of goods and services are higher compared to Councils in the mainland
- Financial capacity of the general members of the community
- The difficulty in recruiting and retaining key staff
- The inability to apply for operational grants
- Lack of whole of life cost considerations in funding agreements
- Limited accommodation

Business units

Horn Island Airport

The Horn Island Airport acts as the main gateway to the Torres Strait region, unlike the Australian mainland which has inter-regional accessibility via highways and arterial roads; the Torres Strait region is not a consolidated landmass and is heavily reliant on airports and aerodromes to service the community's health, social and business needs.

The following high level strategic and statistical information of the airport:

- over 125,000 passenger movements per year;
- Australia's 46th busiest airport;
- one of only seven international airports in Queensland;
- one of only 9 international airports in Australia above the Tropic of Capricorn;
- Australia's most northern International Airport.

Torres Shire Council has recognised that major public infrastructure investments must positively correlate with an understanding of the social, economic and intergovernmental agency benefits of the proposed airport development. The upgrade of Horn Island Airport is considered by Council to be the single most important regional infrastructure project for the Torres Straits in the foreseeable future.

As part of a detailed planning process, Council completed the Horn Island Airport 2036 Master Plan (Aeronautical). Stage 1 of the Master Plan (with a 1-5-year investment horizon), will increase aircraft accessibility and movement, providing safer aerodrome operations, increase commercialisation and industry whilst also providing heightened levels of passenger amenity.



Revenue Policy Financial Year 2025/26



COUNCIL POLICY 2.1

Revenue Policy – 2025/26

Resolution No. 25/04/19 Version: 1

PURPOSE

The purpose of this Revenue Policy is to set out the principles used by Torres Shire Council ("TSC") in 2025/26 for:

- The making and levying of rates and charges
- Granting concessions for rates and charges (including the purpose of those concessions)
- Recovering overdue rates and charges
- Cost-recovery methods
- This Revenue Policy also addresses the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development

MAKING AND LEVYING OF RATES

DETERMINING RATES AND CHARGES

TSC rating policy is that revenue generated from general rates levied on the rateable value of land in the Shire, and minimum general rates shall be sufficient to meet the cost of providing the various services and activities after allowing for any grants, subsidies or contributions received in respect of such services and activities; internal revenue subsidies; and the transfer of any funds from Council's own reserves to assist in meeting the cost of undertaking any capital works activities.

In determining its rates and charges, Council will have regard to the principles of:-

- Transparency in the making of rates and charges;
- Having in place a rating regime that is simple and inexpensive to administer;
- Equity by taking into account different levels of demand on, and use of, Council services;
- Flexibility to take account of changes to the local economy;
- Consistency by limiting the overall increase in revenue across the Shire from year to year.

Council will ensure that the costs of delivering services are recovered equitably from the various sectors of the community by making and levying differential general rates and applying the 'user pays' principle with regard to all utility charges.

Council may levy special and separate rates and charges where appropriate, to recover the costs associated with a particular service, project or facility that provides direct or additional benefit to the ratepayers or class of ratepayer.

Council may allow a discount on rates and charges where payment is received in full on or before the due date.

LEVYING RATES AND CHARGES

Rates and charges will be levied at a level taking into account:

- Revenue that can be achieved from rates, fees and charges, grants and subsidies, contract works and other revenue, interest on investments and other sources;
- The cost of maintaining existing facilities and necessary services;
- The need for additional facilities and services;
- The varying levels of access to and use of Council services throughout the Shire.

In levying rates Council will also apply the principles of:

- Making clear what is Council's and each ratepayers' responsibility to the rating system;
- Making the levying system simple and inexpensive to administer;
- Timing the levy of rates to ensure a sustainable cash flow for the operation of Council and to spread the burden to the ratepayer over the financial year;

GRANTING CONCESSIONS FOR RATES AND CHARGES

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

- Consistency applying the same treatment for ratepayers with similar circumstances.
- Transparency by making clear the requirements necessary to receive concessions.
- Flexibility to allow Council to respond to local economic issues.

Concessions may be granted by Council for the purpose of alleviating the full rate burden on ratepayers, where appropriate, having regard to the Principles outlined above.

Council may consider granting a concession to a class of landowner without the need for an individual application (see Chapter 4, Part 10 - *Local Government Regulation 2012*)).

RECOVERING OVERDUE RATES AND CHARGES

Council will exercise its rate recovery powers in order to reduce the overall rate burden to ratepayers. It will be guided by the principles of:

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations.
- Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective.
- Equity by having regard to providing the same treatment for ratepayers with similar circumstances.
- Flexibility by responding where necessary to changes in the local economy.

Council will charge interest on all overdue rates and charges.

COST-RECOVERY FEES

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

The Council recognises the validity of fully imposing the user pays principle for its cost-recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental and other corporate goals.

This is considered to be the most equitable and effective revenue approach, and is founded on the basis that the Shire's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

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

OTHER COMMERCIAL FEES AND CHARGES

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities, including community or non-profit organisations. Council may give consideration to charging at less than the full cost of the service / facility when it considers it appropriate to do so in order to achieve social, economic or environmental goals. When the service or facility supplied is of a commercial nature, then Council will give consideration to including a 'return on investment' element in the charge. Such consideration will be made on a case by case basis.

FEES AND CHARGES FOR BUSINESS ACTIVITIES (SUBJECT TO NATIONAL COMPETITION POLICY)

In setting charges for a business under National Competition Policy reforms, Council's pricing strategy will apply full cost pricing principles whilst also meeting other economic, efficiency and social objectives. Full cost pricing means that on average, prices should fully recover all the relevant costs of supplying a product or service including:

- (a) direct costs;
- (b) indirect non-capital costs;
- (c) capital costs (includes return on capital, interest payments, debt guarantee fees and return of capital (depreciation));
- (d) tax equivalent adjustments; and
- (e) other competitive neutrality adjustments.

Council may decide to apply charges at less than full cost pricing in order to achieve social, economic, environmental or other objective. In making any such decision the reason for the decision will be clearly set out in the resolution together with the estimated amount of revenue to be foregone in the subject year.

When any such decision is applied to a Commercialised Business Unit, the direction to the Commercialised Business Unit will be recognised as a 'community service obligation' and a subsidy shall be paid to the Commercialised Business Unit and that subsidy shall be recognised in the accounts of the Commercialised Business Unit.

PHYSICAL AND SOCIAL INFRASTRUCTURE COSTS FOR NEW DEVELOPMENT

Council requires developers to pay reasonable and relevant contributions towards the cost of physical and social infrastructure required to support the development. Specific charges are detailed in the policies and other material supporting Councils' town planning scheme.

These policies are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Shire, it may be necessary to bring forward physical and social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities is not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	15 April 2025	25/4/19	Financial Consultant
Review Frequency:			Yearly



Revenue Statement Financial Year 2025/26



Torres Shire Council

Revenue Statement Financial Year 2025/26

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Purpose

This Revenue Statement is designed to accompany Council's budget and outlines and explains the revenue measures adopted in the budget.

Legislative Requirements

The Revenue Statement for a financial year is required by legislation to include certain information for the Financial Year: -

Local Government Act 2009

Section 104 (5) of the Local Government Act 2009 outlines Council's requirement to have financial management documents:

*s104 (5) **financial management documents** include the following documents—*

(a) the following financial planning documents prepared for the local government—

- i. a 5-year corporate plan that incorporates community engagement;*
- ii. a long-term asset management plan;*
- iii. a long-term financial forecast;*
- iv. an annual budget including revenue statement;*
- v. an annual operational plan; and*

(b) the following financial accountability documents prepared for the local government—

- i. general purpose financial statements;*
- ii. asset registers;*
- iii. an annual report;*
- iv. a report on the results of an annual review of the implementation of the annual operational plan; and*

(c) the following financial policies of the local government—

- i. (i) investment policy;*
- ii. (ii) debt policy;*
- iii. (iii) revenue policy.*

Local Government Regulation 2012

Section 172 of the Local Government Regulation 2012 outlines the requirements of revenue statement:

172 Revenue Statement

(1) The revenue statement for a local government must state—

(a) if the local government levies differential general rates—

- (i) the rating categories for rateable land in the local government area; and*
- (ii) a description of each rating category; and*

- (b) *if the local government levies special rates or charges for a joint government activity—a summary of the terms of the joint government activity; and*
 - (c) *if the local government fixes a cost-recovery fee—the criteria used to decide the amount of the cost-recovery fee; and*
 - (d) *if the local government conducts a business activity on a commercial basis—the criteria used to decide the amount of the charges for the activity's goods and services.*
- (2) *Also, the revenue statement for a financial year must include the following information for the financial year—*
- (a) *an outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of—*
 - (i) *the rates and charges to be levied in the financial year; and*
 - (ii) *the concessions for rates and charges to be granted in the financial year;*
 - (b) *whether the local government has made a resolution limiting an increase of rates and charges.*

Differential General Rates

Differential General Rates are levied to contribute toward the provision of all local government services excluding sewerage collection and disposal, water supply, treatment and distribution and refuse collection and disposal provided that any shortfalls in funds for the excluded services may also be covered by the differential general rates.

In deciding how the differential rating system will be applied, Council has taken into account the remoteness of Prince of Wales and other islands from Thursday and Horn Islands and the limited access of landowners within remote areas to Council's services and facilities.

Pursuant to section 81 of the *Local Government Regulation 2012* Council will adopt a differential general rating scheme. The categories into which rateable land is categorised and the description of those categories are set out in the first and second columns of the table below. Council delegates to the CEO the power, pursuant to sections 81 (4) and 81 (5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs. In undertaking this task, the CEO may be guided by the land use codes set out in the third column of the table below.

Category	Description	Identification
<u>Residential & Other</u>		
1 - Vacant Land	All vacant land on Thursday Island and Horn Island, which is not otherwise categorised.	To which the following primary land use codes apply: 01 & 04 – Vacant Urban Land & Large Home Site Vacant
3 - Residential 1 – (Owner occupied)– 1 unit of use	All land on Thursday Island and Horn Island, which is not otherwise categorised, used for residential purposes, having 1 unit of use, owned solely or partially by a natural person, and is the principal place of residence of the property owner.	To which the following primary land use codes apply: 02 & 05– Single Unit Dwelling & Large Home Site Dwelling 06 – Outbuildings 72 – Section 25 Valn
5 - Residential 3 – (Non owner occupied) 1 unit of use <\$800,000 valuation	All land on Thursday Island and Horn Island, which is not otherwise categorised, used for residential purposes, being less than \$800,000 valuation, having 1 unit of use, and is not the principal place of residence of the property owner.	To which the following primary land use codes apply: 02 & 05– Single Unit Dwelling & Large Home Site Dwelling 06 – Outbuildings 72 – Section 25 Valn
7 - Residential 5 - (Non owner occupied) - >=\$800,000 valuation – 1 unit of use	All land on Thursday Island and Horn Island, which is not otherwise categorised, used for residential purposes, having a valuation of \$800,000 or more, having 1 unit of use, and is not the principal place of residence of the property owner.	To which the following primary land use codes apply: 02 & 05– Single Unit Dwelling & Large Home Site Dwelling 06 – Outbuildings 72 – Section 25 Valn
8 - Prince of Wales Island – 1 unit of use	All land on Prince of Wales Island, which is not otherwise categorised, having 1 unit of use.	As determined by the CEO
9 - Other Lands– 1 unit of use	All land, which is not otherwise categorised, having 1 unit of use.	As determined by the CEO
<u>Multi-Unit Residential</u>		
11 - Multi Residential – 1 unit of use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 1 unit of use.	To which the following primary land use codes apply: 03 – Multi unit dwelling (flats) 07 – Guest house/private hotel 08, 09 – Building Units, Group Title 21 – Residential Institutions (Non-Medical Care)
12 - Multi Residential – 2 Units of Use and <\$300,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 2 units of use, and a valuation of less than \$300,000.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats)
13 - Multi Residential – 2 Units of Use and >=\$300,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 2 units of use, and a valuation of \$300,000 or more.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling

Category	Description	Identification
14 - Multi Residential – 3 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 3 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
15 - Multi Residential – 4 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 4 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
16 - Multi Residential – 5 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 5 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
17 - Multi Residential – 6 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 6 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
18 - Multi Residential – 7 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 7 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
19 - Multi Residential – 8 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 8 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
20 - Multi Residential – 9 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 9 units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
21 - Multi Residential – 10 to 19 (inclusive) Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having between 10 and 19 (inclusive) units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
22 - Multi Residential – 20 or more Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for multi-residential purposes, having 20 or more units of use.	To which the following primary land use codes apply: 02 – Single Unit Dwelling 03 – Multi unit dwelling (flats) 05 – Large Home Site Dwelling
Commercial		
31 – Commercial – 1 Unit of Use and <\$500,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for commercial purposes, having 1 unit of use and a valuation of less than \$500,000.	To which the following primary land use codes apply: 10-20 & 22-27 – Retail Business/Commercial 41-47 & 49 – Special Uses 91 - Transformers
32 – Commercial – 1 Unit of Use and >=\$500,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for commercial purposes, having 1 unit of use and a valuation of \$500,000 or more.	To which the following primary land use codes apply: 10-20 & 22-27 – Retail Business/Commercial 41-47 & 49 – Special Uses 91 - Transformers

Category	Description	Identification
33 – Commercial – 2 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for commercial purposes, having 2 units of use.	To which the following primary land use codes apply: 10-20 & 22-27 – Retail Business/Commercial 41-47 & 49 – Special Uses 91 - Transformers
34 – Commercial – 3 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for commercial purposes, having 3 units of use.	To which the following primary land use codes apply: 10-20 & 22-27 – Retail Business/Commercial 41-47 & 49 – Special Uses 91 - Transformers
36 – Commercial – 4 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for commercial purposes, having 4 units of use.	To which the following primary land use codes apply: 10-20 & 22-27 – Retail Business/Commercial 41-47 & 49 – Special Uses 91 - Transformers
37 – Other Commercial	All Land on Thursday Island and Horn Island which is not otherwise categorised and used for commercial purposes.	To which the following primary land use codes apply: 48 – Sports Clubs / Facilities 50 – 59 – Special Uses
<u>Industrial</u>		
41 – Industry – 1 Unit of Use and <\$600,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for industrial purposes, having 1 unit of use, and a valuation of less than \$600,000.	To which the following primary land use codes apply: 28 – 34 – Transport & Storage 35 – 40 Industrials
42 – Industry – 1 Unit of Use and >=\$600,000 valuation	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for industrial purposes, having 1 unit of use and a valuation of \$600,000 or more.	To which the following primary land use codes apply: 28 – 34 – Transport & Storage 35 – 40 Industrials
43 – Industry – 2 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for industrial purposes, having 2 units of use, and a valuation of less than \$600,000.	To which the following primary land use codes apply: 28 – 34 – Transport & Storage 35 – 40 Industrials
45 – Industry – 3 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for industrial purposes, having 3 units of use.	To which the following primary land use codes apply: 28 – 34 – Transport & Storage 35 – 40 Industrials
47 – Industry – 5 Units of Use	All Land on Thursday Island and Horn Island, which is not otherwise categorised, used for industrial purposes, having 5 units of use.	To which the following primary land use codes apply: 28 – 34 – Transport & Storage 35 – 40 Industrials

Category	Description	Identification
Extractive		
51 – Extractive >5,000 Tonnes	All land used or capable of being used for extractive industry purposes, and where the quantity of material capable of being extracted and/or screened is greater 5,000 tonnes per annum.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
52 - Mining Lease <5 FTE on-site personnel	Mining Leases issued within the Council region that have less than 5 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
53 - Mining Leases 6-50 FTE on-site personnel	Mining Leases issued within the Council region that have 6 to 50 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
54 - Mining Leases 51-100 FTE on-site personnel	Mining Leases issued within the Council region that have 51 to 100 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
55 - Mining Leases 101-200 FTE on-site personnel	Mining Leases issued within the Council region that have 101 to 200 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
56 - Mining Leases 201-300 FTE on-site personnel	Mining Leases issued within the Council region that have 201 to 300 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
57 - Mining Leases 301-400 FTE on-site personnel	Mining Leases issued within the Council region that have 301 to 400 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
58 - Mining Leases 401-500 FTE on-site personnel	Mining Leases issued within the Council region that have 401 to 500 Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)
59 - Mining Leases 500+ FTE on-site personnel	Mining Leases issued within the Council region that have 500 or more Full Time Equivalent (FTE) on-site personnel and/or contractors.	To which the following primary land use codes apply: 40 – Extractive (includes mining)

Units of Use

For the purposes of categorisation of each parcel of rateable land into the various differential rates categories, units of use will be ascribed to each parcel of rateable land on the basis that a “unit” means a single dwelling house, flat (per unit), living quarters attached to a shop, workshop, living quarters attached to a workshop, store, living quarters attached to a store, business premises (per occupation), caretaker’s residence, service station, hotel, motel, boarding house, picture theatre, hall, church, school, kindergarten, hospital, club or vacant land where town water is connected to that land.

Where multiple uses occur on a given parcel of rateable land, the units of use applying to that parcel of land for the purpose of categorisation shall be the total of the units of use ascribed to each of the separate uses occurring on the land.

Units of use for uses not otherwise defined will be determined by Council or the Chief Executive Officer. Where the use of a premise changes throughout the financial year, the rates levied will be adjusted on a pro-rata basis.

Calculation of Levies

The rate per dollar for each differential category will be determined by Council at its Budget meeting.

Land Use Codes

The reference to “primary land use codes” in the third column of the table above is a reference to the primary land use codes produced, from time to time, by the Department of Resources and Mines, Manufacturing and Regional and Rural Development.

Minimum General Rates

The Torres Shire Council will levy a minimum general rate on all rateable land for each of the above categories of land.

The minimum general rate takes into account the minimum cost per annum of providing common services, which are provided to every ratepayer, as well as basic general administration costs.

The amount of the minimum general rate levy for each category will be determined by Council at its Budget meeting.

Utility Charges

General

Utility charges will be levied by Council to meet the cost of providing sullage, sewerage services, cleansing and waste disposal services and water supply. The charges raised should be sufficient to meet the cost of providing the service, including a contribution towards administrative costs and overheads incurred.

Cleansing

The Torres Shire Council will levy a cleansing charge on the owner of each parcel of occupied land or a structure within the urban areas of the Shire.

The determination of the cleansing charges will incorporate the cost of the various services provided by the Council and/or its contractors and the cost of maintaining and providing landfill sites, transfer stations and waste management strategies.

Notwithstanding that the cost of collection and disposal of garbage varies between Thursday Island, Horn Island and Prince of Wales Island, the Council will make a uniform domestic cleansing charge for each of the three islands. For those properties which do not receive a weekly garbage collection service but which have access to the dump on Prince of Wales Island a differential charge will apply.

The amount of annual charges for domestic cleansing will be made by Council at its budget. Differential charges will be applied to commercial properties having regard to the frequency of collection services provided.

The three levels of collection from commercial use are: -

Commercial Garbage A - receive a twice-weekly removal of rubbish service.

Commercial Garbage B - receive a four times weekly removal of rubbish service.

Commercial Garbage C - receive a six times weekly removal of rubbish service.

The amount of annual charge for commercial cleansing will be made by Council at its Budget meeting and will be applied on per unit of use basis, with the following current units applied to Commercial Garbage A and Commercial Garbage B properties.

Standard Commercial User 1

Multiple Users - per business 1

Other Commercial Users: -

Name /Assessment No	Units	Name / Assessment No.	Units
Community Enterprise Qld 00014-00000-000	2	Ergon Energy Corporation 00207-80000-000	2
Tubarao Investments 00022-00000-000	2	TS Youth and Recreation 00034-90000-000	2
G & S Edwards 00106-52000-000	2	TI Bowls Club 00035-90000-000	3
Community Enterprise Qld 00120-00000-000	6	Suburban IBIS & Other General Stores	2
Tagai Business Services Unit 00200-00000-000	4	Primary Schools & TAFE	4
Boarding House	3	Takeaway Food Bars	3
Community Enterprise 00088-00000-000	4	TS Kazi Meta College – each res. unit	2
Far Nth Qld Ports Corporation 00033-50000-000	6		
Sea Swift Pty Ltd (Horn Is) 00340-20000-000	8	Unlicensed Motels	3
Hotels	5	Hostels	5
Douglas TI Property P/L 00104-00000-000	5		
Auriga Pilots Pty Ltd 00137-00000-000	3	Dept of Defence 00216-00000-000	6
Community Enterprises Qld 00123-03000-000	7	Tagai High School 00272-10000-000	9

Torres and Cape – Hospital 00289-00000-000	26	Roman Catholic School 00074-99000-000	5
Tagai Pre School 00252-00000-000 & 00333-10000-000	2	Castlefield Super Pty Ltd (The Dugongs Rest, Horn Island 00336-00000-000	4

Units for uses not otherwise defined will be determined by Council or the Chief Executive Officer from time to time: Where the use or occupation of land alters at any time during the financial year or the number of services is varied, adjustments will be made on a pro-rata basis from the date of change.

Where a service is provided for only part of the year, cleansing charges will be levied on a pro-rata time basis.

Sewerage

A sewerage charge will be levied on all properties; both vacant and occupied that is connected or will be connected within a reasonable time to Council's reticulated sewerage system on Thursday Island and Horn Island.

The sewerage charge will be made to recover reasonable costs associated with the provision of sewerage and wastewater services provided by Council in the financial year. These costs may include loan interest, depreciation and the cost of ongoing maintenance and operation of the system, including treatment plant operations.

A charge will be applied on a per unit of use basis.

The following units will be applied for the purpose of levying the sewerage charge:

Description	Units	Description	Units
Single dwelling	1	Caretaker's residence	1
Flats on a per flat basis	1	Business premises per occupation	1
Duplexes	2	Boarding House	2
TS Kazi Meta College – each residential unit – 00296-00000-000	2	Rainbow Motel – 00112-00000-000	5
Schools and TAFE	5	TS Home for the Aged – 00331-90000-000	5
Tapau Pty Ltd 00123-01000-000	5		
Licensed Motels	15	Hotels	15
		Other accommodation	5

Units for uses not otherwise defined will be determined by Council or the Chief Executive Officer from time to time. Where the use of properties alters at any time during a financial year adjustments will be levied on a pro-rata basis.

Vacant land, where Council is currently able to provide a reticulated sewerage service within a reasonable time, will be charged at a level which is approximately 60% of the charge which would apply to connected properties.

Sullage

The cost of providing a facility access to the old Common Effluent Drainage Scheme will be determined by the cost of operating and maintaining the Scheme. An annual charge will be made on a per unit basis.

The amount of sewerage, sanitary and sullage charges will be made by Council at its budget meeting.

Water

Water charges are determined on a user pays basis and collected to recover the cost of provision of infrastructure and the cost of operating and maintaining the water supply system.

It is the view of Council that it is equitable for users to contribute to the fixed cost of the water supply operation by way of an access water charge, while the consumption charge for all water consumed above the access amount conforms to user pays principles and provides an incentive for water conservation. The charges will apply to all consumers of water in the Shire, including residential and commercial users. Charges will be applied on a per unit of use basis, as measured by a water meter, and made by Council at its budget meeting in accordance with the following table: -

an annual access charge for water (including 400kl)*
an annual consumption charge for the next 350 kilolitres consumed
a higher annual consumption charge for water consumed in excess of a further 350 kilolitres
a higher charge for supplying water for shipping

* *In accordance with Torres Shire Policy, Council will allow residents consumption of 400kl water in the dry season as a Community Service Obligation to prevent a "brown earth".*

Where the use of the property alters at any time during a financial year adjustment will be levied on a pro-rata basis. An access water charge for vacant land will also be applied to each separately surveyed parcel of vacant land within the Shire which is not currently connected to Council's reticulated water supply system, but which is within 100m from Council's reticulated water supply system where Council is able to provide a connection. The charge will be approximately 75% of the access water charge for a connected property.

A charge for water supplied to Hammond Island is set by Council on a two-tier basis. The first tier is for consumption up to 750 kilolitres. The second tier will be for consumption in excess of 750 kilolitres. This service provides water to all properties on Hammond Island.

Hammond Island
A Tier 1 charge for consumption up to 750 kilolitres.
A Tier 2 charge for consumption in excess of 750 kilolitres

Cost-Recovery Fees

Council may decide to fix a cost-recovery fee for: -

- an application for, or the issue of, an approval, consent, licence, permission, registration or other authority under a local government Act;
- recording a change of ownership of land;
- giving information kept under a local government Act;

- seizing property or animals under a local government Act

Council's policy is to structure its cost-recovery fees so that the costs of providing the service, giving the information or taking the action for which, the fee is charged are recovered.

Any direct or indirect costs incurred by Council in providing the service, giving the information or taking the action will be reflected in the fee charged. The fee charged will include a component for overheads not incurred in directly providing the service, giving the information or taking the action, but which are necessary to provide the service, give the information or take the action.

Council's cost-recovery fees from time to time will be listed in Council's Register of Cost-Recovery Fees, which is open to inspection at the Council's public office.

Business Activity Fees

Council will charge business activity fees for services and facilities it supplies, other than services and facilities for which a cost-recovery fee may be fixed.

Council has the power to conduct business activities and make business activity fees for services and facilities it provides on this basis. Business activity fees are made where Council provides a service and the other party to the transaction can choose whether or not to avail itself of the service. Business activity fees are a class of charge, which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

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

Council will adopt a schedule of business activity fees as part of the budget process, but the charges may be amended by Council, or delegated Officer throughout the financial year.

State Fire Levy

Fire levy charges will continue to be levied on a half yearly basis in accordance with the schedule of charges advised by the Queensland Fire Department.

The funds collected by Council, less an administration charge for collection of the Fire Levy Charge as determined by Council, are remitted quarterly by Council to the Queensland Fire Department.

Horn Island Aerodrome and Thursday Island Helipad

The cost of operating and maintaining the Aerodrome including administrative costs, capital works expenditure and overheads is to be recovered equitably from users by way of landing and parking fees, passenger levy and general charges after allowing for property rentals, concessions and other aerodrome revenue on a full cost basis.

Interest on Overdue Rates and Charges

It is Council's policy to ensure that the interests of ratepayers are protected by discouraging avoidance of responsibility for meeting rates and charges debts.

To this end, Council will impose interest on rates and charges on the date the rates and charges become overdue.

In accordance with Section 133 of the *Local Government Regulation 2012* when any rates or charges are unpaid Council will impose interest compounded daily on rates and charges which remain unpaid at the expiration of the sixty days after the issue of the rate notice.

The rate of interest will be determined annually by resolution.

The rate of interest prescribed by the Department of Local Government, Water and Volunteers for the 2025/2026 financial year commencing on 1 July 2025 is 12.12%

Issue of Rate Notices and Time for Payment of Rates, Charges

Council proposes to continue to send rates notices half yearly to minimise the effect of rate payments upon property owners. The first half year levy will be during the first Quarter and the second half year levy will be during the third quarter of financial year.

Discount

That, in accordance with Section 130 (Discount for prompt payment of rates or charges) of the *Local Government Regulation 2012*, to encourage the prompt payment of rates and charges, a discount will be allowed on the general rates component only of the rates and charges levied, (so long as there are no other arrears of rates and charges (including interest thereon) outstanding on the due date for payment.

Pensioners eligible for pensioner remission, and who pay all rates and charges owing for a particular period within the discount period, will also be eligible for discount on the general rates component only of the rates and charges levied for that period.

The discount rate will be determined by Council at its Budget meeting.

Concessions and Remissions

Pensioners

In accordance with Chapter 4, Part 10 of the *Local Government Regulation 2012*, it is Council's policy to provide assistance by way of a partial remission of rates to pensioners who are in receipt of a full pension from the Commonwealth Government and who comply with the guidelines established by the Department of Families, Seniors and Disability Services and Child Safety for the State pensioner rate subsidy scheme.

Limitation on Increases in Rates and Charges

At this stage Council is not offering any limitation on increases in rates and charges.

Financial Hardship

Council will consider issues of financial hardship where it can be identified that such hardship is to the detriment of the family. In this case an arrangement can be entered into to make payments for rates and charges so that the current rate and charges including any arrears are repaid in full by the end of the financial year. Should a longer period be required then Chief Executive Officer approval is required. Discount would not be available on the general rate.

Rate Arrears and Other Debtors

Where debt is outstanding to Council the following will apply until exempted by the Chief Executive Officer.

- Rate and charges are outstanding for greater than 60 days can be forwarded for debt recovery to Council's Debt Collector.
- Airport operation debts are to be forwarded to debt collection after 60 days unless a repayment agreement is entered into.
- Quotes for work activities are to be paid prior to work being undertaken
- Other Debtors of Council are to be passed to Council's Debt Collector after 60 Days unless a repayment agreement has been reached.

Rating Categories

Rating categories for the year ended 30 June 2026 are shown below.

CATEGORY	RATE Cents in a dollar	MIN RATE \$
1 - Vacant Land	0.004271	777
3 - Residential 1 - (Owner occupied) 1 unit of use	0.003977	777
5 - Residential 3 - (Non-owner occupied) 1 unit of use <\$800,000 valuation	0.004689	836
7 - Residential 5 - (Non-owner occupied) >=\$800,000 valuation - 1 unit of use	0.006013	5,741
8 - Prince of Wales Island - 1 unit of use	0.002496	458
9 - Other Lands - 1 unit of use	0.000514	327
11 - Multi Residential - 1 unit of use	0.004881	799
12 - Multi Residential - 2 Units of Use and <\$300,000 valuation	0.005803	1,602
13 - Multi Residential - 2 Units of Use and >=\$300,000 valuation	0.005267	1,871
14 - Multi Residential - 3 Units of Use	0.005294	2,397
15 - Multi Residential - 4 Units of Use	0.005152	3,198
16 - Multi Residential - 5 Units of Use	0.006430	3,996
17 - Multi Residential - 6 Units of Use	0.004655	4,793
18 - Multi Residential - 7 Units of Use	0.005653	5,595
19 - Multi Residential - 8 Units of Use	0.008739	6,396
20 - Multi Residential - 9 Units of Use	0.011994	7,196
21 - Multi Residential - 10 to 19 (inclusive) Units of Use	0.008737	13,589
22 - Multi Residential - 20 or more Units of Use	0.020405	23,178
31 - Commercial - 1 Unit of Use and <\$500,000 valuation	0.005130	799
32 - Commercial - 1 Unit of Use and >=\$500,000 valuation	0.005366	3,545
33 - Commercial - 2 Units of Use	0.005397	1,602
34 - Commercial - 3 Units of Use	0.005869	2,397
36 - Commercial - 4 Units of Use	0.005569	3,198
37 - Other Commercial	0.005130	799
41 - Industry - 1 Unit of Use and <\$600,000 valuation	0.005882	799
42 - Industry - 1 Unit of Use and >=\$600,000 valuation	0.005439	3,826
43 - Industry - 2 Unit of Use	0.005555	1,602
45 - Industry - 3 Unit of Use	0.006116	2,397
47 - Industry - 5 Unit of Use	0.005470	3,996
51 - Extractive >5,000 Tonnes	0.9500	10,000

52 - Mining Lease < 5 FTE onsite personnel	0.9500	550
53 - Mining Lease 6-50 FTE onsite personnel	0.9500	50,000
54 - Mining Lease 51-100 FTE onsite personnel	0.9500	100,000
55 - Mining Lease 101-200 FTE onsite personnel	0.9500	200,000
56 - Mining Lease 201-300 FTE onsite personnel	0.9500	300,000
57 - Mining Lease 301-400 FTE onsite personnel	0.9500	400,000
58 - Mining Lease 401-500 FTE onsite personnel	0.9500	500,000
59 - Mining Lease 500+ FTE onsite personnel	0.9500	600,000

Utilities Charges

Utilities charges for the year ended 30 June 2026 are shown below.

Garbage Charges

Domestic Garbage	\$1,134	per unit
Prince of Wales Dump	\$269	per unit
Prince of Wales Garbage collection	\$1,134	per unit
Commercial Garbage A	\$1,658	per unit
Commercial Garbage B	\$2,831	per unit
Commercial Garbage C	\$4,040	per unit

Sewerage Charges

Sewerage TI and HI	\$951	per annum
Vacant Land	\$552	per unit

Water Charges

Unit rate all classes	\$1,076	per annum
Vacant Land	\$812	per annum
Excess Water for next 350 kilolitres consumed	\$2.40	per kilolitre
Excess Water for excess over 350 kilolitres	\$4.93	per kilolitre
Water Shipping	\$6.85	per kilolitre
Hammond Island water first tier (up to and including 750 kilolitres by number of connections)	\$2.75	per kilolitre

Hammond Island Water second tier (water usage in excess of 750 kilolitres by number of connections)

\$4.93 per kilolitre

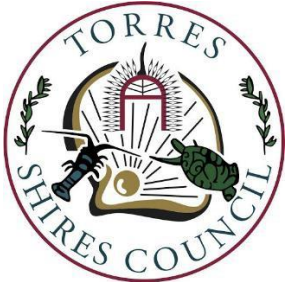
Land Exempted From Rating

Community Organisations rate concession, Religious, Educational, Charitable and other organisations. The following Organisations listed below are exempt from the payment of general rates under Section 93 (3) (h) of the *Local Government Act 2009* and *Local Government Regulation 2012* Chapter 4 Part 2 S73 (A-E).

Rate Assess	Owner	Address	Land Use
000280-0000-000	Church of Jesus Christ & the Latter Day Saints	6 Stephen St Thursday Island	Church
00266-00000-000	Assemblies of God	45 Loban Road Thursday Island	Church & Manse
00382-00000-000	Roman Catholic Archdiocese of Cairns	42 Outie St Wasaga	Church
00074-99000-000	Roman Catholic Archdiocese of Cairns	120 Douglas St Thursday Island	Church, Manse, Hall, Monastery, School & School Accom.
00272-50000-001	Church of Torres Strait & Kaiwalagal	14A Stephen St Thursday Island	Church
00074-95000-000	Diocese of Carpentaria (Anglican)	124 Douglas St Thursday Island	Church, Manse, Hall, Bishop & Priest Residence
00336-00000-000	Diocese of Carpentaria (Anglican)	17 Wees St Wasaga	Church
00128-90000-000	Full Gospel Church	44 John St Thursday Island	Church
00302-00000-000	Jehovah's Witnesses Inc.	15 Nazeer St Thursday Island	Church & Manse
00284-00000-000	Lena Passi Shelter	10 Aubrey Parade Thursday Island	Women/Children refuge centre
00331-90000-000	Torres Strait Home for the Aged	121 Waiben Esplanade Thursday Island	Aged Home
00296-00000-000	Torres Strait Kaziw Meta Inc.	1 Nazeer St Thursday Island	Student Hostel
00076-00000-000	The Uniting Church	114 Douglas St Thursday Island	Church & Hall
00003-20000-000	Aboriginal Hostels	60 Douglas St Thursday Island	Hostel
00123-18000-000	Aboriginal Hostels	145 Douglas St Thursday Island	Student Hostel



Advertising Expenditure Policy



COUNCIL POLICY 2.4

Advertising Expenditure

Resolution No. 25/5/26 Version: 1

PURPOSE

The purpose of this policy is to provide direction regarding the types of advertising and publicity that are appropriate for Council funded expenditure, including any restrictions, approval requirements, and procedures to ensure alignment with legislative and governance expectations.

SCOPE

Council may legitimately use public funds for advertising and publicity to explain its policies and to inform the public of the services available to them and of their rights and responsibilities. This policy recognises that advertising and publicity should not be conducted in a manner that results in funds being used to finance publicity for political purposes.

This policy details acceptable types of advertising and provides procedural guidance to ensure the various advertising mediums are only used for the provision of information or education in the public interest.

DEFINITION

For the purposes of this policy “advertising” means the promotion of an idea, goods or services for which a fee is paid. This includes advertisements in print, broadcast, digital media, signage, and other paid placements, consistent with Section 197 of the *Local Government Regulation 2012*. This document will detail specific restrictions and limitations especially with regard to those advertisements placed in a defined period leading up to a Council election. Editorials, external media releases and other advertising that occur (but do not require expenditure of Council funds) are not covered by this document.

BACKGROUND

The *Local Government Regulation 2012*, section 197 details the requirements for advertising spending which includes the requirement for an advertising spending policy. This includes limits to advertising spending in the 3-month period leading up to a Council election.

Section 164 of the same regulation sets out the requirements for keeping records on advertising spending.

REQUIREMENTS

Advertising

Council must comply with the following requirements for a policy about advertising expenditure in accordance with Section 197 of the LGR as follows:

A policy about advertising expenditure must state the following matters –

1. the types of advertising the local government considers provide information or education to the public; and

2. the types of information or education the local government considers are in the public interest to provide; and
3. in a way that is consistent with the local government's advertising spending policy.

Communication of these objectives may be achieved in a variety of ways other than merely placing an advertisement in a newspaper. Often mediums like television, magazines, radio, digital platforms or through working arrangements or joint undertakings with other organisations may be a more appropriate method of communicating the necessary information.

Flyers, brochures, signs and other materials are also used to promote Council objectives and where not specifically referred to in this document, approval of content must be sought from the Chief Executive Officer (CEO).

ACCEPTABLE ADVERTISING

Council will make budgetary provisions for advertising expenditure for the purposes of communicating information to the public. The following types of advertising are politically non-contentious and essential to convey and collect information:

Job Vacancies

The CEO is responsible for all job vacancy advertisements. These may be published in a variety of outlets including (but not limited to) News Papers, , digital platforms (websites and social media) and professional and/or trade journals.

A copy of all advertisements must be provided for the approval of the CEO before it is forwarded to the respective advertising source.

Quotations and Tenders

Advertisements for quotations and tenders may be advertised in newspapers, digital platforms, Council's website and social media. Tender documents will be available for download from Council's preferred digital platform, VendorPanel (VendorPanel.com.au/marketplace), and must be submitted to VendorPanel.

Executive Managers who are responsible for the quotation or tender documentation, must submit the advertisement with the final quotation or tender documents to the CEO for approval one week prior to the date the advertisement is to be published. All Council Officers that develop and publish the approved advertisement for the quotation or tender must follow the advertising procedure.

Public Notices

Public Notices typically have a low creative content and seek to impart specific information in a direct and unembellished manner. This type of advertising includes, but is not limited to the following:

- Impounded Stock
- Council Meeting Dates
- Public Holiday Declarations
- Road Closures
- Water Restrictions

Respective Executive Managers are responsible for arranging advertising of this type.

Legislative Requirement

Occasionally, Council advertisements are required as a result of obligations under various Acts and Regulations. This type of advertising must be approved by the CEO and published in accordance with the advertising procedures.

Display Advertisements

This type of advertising typically involves high creative content and the services of a graphic designer may be necessary to ensure quality and consistency of material. Examples of such advertising include:

- Operating times for Council facilities
- Advertising events and festivals
- Public consultation
- Community workshops

Advertising procedures must also be followed when placing advertisements of this nature including referral of the advertisement to the CEO for review prior to its publication.

PRESENTATION

Advertisements should be presented in a manner that is:

- Accurate, Factual and Truthful.
 - Information must be factual and presented clearly and accurately. Advertisements that include commentary and/or analysis of that information to amplify its meaning should be indicated as such.
- Fair; Honest and Impartial.
 - The material must be presented in unbiased and objective language and in a manner free from partisan promotion of government policy and political argument.
- Lawful and Proper.
 - The material must comply with the law.

EXCLUSIONS

Public funds will not be used for Council advertising where:

1. Political parties are mentioned by name.
2. A reasonable person could misinterpret the message as being on behalf of a political party or other grouping.
3. A political party or other grouping is being disparaged or held up to ridicule.
4. Members of a Council are named, depicted or otherwise promoted in a manner that a reasonable person would regard as excessive or gratuitous.
5. The method or medium of advertising is manifestly excessive or extravagant in relation to the objective being pursued.
6. There is no clear line of accountability, appropriate audit processes or suitable purchasing process for the advertising sought.
7. Events and/or activities that satisfy "Acceptable Advertising" as detailed in this policy may only be advertised during the three (3) month period prior to a Council election if the event was arranged prior to that three (3) month period, or the CEO approves the expenditure.

EXPENDITURE

All advertising expenditure must be authorised by the CEO, Executive Manager or Finance Manager prior to incurring such expenditure. Such authorisation must be documented, either electronically or in hard copy, and there must be a record of this maintained. The CEO, Executive Managers or Finance Manager able to authorise expenditure for advertising must be sure there is a clear benefit to the residents and ratepayers, and the costs are reasonable before incurring or approving such expenditure.

BRANDING

All advertisements shall carry Council's approved logo and, where appropriate, the Vision Statement unless the CEO grants an exemption.

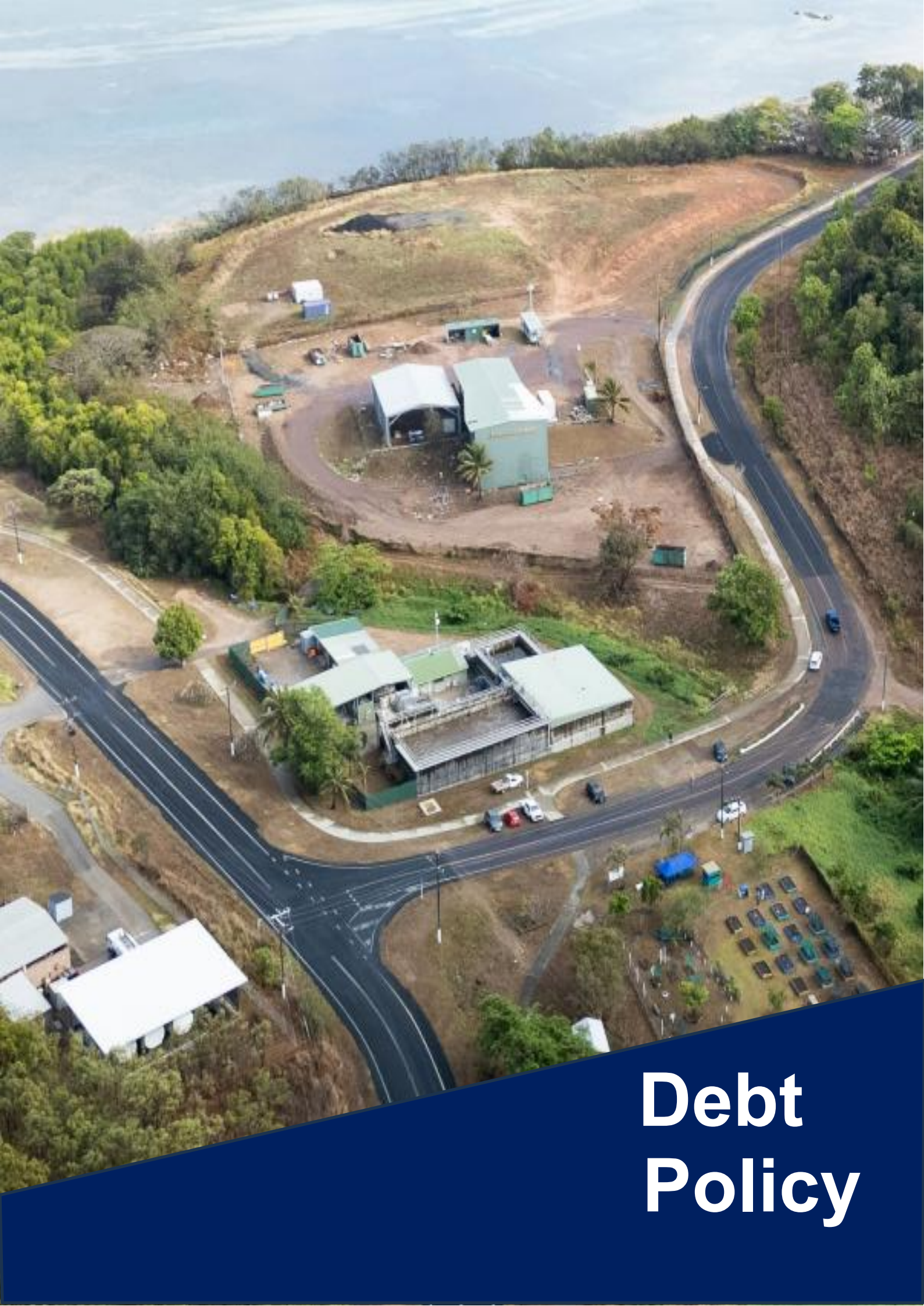
RELEVANT LEGISLATION

- *Local Government Regulation 2012*

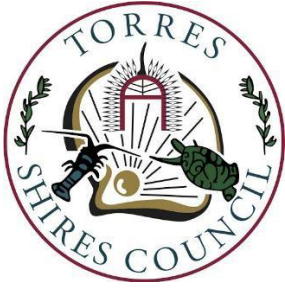
DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Executive Manager Corporate & Community Services
Review Frequency:			Yearly



Debt Policy



COUNCIL POLICY 2.3

Debt Policy

Resolution No. 25/5/26 Version: 1

PURPOSE

Section 192 of the *Local Government Regulation 2012* requires Local Governments to adopt a debt policy each year.

The debt policy must state:

- (a) The new borrowings planned for the current financial year and the next 9 financial years; and
- (b) The time over which the local government plans to repay existing and new borrowings.

Council's policy is to:

Only borrow loan monies for new, or upgrades to, major capital assets and to repay those loans prior to the end of the useful life of the asset. Ensure that Council's total commitment in respect of loan redemption (principal and interest) shall not annually exceed 60% of its total anticipated annual income from rates and utility charges and the Financial Assistance Grant.

Borrowings will only be undertaken if:

- All alternative options for undertaking the project without borrowing have been investigated and proved less advantageous to Council;
- The benefit received from undertaking the borrowing is greater, over the life of the borrowing, than the costs of borrowing;
- Repayments will be met from project income or other untied income of Council (not grant funding);
- Only those projects identified in strategic planning documents or other approved plans shall be eligible for funding through borrowings.

SUMMARY OF OUTSTANDING BALANCES

Council has no outstanding loan payable to Queensland Treasury Corporation (QTC).

PROPOSED BORROWINGS

No new borrowing is planned from 2025/26 to 2034/35 financial years.

RELEVANT LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*

DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Financial Consultant
Review Frequency:			Yearly



Entertainment & Hospitality Expenditure Policy



COUNCIL POLICY 2.5

Entertainment & Hospitality Policy

Resolution No. 25/5/26 Version: 1

PURPOSE

The purpose of this document is to establish a policy and guidelines for accepting and claiming for hospitality and entertainment benefits by Employees.

Under S 196 of the *Local Government Regulation 2012*, a local government must prepare and adopt a policy about the local government's spending on entertainment or hospitality. It may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy.

PROVISIONS

1. All Entertainment and Hospitality expenditure must:
 - be for official purposes;
 - be properly documented with the purpose identified;
 - be available for scrutiny by both internal and external audit;
 - appear appropriate and responsible and withstand the public defensibility test;
 - be in accordance with the adopted budget.
2. When accepting hospitality, particular care should be taken to avoid any possible conflict of interest. It is particularly important that such situations should not be perceived or construed as providing an incentive for any commercial transactions.
3. In all instances of personal expenditure claimed for reimbursement or payment in excess of expenses covered by the amount applicable as per the current Tax Determination as Travelling Allowance provided to Employees when attending conferences, training courses or other Council related business, the Chief Executive Officer (CEO) or delegate should be comfortable in disclosing the expense (the public defensibility test). The CEO or delegate should be satisfied that the claim (including appropriate documentary evidence) is reasonable, prior to the authorisation of any such payment or reimbursement.

Matters that should be considered include the quantum of the claim and the frequency of claims. Due consideration also needs to be given to factors such as accepted community practice or standard.

In a situation where there is some doubt about the validity of claiming particular expenditure (eg where there is doubt that an activity or function relates to the employee's official duties), the CEO or delegate should make a determination in relation to the principles of these guidelines. Decisions should be able to withstand the public defensibility test.

4. Entertainment and hospitality should be incurred where it is considered essential to facilitate the conduct of public business through persons who are able to do so, either by advice or because of their vocations or business needs and restricted to the authority of the CEO and his direct reports. However, such hospitality should not be suitable for local business meetings, which would ordinarily be conducted at either workplace.

Examples of expenditure considered to be appropriate hospitality include:

- hosting intrastate, interstate, and overseas dignitaries;
- hosting representatives of business, industry and recognised community
- and Council related organisations or groups or the media;
- hosting representatives of other levels of government;
- conducting special staff functions such as farewells and annual Christmas functions;
- special functions to recognise particular events/achievements.

5. Other types of expenditure considered reasonable as official hospitality include:

1. provisions of tea, coffee, morning or afternoon tea for official visitors;
2. provision of light refreshments/lunches for internal meetings, conferences seminars, workshops;
3. provision of light refreshments/snacks for Council volunteers at the conclusion of their shift;
4. attendance at official functions for which charges are incurred;
5. provision of meals and buffet snacks including refreshments for senior officers, media and visiting dignitaries during official Council and or committee meetings.

6. All Council Orders for expenditure of this nature must be authorised by the CEO, Directors or Finance Manager prior to incurring such expenditure. Such authorisation must be documented, either electronically or in hard copy, and there must be a record of this maintained. The CEO and Directors able to authorise expenditure on entertainment and hospitality must be sure there is a clear benefit to the residents and ratepayers, and that both the type of event and the costs are reasonable before incurring or approving such expenditure.

7. The Mayor, CEO and Directors issued with a credit card in the name of Torres Shire Council may use this card for the payment of complying entertainment and hospitality expenditure subject to the terms and conditions of use of such credit card.

8. This policy is always subject to the allocation of funding in the annual budget.

RELEVANT LEGISLATION

- *Local Government Regulation 2012*

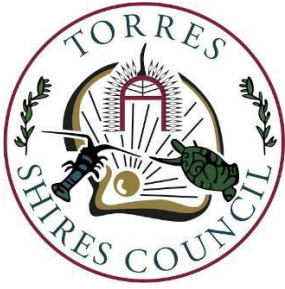
DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Executive Manager Corporate & Community Services
Review Frequency:			Yearly



Travel Expenditure Policy



COUNCIL POLICY 2.7

Travel Expenditure Policy

Resolution No. 25/5/26 Version: 1

PURPOSE

The purpose of this policy is to establish a policy and guidelines for accepting and claiming for Travel benefits by Employees and Councillors.

PROVISIONS

1. All travel expenditure must:
 - be for official purposes;
 - be properly documented with the purpose identified;
 - be available for scrutiny by both internal and external audit;
 - appear appropriate and responsible and withstand the public defensibility test;
 - be in accordance with the adopted budget.
2. When accepting any travel concession, particular care should be taken to avoid any possible conflict of interest. It is particularly important that such situations should not be perceived or construed as providing an incentive for any commercial transactions.
3. In all instances of travel expenditure booked or provided to Employees when attending conferences, training courses or other Council related business, the Chief Executive Officer (CEO), Executive Management or delegate should **be comfortable in disclosing the expense (the public defensibility test)**. The CEO or delegate should be satisfied that the claim (including appropriate documentary evidence) is reasonable, prior to the authorisation of any such payment or reimbursement.

Due consideration also needs to be given to factors such as accepted community practice or standard. Decisions should be able to withstand the public defensibility test.

4. Travel can be incurred where it is considered essential to facilitate the conduct of public business through persons who are able to do so, either by advice or because of their vocations or business needs and restricted to the authority of the CEO and direct reports.
 1. any special pricing deals being taken advantage of.
 2. Mayor, Councillors and Executive Management be required to access any special fares from Horn Island to Cairns. Where travel is further than three hours from departure airport then Business Class travel is available. Such travel requires booking more than a month in advance.
 3. Where knowledge of attendance **is in advance of 1 month** then travel should be sourced as soon as possible after authorisation to travel either by Council, CEO, Executive Management or Finance Manager

5. All Council Orders for expenditure of this nature must be authorised by the CEO, Executive Management or Finance Manager prior to incurring such expenditure. Such authorisation must be documented, either electronically or in hard copy, and there must be a record of this maintained. The Council, CEO, Executive Management or Finance Manager able to authorise expenditure on Travel expenditure must be sure there is a clear benefit to the residents and ratepayers, and that both the type of event and the costs are reasonable before incurring or approving such expenditure.
6. When travel is booked, any **subsequent travel alteration is to be at the expense of the traveler unless such change is required to further facilitate Council business** or associated activity requiring booking alteration.
7. The Mayor, CEO and Executive Management issued with a Credit Card in the name of Torres Shire Council may use this card for the payment of complying travel expenditure subject to the terms and conditions of use of such Credit Card.

This policy is always subject to the allocation of funding in the Annual Budget.

RELEVANT LEGISLATION

- *Local Government Regulation 2012*

DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	CEO and Executive Management
Review Frequency:			Yearly



Grants to Community Organisations



COUNCIL POLICY 2.6

Grants to Community Organisations

Resolution No. 25/5/26 Version: 1

PURPOSE

In recognition for the efforts of residents in the Shire, Torres Shire Council has developed a Grants to Community Organisations Policy to provide in-kind, financial assistance and other forms of assistance including grant and donation funds through which the Council will help, strengthen and enhance community capacity of not-for profit organisations to continue providing services and activities that benefit constituents of the Torres Shire Local Government Area.

S 194 of the *Local Government Regulation 2012*:

A local government may give a grant to a community organisation only—

(a) if the local government is satisfied—

- (i) the grant will be used for a purpose that is in the public interest; and*
- (ii) the community organisation meets the criteria stated in the local government's community grants policy; and*

(b) in a way that is consistent with the local government's community grants policy.

PROVISIONS

Council generally provides access to grant and donation funds through its open and competitive programs. Recognising the need to respond to community needs and being proactive in building community capacity. Council also provides donations outside of its open and competitive programs for Community Events and a range of miscellaneous projects including Local Promotions.

Council has regard to the following principles when considering the granting of financial assistance to community organisations:

- a. recognising the diversity of constituents residing in the Torres Shire Local Government Area with an intent to provide grant funds for purposes in a manner it considers to be in the public interest;
- b. transparency in the administration of its financial assistance programs;
- c. acting fairly in assessing applications and allocating funds;
- d. providing equitable opportunities to community organisations (does this relate to non-Government Organisations that also receive funding from State and Commonwealth, or is this not-for-profit community organisations that apply for available funds;
- e. late applications will not be considered unless endorsed by CEO or a delegate
- f. incomplete applications will not be considered unless endorsed by CEO or a delegate
- g. Council does not provide funding under this policy to individuals
- h. funding will not be provided for projects or activities that have already been completed unless exceptional circumstances exist and endorsed by CEO or delegate

- i. funding will not be provided for projects or events conducted or held specifically for the purpose of raising funds for transfer to a third party unless exceptional circumstances exist and endorsed by CEO or delegate
- j. funds granted must be fully spent in the financial year in which they are awarded unless approved by the Chief Executive Officer;
- k. funding will not be provided to government or semi-government organisations (except schools and educational institutions);
- l. funding will not be provided to organisations with a delinquent debt to Council (excluding interest free loans);
- m. funding will not be provided to organisations that have not provided the required acquittal reports for prior grants or where an acquittal report is deemed unsatisfactory;
- n. decisions about the extent and type of assistance are final and there are no appeal mechanisms;
- o. where recipients wish to vary an approved project, the Chief Executive Officer (or delegate) may approve such requests;
- p. all unspent and/or uncommitted funds must be returned to Council;
- q. all applications for financial assistance to community organisations will only be considered on an annual financial year basis.

The Council will allocate total annual **funds not to exceed \$10,000** dependant on the respective annual budget and may advertise for submissions for grants each financial year. Grants may take the form of monetary donations, reimbursement of net general rates, reimbursement of Council fees or a donation equivalent to the cost of plant hire.

ELIGIBILITY CRITERIA

Each application for assistance submitted for a grant will be considered by applying the following criteria:

- Organisations must be community-based and provide services and activities of benefit to Torres Shire residents.
- The objective of the organisation must be solely non-profit making.
- Organisations that operate a licensed premises and/or gaming machines will not be eligible for assistance.
- State and Commonwealth Government agencies will not be eligible for assistance.
- Organisations should be incorporated or sponsored by an incorporated body.
- Organisations that are not incorporated may be eligible for assistance under this policy provided that the organisation meets all other criteria. Unincorporated not-for-profit community organisations can apply for assistance through eligible incorporated sponsor organisations. Sponsor organisations must agree to take responsibility for the receipt, application and acquittal of the assistance provided.
- All organisations requesting assistance will be required to make a submission on each occasion with the exception of rate reimbursements where the term of the assistance is determined by Council.

Note: Preference will be given to requests towards a specific project, e.g. fee relief towards a building project, or work to be carried out for safety reasons.

MONETARY DONATIONS

Monetary donations, aside from sponsorship, will only be given towards specific capital Projects and seeding grants. Proof of full or partial completion of the project within the financial year will be required before funds are paid.

RATE REIMBURSEMENT

Reimbursement of rates will be for net general rates only. No utility charges, e.g. water or sewerage charges, will be refunded.

FEE RELIEF

All applicants seeking a concession regarding fees must make a written application to Council. Approval may be sought for the reimbursement of one-off application fees, e.g. building application fees, sport and recreation facilities hire, etc. However, the fees must be paid to Council prior to payment of donation. If not taken up, approval will lapse at the end of the financial year. Annual licence fees will not be considered. Where Council grants a fee concession, that concession will be paid from Council's donations item and paid to the applicant granted the concession.

PLANT HIRE

The Council will provide assistance to organisations by allowing plant to be made available to organisations when not required by Council provided the plant is operated by Council personnel. The donation amount will be calculated in accordance with Council's current rates and charges for plant hire and wages and include travel time and stand down time. The Chief Executive Officer has delegated authority to approve plant hire donations to a limit of \$1,000. Donations may be refused if Council's plant hire donations budget is fully allocated.

ADMINISTRATION

The maximum level of financial assistance allocated to the donations budget will be determined each year within Council's annual budget process. Requests for monetary donations, grants, rate reimbursements or fee relief will be considered by Council on an "as needs" basis and Council will determine which, if any, organisations will receive assistance in accordance with the above criteria.

In any one financial year an organisation will be limited to:

- a monetary donation (sponsorship) to a limit of \$250;
- a seeding grant to assist community groups with set-up costs, etc. to a limit of \$250;
- a monetary donation (capital projects) to a limit of \$1,000;
- net general rate relief of \$500;
- fee relief of \$1,000;
- plant hire of \$1,000; or
- an equivalent combination of the above to a maximum of \$1,000.

Any donation greater than the amounts above must be listed for budgetary consideration or resolved by Council resolution. The Mayor and the Chief Executive Officer have delegated authority to approve donations of up to \$1,000.

IN-KIND ASSISTANCE

Council will continue to provide in-kind assistance (photocopy, faxes, etc.) from time to time with the Chief Executive Officer being delegated authority to make decisions on the amount of assistance provided.

ACQUITTAL DETAILS

Successful recipients who have received support from Torres Shire Council must submit an Acquittal Report within six (6) weeks of completing of the event and project. Failure to comply and lodge a report may result in Torres Shire Council requesting return of the funds, and this may result in future funding applications.

NOTIFICATION

All applicants will receive a confirmation email to state their application has been received by Council, including details of an application reference.

Successful applicants will receive an approval letter, and a link to the Acquittal report.

Unsuccessful applicants will be advised in writing stating the reason for the decision. For further clarification or feedback on your application please contact Council.

FUNDING PROCESS

This is the process after notification of outcome from Council:

- ✓ Receive successful | unsuccessful outcome via email and mail
- ✓ If successful you will receive a letter that will state conditions of the grant along with link to the acquittal report. You will need to sign the letter to confirm you have read and understood the conditions of the grant funding.
- ✓ You must return the signed section on the letter prior to funds being deposited into your nominated bank account.
- ✓ Once your event | project is completed you must complete and return the acquittal report six (6) weeks after.

FUNDING TIMELINE

Application Opens	Round One	- 1 July each year
	Round Two	- 1 February each year
Applications Close	Round One	- 31 July each year
	Round Two	- 1 March each year
Submitted to Council	Round One	- First scheduled Meeting in September
	Round Two	- First scheduled Meeting in May
Final Acquittal must be -	Within (6) weeks of the event occurring	

OTHER IMPORTANT NOTES

Only one application can be submitted per organisation per funding round

All applications must be completed using the Grants to Community Organisation application form on Councils Website

Grant applicants who have received funding within the last 12 months will only be considered if sufficient budget is available.

If an organisation is successful with a community grant or sponsorship, and a variation is required from the original application, this must be done in writing to Council's CEO.

Failure to accept funding within 3 months of being issued will result in the organisations funding being withdrawn and a new application will be required.

FAILURE TO COMPLY

If an organisation that has received funding fails to comply with any requirements of this policy, Torres Shire council has the right to refuse future applications for grants or sponsorship and/or request return of the approved funds.

FURTHER INFORMATION

Contact:

Torres Shire Council

68 Douglas Street

THURSDAY ISLAND QLD 4875

P: 07 4083 1200 E: admin@torres.qld.gov.au

RELEVANT LEGISLATION

- *Local Government Regulation 2012*

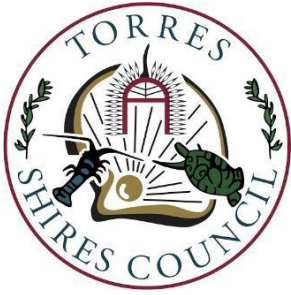
DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Executive Manager Corporate & Community Services
Review Frequency:			Yearly



Investment Policy



COUNCIL POLICY 2.2

Investment Policy

Resolution No.25/5/25 Version 1

1. OVERVIEW

1.1 PREAMBLE

Torres Shire Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangement Act 1982* (SBFA Act).

The Queensland Government Treasurer may, from-time-to-time, constrain the investing activities of local governments by limitation, caveat, restriction and/or other relevant regulation. Where this occurs, this Investment Policy (the Policy) will be reviewed and reissued to reflect such changes.

S 191 of the *Local Government Regulation 2012*

- (1) A local government must prepare and adopt an investment policy.
- (2) The investment policy must outline—
 - (a) the local government's investment objectives and overall risk philosophy; and
 - (b) procedures for achieving the goals related to investment stated in the policy

1.2 INTENT

The intent of this policy is to outline Council's investment policy and guidelines regarding the investment of surplus funds, with the objectives to maximise earnings within approved risk guidelines and to ensure the security of funds.

The activities of the investment officers or fund managers responsible for stewardship of Council's funds will be measured against the standards and objectives outlined in the Policy.

1.3 SCOPE

For the purpose of the Policy, investments are defined as arrangements that are undertaken or acquired with the expectation of achieving a financial return through interest, profit or capital growth.

The Policy applies to the investment of all surplus funds held by Council.

Amounts of less than \$5 million are to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allows for investment at call or for a fixed term up to one year in the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund or the Queensland Investment Corporation (QIC) Cash Fund without further approval.

2. POLICY STATEMENT

2.1 AUTHORITY

All investments are to be made in accordance with: *Statutory Bodies Financial Arrangements Act 1982*; *Statutory Bodies Financial Arrangements Regulation 2019*; *Local Government Act 2009*; *Local Government Regulation 2012*.

2.2 ETHICS AND CONFLICTS OF INTEREST

2.2.1 Prudent Person Standard

Prudence is to be used by Council's Finance Manager when managing the investment portfolio. Investments will be managed with the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are reviewed regularly.

The Finance Manager is to manage the investment portfolio in accordance with the spirit of the Policy, and not for speculation. The Finance Manager is to avoid any transaction that might harm confidence in Council. The Finance Manager will consider the security of capital and income objectives when making an investment decision.

2.2.2 Ethics and conflicts of interest

The Finance Manager shall refrain from personal activities that conflict with the proper execution and management of Council's investment portfolio. This includes activities that impair the Finance Manager's ability to make impartial decisions.

The Policy requires that the Finance Manager discloses to the Chief Executive Officer (CEO) any conflict of interest or any holding of investment positions that could be related to the investment portfolio.

2.2.3 Delegation of authority

Authority for the implementation of the Policy is delegated by Council to the CEO in accordance with section 257(1)(b) of the *Local Government Act 2009*.

Authority for the day-to-day management of Council's investment portfolio is delegated by the CEO to the Finance Manager

2.3 INVESTMENT OBJECTIVES

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

In order of priority, the objectives of undertaking investment activities shall be preservation of capital, maintenance of liquidity, and return on investments.

2.3.1 Preservation of capital

Preservation of capital shall be the principal objective of the investment portfolio, and investments are to be undertaken in a manner that seeks to ensure security of principal of the overall portfolio. This includes managing credit risk and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in Council.

Credit Risk

Council will evaluate and assess credit risk prior to undertaking an investment. Credit risk is the risk of loss due to the failure of an investment issuer or insurer. The Finance Manager will minimise credit risk by pre-qualifying all transactions and the brokers/securities dealers with whom they do business, diversifying the investment portfolio and limiting transactions to secure investments.

Interest rate risk

The investment officers shall seek to minimise the risk of a change in the market value of the investment portfolio due to a change in interest rates, by considering the cash flow requirements of Council and structuring the portfolio accordingly. This will avoid the need to sell securities prior to

maturity in the open market. Interest rate risk can also be limited by investing in shorter term securities.

2.3.2 Maintenance of liquidity

Pursuant to section 31 of the *SBFA Act*, Council maintains a deposit and withdrawal account with the National Australia Bank for its day-to-day operating transaction requirements.

In addition to the balances held in its bank account, the investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council as and when they fall due, without incurring significant transaction costs due to any need to sell an investment.

Illiquid investments are defined as investments that are not publicly traded in sufficient volume to facilitate, under most market conditions, prompt sale without severe market price effect. Examples include:

- investment in private placements;
- a security that is not supported or priced by at least two approved brokers or securities dealers;
- sub investment grade securities i.e. a lower than rating BBB - (Standard & Poor's) or equivalent; and
- unrated securities.

2.3.3 Return on investments

The investment portfolio's expected return on investments to achieve a market average rate of return considers Council's risk tolerance, current interest rates, budget considerations, and the economic cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within the Policy.

Council should ensure it achieves value-for-money or a competitive price after considering the costs of the investment.

The investable funds should match the cash flow needs of Council, as determined by the Finance Manager after the Council adopts the budget. In this regard, it is appropriate for the Finance Manager to be conservative so that where possible, investments should not be broken to meet cash flow obligations.

2.4 PORTFOLIO IMPLEMENTATION

2.4.1 Authorised personnel

The Finance Manager is authorised to invest Council's surplus funds in investments that are consistent with the Policy and relevant legislation. The Finance Manager will report to Council, which will provide the investment guidelines and approved lists for the purposes of the Policy.

2.4.2 Investment Oversight

The Finance Manager shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft or misuse. The investment processes set by the Finance Manager may be more conservative than the Policy; however, the processes cannot override the Policy. The Executive Manager Corporate and Community Services (EMCCS), who does not have authority for the execution of investment transactions, will provide compliance and investment analysis to the Finance Manager. The EMCCS is not required to direct daily investment decisions, select fund managers, or become involved in the daily operations of the investment portfolio. The EMCCS role is to review and refer investment decisions, if required, to the CEO who will refer these matters to Council.

The internal controls will address the following:

- collusion;
- separation of transaction authority from accounting and record keeping;
- safekeeping of records;
- avoidance of physical delivery of securities;
- clear delegation of authority to investment officers;
- confirmation requirements for the settlement of securities;
- compliance and oversight of investment parameters; and
- reporting of breaches of the Policy.

The established processes will include monthly and quarterly reporting (including compliance reporting), as well as an annual review of the Policy.

The Finance Manager with the assistance of the EMCCS shall conduct an annual audit of the activities of the investment portfolio to verify compliance with the Policy and relevant legislation. A copy of the audit report is to be provided to the CEO, Council, and the Internal Auditor.

2.5 INVESTMENT PARAMETERS

2.5.1 Investable funds

For the purposes of the Policy, investable funds are the surplus funds available for investment at any one time, including Council's bank account balance. However, the Policy does not apply to monies held on trust for third parties, where those funds are subject to specific conditions.

The investable funds should match the cash flow needs of Council, as determined by the Finance Manager after the Council adopts the budget. In this regard, it is appropriate for the Finance Manager to be conservative so that, where possible, investments should not be broken to meet cash flow obligations.

It is the responsibility of the Finance Manager to assess the cost of direct investment management by Council relative to the return generated. This should be compared with the cost of investing funds with a capital guaranteed cash fund, such as the QTC Capital Guaranteed Cash Fund.

2.5.2 Authorised investments

Investments are limited to those prescribed by Part 6 of the *SBFA Act* for local governments with Category 1 investment power, which include:

- interest bearing deposits;
- commercial paper;
- bank accepted/endorsed bank bills;
- bank negotiable certificates of deposit;
- short term bonds;
- floating rate notes;
- QIC Cash Fund; and
- QTC Capital Guaranteed Cash Fund, Debt Offset Facility, Fixed Rate Deposit and Working Capital Facility.

All investments will be either at call or for a fixed term of no more than one year.

2.5.3 Prohibited investments

The Policy prohibits any investment carried out for speculative purposes. The Finance Manager may include a prohibited investments list within the investment guidelines and approved lists (established pursuant to section 2.4.1 of the Policy).

The following investments are prohibited:

- derivative based instruments (excluding floating rate notes);
- securitised debt instruments;
- structured products;
- principal only investments or securities that provide potentially nil or negative cash flow;
- stand-alone securities that have underlying futures, options, forward contracts and swaps of any kind; and
- securities issued in non-Australian dollars.

2.5.4 Portfolio investment parameters and credit requirements

The following table shows the credit ratings: Short Term Rating (Standard & Poor's) or equivalent	Total Limit (Max % of Portfolio)	Maximum Funds (Any one institution)
A1+	100%	\$2.0M
A1	50%	1.5M
A2 – Financial Institutions only	30%	\$1.0M
A3 – Financial Institutions only	10%	\$500,000
All other approved deposit taking institutions regulated by APRA.	10%	\$250,000
QIC/QTC Pooled Cash Management Funds	100%	Unlimited

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

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

No more than 20 percent of the portfolio is to be invested in Floating Rate Notes.

Whenever an investment is proposed, a minimum of two (2) quotes will be obtained from authorised institutions achieving a Standard & Poors or Moody rating of "AA" or better. The Queensland Treasury Corporation must be included as one of these quotes.

The institution offering the best quotation, net of costs, will generally be successful in attracting Council's investment. Council may deviate from this arrangement in situations where it wishes to support local financial institutions, whose investment interest rate may not exactly match its larger competitors.

Investments held with the Queensland Treasury Cash Fund will be benchmarked against other investments or quoted investment rates at the end of each calendar month to ensure Council is receiving the most advantageous rate given the risk/return trade off.

Investments with unrated institutions are covered by the Australia Government Financial Claims Scheme (FCS) which protects depositors of authorised deposit-taking institutions (ADI), (banks building societies and credit unions incorporated in Australia), providing protection to depositors up to \$250,000 per account-holder per ADI.

2.5.5 Maturity

The maturity structure of the investment portfolio will reflect a maximum term to maturity of one year and include an interest rate reset of no longer than six months (185 days).

2.5.6 Liquidity requirement

Given the nature of the funds invested, a maximum of 20 per cent of the investment portfolio will be held in illiquid securities, and at least 10 per cent of the portfolio will be held in investments that can be called at no cost or that will mature within 7 days.

2.5.7 Approved lists

The Finance Manager shall prepare and maintain the following approved counterparty lists for the investment of surplus funds:

- banks;
- commercial paper and medium term note issuers;
- brokers/dealers and direct issuers for purchase or sale of security with a minimum Standard & Poor's long-term credit rating of A+ (or equivalent), and
- credit unions.

2.5.8 New investment products

A new investment product requires a full risk assessment and approval by Council.

2.5.9 Breaches

Any breach of the Policy is to be reported to the CEO and Finance Manager and rectified within 24 hours of the breach occurring. The CEO will report the breach to Council at the next meeting.

Where Council holds an investment arrangement that is downgraded below the minimum acceptable rating level as prescribed under regulation, Council shall within 28 days after the change becomes known, either obtain the Queensland Treasurer's approval for continuing with the investment arrangement, or sell/redeem/withdraw the investment arrangement.

2.5.10 Safekeeping of records

Each transaction will require written confirmation by the broker/dealer/bank. Council will hold all security documents, or alternatively a third party custodian authorised by the Finance Manager may hold security documents.

2.5.11 Authorised dealers and brokers

The Finance Manager will maintain a list of authorised financial institutions and securities brokers with whom the investment officers may deal. These financial intermediaries must have a minimum long-term rating of at least either A+ (Standard & Poor's), A1 (Moody's), or A+ (Fitch).

All transactions undertaken on behalf of the investment portfolio will be executed either by Council directly, or through securities brokers registered as Australian Financial Service Licensees with an established sales presence in Australia, or issuers that directly issue their own securities which are on Council's approved list of brokers/dealers and direct issuers.

RELEVANT LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Statutory Bodies Financial Arrangements Act 1982*
- *Statutory Bodies Financial Arrangements Regulation 2019*

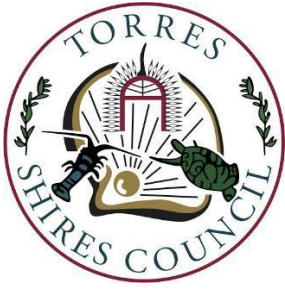
DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Financial Consultant
Review Frequency:			Yearly



Procurement Policy



COUNCIL POLICY 2.8

Procurement Policy

Resolution No. 25/5/26 Version: 1

OVERVIEW

PREAMBLE

Torres Shire Council is required to adopt a policy detailing how it conducts its procurement activities and the principles it follows when purchasing. This policy must be adopted annually in accordance with the s198 of the *Local Government Regulation 2012*.

INTENT

All Council procurement of goods and services must be carried out in compliance with the *Local Government Act 2009* (the "Act") and the *Local Government Regulation 2012* (the "Regulation"). This document sets out Council's policy for the procurement of goods and services. This policy applies to the procurement of all goods, equipment and services, construction contracts and service contracts.

SCOPE

Procurement means purchase, hire, lease, rental exchange or any other commercial transaction involving the outlay of funds in return for the provision of goods, equipment and related services, construction contracts and service contracts to Council, council officers and agents unless specifically exempted under the provision of this policy.

DEFINITIONS

medium-sized contract is a contract worth \$15,000 or more but less than \$200,000.

large-sized contract is a contract worth \$200,000 or more.

valuable non-current asset contract is a contract for the disposal of a valuable non-current asset.

valuable non-current asset is —

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

government body means —

- (a) the State, a government entity, a corporate entity, or another local government; or
- (b) another Australian government, an entity of another
- (c) Australian government; or
- (d) a local government of another State.

annual budget, for a local government, means its annual budget under chapter 5, part 2, division 3.

contracting activities, are activities for the making of a contract for the carrying out of work, the supply of goods or services, or the disposal of non-current assets.

preferred supplier arrangement, means a preferred supplier arrangement under section 233 of the *Local Government Regulation 2012*.

pre-qualified supplier, is a supplier who has been assessed by the local government as having the technical, financial, and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

procurement policy, is a policy prepared by a local government about procurement.

POLICY STATEMENT

Procurement Principles

Council officers must have regard to the following sound contracting principles in all purchasing activities:

(a) Value for money

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

- (i) contribution to the advancement of Council's priorities;
- (ii) fitness for purpose, quality, services and support; and
- (iii) whole-of-life costs including costs of acquiring, using, maintaining and disposal;
- (iv) internal administration costs;
- (v) technical compliance issues;
- (vi) risk exposure;
- (vii) the value of any associated environmental benefits; and
- (viii) advantages of local knowledge, networks and relationships, availability and access to after sales and support

(b) Open and effective competition

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

(c) The development of competitive local business and industry

Council encourages the development of competitive local businesses within its local government area.

In accordance with section 104(3) (c) of the *Act*, Council wishes to pursue the principle of development of competitive local business and industry as part of the process of making its purchasing decisions.

For this purpose, Council has adopted a Local Preference Procedure that prescribes the circumstances and terms on which Council will provide a preference in the purchase of goods and services to local suppliers.

Consideration must be given to the Local Preference Procedure when applying this principle.

(d) Environmental protection

Council promotes environmental protection through its purchasing procedures. In undertaking any purchasing activities Council will —

- (i) promote the purchase of environmentally friendly goods and services that satisfy value for money criteria; and
- (ii) foster the development of products and processes of low environmental and climatic impact; and
- (iii) provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and
- (iv) encourage environmentally responsible activities.

(e) Ethical behaviour and fair dealing

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

ADMINISTRATION

Purchase orders are to be generated prior to any purchase commitments being made, for all goods and services other than

- (a) petty cash transactions; or
- (b) corporate card transactions; or
- (c) long-term supply contracts (Electricity, Telstra, etc.); or
- (d) direct payments and fees (bank charges etc.); or
- (e) emergency situations, for example, out of hours break downs and repairs required to essential infrastructure assets (purchase order should be completed on the next available business day).

GOODS AND SERVICES TAX

All values quoted in this policy are exclusive of GST unless otherwise stated.

OPTIMISATION OF VALUE IN PROCUREMENT

In order to optimise value in procurement, where applicable, Council will establish annualised or bi-annual purchasing arrangements. This is generally to occur where multiple similar purchases are likely to be required and the total value of goods will exceed \$50,000.

PURCHASING ARRANGEMENTS

In accordance with the sound contracting principles and the default contracting procedures in the *Regulation*, the following procurement financial thresholds have been adopted by Council. The below methods apply where the risks associated with the purchase are low to medium. Where the risk is assessed as high, then the next higher-level process is used, and careful consideration is given to the terms and conditions governing the transaction.

Table 1: Thresholds and forms of procurement

Estimated Expenditure (excluding GST)	Form of Procurement			Responsibility
	General Purchasing	Council Trades, Consultancy & Civil Construction RPQS (S232 of the <i>Regulation</i>)	All other Council RPQS, Local Buy, or other Government Arrangements (S232, S234, and S235 of the <i>Regulation</i>)	
\$200,000 or more (large sized contract)	Formal tender (S226 and S228 of the <i>Regulation</i>)	Invite 3 or more written quotes from the RPQS or formal tender (determined by Procurement Team)	Invite 1 or more written quote(s) from the RPQS, Local Buy, or arrangement	Procurement Team
\$15,000 or more but less than \$200,000 (medium sized contract)	Invite 3 or more written quotes (S225 of the <i>Regulation</i>)	\$50,000 or more but less than \$200,000: invite 3 or more written quotes from the RPQS	Invite 1 or more written quote(s) from the RPQS, Local Buy, or arrangement	Procurement Team, CEO, Directors, or Council Officers
		\$15,000 or more but less than \$50,000: invite 1 or more written quote(s) from the RPQS		
\$5,000 or more but less than \$15,000	Invite 2 or more written quotes	Invite 1 or more written quote(s) from the RPQS	Invite 1 or more written quote(s) from the RPQS, Local Buy, or arrangement	Procurement Team, CEO, Directors, or Council Officers
\$0 to \$4,999	Invite 1 verbal quote	Invite 1 verbal quote from the RPQS	Invite 1 verbal quote from the RPQS or arrangement	

Responsibility will be dependent on the level of risk, overall cost and the terms and conditions required for the procurement. For further assistance in determining the responsibility, refer to the Procurement Team.

Where it is not mandatory to invite more than one written quote, it is recommended that, where possible, officers obtain multiple quotes to ensure value for money in accordance with the sound contracting principles.

When considering the thresholds for medium-sized and large-sized contractual arrangements Council will take into account the proposed term of the contractual arrangement. Section 224 of the *Regulation* clarifies that:

- A contractual arrangement for the supply of a service over a 5 year period that is expected to be worth, exclusive of GST, \$80,000 each year has a total expected value of \$400,000.
- The expected value of a contractual arrangement with a supplier for a financial year, or over the proposed term of the contractual arrangement, is the total expected value of all of the local government's contracts with the supplier of goods and services of a similar type under the arrangement.

For all procurement with the exception of goods and/or services procured with a corporate credit card, an authorised purchase order is to be provided to suppliers at the time of request for the goods and/or services.

ACCEPTANCE OF QUOTATIONS

There is no requirement to accept the lowest quotation. However, when a staff member chooses a quotation other than the lowest quotation, they must provide a brief written justification which must be kept with the order.

TENDER PROCESS

Section 228 of the *Local Government Regulation 2012* sets out how a local government must invite written tenders for —

- (a) A large-sized contract; or
- (b) a valuable non-current asset contract.

The invitation to tender must be conducted in accordance with the requirements of the *Local Government Regulation 2012* and Council's Procurement Policy.

EXCEPTIONS

Chapter 6, part 3, division 3 of the *Local Government Regulation 2012* identifies exceptions for medium and large sized contracts. If one of the exceptions applies, Council may enter into —

- (a) a medium-sized contract without first inviting written quotes; or
- (b) a large-sized contract without first inviting written tenders

The exceptions are —

- (a) the preparation of a quote or tender consideration plan in accordance with the requirements of section 230 of the *Regulation*; or
- (b) entering into a contract if the contract is made with an organisation who is on an approved contractor list established by Council in accordance with the requirements of section 231 of the *Regulation*; or
- (c) entering into a contract if the contract is entered into with a supplier from a register of pre-qualified suppliers established by Council in accordance with the requirements of section 232 of the *Regulation*; or
- (d) entering into a contract for goods or services if the contract is entered into with a preferred supplier under a preferred supplier arrangement that is made in accordance with the requirements of section 233 of the *Regulation*; or
- (e) entering into a contract under an LGA arrangement established in accordance with requirements of section 234 of the *Regulation*; or
- (f) entering into a medium-sized contract or a large-sized contract if —
 - (i) Council resolves that it is satisfied that there is only one supplier who is reasonably available; or
 - ii) Council resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders; or
 - (iii) a genuine emergency exists; or
 - (iv) the contract is for purchase of goods and is made by auction; or
 - (v) the contract is for the purchase of second-hand goods; or
 - (vi) the contract is made with, or under an arrangement with, a government body

A range of LGA arrangements has been put in place by Local Buy. When assessing the most effective method of obtaining goods and/or services, Council officers should consider the administrative and price costs to Council of seeking tenders or quotations independently, and the reduction of these costs which might be achieved by use of Local Buy arrangements.

VALUABLE NON-CURRENT ASSET CONTRACTS

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

- (a) invites written tenders for the contract under s228 of the *Regulation*; or
- (b) offers the non-current asset for sale by auction.

This requirement is subject to the exemptions identified in section 236 of the *Regulation*.

Notwithstanding the limits set out at Table 2 below, all non-current assets that have been identified as being obsolete or surplus to Council requirements, and with a written down value less than the set limits may be offered for sale by inviting written quotations.

The invitation for written quotations for the sale of non-current assets must—

- (a) be made by an advertisement in a newspaper that circulates generally in the local government area; and
- (b) allow written quotes to be given to the local government for at least 21 days after the advertisement is published.
- (c) allow written quotes to be received for the sale of any non-current asset subject to Table 2. Sales above these amounts should be reported to Council for approval.

Table 2: Thresholds for sale of non-current assets

Asset Class	Limits set by Reg S224(7)	Council Limit
Buildings	\$10,000	\$10,000
Other Structures	\$10,000	\$10,000
Plant and Equipment	\$ 5,000	\$ 5,000
Furniture and Fittings	\$ 5,000	\$ 5,000
Land	\$10,000	\$10,000

DELEGATIONS

Only the Council officers listed in table below are entitled to sign requisitions, and then only in accordance with their financial and operational delegation limits. By signing a requisition / purchase order all officers are confirming that they have taken full notice of this policy and will comply with all of the requirements of this policy. Requisitions can be completed to approval stage subject to direction of management.

All staff with requisitioning permissions are only authorised to order goods and services (up to their financial limit) against jobs over which they have clear operational authority and budget responsibility.

Table 3: Delegation limits

Classification	Range (GST Inclusive) (note this is NOT a delegated authority)
Chief Executive Officer	Up to and including amounts approved in the annual budget for operational or capital expenditure, and up to \$250,000 for expenditure outside of budget.
Executive Managers	Up to \$120,000
Managers/Senior Officers	Up to \$55,000
Supervisors/Coordinators	Up to \$22,000
Other Officers	Up to \$2,000

Any order that will result in a budget being exceeded must be approved by the relevant manager or member of the Executive Management Team.

The Chief Executive Officer, Executive Management or Finance Manager have special authority to authorise payments to the Australian Taxation Office and Queensland Treasury Corporation, even when those payments exceed \$200,000.

This process is subject to two signatories in a similar manner to usual purchasing processes.

RESPONSIBILITIES

It is the responsibility of the Executive Manager Corporate and Community Services to monitor the adequacy and effectiveness of this policy and recommend appropriate changes to Council.

Council officers responsible for the procurement of goods and services must comply with this policy. It is the responsibility of Council officers involved in the procurement process to understand the meaning and intent of this policy. It should be noted that this delegation relates to positions and covers employees in Acting or Relieving roles.

REVIEW

- 1.1. Section 198 of the *Regulation* requires Council to prepare and adopt a policy about Procurement (a procurement policy) for each financial year.
- 1.2. This Policy must be reviewed annually prior to the budget. However, the policy may be amended at any time.
- 1.3. This policy is to be reviewed on or before 31/07/2026.

RELEVANT LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*

DOCUMENT CONTROL

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Executive Manager Corporate & Community Services
Review Frequency:			Yearly



**Discount
on
Rates**

Discount on Rates

Local Government Regulation 2012

Section 130 Discount for prompt payment of rates or charges

- (1) *A local government may decide to allow a discount for payment of rates or charges before the end of the discount period.*
- (2) *The amount of the discount and the discount period may differ for different rating categories of rateable land.*
- (3) *The discount period is a period that ends on or before the due date for payment.*
Examples of discount period—
 - *1 month before the due date for payment*
 - *a period of 1 month ending 2 weeks before the due date for payment*
- (4) *The local government must, by resolution, make the decision at its budget meeting.*
- (5) *The resolution must state—*
 - (a) *whether the discount is to be—*
 - (i) *a fixed amount; or*
 - (ii) *a percentage of the rates or charges; and*
 - (b) *if the discount is to be a fixed amount—the amount; and*
 - (c) *if the discount is to be a percentage of the rates or charges—the percentage; and*
 - (d) *whether the discount applies only if—*
 - (i) *other rates or charges are paid; or*
 - (ii) *an amount, including any interest on the amount, is paid for work that was performed by the local government under a remedial notice issued under the Act; and*
 - (e) *the discount period.*
- (6) *The local government may allow more than 1 discount period for rates or charges only if the local government's resolution—*
 - (a) *states more than 1 discount period for the rates or charges; and*
 - (b) *allows a different discount for each discount period.*
- (7) *The local government may, by resolution, change the discount period to end on a later day (the new discount day).*
- (8) *However, if the discount period is changed under subsection (7), the local government must also, by resolution, change the due date for payment to a later day that is no earlier than the new discount day.*
- (9) *If the local government decides to allow a discount for a discount period, it must allow the discount to all ratepayers who pay the rates or charges before the end of the discount period.*
- (10) *If a local government is satisfied a ratepayer has been prevented, by circumstances beyond their control, from paying the rates or charges in time to get a discount, the local government may still allow the discount.*
- (11) *A ratepayer is not entitled to a discount for paying in full rates or charges for land by the end of a discount period if other rates or charges for the land are overdue.*

DISCOUNT IN RATES 2025/26

That in accordance with Section 130 of the *Local Government Regulation 2012* that Council resolves to allow a **ten percent (10%) discount for payment of differential general rates only** if paid on or before thirty days from the date of issue of the rates notice and provided that no other rates and charges are overdue (including any arrears of rates and charges or interest thereon).



Rates & Charges Levied

Rates and Charges Levied 2025/2026

Local Government Regulation 2012

Section 107 Issue of and period covered by rate notice

(1) A rate notice may only be issued—

- (a) for utility charges, for a period of at least 1 month, that the local government considers appropriate; and*
 - (b) for other rates or charges, for the whole or part of a financial year as the local government considers appropriate.*
- (2) However, the rate notice for the rates mentioned in subsection (1)(b) must be issued for the same period for all ratepayers.*
- (3) If a person who is liable to pay rates or charges for a period pays the rates or charges before the local government gives the person a rate notice for the period, the local government is not required to give the person a rate notice for the period.*
- (4) However, the local government must, at least once each year, issue a rate notice for each parcel of rateable land for a period of no longer than a financial year.*

RATES AND CHARGES LEVIED 2025/2026

That all Rates and Charges made, levied and imposed for the 2025/26 financial year will be issued in two (2) half-yearly rates and charges levy being for the first quarter and third quarter respectively .



Overdue
Rates Interest
Charged

Overdue Rates – Interest Charged 2025/2026

Local Government Regulation 2012

Section 133 - Interest on overdue rates or charges

- (1) Interest is payable on overdue rates or charges from—
 - (a) the day the rates or charges become overdue; or
 - (b) a later day decided by the local government.*
- (2) Interest must be calculated—
 - (a) on daily rests and as compound interest; or
 - (b) in another way the local government decides, if an equal or lower amount will be payable.*
- (3) The rate of interest payable is—
 - (a) for a day before 1 July 2019—an annual rate, of not more than 11%, decided by the local government; or
 - (b) for a day on or after 1 July 2019—an annual rate, of not more than the prescribed rate for the day, decided by the local government.*
- (4) A decision of the local government under this section must—
 - (a) apply equally to all ratepayers; and
 - (b) for a decision under subsection (3)(b)—be made by resolution at the local government's budget meeting for the financial year that includes the day to which the decision relates.*
- (5) In this section—
bank bill yield rate, for a day, means the monthly average yield of 90-day bank accepted bills published by the Reserve Bank of Australia for the month of March in the financial year immediately before the financial year in which the day occurs.*

Editor's note—

The monthly average yield of 90-day bank accepted bills can be accessed on the Reserve Bank of Australia's website.

prescribed rate, for a day, means the rate that is the sum of—

- (a) the bank bill yield rate for the day, rounded to 2 decimal places; and*
- (b) 8%*

Extract from the Department of Housing, Local Government, Planning and Works

Local governments are required to set the actual interest rate to be charged on overdue rates each year (up to the maximum interest rate set by the LGR and CBR). This is to be done by resolution as part of the annual budget process. In deciding the interest rate, local governments should document reasons for the interest rate chosen. This will allow ratepayers to understand the basis for the local government's decision.

*The bank bill yield rate as at March 2025 published by the RBA was 4.12 per cent, so the maximum interest rate for the 2025-26 financial year will be **12.12** per cent.*

From 1 July 2025, the new maximum interest rate of 12.12 per cent will apply for the 2025-26 financial year and a resolution setting the actual rate to be charged will be required to be made at the budget meeting for the 2025-26 financial year.

OVERDUE RATES – INTEREST CHARGED 2025/2026

That in accordance with Section 133 of the *Local Government Regulation 2012*, Council resolves that (1) Overdue rates will bear interest at the rate of **12.12% per annum** from the date that the rate becomes overdue; and (2) That the amount of interest will be calculated on daily rests, applying the interest as compound interest.

The new interest rate will apply from 1 July 2025.



**Pensioner
Remission**

Pensioner Remission 2025/2026

Local Government Regulation 2012

Section 119 Concession for rates or charges

A local government may grant a ratepayer a concession for rates or charges for land only under this part.

Section 120 Criteria for granting concession

- (1) *The local government may grant the concession only if it is satisfied—*
- (a) the land is owned or occupied by a pensioner; or*
 - (b) the land is owned by—*
 - (i) an entity whose objects do not include making a profit; or*
 - (ii) an entity that provides assistance or encouragement for arts or cultural development; or*
 - (c) the payment of the rates or charges will cause hardship to the land owner; or*
 - (d) the concession will encourage the economic development of all or part of the local government area; or*
 - (e) the concession will encourage land that is of cultural, environmental, historic, heritage or scientific significance to the local government area to be preserved, restored or maintained; or*
 - (f) the land is used exclusively for the purpose of a single dwelling house or farming and could be used for another purpose, including, for example, a commercial or industrial purpose; or*
 - (g) the land is subject to a GHG tenure, mining tenement or petroleum tenure; or*
 - (h) the land is part of a parcel of land (a parcel) that has been subdivided and—*
 - (i) the person who subdivided the parcel is the owner of the land; and*
 - (ii) the land is not developed land.*

PENSIONER REMISSION

That in accordance with Chapter 4 Part 10, Section 119 of the *Local Government Regulation 2012* that Council resolves to provide assistance to pensioners by way of a partial remission based on 40% of the general rates and charges (excluding excess water and fire levy) and up to a maximum of \$400 per annum

Winds of Zenadth

CULTURAL FESTIVAL

30 MAY - 2 JUNE 2023 • THURSDAY ISLAND • TORRES STRAIT

The Voice from the Deep • Malungu Yangu Wakay • Mirkar

THE AIMS STATEMENT

TO
MULUNGU YANGU WAKAY
The Voice from the Deep

TO
To support the development of
regional economies. The festival
will showcase traditional
crafts and products.

PROVIDE
To support the development of
regional economies and culture
regional economies. To help
tourism.

TO
To support the development of
regional economies.

Rating
Categories

Rating Categories 2025/2026

That the following rating categories, cents in a dollar and minimum general rates and utility charges be adopted for 2025/26 financial year.

CATEGORY	RATE Cents in a dollar	MIN RATE \$
1 - Vacant Land	0.004271	777
3 - Residential 1 - (Owner occupied) 1 unit of use	0.003977	777
5 - Residential 3 - (Non-owner occupied) 1 unit of use <\$800,000 valuation	0.004689	836
7 - Residential 5 - (Non-owner occupied) >=\$800,000 valuation - 1 unit of use	0.006013	5,741
8 - Prince of Wales Island - 1 unit of use	0.002496	458
9 - Other Lands - 1 unit of use	0.000514	327
11 - Multi Residential - 1 unit of use	0.004881	799
12 - Multi Residential - 2 Units of Use and <\$300,000 valuation	0.005803	1,602
13 - Multi Residential - 2 Units of Use and >=\$300,000 valuation	0.005267	1,871
14 - Multi Residential - 3 Units of Use	0.005294	2,397
15 - Multi Residential - 4 Units of Use	0.005152	3,198
16 - Multi Residential - 5 Units of Use	0.006430	3,996
17 - Multi Residential - 6 Units of Use	0.004655	4,793
18 - Multi Residential - 7 Units of Use	0.005653	5,595
19 - Multi Residential - 8 Units of Use	0.008739	6,396
20 - Multi Residential - 9 Units of Use	0.011994	7,196
21 - Multi Residential - 10 to 19 (inclusive) Units of Use	0.008737	13,589
22 - Multi Residential - 20 or more Units of Use	0.020405	23,178
31 - Commercial - 1 Unit of Use and <\$500,000 valuation	0.005130	799
32 - Commercial - 1 Unit of Use and >=\$500,000 valuation	0.005366	3,545
33 - Commercial - 2 Units of Use	0.005397	1,602
34 - Commercial - 3 Units of Use	0.005869	2,397
36 - Commercial - 4 Units of Use	0.005569	3,198
37 - Other Commercial	0.005130	799
41 - Industry - 1 Unit of Use and <\$600,000 valuation	0.005882	799
42 - Industry - 1 Unit of Use and >=\$600,000 valuation	0.005439	3,826
43 - Industry - 2 Unit of Use	0.005555	1,602
45 - Industry - 3 Unit of Use	0.006116	2,397
47 - Industry - 5 Unit of Use	0.005470	3,996
51 - Extractive >5,000 Tonnes	0.9500	10,000
52 - Mining Lease < 5 FTE onsite personnel	0.9500	550
53 - Mining Lease 6-50 FTE onsite personnel	0.9500	50,000
54 - Mining Lease 51-100 FTE onsite personnel	0.9500	100,000
55 - Mining Lease 101-200 FTE onsite personnel	0.9500	200,000
56 - Mining Lease 201-300 FTE onsite personnel	0.9500	300,000
57 - Mining Lease 301-400 FTE onsite personnel	0.9500	400,000
58 - Mining Lease 401-500 FTE onsite personnel	0.9500	500,000
59 - Mining Lease 500+ FTE onsite personnel	0.9500	600,000

Utilities Charges

Utilities charges for the year ended 30 June 2026 are shown below.

Garbage Charges		
Domestic Garbage	\$1,134	per unit
Prince of Wales Dump	\$269	per unit
Prince of Wales Garbage collection	\$1,134	per unit
Commercial Garbage A	\$1,658	per unit
Commercial Garbage B	\$2,831	per unit
Commercial Garbage C	\$4,040	per unit
Sewerage Charges		
Sewerage TI and HI	\$951	per annum
Vacant Land	\$552	per unit
Water Charges		
Unit rate all classes	\$1,076	per annum
Vacant Land	\$812	per annum
Excess Water for next 350 kilolitres consumed	\$2.40	per kilolitre
Excess Water for excess over 350 kilolitres	\$4.93	per kilolitre
Water Shipping	\$6.85	per kilolitre
Hammond Island water first tier (up to and including 750 kilolitres by number of connections)	\$2.75	per kilolitre
Hammond Island Water second tier (water usage in excess of 750 kilolitres by number of connections)	\$4.93	per kilolitre



Budget Financial Statements 2025/26

Budget Financial Statements 2025-26- Torres Shire Council

Statement of Comprehensive Income

	Jun-26 Budget	Jun-27F	Jun-28F
Revenue			
Operating revenue			
Net rates, levies and charges	7,614	7,995	8,395
Fees and charges	7,872	8,266	8,679
Rental income	860	885	912
Interest received	1,300	655	650
Sales revenue	185	191	197
Other income	281	288	295
Grants, subsidies, contributions and donations	10,433	11,030	11,662
Total operating revenue	28,546	29,310	30,789
Capital revenue			
Grants, subsidies, contributions and donations	17,665	2,610	2,760
Total revenue	46,211	31,920	33,549
Capital income			
Total Capital Income	-	16	16
Total income	46,211	31,936	33,566
Operating expenses			
Employee benefits	12,393	12,634	13,276
Materials and services	15,559	15,408	16,470
Finance costs	46	60	51
Depreciation and amortisation	7,167	7,611	7,769
Total operating expenses	35,166	35,712	37,566
Net result	11,045	(3,776)	(4,000)
Operating result			
Operating revenue	28,546	29,310	30,789
Operating expenses	35,166	35,712	37,566
Operating result	(6,620)	(6,402)	(6,776)

Budget Financial Statements 2025-26- Torres Shire Council

Statement of Financial Position

	Jun-26 Budget	Jun-27F	Jun-28F
Assets			
Current assets			
Cash and cash equivalents	11,725	12,432	13,038
Trade and other receivables	2,239	2,355	2,470
Inventories	829	839	850
Contract Assets	1,011	1,011	1,011
Total current assets	15,805	16,637	17,369
Non-current assets			
Property, plant & equipment	252,530	251,085	249,848
Right of use assets	100	50	-
Other non-current assets	445	511	427
Total non-current assets	253,076	251,646	250,274
Total assets	268,880	268,283	267,644
Liabilities			
Current liabilities			
Trade and other payables	1,757	1,754	1,861
Contract Liabilities	6,817	6,817	6,817
Borrowings	92	38	-
Provisions	677	692	708
Total current liabilities	9,343	9,302	9,386
Non-current liabilities			
Provisions	1,159	1,158	1,156
Total non-current liabilities	1,159	1,158	1,156
Total liabilities	10,502	10,459	10,543
Net community assets	258,378	257,824	257,101
Community equity			
Asset revaluation surplus	123,946	127,167	130,445
Retained surplus	134,433	130,657	126,656
Total community equity	258,378	257,824	257,101

Budget Financial Statements 2025-26- Torres Shire Council

Statement of Cash Flows

	Jun-26 Budget	Jun-27F	Jun-28F
Cash flows from operating activities			
Receipts from customers	15,874	16,675	17,502
Payments to suppliers and employees	(27,868)	(28,078)	(29,674)
Interest received	1,300	655	650
Rental income	859	883	910
Non-capital grants and contributions	10,346	10,981	11,612
Borrowing costs	(12)	(12)	(2)
Payment of provision	(828)	-	-
Other cash flows from operating activities	(9)	(10)	(11)
Net cash inflow from operating activities	(338)	1,095	988
Cash flows from investing activities			
Payments for property, plant and equipment	(24,569)	(2,960)	(3,120)
Payments for intangible assets	(150)	-	-
Proceeds from sale of property, plant and equipment	-	16	16
Grants, subsidies, contributions and donations	17,665	2,610	2,760
Net cash inflow from investing activities	(7,054)	(334)	(344)
Cash flows from financing activities			
Proceeds from borrowings	-	-	-
Repayment of borrowings	-	-	-
Repayment of leases	(54)	(54)	(38)
Net cash inflow from financing activities	(54)	(54)	(38)
Total cash flows			
Net increase in cash and cash equivalent held	(7,447)	706	606
Opening cash and cash equivalents	19,173	11,726	12,432
Closing cash and cash equivalents	11,726	12,432	13,038

Budget Financial Statements 2025-26- Torres Shire Council

Statement of Changes in Equity

	Jun-26 Budget	Jun-27F	Jun-28F
Asset revaluation surplus			
Opening balance	120,923	123,946	127,167
Net result	na	na	na
Increase in asset revaluation surplus	3,023	3,221	3,277
Closing balance	123,946	127,167	130,445
Retained surplus			
Opening balance	123,388	134,433	130,657
Net result	11,045	(3,776)	(4,000)
Increase in asset revaluation surplus	na	na	na
Closing balance	134,433	130,657	126,656
Total			
Opening balance	244,311	258,378	257,824
Net result	11,045	(3,776)	(4,000)
Increase in asset revaluation surplus	3,023	3,221	3,277
Closing balance	258,378	257,824	257,101



Long Term Financial Statements

Long Term Financial Forecast - Torres Shire Council

Statement of Comprehensive Income

	Jun-26 Budget	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F	Jun-35F
Revenue										
Operating revenue										
Net rates, levies and charges	7,614	7,995	8,395	8,815	9,255	9,718	10,204	10,714	11,250	11,700
Fees and charges	7,872	8,266	8,679	9,113	9,569	10,047	10,550	11,077	11,631	12,096
Rental income	860	885	912	939	967	996	1,026	1,057	1,089	1,132
Interest received	1,300	655	650	695	766	879	1,018	1,191	1,415	1,471
Sales revenue	185	191	197	203	209	215	221	228	235	244
Other income	281	288	295	302	309	317	325	333	341	355
Grants, subsidies, contributions and donations	10,433	11,030	11,662	12,330	13,038	13,788	14,581	15,421	16,310	16,963
Total operating revenue	28,546	29,310	30,789	32,397	34,114	35,961	37,925	40,021	42,271	43,962
Capital revenue										
Grants, subsidies, contributions and donations	17,665	2,610	2,760	2,800	2,750	2,682	2,725	3,100	3,200	3,300
Total revenue	46,211	31,920	33,549	35,197	36,864	38,643	40,650	43,121	45,471	47,262
Capital income										
Total Capital Income	-	16	16	17	18	18	19	20	21	21
Total income	46,211	31,936	33,566	35,214	36,882	38,661	40,669	43,141	45,492	47,283
Operating expenses										
Employee benefits	12,393	12,634	13,276	13,533	14,207	14,497	15,204	15,529	16,272	16,923
Materials and services	15,559	15,408	16,470	16,346	17,436	17,341	18,462	18,397	19,549	20,331
Finance costs	46	60	51	51	52	54	55	57	59	61
Depreciation and amortisation	7,167	7,611	7,769	7,885	8,057	8,154	8,285	8,485	8,373	8,408
Total operating expenses	35,166	35,712	37,566	37,815	39,752	40,046	42,006	42,468	44,253	45,724
Net result	11,045	(3,776)	(4,000)	(2,601)	(2,871)	(1,385)	(1,337)	673	1,238	1,560
Operating result										
Operating revenue	28,546	29,310	30,789	32,397	34,114	35,961	37,925	40,021	42,271	43,962
Operating expenses	35,166	35,712	37,566	37,815	39,752	40,046	42,006	42,468	44,253	45,724
Operating result	(6,620)	(6,402)	(6,776)	(5,418)	(5,638)	(4,085)	(4,081)	(2,447)	(1,982)	(1,762)

Long Term Financial Forecast - Torres Shire Council

Statement of Financial Position

	Jun-26 Budget	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F	Jun-35F
Assets										
Current assets										
Cash and cash equivalents	11,725	12,432	13,038	15,034	17,003	20,234	23,604	28,909	34,276	35,647
Trade and other receivables	2,239	2,355	2,470	2,606	2,741	2,883	3,025	3,192	3,358	3,492
Inventories	829	839	850	862	875	889	904	920	937	974
Contract Assets	1,011	1,011	1,011	1,011	1,011	1,011	1,011	1,011	1,011	1,052
Total current assets	15,805	16,637	17,369	19,513	21,630	25,018	28,545	34,031	39,582	41,165
Non-current assets										
Property, plant & equipment	252,530	251,085	249,848	248,523	247,105	245,820	244,566	243,304	242,700	244,337
Right of use assets	100	50	-	-	-	-	-	-	-	-
Other non-current assets	445	511	427	342	258	182	137	91	46	-
Total non-current assets	253,076	251,646	250,274	248,865	247,362	246,002	244,702	243,395	242,745	244,337
Total assets	268,880	268,283	267,644	268,378	268,992	271,020	273,247	277,426	282,327	285,502
Liabilities										
Current liabilities										
Trade and other payables	1,757	1,754	1,861	1,866	1,982	1,985	2,099	2,112	2,235	2,325
Contract Liabilities	6,817	6,817	6,817	6,817	6,817	6,817	6,817	6,817	6,817	6,817
Borrowings	92	38	-	-	-	-	-	-	-	-
Provisions	677	692	708	723	740	756	773	791	809	837
Total current liabilities	9,343	9,302	9,386	9,407	9,539	9,559	9,690	9,720	9,861	9,978
Non-current liabilities										
Provisions	1,159	1,158	1,156	1,155	1,154	1,152	1,151	1,150	1,148	1,137
Total non-current liabilities	1,159	1,158	1,156	1,155	1,154	1,152	1,151	1,150	1,148	1,137
Total liabilities	10,502	10,459	10,543	10,562	10,693	10,711	10,841	10,870	11,009	11,115
Net community assets	258,378	257,824	257,101	257,816	258,300	260,308	262,406	266,557	271,318	274,387
Community equity										
Asset revaluation surplus	123,946	127,167	130,445	133,760	137,115	140,509	143,944	147,421	150,944	152,454
Retained surplus	134,433	130,657	126,656	124,055	121,184	119,800	118,463	119,135	120,374	121,933
Total community equity	258,378	257,824	257,101	257,816	258,300	260,308	262,406	266,557	271,318	274,387

Long Term Financial Forecast - Torres Shire Council

Statement of Cash Flows

	Jun-26 Budget	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F	Jun-35F
Cash flows from operating activities										
Receipts from customers	15,874	16,675	17,502	18,357	19,267	20,219	21,222	22,261	23,366	24,301
Payments to suppliers and employees	(27,868)	(28,078)	(29,674)	(29,910)	(31,565)	(31,873)	(33,592)	(33,954)	(35,741)	(37,528)
Interest received	1,300	655	650	695	766	879	1,018	1,191	1,415	1,471
Rental income	859	883	910	937	965	994	1,024	1,054	1,086	1,130
Non-capital grants and contributions	10,346	10,981	11,612	12,273	12,980	13,726	14,519	15,349	16,237	16,887
Borrowing costs	(12)	(12)	(2)	-	-	-	-	-	-	-
Payment of provision	(828)	-	-	-	-	-	-	-	-	-
Other cash flows from operating activities	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)
Net cash inflow from operating activities	(338)	1,095	988	2,340	2,401	3,931	4,176	5,885	6,347	6,243
Cash flows from investing activities										
Payments for property, plant and equipment	(24,569)	(2,960)	(3,120)	(3,160)	(3,200)	(3,400)	(3,550)	(3,700)	(4,200)	(8,195)
Payments for intangible assets	(150)	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, plant and equipment	-	16	16	17	18	18	19	20	21	22
Grants, subsidies, contributions and donations	17,665	2,610	2,760	2,800	2,750	2,682	2,725	3,100	3,200	3,300
Net cash inflow from investing activities	(7,054)	(334)	(344)	(343)	(432)	(700)	(806)	(580)	(979)	(4,873)
Cash flows from financing activities										
Proceeds from borrowings	-	-	-	-	-	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-	-	-	-	-	-
Repayment of leases	(54)	(54)	(38)	-	-	-	-	-	-	-
Net cash inflow from financing activities	(54)	(54)	(38)	-	-	-	-	-	-	-
Total cash flows										
Net increase in cash and cash equivalent held	(7,447)	706	606	1,996	1,969	3,231	3,370	5,304	5,367	1,370
Opening cash and cash equivalents	19,173	11,726	12,432	13,038	15,035	17,003	20,235	23,605	28,909	34,277
Closing cash and cash equivalents	11,726	12,432	13,038	15,035	17,003	20,235	23,605	28,909	34,277	35,647

Long Term Financial Forecast —Torres Shire Council

Statement of Changes in Equity

	Jun-26 Budget	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F	Jun-35F
Asset revaluation surplus										
Opening balance	120,923	123,946	127,167	130,445	133,760	137,115	140,509	143,944	147,421	150,944
Net result	na	na	na	na	na	na	na	na	na	na
Increase in asset revaluation surplus	3,023	3,221	3,277	3,316	3,355	3,393	3,435	3,478	3,523	1,509
Closing balance	123,946	127,167	130,445	133,760	137,115	140,509	143,944	147,421	150,944	152,454
Retained surplus										
Opening balance	123,388	134,433	130,657	126,656	124,055	121,184	119,800	118,463	119,135	120,374
Net result	11,045	(3,776)	(4,000)	(2,601)	(2,871)	(1,385)	(1,337)	673	1,238	1,560
Increase in asset revaluation surplus	na	na	na	na	na	na	na	na	na	na
Closing balance	134,433	130,657	126,656	124,055	121,184	119,800	118,463	119,135	120,374	121,933
Total										
Opening balance	244,311	258,378	257,824	257,101	257,816	258,300	260,308	262,406	266,557	271,318
Net result	11,045	(3,776)	(4,000)	(2,601)	(2,871)	(1,385)	(1,337)	673	1,238	1,560
Increase in asset revaluation surplus	3,023	3,221	3,277	3,316	3,355	3,393	3,435	3,478	3,523	1,509
Closing balance	258,378	257,824	257,101	257,816	258,300	260,308	262,406	266,557	271,318	274,387



Sustainability Ratios

TORRES SHIRE COUNCIL
Long-Term Sustainability Statement

Type	Measure (as per Guideline)	Target (Tier 6)	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031	30 June 2032	30 June 2033	30 June 2034	30 June 2035
Financial Capacity	Council-Controlled Revenue*	Contextual	54.34%	54.25%	55.48%	55.45%	55.34%	55.18%	54.96%	54.72%	54.45%	54.13%	54.00%
	Population Growth*	Contextual	10.29%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
Operating Performance	Operating Surplus Ratio	Contextual	-25.86%	-23.02%	-21.67%	-21.85%	-16.72%	-16.53%	-11.36%	-10.76%	-6.11%	-4.69%	-4.01%
	Operating Cash Ratio	Greater than 0%	0.37%	1.92%	4.13%	3.22%	7.62%	7.09%	11.31%	11.08%	15.09%	15.12%	15.50%
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	5.61	2.10	na	na	na	na	na	na	na	na	na
Asset Management	Asset Sustainability Ratio	Greater than 90%	113.70%	125.30%	39.15%	40.49%	40.24%	39.40%	41.33%	41.16%	42.90%	47.73%	48.00%
	Asset Consumption Ratio	Greater than 60%	66.5%	71.7%	70.4%	69.6%	68.7%	67.8%	66.9%	66.0%	65.0%	63.8%	62.5%
	Asset Renewal Funding Ratio*	Commencing 26-27	na	na	na	na	na	na	na	na	na	na	na
Debt Servicing Capacity	Leverage Ratio**	3 times	na	na	na	na	na	na	na	na	na	na	na

* The **Council-Controlled Revenue**, **Population Growth**, and **Asset Renewal Funding Ratio** measures are reported for contextual purposes only and are not audited by the QAO.

** The **Leverage Ratio** is not required to be reported if a council has not held any QTC or other debt within the last five financial years.



**Exempt
General Rates
Organisations**

Exempt General Rates Organisations

Local Government Regulation 2012

Section 73 - Land that is exempt from rating—Act, s 93

For section 93(3)(j)(ii) of the Act, the following land is exempted from rating—

- (a) land owned by a religious entity if the land is less than 20ha and is used for 1 or more of the following purposes—*
 - (i) religious purposes, including, for example, public worship;*
 - (ii) the provision of education, health or community services, including facilities for aged persons and persons with disabilities;*
 - (iii) the administration of the religious entity;*
 - (iv) housing incidental to a purpose mentioned in subparagraphs (i) to (iii);*
- (b) land vested in, or placed under the management and control of, a person under an Act for—*
 - (i) a public purpose that is a recreational or sporting purpose; or*
 - (ii) a charitable purpose;*
- (c) land used for the purposes of a public hospital if—*
 - (i) the public hospital is—*
 - (A) part of a private hospital complex; or*
 - (B) a private and public hospital complex; and*
 - (ii) the land used for the purposes is more than 2ha and is separated from the rest of the complex;*
- (d) land owned by a community organisation if the land is less than 20ha and is used for providing the following—*
 - (i) accommodation associated with the protection of children;*
 - (ii) accommodation for students;*
 - (iii) educational, training or information services aimed at improving labour market participation or leisure opportunities;*
- (e) land used for a cemetery.*

Exempt General Rates Organisations

That Council resolves to exempt the listed below Organisations from the payment of general rates under Section 93 (3)(h), (i) and (j) of the *Local Government Act 2009* and the *Local Government Regulation 2012* Chapter 4 Part 2, Section 73

Rate Assess	Owner	Address	Land Use
000280-0000-000	Church of Jesus Christ & the Latter Day Saints	6 Stephen St Thursday Island	Church
00266-00000-000	Assemblies of God	45 Loban Road Thursday Island	Church & Manse
00382-00000-000	Roman Catholic Archdiocese of Cairns	42 Outie St Wasaga	Church
00074-99000-000	Roman Catholic Archdiocese of Cairns	120 Douglas St Thursday Island	Church, Manse, Hall, Monastery, School & School Accom.
00272-50000-001	Church of Torres Strait & Kaiwalagal	14A Stephen St Thursday Island	Church
00074-95000-000	Diocese of Carpentaria (Anglican)	124 Douglas St Thursday Island	Church, Manse, Hall, Bishop & Priest Residence
00336-00000-000	Diocese of Carpentaria (Anglican)	17 Wees St Wasaga	Church
00128-90000-000	Full Gospel Church	44 John St Thursday Island	Church
00302-00000-000	Jehovah's Witnesses Inc.	15 Nazeer St Thursday Island	Church & Manse
00284-00000-000	Lena Passi Shelter	10 Aubrey Parade Thursday Island	Women/Children refuge centre
00331-90000-000	Torres Strait Home for the Aged	121 Waiben Esplanade Thursday Island	Aged Home
00296-00000-000	Torres Strait Kaziw Meta Inc.	1 Nazeer St Thursday Island	Student Hostel
00076-00000-000	The Uniting Church	114 Douglas St Thursday Island	Church & Hall
00003-20000-000	Aboriginal Hostels	60 Douglas St Thursday Island	Hostel
00123-18000-000	Aboriginal Hostels	145 Douglas St Thursday Island	Student Hostel



Schedule of Fees and Charges 2025-2026



Schedule of Regulatory Fees and Commercial Charges 2025/26

REGULATORY FEES AND COMMERCIAL CHARGES for the Financial Year 2025/26

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Administration, Reports, Photocopying					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
REPORTS							
Annual Report & Financial Statements - supply a copy	\$19.00	Per publication + Postage	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	1300-1300-0
Council Minutes - printed copy	POA	Per set + Postage	No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1300-0
Adopted Budget - printed copy	\$31.00	Per set + Postage	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	1300-1300-0
PHOTOCOPYING, PRINTING, Email Only, No USB) From Administration Building							
Per A4 Sheet - Black & White whether or not customer supplies own paper	\$0.80	per page	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
Per A4 Sheet - Colour whether or not customer supplies own paper	\$1.60	per page	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
Per A3 Sheet - Black & White whether or not customer supplies own paper	\$1.60	per page	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
Per A3 Sheet - Colour whether or not customer supplies own paper	\$3.10	per page	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
Re-print Local Fare Scheme Letters	\$2.60	per letter	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
<i>Free photocopying for 'Not for Profit Inc' community organisations, available ONLY at Libraries - must have written permission and supply own paper. NO BULK photocopying (ie over 100 copies)</i>							
LAMINATING (Where Available)							
A4	\$6.00	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
A3	\$8.00	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
Smaller than the above sizes	\$3.10	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1300-1540-0
RIGHTS TO INFORMATION							
Right to Information	As per relevant legislation	per application	No GST	Local Government Act 2009 and Regulations 2012, Right to Information act 2009	S 24	Regulatory	1300-1300-0

RATES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
<i>RATE & PROPERTY SEARCHES</i>							
Rate and property search-written (includes water meter readings)	\$309.00	per assessment	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	1201-1300-0001
Rate record search fee - outside current rating period	\$111.00	per receipt/rate notice	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	1201-1300-0002

CEMETERY					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Single grave in open ground	\$692.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Single grave in open ground (child under nine)	\$405.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Re-Opening of grave for interment of second burial (in addition to above charges)	\$180.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Exhumation - cost of Coroner's Fees plus Re-opening of grave fees abpve							
Copy of entry in Register	\$25.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Single grave site (week-end work)	\$900.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
BURIAL OF ASHES							
Where the surface area set aside takes up a normal size grave plot	\$203.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Surface area takes up normal ashes size	\$112.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Site for burial of ashes is located within an existing grave area	\$61.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Where Council Staff are required to dig the hole (additional)	\$129.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
REMOVAL OF EXCAVATED SOIL FROM GRAVE SITE AND REPLACE WITH SAND							
Adult grave	\$602.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Child grave (under nine)	\$168.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Memorial Columbarium	\$61.00		GST	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	1750-1500-0
Bond reservation of plot (50%) (If suitable plot is available)	Upon application		GST Free	Local Government Act 2009 and Regulations 2012	Cemeteries Local Law 2012/S 262 (3) (c)	Commercial/ Other	10536010 (Trust)

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
TORRES SHIRE SPORTS COMPLEX (THURSDAY ISLAND / HORN ISLAND)							
* Sports Complex Hiring Conditions:							
a) All bookings to be made through the Council Administration Office							
b) Minimum seven (14) days notice required							
c) Bond will be automatically forfeited if alcohol is consumed on the premises							
d) Forfeiture/Cancellation Fees:							
7 Days prior	:No fees forfeited						
48 Hours prior	:25%						
24-48 Hours prior	:50%						
Less than 24 Hours prior	:100%						
e) Holders of a current valid Health Care Card will receive 25% off all season pass rates shown below (Concession)							
POOL HIRE							
Pool Hire - charges on request, depending on requirements. See also HIRING OF COUNCIL FACILITIES INCLUDING HALLS, MEETING ROOMS, PARKS AND OVALS		Charges on request, depending on requirements	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
CASUAL ENTRY FEES							
POOL - Adult (Over 14 yrs)	\$6.50	each	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
POOL - Child/Student (2yrs up to 14 yrs)	\$4.50	each	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
Spectator Fee - events or non school carnivals (supervisors & children - no fee at carnivals)	\$2.50	each	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
GYM - One session only	\$11.50	per session	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
GYM/POOL Entry Fee (Adults Only)	\$15.00	per session	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
STADIUM - Adult (Over 14 yrs)	\$5.50	each	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
STADIUM - Child/Student (2yrs up to 14 yrs)	\$3.00	each	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
MEMBERSHIPS							
POOL							
POOL WEEKLY PASS - Adult (Over 14 yrs)	\$25.00	per week	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
POOL WEEKLY PASS - Child/Student (2yrs up to 14 yrs)	\$15.00	per week	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
MONTHLY - Adult (Over 14 yrs)	\$46.00	per month	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
MONTHLY - Child/Student (2yrs up to 14 yrs)	\$26.00	per month	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
MONTHLY - Family (2 Adults & 2 Children) + \$20 per additional child	\$103.00	per month	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
3 MONTH - Adult (Over 14 yrs)	\$90.00	3 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
3 MONTH - Child/Student (2yrs up to 14 yrs)	\$51.00	3 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
3 MONTH - Family (2 Adults & 2 Children) + \$40 per additional child	\$206.00	3 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
6 MONTH - Adult (Over 14 yrs)	\$151.00	6 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
6 MONTH - Child/Student (2yrs up to 14 yrs)	\$92.00	6 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
6 MONTH - Family (2 Adults & 2 Children) + \$70 per additional child	\$379.00	6 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
12 MONTH - Adult (Over 14 yrs)	\$297.00	12 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
12 MONTH - Child/Student (2yrs up to 14 yrs)	\$151.00	12 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
12 MONTH - Family (2 Adults & 2 Children) + \$100 per additional child	\$692.00	12 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
GYMNASIUM							
GYM WEEKLY PASS	\$40.00	per week	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
1 MONTH - Adult	\$83.00	per month	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
3 MONTH - Adult	\$227.00	3 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
6 MONTH - Adult	\$341.00	6 Months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
12 MONTH - Adult	\$676.00	12 Months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
GYMNASIUM/POOL							
GYM/POOL COMBINED WEEKLY PASS	\$45.00	per week	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
1 MONTH - Adult	\$103.00	per month	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
3 MONTH - Adult	\$260.00	3 months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
6 MONTH - Adult	\$406.00	6 Months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
12 MONTH - Adult	\$757.00	12 Months	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
NOTE: Holders of a valid Centrelink Pension Card or Health Care Card will receive 30% off all memberships purchased in the name of the card holder.							
LEARN TO SWIM/WATER AWARENESS PUBLIC PROGRAMS		<i>School based Learn to Swim pr Group programs: Charges on request dependent upon requirements</i>					
Boot Camp Program - valid 3 months gym and pool membership	\$259.60	3 months	GST	Local government Act 2009 and regulations	s97(1) & 2(a)	Commercial / Other	1700-1300-0001
Without 3 months Gym and Pool membership	\$270.00	12 weeks program	GST	Local government Act 2009 and regulations	s97(1) & 2(a)	Commercial / Other	1700-1300-0001
Swim Squad Lessons - Child/Student (2 to 14 years)	\$4.50	per entry	GST	Local government Act 2009 and regulations	s97(1) & 2(a)	Commercial / Other	1700-1300-0001
Swim Squad Lessons - Adult	\$6.50	per entry	GST	Local government Act 2009 and regulations	s97(1) & 2(a)	Commercial / Other	1700-1300-0001

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
HIRE FEES - STADIUM, POOL or GYM ROOM (without equipment).							
Stadium Hire	\$67.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0002
Pool Hire: All hours Minimum 2 hrs max	\$67.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
Pool Hire: Exclusive use (limited to 8 hrs)	\$1,028.00	per day or part thereof	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
Pool/stadium Hire: (during normal pool operating time)	\$48.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
Pool/stadium Hire: (outside normal pool operating time)	\$83.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
Gym Room (without equipment)	\$38.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0001
THURSDAY ISLAND STADIUM HIRE - FUNCTION							
Stadium Hire - indoor function	\$714.00	per day or part thereof	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0002
Key Deposit	\$100.00		No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Refundable Bond: (Payable for Major Events & Functions) incl. \$380 cleaning bond.	\$660.00	Event	No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0002
NGURAPAI SPORTS COMPLEX (HORN ISLAND)							
Ngurapai Gym	<i>All fees as above for Horn Island to be receipted to General Ledger as shown</i>						
Stadium Hire	\$51.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0004
Meeting/Conference Room	\$31.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0004
Meeting/Conference Room - Corporate Hirers	\$51.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0004
Key Deposit	\$100.00		No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0004

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Refundable Bond: (Payable for Major Events & Functions) Incl. cleaning bond \$380	\$686.00	Event	No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
ANZAC MEMORIAL PARK							
Hire for function - Fetes, etc (Electricity Included)	\$83.00	per day or part thereof	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	6500-1300-0
Security Deposit-refunded if venue is left clean and undamaged to the satisfaction of the CEO or his/her delegate	\$380.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	6500-1300-0
<i>No Charge for Religious & Charitable Institutions provided Anzac Park is available</i>							
TAMWOY COMMUNITY HALL							
Day & Night Rate - With Air Conditioning	\$484.00	per day/ night	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Day Rate - With Air Conditioning	\$281.00	per day	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Night Rate - With Air Conditioning	\$281.00	per night	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Half day Rate - With Air Conditioning	\$168.00	per half day	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Church Services (Minimum 2 hours)	\$30.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Security Deposit	\$584.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Security Deposit (over 50 people with NO Alcohol Permit)	\$292.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Security Deposit (under 50 people with Alcohol Permit)	\$242.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Security Deposit (under 50 people with NO Alcohol Permit)	\$119.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0002
Key Deposit	\$100.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
LOBAN ROAD COMMUNITY HALL: (Formally CWA Hall)							
Hourly Rate (Day or Night) - Minimum rent 2 hours	\$30.00	per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0001
Daily Rate (8:00am to 5:00pm)	\$140.00	per day	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0001
Nightly Rate (6:00pm to 10:00pm)	\$81.00	per night	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0001
Security Deposit - refunded if venue is left clean and undamaged to the satisfaction of the CEO or his/her delegate	\$242.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1650-1300-0001
Key Deposit	\$100.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0

RECREATION AND SPORTS FACILITIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
KEN BROWN PLAYING FIELD							
- Each sporting body is to supply Council with hiring requests for approval before season							
For use by a Sporting Body - per season	\$568.00		GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
"Where the hire of the Ken Brown Oval is for a sports season, a sports organisation can apply, when booking, to make a maximum of 3 (three) installment payments over the season, with the last payment to be made prior to finals for the sport"							
Daily Charge	\$64.00	8 Hrs or more	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Half Day Charge	\$38.00	Less than 8 Hrs	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Carnivals	\$327.00	per day	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Key Deposit Refundable upon application	\$100.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning/Security Deposit - refunded if Oval is left clean and undamaged to the satisfaction of the CEO or his/her delegate	\$610.00	Event	GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Hire Fee - Kiosk Daily	\$26.00	per day or part thereof	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Cleaning/Security bond of kiosk	\$210.00	Event	GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
KEN BROWN OVAL Office Area							
Hire	\$327.00	per day or part thereof		Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Hire Hourly basis maximum 5 hrs minimum 2 hours	\$26.00	per hour		Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Cleaning/Security Deposit - refunded if venue is left clean and undamaged to the satisfaction of the CEO or his/her delegate	\$210.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Cleaning Fee: Charged if cleaning required after an event	\$380.00	Event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1700-1300-0005
Key Deposit	\$100.00		GST FREE	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0

LIBRARIES					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
TEMPORARY VISITING MEMBERSHIP FEES - NON-REFUNDABLE							
<i>Library Membership</i>	Free	Lifetime	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0
INTERNET CHARGES							
All users - 30 minute limit (No social media or games)	Free						
PHOTOCOPYING							
Black & White A4	\$1.00	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0
Black & White A3	\$1.20	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0
<i>Please note: photocopying on both sides of a single sheet of paper incurs a fee of .25c per side</i>							
PRINTING							
Black & White A4	\$1.00	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0
Black & White A3	\$1.20	per sheet	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0
LOST OR DAMAGED BOOKS							
All Library Materials	Cost plus 25% Penalty Fee		GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1770-1500-0

CULTURAL - MUSIC					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
CULTURAL/MUSIC FESTIVAL							
Festival Stall Fee	\$340.00	per stall	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1805-1540-0
Festival Stall Bond	\$220.00	per stall	No GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	0580-5000-0
Stall holder fee permit for other events as designated	\$40.00	per stall	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	1805-1540-0

ANIMAL CONTROL					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section/Local Law	Fee Type	GL#
<i>Minimum age for dog and cat registration is 3 months. Dogs and cats must be desexed at 3 months of age. Guide dogs, assistance dogs, police dogs and other approved dogs may not be charged fees.</i>							
<i>Payment for part year is on pro-rata basis for animals not previously registered.</i>							
DOG REGISTRATION - Annual fee per animal							
Dog - Desexed - Supporting Documentation Required)-(Max 2 without permit)	\$25.00	1st Dog	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Assistance Dog (Supporting Documentation Required)	No Charge	Per Animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Each Additional Dog (Max 4 - note that more than 2 dogs - Permit Required) + Registration Fee (either de-sexed or non-desexed) (includes property inspection)	\$220.00	Each additional Dog	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Dog - Not Desexed (Max 2 without Permit)	\$120.00	1st Dog	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Replacement of Animal Tag	\$6.00	Each	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Commercial / Other	2300-1540-0
REGULATED DOGS							
<i>First year and non-compliance in subsequent years. Includes sign and collar when registered in first year.</i>							
Registration (Includes 1 sign, Dog Collar, Regulated Dog Tag and inspection of enclosure to ensure compliance).	\$1,350.00	First Year	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Registration after first year	\$275.00	Subsequent years	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Notification Sign (or Replacement Sign)	POA	Per Sign	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Commercial / Other	2300-1540-0
Regulated Dog Collars - Small	POA	Each	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009 LG Reg 2012	Local Law 2 (Animal Management) 2013/ S 97/ 262 (3)(c)	Commercial / Other	2300-1540-0
Regulated Dog Collars - Medium	POA	Each	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009 LG Reg 2012	Local Law 2 (Animal Management) 2013/ S 97/ 262 (3)(c)	Commercial / Other	2300-1540-0
Regulated Dog Collars - Large	POA	Each	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009 LG Reg 2012	Local Law 2 (Animal Management) 2013/ S 97/ 262 (3)(c)	Commercial / Other	2300-1540-0
Regulated Dog Collars - X Large	POA	Each	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009 LG Reg 2012	Local Law 2 (Animal Management) 2013/ S 97/ 262 (3)(c)	Commercial / Other	2300-1540-0
Replacement Regulated Dog Tag	POA	Per Tag	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009 LG Reg 2012	Local Law 2 (Animal Management) 2013/ S 97/ 262 (3)(c)	Commercial / Other	2300-1540-0

ANIMAL CONTROL					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section/Local Law	Fee Type	GL#
KEEPING AND CONTROL OF ANIMALS							
POUND FEES							
<i>Current registration fee and permit application fee (where required) must be paid prior to release of animal.</i>							
Sustenance and maintenance fee	\$17.80	Per animal Per day	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Impounded dog release Fee plus sustenance fee per day	\$119.00	Per animal registered	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Registered and microchipped dogs will be returned for free the first time they are collected by council providing all contact details are up to date.	N/A						
Impounded dog release Fee - Second and subsequent releases (within 12 months)plus sustenance fee per day.	\$238.00	Per animal registered	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Impounded unregistered dog release fee includes registration, impounded and daily sustenance fees	POA	per animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Cat Microchipped - First Impounding Release	\$119.00	Per animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Microchipped cats will be returned for free the first time they are collected by council providing all contact details are up to date.	N/A						
Cat Microchipped - Second & Subsequent Release	\$238.00	Per animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Mircrochipping Fee (by a veterernarian)	POA	Per Animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0
Emergency Vet Care	At Cost	Per Animal	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1540-0
Contractor Expenses	At Cost	Per Animal	GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1540-0
OTHER							
Euthanasia Fee	\$26.00	Per animal	No GST	Animal Management (Cats and Dogs) Act 2008/LG Act 2009	Local Law 2 (Animal Management) 2013/ S 97	Regulatory	2300-1300-0

PERMITS AND LICENCING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section/Local Law	Fee Type	GL#
CONTROL OF NUISANCES							
ENVIRONMENTAL PROTECTION ACT							
Environmental consultant fees will be charged at cost (+10% admin/processing) to assess and monitor Local Government ERAs.							
Multiple ERAs that include both State and Local Government ERAs require application to be made to the Department of Environment and Sciences.							
Extend currency, change or cancel DA conditions	\$506.00	per application	No GST	Environmental Protection Act 1994	S 226	Regulatory	2350-1300-0
FOOD BUSINESS LICENCE - PERMANENT PREMISES & MOBILE FOOD BUSINESSES							
The cost of external consultants fees for expert assessment or advice required by Council may be charged to the applicant.							
The applicant will be notified of the additional charge which must be paid prior to the final decision about the application.							
Mobile food business licence is valid in all Queensland local government areas.(Food Act 2006)							
Application fees - New Licence plus pro-rata annual fee based on 25% quarter or part thereof	\$354.00	Applicable to all Food Biz Lic/Amendment applications except renewal. Asproval fee invoiced after assessment	No GST	Food Act 2006	S 31	Regulatory	2350-1300-0
Fees for businesses with 2 or more food preparation areas (eg hotels/resorts with bar meals and separate restaurant)							
Food Hygiene Licence	\$709.00	per annum	No GST	Food Act 2006	S 31	Regulatory	2350-1300-0
Food Safety Program Adit							
Food Thermometers	POA	per item	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2350-1540-0
TEMPORARY FOOD BUSINESS LICENCE (includes kitchen inspection)							
Licence for One Event	\$25.00	per event	No GST	Food Act 2006	S 49	Regulatory	2350-1300-0
Annual Licence	\$248.00	per annum	No GST	Food Act 2006	S 49	Regulatory	2350-1300-0
Charitable or not for profit organisations can request Council (in writing) for fees to be waived	Free						
COMMERCIAL USE OF ROADS & COUNCIL LAND (PER OBJECT)							
Application Fee	\$287.00	per application	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Licence, placement or encroachment fee - monthly (or part thereof) payable in advance	\$591.00	per month	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0

PERMITS AND LICENCING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section/Local Law	Fee Type	GL#
Permanent Licence or Substantial encroachment - Subject to Approval and Valuation	POA	Subject to Approval by Council	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Release of impounded goods including vehicles, boats and machinery	\$591.00	per item	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2350-1540-0
ADVERTISING DEVICES							
Application Fee	POA	Applicable to all applications except renewal. Approval fee to be invoiced after assessment	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Licence Fee - Annual	POA	per annum	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Licence Fee - Temporary (per month or part thereof)	POA	per month or pro-rata thereof	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Renewal of Licence	POA	per renewal	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
TEMPORARY ENTERTAINMENT EVENTS & PUBLIC PLACE ACTIVITIES							
Application	POA	per event	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Permit	POA	per event	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Preparation and cleaning of site by Council	POA	per event	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2350-1540-0
TEMPORARY HOMES							
Application for permit to occupy a temporary home	POA	per application	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Permit fee for up to 12 months	POA	per permit	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0

PERMITS AND LICENCING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section/Local Law	Fee Type	GL#
ROADS							
FOOTPATH DINING AND ROADSIDE VENDING							
Annual use:-							
Application Fee	\$74.00	per application	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Permit Fee (per square metre per year)	\$74.00	m ² /year	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0

WASTE MANAGEMENT					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
HORN ISLAND LANDFILL & THURSDAY ISLAND TRANSFER STATIONS							
BUILDING MATERIAL.							
Disposal of Building Debris @ Horn Island Landfill	\$101.00	Per m3	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
(or as determined based on anticipated Private Works costs TI-HI)							
Disposal of Building Waste - Thursday Island Unsorted	\$602.00	Per m3	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Disposal of Building Waste - Horn Island Unsorted	\$472.00	Per m3	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
TI TRANSFER STATION (DOMESTIC-GREEN WASTE)							
Small Load (eg car boot, dual cab ute, half 6x4 trailer, 2 wheelie bins) - up to 0.5m3	\$10.40	Per load	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
	\$10.40						6000-1300-0
Medium Load (eg van, ute, 6x4 trailer) - up to 2m3	\$15.00	Per load	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
	\$15.00						6000-1300-0
Large Load (eg ute & trailer, tandem or large trailer) - up to 4m3	\$23.00	Per load	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
	\$23.00						6000-1300-0
Loads greater than 4m3 (Horn Island only)	\$47.00	Per load	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
	\$47.00						
TI TRANSFER STATION (DOMESTIC GARBAGE)							
SORTED HAZARDOUS WASTE							
Paint, oil, solvent, bleach, detergent & pesticide	\$6.20	per litre	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Lead acid batteries	\$17.00	per battery	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
VEHICLES (including boats and trailers)							
Disposal of car body and large items at Horn Island Landfill	\$168.00	Per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Disposal of car body and large items at Thursday Island Transfer Station or Council Depot	\$563.00	Per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Vehicle pick up fee (All islands)	\$675.00	Per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0

WASTE MANAGEMENT					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
TYRES							
Tyre without rim	\$9.40	Per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Tyre with rim	\$15.00	Per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
WHITE GOODS							
Large whitegoods (fridge, freezer, washing machine, air con, hot water units)	\$107.00	per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
TV, VCR, DVD, gaming consoles, computers, printers and other e-waste	\$19.00	per item	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
Replacement 240L Wheelie Bin (PURCHASE) Get details from Don regarding bin identification number to record on receipt	\$157.00	per bin	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0
240L Wheelie bin (HIRE) see Rates and IT Officer	\$40.00	per bin	GST	Local Government Act 2009 and Regulations 2012	S 97	Commercial / Other	6000-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Subsidies for community, sporting and religious organisations - not for profit, volunteer, charitable, no liquor and/or gaming licence.							
Request for fee reduction in writing with proof of organisation status to be lodged with application.							
The fee for an application comprising more than one development type will be the total sum of all applicable fees.							
Consultant costs - The cost of external consultants' fees for assessment or advice required by Council will be charged to the applicant.							
The applicant will be notified of the additional charge which must be paid prior to the final decision about the application.							
Material Change of Use							
Category A: Caretaker's Accommodation, Dual Occupancy, Dwelling House, Dwelling Unit, Home Based Business							
Category B: Adult Store, Agricultural Supplies Store, Animal Husbandry, Aquaculture, Bulk Landscape Supplies, Car Wash, Childcare Centre, Community Care Centre, Community Residence, Community Use, Cropping, Educational Establishment, Emergency Services, Food and Drink Outlet, Funeral Parlour, Garden Centre, Hardware and Trade Supplies, Health Care Service, Hospital, Indoor Sport and Recreation, Low Impact Industry, Market, Multiple Dwelling, Nature-Based Tourism, Non-Resident Workforce Accommodation, Office, Outdoor sales, Outdoor Sport and Recreation, Outstation, Park, Parking Station, Permanent Plantation, Place of Worship, Relocatable Home Park, Roadside Stall, Rooming Accommodation, Rural Workers' Accommodation, Sales Office, Service Industry, Shop, Shopping Centre, Short-Term Accommodation, Showroom, Telecommunication Facility, Tourist Park, Transport Depot, Utility Installation, Warehouse, Wholesale Nursery,							
Category C: Air Service, Animal Keeping, Bar, Brothel, Cemetery, Club, Crematorium, Detention Facility, Environment Facility, Extractive Industry, Function Facility, High Impact Industry, Hotel, Intensive Animal Industry, Intensive Horticulture, Landing, Major, Electricity Infrastructure, Major Sport, Recreation and Entertainment Facility, Marine Industry, Medium Impact Industry, Motor Sport Facility, Nightclub Entertainment Facility, Party House, Port Service, Renewable Energy Facility, Research and Technology Industry, Residential Care Facility, Resort Complex, Retirement Facility, Rural Industry, Service Station, Special Industry, Substation, Theatre, Tourist Attraction, Veterinary Service, Winery							
CODE ASSESSMENT							
Category A	\$1,350.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Category B	\$1,744.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Category C	\$3,600.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Plus							
Multiple dwelling or	\$236.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Hotel	\$113.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Nature-Based Tourism, Non-Resident Workforce Accommodation, Relocatable Home Park, Rooming Accommodation, Rural Workers' Accommodation, Short-Term Accommodation, Tourist Park, Residential Care Facility, Resort Complex, Retirement Facility	\$51.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
IMPACT ASSESSMENT							
Category A	\$1,744.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Category B	\$2,362.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Category C	\$4,724.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Plus							
Multiple dwelling or	\$236.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Hotel	\$113.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Nature-Based Tourism, Non-Resident Workforce Accommodation, Relocatable Home Park, Rooming Accommodation, Rural Workers' Accommodation, Short-Term Accommodation, Tourist Park, Residential Care Facility, Resort Complex, Retirement Facility	\$51.00	per unit	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
MATERIAL CHANGE OF USE APPLICATIONS GENERALLY							
Any large scale development as determined by the C.E.O	POA	Fee to be the same as the application fee for the use deemed most similar by the CEO or delegated officer	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Undefined use	POA	Fee to be the same as the application fee for the use deemed most similar by the CEO or delegated officer	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
RECONFIGURING A LOT							
Code Assessment							
Boundary Realignment, Access Easement, Lease agreements > 10 yrs, Strata Title	\$936.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Reconfiguration Base Fee - up to and including 10 lots	\$1,744.00	per application and up to and including 10 lots	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Reconfiguration - over 10 lots + base fee	\$300 per lot + Base Fee	per lot	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Impact Assessment							
Reconfiguration Base Fee - up to and including 10 lots	\$4,387.00	per application and up to and including 10 lots	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Reconfiguration - over 10 lots + base fee	\$350 per lot + Base Fee	per lot	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Where opening of a new road is involved per linear metre of road (or part thereof) additional	\$39.00	per linear metre or part thereof	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
PRELIMINARY APPROVALS (Variation Applications)/ SUPERCEDED PLANNING SCHEME							
Request for application under superseded planning scheme	\$1,744.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Preliminary approval for a proposed development	POA	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Variation approval overriding the Planning Scheme	POA	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
OTHER APPLICATIONS							
Change application (minor change to a development approval)	\$936.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Change application (other change to a development approval)	Relevant application lodgement fee	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Extension application (to extend currency period of a development approval)	\$900.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Written advice for a 'Generally in Accordance' determination (or other written advice as determined by Council)	\$787.00	per request	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Exemption Certificate	\$700.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Cancellation application (to cancel a development approval)	\$1,012.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Application for Building Work assessable against the Planning Scheme	\$728.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Prelodgement for a development application	\$787.00	per request	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Prelodgement town planning enquiry (written advice) that requires a report to full council for in principle support	\$1,237.00	per request	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Requests for written advice (not associated with a town planning application)	\$787.00	per request	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2200-1300-0
Infrastructure Agreement	POA	per agreement	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Request for approval of road names	\$146.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Application Fee for assessment of the application to purchase Road or Reserve Land	\$675.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
OPERATIONAL WORKS APPLICATION							
Application Base Fee Operational works associated with subdivision or MCU	\$2,250.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Add Fee for estimated value of works less than \$10,000	\$866.00	additional fee	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Add Fee for estimated value of works \$10,000 to less than \$100,000	\$5,343.00	additional fee	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Add Fee for estimated value of works \$100,000 or more	POA	additional fee	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Operational works not associated with Reconfiguring a Lot or a Material Change of Use	\$1,744.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Prescribed Tidal Works	\$1,744.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Reassessment of application	25% of fee	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Acceptance of revised drawings	\$866.00	per set of drawings	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
INSPECTION OF WORKS							
For works that will be a public asset:							
-Estimated value of works less than \$10,000	\$866.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
-Estimated value of works \$10,000 to less than \$100,000	\$5,343.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
-Estimated value of works \$100,000 or more	POA	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
For works that will be a private asset	POA	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Re-inspection Fee	\$337.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Construction phase of reconfiguring a lot - the operational works application fees includes one on and one off maintenance inspection for operational work							
Application for approval of substantially amended engineering plans for amendments other than required by Council per lot / per discipline	\$56.00	per lot per discipline (earthworks, roadworks, drainage, water and sewerage infrastructure, landscaping)	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Bond for Outstanding Works - Determined by CEO or his/her delegate	POA		No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Contribution in lieu of provision of off-street parking	POA		No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Construction Security Bond	5% of value of works		No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
PLANNING AND DEVELOPMENT CERTIFICATES							
Limited	\$360.00	per certificate	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Standard	\$844.00	per certificate	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Full + Cost of Inspection	\$3,937.00	per certificate	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0

PLANNING					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
SURVEY PLANS							
Signing of survey plan up to 10 lots	\$1,012.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
For each lot in excess of 10 lots	\$90.00	per additional lot over 10 lots	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Signing and dating Survey Plan - Building Format/Volumetric Format - Application Fee	\$647.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Notation on Community Management Statement - Application Fee	\$647.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Proposed Road Closure in Strata - Report to Council Application	\$810.00	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Signing easement/lease documents	\$337.00		No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
REFUND OF APPLICATION FEES WHEN AN APPLICATION IS WITHDRAWN							
Application submitted and preliminary administrative work completed	90%	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Information request and referral stage	50%	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Prior to Commencement of Public notification Stage	25%	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
Decision Stage	10%	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
After Council consideration	0%	per application	No GST	Planning Act 2016, Section 51	S 51	Regulatory	2200-1300-0
<i>NB: The above refunds only refer to a percentage of Application Fees</i>							
Infrastructure Charges Schedule: Refer to Torres Shire Council Infrastructure Charges Resolution (No.1) 2022							

A Building Certifying Activity is a Business Activity (Sec 47 (4) LG Act) and as such is subject to the competitive neutrality legislation which requires full cost pricing be applied to building fees.

BUILDING and PLUMBING					BUDGET 2025/26		
Details		2025/26	Includes GST	Legislation	Section	Fee Type	GL#
Council does not provide building certification services. The applicant must engage a private building certifier. The cost of external consultants fees for expert assessment or advice required by Council may be charged to the applicant. The applicant will be notified of the additional charge which must be paid prior to the final decision about the application.							
ADVERTISING SIGNS (Per sign)		\$157.00	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	2200-1300-0
Note: Development Application or Local Law Application may also be required.							
Building application required at Building Surveyor's discretion. Large signs such as pylon signs and advertising hoardings may require an engineer's certificate. Fascia signs may not require approval if painted onto fascia.							
SWIMMING POOLS (ABOVE & IN-GROUND)		\$731.00	No GST	Local Government Act 2009 and Regulations 2012	S 97	Regulatory	2200-1300-0
Pool Reinspection		POA	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2200-1300-0
INSPECTION OF BUILDING FOR RELOCATION							
Security Bond - for site clean-up (in Torres Shire Council area only if building is transported from outside Torres Shire this fee is not charged)		\$1,000.00	No GST	Local Government Act 2009 and Buidling Act 1975	s 97 (2)(a)(e)	Regulatory	2200-1300-0
Transportable buildings - Transport Security Bond if building transported along Council roads for repair of road / or Council devices		\$2,500.00	No GST	Local Government Act 2009 and Buidling Act 1975	s 97 (2)(a)(e)	Regulatory	2200-1300-0
Security deposit for re-erection of the dwelling is determined by the Chief Executive Officer or delegated officer. The deposit may not be a sum greater than the value of the building work to be carried out to make the work comply with the Standard Building Regulation and Building Code of Australia.		POA	No GST	Local Government Act 2009 and Buidling Act 1975	s 97 (2)(a)(e)	Regulatory	2200-1300-0
BUILDING FEES							
Setbacks etc		\$380.00	No GST	Local Government Act 2009 and Buidling Act 1975	s 97 (2)(a)(e)	Regulatory	2200-1300-0
Building over or near relevant infrastructure		\$380.00	No GST	Local Government Act 2009 and Buidling Act 1975	s 97 (2)(a)(e)	Regulatory	2200-1300-0
BUILDING PLAN LODGEMENT BY PRIVATE CERTIFIERS		\$162.00	No GST	Building Act 1975	S86	Regulatory	2200-1300-0

BUILDING and PLUMBING					BUDGET 2025/26		
Details		2025/26	Includes GST	Legislation	Section	Fee Type	GL#
BUILDING DOCUMENTS							
Copy of documents and plans (search & copy)		\$186.00	No GST	Building Act 1975	S86	Regulatory	2200-1300-0
NO PRESCRIBED FEE							
In the case where no fee is prescribed the fee shall be determined by the Chief Executive Officer or delegate.		POA	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	2200-1300-0
PLUMBING AND DRAINAGE							
Note: For the purposes of these fees, a fixture has the meaning as defined in the 'Applied Provisions' or the Plumbing Code of Australia (eg sink, bath, shower, urinal, wash tub, etc.)							
PLUMBING							
Permit - Commercial Application per building/unit (4 Inspections)		\$534.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
On-site Sewerage System Application plus costs for travel to site including hourly rate		\$304.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
New Building Fixture Fees - Residential - per fixture (Min Fee \$225)		\$96.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
New Building Fixture Fees - Commercial - per fixture (Min Fee \$225)		\$124.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Alterations/Extensions Fixture Fees - Residential - per fixture (Min Fee \$115)		\$107.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Alterations/Extensions Fixture Fees - Commercial - per fixture (Min Fee \$115)		\$124.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Alterations/Extensions Fixture Fees - Class 10- per fixture (Min Fee \$115)		\$124.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Inspection of connection to line		\$534.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
General plumbing and additional inspections (per inspection)		\$534.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Backflow Prevention device registration and testing		\$96.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Application to install a greywater re-use device		\$259.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
Fee per fixture		\$56.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
PLUMBING AND DRAINAGE PLANS							
Search Fee and Copy of Plans		\$186.00	No GST	Plumbing & Drainage Act 2018		Regulatory	2200-1300-0
AMENDMENTS TO PLUMBING AND DRAINAGE APPROVALS							
per Amendment		\$371.00	No GST	Plumbing & Drainage Act 2018		Commercial / Other	2200-1300-0

AERODROME OPERATIONS					BUDGET 2025/26		
Description	2025/26	Unit	Incl. GST	Legislation	Section	Fee Type	GL#
AIRPORT LANDING FEES - Per Movement / Per Tonne							
FIXED WING or NON HELICOPTER MOVEMENTS							
A landing charge per tonne pro-rata of an aircraft's maximum take-off weight, with minimum charge equivalent to MTOW of 1 tonne. Applies to landing, touch and go, stop and go. (MAXIMUM OF ONE LANDING CHARGE PER AIRCRAFT PER HOUR)	\$35.40	per tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Surcharge for use of airport between the hours of 1900-0600 hrs (MAXIMUM OF ONE LANDING CHARGE PER AIRCRAFT PER HOUR)	\$27.00	per landing movement	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
<u>PLEASE NOTE THAT QANTAS LANDING FEE FOR 2025/26 IS \$ 35.40</u>		per tonne					
HELICOPTER LANDING FEES - Per Movement / Per Tonne							
A landing charge per tonne pro-rata of an aircraft's maximum take-off weight, with minimum charge equivalent to MTOW of 1 tonne. Applies to landing, touch and go, stop and go. (MAXIMUM OF ONE LANDING CHARGE PER AIRCRAFT PER HOUR) at Horn Island Airport.	\$19.20	per tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0

AERODROME OPERATIONS					BUDGET 2025/26		
A landing charge per tonne pro-rata of an aircraft's maximum take-off weight, with minimum charge equivalent to MTOW of 1 tonne. Applies to landing, touch and go, stop and go. (MAXIMUM OF ONE LANDING CHARGE PER AIRCRAFT PER HOUR) at YSBH Sadies Beach Helipad. NEW FEE	\$19.20	per tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Surcharge for use of airport between the hours of 1900-0600 hrs (MAXIMUM OF ONE LANDING CHARGE PER AIRCRAFT PER HOUR) at Horn Island Airport.	\$27.00	per landing movement	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
VEHICULAR AIRPORT ACCESSIBILITY							
Airside Vehicle Entry Permit (Annual)	\$132.60	annual	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Airside Driving Authority (Annual)	\$86.30	annual	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Airside Vehicle Escort (8am-5pm) - (Minimum 1 hour charge to apply)	\$86.30	per hour pro rata	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Airside Vehicle Escort (After hours) - (Minimum 1 hour charge to apply)	\$211.00	per hour pro rata	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Airside Vehicle Escort (Saturday) - (Minimum 1 hour charge to apply) Saturday	\$211.00	per hour pro rata	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Airside Vehicle Escort (Sunday and Public Holidays) - (Minimum 1 hour charge to apply)	\$264.00	per hour pro rata	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Responsible Officer will be in attendance for escorts							

AERODROME OPERATIONS

BUDGET 2025/26

PARKING FEES (OVERNIGHT RATE)

A charge per Tonne MTOW per night	\$8.30	Per Tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
OR							
3 Months fees pre-paid per tonne (MTOW) per night	\$4.20	Per Tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
6 Months fees pre-paid per tonne (MTOW) per night	\$3.10	Per Tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
12 Months fees pre-paid per tonne (MTOW) per night	\$3.10	Per Tonne	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0

PASSENGER CHARGE

PASSENGER CHARGE applies at YHID Horn Island Airport and other Torres Shire Council aircraft landing facilities.

Passenger Charge - Council Approved Airlines - Per passenger movement (landing and takeoff) where security screening service is required. (Currently only Qantas).	\$34.20	Per passenger	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Passenger Charge - Council Approved Operators - Per passenger movement (landing and takeoff) where security screening service is not required.	\$19.00	Per passenger	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Passenger Charge - Other Operators. Charge per passenger calculated assuming that number of passengers is 70% of aircraft carrying capacity. One arrival and one departure charge will be invoiced in association with each landing record.	\$19.00	Per passenger	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0

AERODROME OPERATIONS

BUDGET 2025/26

Passenger Charge - Exempt Operators. Any operator recorded as landing only once in the month with an aircraft less than 3,000 kg MTOW will be exempted from passenger charges. Other operators may be granted exemption from charges upon application to Council.

Late Departures by RPT Flights after 5pm	\$1,238.00	Per hour	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Security Screening TAX Council Approved Airlines (Applicable for 8am - 5pm 7 days per week) (Currently only Qantas).	\$38.20	Per outbound passenger movement	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Security Screening TAX Council Approved Airlines (Outside normal hours subject to quotation)	POA	Per outbound passenger movement	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0
Electricity Charges-for all organisations or commercial operators that access the electricity supply to the YHID facilities	Cost of supply from Ergon (or electricity supplier) plus \$7.50 processing fee		GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1540-0
Debt Arrears exceeding trading terms of 30 days subject to 7% interest compounded daily until paid. Levied on a monthly levy basis with any interest calculated when less than \$5 being exempt. Accounts are due at end of month when invoiced. (allows 50-120 days trading terms dependent on when flight taken.)	7.00%	per annum	Input Taxed	Local Government Regulation 2012 and Regulations 2012/ ATO ruling GST R 2000-19	S 262 (3) (c)	Commercial / Other	8000-1540-0
Commercial Activities Permit	POA	per application	GST	Local Government Act 2009 and Regulations 2012	S 262 (3) (c)	Commercial / Other	8000-1300-0

WATER AND SEWERAGE (INCL HEADWORKS)					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Plumbing and Drainage Act 2002/Water Act 2000 and Regulation 2002							
WATER - SERVICE CONNECTION							
32mm - 100mm Service connection complete main to boundary	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
20mm / 25mm Service connection fee main to boundary up to 25m if not quoted	\$4,837.00	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
20mm Service connection fee complete main to boundary up to 25m if not quoted.	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
Water reconnection fee	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
20mm Domestic	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
25 mm Domestic	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
40 mm Domestic	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
50 mm Domestic	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
Provision of fire hydrant	POA	per connection	No GST	Water Act 2000 and Regulation 2002	S 383	Regulatory	7000-1300-0
<i>Some connections may be subject to quote if works in excessive of connection fee cost.</i>							
<i>The above costs do not include any extension to the water mains or provision of fire hydrants, etc.</i>							
WATER - METERS							
Downsize from 25-20mm, 32-20mm 32-25mm	POA	per connection	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7000-1540-0
Customer fee for other size meters assessed on application							
Cap and remove meter sizes 20, 25, 32, 40mm	POA	per connection	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7000-1540-0

WATER AND SEWERAGE (INCL HEADWORKS)					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
STAND PIPES							
Stand Pipes Metered							
Hire of stand pipe - short term (less than two weeks) \$250 deposit Maximum 7 day hire period (Minimum charge \$50)	POA	per day	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7000-1540-0
Hire of stand pipe - Long Term (greater than two weeks) up to six months \$750 deposit	POA	per day	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7000-1540-0
WATER SALES							
Water supply for fire Hydrants (other than fire fighting pupposes per kiloliter	POA	per kilolitre	No GST	Water Act 2000 and Regulation 2002		Regulatory	7000-1300-0
Per Kilolitre - Hammond Island	POA	per kilolitre	No GST	Water Act 2000 and Regulation 2002		Regulatory	7000-1300-0
Testing a standard 20mm water meter (this fee is refunded if the meter has an error or greater than 5%)	POA	per testing	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7000-1540-0
WATER SERVICES							
Fee for testing meters other than 20mm set by the Chief Executive Officer Following a written request - this fee also refunded if meter has an error greater than 5%.							
Reconnection after breach of water restrictions	\$591.00	per reconnection	No GST	Water Act 2000 and Regulation 2002		Regulatory	7000-1300-0
Disconnection of water meter	\$563.00	per disconnection	No GST	Water Act 2000 and Regulation 2002		Regulatory	7000-1300-0
SEPTIC WASTE							
Septic Waste - A fee to pump the trade waste into the Council Sewer treatment plant based on \$ per kilolitre	POA	per kilolitre	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
SEWERAGE CONNECTION							
Sewerage connection where connection (jump up) exists	\$787.00	per connection	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Sewerage connections where no connection exists	POA	per connection	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Disconnection of sewerage sullage effluent line	\$551.00	per disconnection	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0

WATER AND SEWERAGE (INCL HEADWORKS)					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
TRADE WASTE							
Category 1							
Application Fee	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Sewer Disposal	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Testing charges- Random Test at generators Cost	POA	per testing	GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Category 2							
Application Fee	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Sewer Disposal	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Testing charges- Random Test at generators Cost	POA	per testing	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0
Category 3							
Application Fee	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Sewer Disposal	POA	per annum	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Testing charges- Random Test at generators Cost (Min Fee)	POA	per testing	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0
Volume : 65/KL; BOD5: 130/KG; Suspended Solids: 65/KG							
FOOD WASTE DISPOSAL UNITS							
Category A - to 700 watt rating	POA	per annum	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0
Category B - above 700 watt rating	POA	per annum	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0
Category C - Food waste/macerator in hospitals and aged persons homes	POA	per annum	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0
Inspection Fees							
All categories per hour or part thereof on site and full cost of laboratory charges plus freight both ways	POA	per hour	GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0

WATER AND SEWERAGE (INCL HEADWORKS)					BUDGET 2025/26		
Description	2025/26	Unit	Includes GST	Legislation	Section	Fee Type	GL#
Septage & Other Approved Liquid Waste							
Volume charge all loads	POA	per KL	No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
Penalty Charge							
All Parameters: d = 1.2 Charge	POA		No GST	Water Act 2000 and Regulation 2002		Regulatory	7500-1300-0
PRIVATE WORKS							
All private works at either cost + 30% + gst or quoted price	POA		GST	Water Act 2000 and Regulation 2002		Commercial / Other	7500-1540-0



Changes in Rates and Charges

Change in Rates & Charges

Local Government Regulation 2012

Section 169 – Preparation and content of budget

- (7) The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.*
- (8) For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.*

TOTAL VALUE OF CHANGE IN RATES AND CHARGES

Pursuant to sections 169 (7) and 169 (8) of *Local Government Regulation 2012*, the total value of the change, expressed as a percentage, in the rates and charges to be levied for the 2025/26 financial year compared with the rates and charges levied in the 2024/25 financial year is **4.5 %**. For the purpose of this calculation any discounts and rebates are excluded.



Estimated Financial Statements 2024-2025

QTC Financial Forecast Template—Torres Shire Council

Statement of Comprehensive Income

Jun-25 Revised Budget

Revenue

Operating revenue

Net rates, levies and charges	7,230
Fees and charges	7,180
Rental income	855
Interest received	1,300
Sales revenue	249
Other income	331
Grants, subsidies, contributions and donations	9,374
Total operating revenue	26,519

Capital revenue

Grants, subsidies, contributions and donations	11,358
Total revenue	37,877

Capital income

Total Capital Income	15
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Total income	37,892
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Expenses

Operating expenses

Employee benefits	12,126
Materials and services	14,237
Finance costs	60
Depreciation and amortisation	7,005
Total operating expenses	33,427

Net result	4,465
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Operating result

Operating revenue	26,519
Operating expenses	33,427
Operating result	(6,908)

QTC Financial Forecast Template—Torres Shire Council

Statement of Financial Position

Jun-25 Revised Budget

Assets

Current assets

Cash and cash equivalents	19,172
Trade and other receivables	2,073
Inventories	820
Contract Assets	1,011
Total current assets	23,076

Non-current assets

Property, plant & equipment	232,035
Right of use assets	150
Other non-current assets	316
Total non-current assets	232,501

Total assets

255,577

Liabilities

Current liabilities

Trade and other payables	1,639
Contract Liabilities	6,817
Borrowings	146
Provisions	1,491
Total current liabilities	10,094

Non-current liabilities

Provisions	1,172
Total non-current liabilities	1,172
Total liabilities	11,266

Net community assets

244,311

Community equity

Asset revaluation surplus	120,923
Retained surplus	123,388
Total community equity	244,311

QTC Financial Forecast Template—Torres Shire Council

Statement of Cash Flows

Jun-25 Revised Budget

Cash flows from operating activities

Receipts from customers	16,220
Payments to suppliers and employees	(28,110)
Interest received	1,300
Rental income	925
Non-capital grants and contributions	10,143
Borrowing costs	(12)
Payment of provision	(500)

Net cash inflow from operating activities	(35)
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Cash flows from investing activities

Payments for property, plant and equipment	(14,457)
Payments for intangible assets	(184)
Proceeds from sale of property, plant and equipment	15
Grants, subsidies, contributions and donations	11,358

Net cash inflow from investing activities	(3,268)
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Cash flows from financing activities

Repayment of leases	(54)
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Net cash inflow from financing activities	(54)
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Total cash flows

Net increase in cash and cash equivalent held	(3,357)
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Opening cash and cash equivalents	22,529
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Closing cash and cash equivalents	19,173
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QTC Financial Forecast Template—Torres Shire Council

Statement of Changes in Equity

Jun-25 Revised Budget

Asset revaluation surplus

Opening balance	120,923
Net result	na
Increase in asset revaluation surplus	-
Adjustment for Initial Recognition of Accounting Standards	na
Closing balance	<u>120,923</u>

Retained surplus

Opening balance	118,923
Net result	4,465
Increase in asset revaluation surplus	na
Adjustment for Initial Recognition of Accounting Standards	-
Closing balance	<u>123,388</u>

Total

Opening balance	239,846
Net result	4,465
Increase in asset revaluation surplus	-
Adjustment for Initial Recognition of Accounting Standards	-
Closing balance	<u><u>244,311</u></u>



Assessment of Business Activities

Assessment of Business Activities to Determine if they Meet the Threshold for Classification as a Significant Business Activity

Local Government Regulation 2012

Section 18 – Reforming a significant business activity

(1) The local government must identify and assess each new significant business activity for possible reform.

(2) If the local government decides to reform the significant business activity, the reform must involve—

- (a) applying full cost pricing to the activity; or*
- (b) commercialising the activity; or*
- (c) corporatising the activity by creating a corporatised business entity to conduct the activity.*

Local Government Regulation 2012

Section 19 – Thresholds for significant business activities—Act, s 43(4)(b)

(1) This section prescribes, for section 43(4)(b) of the Act, the threshold that a business activity must meet to be a significant business activity for a financial year (the current financial year).

(2) If the business activity is the provision of combined water and sewerage services, the threshold is 10,000 or more premises being connected to a water service as at 30 June of the financial year ending immediately before the current financial year.

Note—

See, however, the South-East Queensland Water (Distribution and Retail Restructuring) Act 2009.

(3) For a business activity of a type other than the activity mentioned in subsection (2), the threshold is expenditure of at least \$9.7m for the financial year ending immediately before the current financial year.

Local Government Regulation 2012

Section 20 – Identifying significant business activity for report—Act, s 45

For section 45(b) of the Act, a local government must use the financial information for the previous financial year that was presented to the local government's budget meeting to identify each new significant business activity for the financial year.

Significant Business Activity Threshold Test – 2025-26	
Water and Sewerage services	If 10,000 or more premises are connected to a water service as at 30 June of the previous financial year
Another business activity	\$ 9,700,000

Torres Shire Council's business activity total operating expenses and result of test

Business Activity	Total operating expenses	Significant Business Activity
Waste management	3,457,819	No
Airport	2,738,965	No

Number of water service connection

Water and sewerage services	2,912	No
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Code of Competitive Conduct

CODE OF COMPETITIVE CONDUCT

Section 39 of Local Government Regulation 2012

Prescribed business activities—Act, s 47(7)

- (1) *A business activity is prescribed for section 47(7) of the Act for a financial year if the amount of current expenditure for the business activity for the previous financial year is \$340,000 or more.*
- (2) *The amount of **current expenditure** for a business activity for a financial year is the total of the following amounts spent in conducting the activity for the year—*
 - (a) operational costs;*
 - (b) administrative and overhead costs;*
 - (c) cost of resources;*
 - (d) depreciation.*

Local Government Act 2009

Section 47 Code of competitive conduct

- (1) *This section is about the code of competitive conduct.*
- (2) *The code of competitive conduct is the code of competitive conduct prescribed under a regulation.*

A local government must apply the code of competitive conduct to the conduct of the following business activities of the local government—

- (a) a building certifying activity;*
 - (b) a roads activity, other than a roads activity for which business is conducted only through a sole supplier arrangement.*
- (4) *A building certifying activity is a business activity that—*
- (a) involves performing building certifying functions (within the meaning of the Building Act, section 10);*
- and*
- (b) is prescribed under a regulation.*
- (5) *A roads activity is a business activity (other than a business activity prescribed under a regulation) that involves—*
- a) constructing or maintaining a State-controlled road, that the State put out to competitive tender; or*
 - (b) submitting a competitive tender in relation to—*
 - (i) constructing or maintaining a road in the local government area, that the local government put out to competitive tender; or*
 - (ii) constructing or maintaining a road in another local government area, that the other local government put out to competitive tender.*

- (6) *The local government must start to apply the code of competitive conduct—*
- (a) *for a building certifying activity—from the start of the financial year after the financial year in which the building certifying activity is first conducted; or*
 - (b) *for a roads activity—from when the roads activity is first conducted.*
- (7) *A local government must decide each financial year, by resolution, whether or not to apply the code of competitive conduct to a business activity prescribed under a regulation.*
- (8) *If the local government decides not to apply the code of competitive conduct to the business activity, the resolution must state reasons for not doing so.*
- (9) *Subsection (7) does not prevent the local government from applying the code of competitive conduct to any other business activities.*

Business Activity threshold test - 2025/26	\$ 340,000	

Torres Shire Council's business activity total operating expenses and recommendation

Business Activity	Total Current Expenditure	Apply Code of Competitive Conduct (Yes/No)
Waste Management	\$ 3,457,819	No
Airport Operations	\$ 3,429,880	No
Water and Sewerage Services	\$ 4,693,196	No
Plant Operations	\$ 332,943	No

That Council not apply the Code of Competitive Conduct for 2025/26.

Given the level of expenditure in the business activities and the little or no competition for the services' provision, Council's sees no public benefit in applying the Code of Competitive Conduct at this time.



Estimated Activity Statement

ESTIMATED ACTIVITY STATEMENT

Local Government Regulation 2012

Section 34 Estimated activity statement

(1) A local government's budget must, for each business activity, contain an estimated activity statement.

(2) An estimated activity statement is a document that states, for the business activity—

(a) the estimated revenue that is payable to—

(i) the local government; or

(ii) anyone else; and

(b) the estimated expenses, including all items taken into account under the pricing provisions (other than return on capital); and

(c) the estimated surplus or deficit for the financial year; and

(d) if community service obligations are to be carried out during the business activity—

(i) a description of the nature of the community service obligations; and

(ii) the estimated cost of performing the community service obligations, less the estimated revenue for the community service obligations.

(3) An estimated activity statement may contain a summary of the information mentioned in subsection (2), instead of a full statement of the information, if—

(a) the estimated activity statement states it is a summary only and that a full statement of the information may be—

(i) inspected or purchased at the local government's public office; and

(ii) inspected on the local government's website; and

(b) a full statement of the information can be—

(i) inspected or purchased at the local government's public office; and

(ii) inspected on the local government's website.

(4) The price for purchasing a full statement of the information must be no more than the reasonable cost to the local government of making the statement available for purchase.

TORRES SHIRE COUNCIL
Estimated Activity Statement

Account Description	Waste	Airport	Water	Sewerage	Plant	Total
Operating Revenue						
Rates, Fees and other revenue	2,615,794	7,119,777	2,572,040	1,352,403	21,756	13,681,770
Total Operating Revenue	\$ 2,615,794	\$ 7,119,777	\$ 2,572,040	\$ 1,352,403	\$ 21,756	\$ 13,681,770
Operating Expenses						
Employee costs, materials and services	3,457,819	2,738,965	2,175,403	481,056	(72,843)	8,780,400
Depreciation	-	690,915	1,246,936	789,801	405,786	3,133,438
Total Operating Expenses	\$ 3,457,819	\$ 3,429,880	\$ 3,422,339	\$ 1,270,857	\$ 332,943	\$ 11,913,838
Operating surplus/(deficit)	\$ (842,025)	\$ 3,689,897	\$ (850,299)	\$ 81,546	\$ (311,187)	\$ 1,767,932



Airport Budget 2025-2026

AIRPORT OPERATIONS 2025-26

Account Description	Airport
Operating revenue	7,684,776
Operating expenditure	(2,710,780)
Depreciation	(845,681)
Operating Result	\$ 4,128,316
Capital expenditure	(1,105,000)
Capital result	\$ (1,105,000)
Net incl depreciation and capital	\$ 3,023,316



Capital Works 2025-2026

TORRES SHIRE COUNCIL
CAPITAL WORKS PROGRAM 2025/26

Department	Project Name	Project Costs	Funding Sources			
			Grants Federal	Grants - State	Asset sales	General Revenue
Airport	Earth Works at runway 26	50,000				50,000
	CCTV improvements	35,000				35,000
	Medium intensity obstacle lights	30,000				30,000
	Concrete the road at the front of the terminal	100,000				100,000
	Air conditioning of the entrance and ticket area	200,000				200,000
	Babcock Hanger	300,000				300,000
	Upgrade Sewer Soakage Trenches - Design	10,000				10,000
	Terminal Roof - gutter replacement and screwing	70,000				70,000
	Hill 4 light pole and medium intensity light	30,000				30,000
	Subtotal	825,000	-	-	-	825,000
Buildings	14A and 14B Stephen Street Refurbishment	500,000				500,000
	Staff Housing (5 of 17)	500,000				500,000
	Public Facilities (Amenities & Rec. Areas)	250,000				250,000
	Re-locate HI Works Depot (Stage 1)	100,000				100,000
	TI Depot Upgrade	250,000				250,000
	Loban Rd Hall Renewals	55,000				55,000
	TRAWQ Hall Renewals	33,000				33,000
	KBO Kiosk Renewals	25,000				25,000
	Torres Shire Infrastructure Design and Network Planning for Housing Growth	1,125,000		1,125,000		-
	Subtotal	2,838,000	-	1,125,000	-	1,713,000
Miscellaneous	Detailed planning and design for landside elements of the Quarantine Boat Ramp Facility - Waibene	395,000		395,000		-
Infrastructure	Solar Water Systems	8,500		8,500		-
	TI Gym - mirror weight room	5,000				5,000
	TI Gym - replace floor in two rooms	10,000				10,000
	TI Gym - internal painting	20,000				20,000
	Kup Murri Fencing	85,000				85,000
	Subtotal	523,500	-	403,500	-	120,000
Waste Management	New Roof on Thursday Island Waste Transfer Station shed	200,000				200,000
	Surface water management	100,000				100,000
	Landfill New Cell	6,500,000		6,500,000		-
	20 ft lunch room one side expander	40,909		40,909		-
	Re-locate Weighbridge	100,000				100,000
	Subtotal	6,940,909	-	6,540,909	-	400,000

TORRES SHIRE COUNCIL
CAPITAL WORKS PROGRAM 2025/26

Department	Project Name	Project Costs	Funding Sources			
			Grants Federal	Grants - State	Asset sales	General Revenue
Roads Infrastructure	Loban Rd crossing at TI Fire Station	527,202		527,202		-
	Roads to Recovery 2024 – 2029	250,062		250,062		-
	TSC design & upgrade of the Aubrey Pde & Douglas St Footpath, TI.	1,200,000	1,200,000			-
	Subtotal	1,977,264	1,200,000	777,264	-	-
Water	Replace Watermain - Millman St to Defence Facility along Douglas St	200,000				200,000
	Manganese Monitoring	40,000				40,000
	Re-direct 300mm Filling Pipe to Wasaga Res	110,000				110,000
	SCADA Control Cabinet for TI & HI	25,000				25,000
	Undersea Water Pipeline Designs to Enable Island Housing Growth	515,000		515,000		-
Sewerage	Soda Ash & Polymer Dosing Panel	50,000				50,000
	Install New Flow Meter Pit	20,000				20,000
	New Roof over Effluent Tank	200,000				200,000
	Sub total	1,160,000	-	515,000	-	645,000
IT	Animal Control Network and CCTV Connectivity	21,000				21,000
	TRAQW interactive	25,000				25,000
	Photocopier Administration	15,000				15,000
	Sub total	61,000	-	-	-	61,000
Facilities Equipment	Gym Equipment replacement	10,000				10,000
	Sub total	10,000	-	-	-	10,000
Plant, Fleet & Equipment	Kubota F3690 Ride-on Mower	40,000				40,000
	Isuzu Dual-cab Tipper	180,000				180,000
	Caterpillar Compactor 816F	350,000				350,000
	Toyota Workmate 4x4	57,000				57,000
	Isuzu Flatbed Truck	160,000				160,000
	Isuzu Garbage Truck	300,000				300,000
	Aussie Buckets - Rotating Demosition Grab	10,000				10,000
	Workshop Tools & Equipment	100,000				100,000
	Freight Expenses	300,000				300,000
	Sub total	1,497,000	-	-	-	1,497,000
GRAND TOTAL		\$ 15,832,673	\$ 1,200,000	\$ 9,361,673	\$ -	\$ 5,271,000

TORRES SHIRE COUNCIL
CARRY OVER CAPITAL WORKS PROGRAM 2024/25

Department	Project Name	Carry Over	Funding Sources			Information
			Grants Federal	Grants - State	General Revenue	
Airport	Outside Shelter	20,000			20,000	Airport Fund
	Generator Shelter	20,000			20,000	Airport Fund
	Development Works of Terminal	170,000			170,000	Airport Fund
	Boundary fencing	30,000			30,000	Airport Fund
	Seats departure lounge	40,000			40,000	Airport Fund
	Subtotal	280,000	-	-	280,000	
Buildings	Ken Brown Oval Lights	200,000			200,000	General Fund
Other Structures	ANZAC Capital Works	86,000			86,000	General Fund
	Horn Island Stadium project	156,288	156,288		-	LRCI 4
	Ken Brown Oval Fencing Replacement	394,610		394,610		Work for Qld 24-27
	Investigate the dev of a new comm housing provider org	109,000		109,000		Work for Qld 24-27 (Opex)
	Aplin Park Development	415,000		415,000		Work for Qld 24-27
	TSC Chambers Roof Replacement	489,000		489,000		Work for Qld 24-27
	Emergency Repair Works - TI Pool Complex	635,000		635,000		Work for Qld 24-27
	Maintenance and repairs - TI Sports Complex	126,000		126,000		Work for Qld 24-27
	Playground sand	60,000			60,000	General Fund
	Torres Strait - Horn Island Housing Growth Master Plan	1,255,000	1,255,000		-	Housing Support Program - Stream 1
	Construct outdoor activity space to support physical activity at Horn Island	394,875		394,875	-	Minor Infrastructure and Inclusive Facilities Fund (MIFF)
	Upgrade amenities to support swimming at Thursday Island (stadium upgrade)	42,279		42,279	-	Minor Infrastructure and Inclusive Facilities Fund (MIFF)
	TSC Chambers Roof Replacement	161,640			161,640	General Fund
	Subtotal	4,524,692	1,411,288	2,605,764	507,640	
Waste Management	TI Transfer station - drop shed roof renewals	45,793			45,793	Reallocate to COEX shed power
	POW Island Waste Bins	115,000	115,000		-	Regional & Remote Recycling Modern Fund (RRRMF) Dept of State Dev
	Recycling trailers	330,000		230,000	100,000	Regional & Remote Recycling Modern Fund (RRRMF) Dept of State Dev
	T.I Transfer station-office/lunch room/toilet	100,000			100,000	General Fund
	TI Metal Recycling	1,472,795		1,472,795	-	DLGRMA
	Subtotal	2,063,588	115,000	1,702,795	245,793	
Roads	QRA - TSC0023.2324P.REC	1,173,308		1,173,308	-	QRA Balance of works
	Design 1 Km of Cycleway Wasaga to Ridge - HI	95,000		95,000	-	Cycle Network
	Subtotal	1,268,308	-	1,268,308	-	

TORRES SHIRE COUNCIL
CARRY OVER CAPITAL WORKS PROGRAM 2024/25

Department	Project Name	Carry Over	Funding Sources			Information
			Grants Federal	Grants - State	General Revenue	
Water & Sewerage	Install a generator at Sea Swift PS and connect to switch board and program to SCADA	20,000			20,000	General Fund
	Sewer treatment plant grit remover	60,000			60,000	General Fund
	Update water monitoring equipment	100,000			100,000	General Fund
	Replacement of 2 TWAS pumps	40,000			40,000	General Fund
	Sub total	220,000	-	-	220,000	
IT	Mast Replacement Millman Hill and HI Reservoir	290,000			290,000	General Fund
	Sub total	290,000	-	-	290,000	
Finance	Civica/PCS Implementation	150,000			150,000	Go live. Migration, BIS and PCS Remaining costs
	Sub total	150,000	-	-	150,000	
Compliance	T.I Dog Pound sewer upgrade	90,000			90,000	General Fund
	Sub total	90,000	-	-	90,000	
GRAND TOTAL		\$ 8,886,588	\$ 1,526,288	\$ 5,576,867	\$ 1,783,433	



Operational Plan 2025-2026



Executive Summary

Each year Torres Shire Council's administration manages and delivers a significant portfolio of programs and projects driven by Council's five-year Corporate Plan and Council's specific strategic and policy directions, consistent with Council's annual Operational Plan that details specific initiatives. In this 2025/2026 financial year, the council has confirmed a range of projects that will be carried over from 2024.2025 that will benefit all communities across the Shire. Most of these projects are grant funded. The Operational Plan balances the requirements of the Corporate Plan with the reality of the ongoing impact of rising costs imposed by factors outside of the council's control.

The preparation of an Operational Plan is required by Section 174 of the Local Government Regulations 2012. In line with this requirement, Council's 2025/2026 Operational Plan details the ongoing and recurring activities and major initiatives to be undertaken across Council. Success measures and timeframes are identified for the delivery of each initiative. This year's Operational Plan links all projects to the Themes and Goals of the Corporate Plan, demonstrating the ongoing implementation of Council's strategic direction. All programs and projects are fully funded through the 2025/2026 Annual Budget.

In 2025/2026, to the best of Council's ability, and despite the challenging demands imposed in achieving financial sustainability in circumstances where there is a very modest rates base and Council is dependent on grant funding, all communities in the Shire will benefit from this year's investment and initiatives. To track these initiatives, a public report on the delivery of the Operational Plan will be submitted to the council each quarter.

The Horn Island (Ngurupai) Quarry operations ceased trading on 1 July 2021. Council has been in negotiations with the Kaurareg Aboriginal Land Trust (KALT) and the Department of Environment, Science, Technology and Innovation (DESTI) (the regulator) regarding the relevant leases and the partial release of TSC's Environment Authority (EA). After Council undertook rehabilitation works on both the sand and quarry sites, negotiations between TSC and KALT resulted in the sites being returned to KALT and a Deed confirming this is being finalised at the time of preparing this Operational Plan. This Deed confirms that no further liability is held by TSC. Council acknowledges and expresses its appreciation to KALT for the cordial and professional negotiations that has resulted in the Deed closure. Approximately \$900,000 was set aside for the rehabilitation of the sites, but the negotiated Deed reduced this amount, well in advance of the 24 October 2024 sand and quarry lease deadline.

The success of the operational plan, as is the case with all Queensland local governments, is heavily dependent on the impact of increasing costs on the Shire, the region, the State and the nation.

Notable projects being implemented this year include the design and upgrade of the Aubrey Pde and Douglas Street, Thursday Island Footpath; Planning and Design Quarantine Boat ramp facility (TI); continued renewal of council assets; reinvestment into the Horn Island (Ngurupai) airport; waste and landfill development and significant QRA mitigation and rectification works throughout the shire. 2025-2026 is one of consolidation and organisational renewal. To assist in this endeavour, council's audit and risk committee has been re-established. This will further support council's governance in executing its strategic and operational plans.

Dalassa Yorkston

Chief Executive Officer

Ongoing Operational Responsibilities

In addition to the specific initiatives identified for the 2025/2026 financial year, the ongoing work of each department/business unit of Council forms part of Council's normal operations. The Executive Leadership Team is responsible for the following:

EXECUTIVE LEADERSHIP TEAM

- **Good Governance** – *Facilitating the decision making and leadership of council through provision of advice and information.*
- **Strategic Planning** – *Planning for a success future for Torres Shire Council.*
- **Community Sustainability** – *Strengthening the economic, environmental and social base for Torres Shire.*
- **Financial Sustainability** – *Planning for and supporting the development of a financially sustainable Council whose revenue is diverse and not rates-reliant.*
- **Organisational Performance and Culture** – *Managing the resources of Council effectively and efficiently to ensure sustainable performance, a high level of service delivery and a positive culture.*
- **Engagement and Advocacy** – *Creating and supporting productive and strategic partnerships and relationships with the communities of Torres Shire, local and regional stakeholders and other governments*

The portfolios and the Office of the CEO have various responsibilities. A summary of the responsibilities of each portfolio and the Office of the CEO is listed below:

OFFICE OF THE CEO

The CEO and her Office are responsible for the following areas:

- Overall administration of the Organisation
- Developing strategy planning and policy frameworks and overseeing the development and implementation of strategies and policies.
- Ensuring active participation by staff in the development of opportunities for all sectors of the community.
- Ensuring the development and implementation of community resilience programs throughout the Shire.
- Actively collaborating with community groups, organisations, businesses and various levels of government to develop and implement programs and activities that encourage capacity building and inclusiveness.
- Ongoing coordination of Council events and support of Council funded events.
- Developing and maintaining an effective risk management system and culture to mitigate risks to Council.
- Ensuring governance systems, functions and reporting frameworks are developed and implemented to meet organisational requirements.
- Maintaining the International Friendship City Relationship with Kushimoto
- Human Resource Management.
- Superintending grants program.

Ongoing Operational Responsibilities

ENGINEERING AND INFRASTRUCTURE SERVICES

The Executive Manager Engineering and Infrastructure Services (EMEIS) is responsible for the engineering and infrastructure services portfolio that includes:

- Roads & Drainage
- Parks & Gardens
- Street Lighting
- Airport
- Quarry
- Private Works
- Boat Ramps
- Plant Workshop
- Depot
- Waste Services
- Water Supply
- Sewerage Services
- Maintenance of Staff Housing
- Building Infrastructure Management
- Festivals – Tech. Support
- Recreation, Leisure, Community Infrastructure
- Construction / Maintenance
- Cemeteries / Maintenance

The EMEIS will continue to be supported by the Manager Engineering Services, by current Managers covering works, the airport, waste and facilities, water and waste water (utilities).

Ongoing Operational Responsibilities

CORPORATE AND COMMUNITY SERVICES

The Executive Manager Corporate and Community Services and the corporate and community services portfolio are responsible for:

- Financial Management, including the annual financial audit
- Budgets
- Information Systems
- Rating, Service Charges
- Records Management
- Office Administration
- Grants Administration
- Event Management
- Contract Management, tenders, leases
- Financial Risk Management, Insurances
- Purchasing & Supply - Stores
- Sports Complexes & Community Venues activities
- Arts Culture, Festival Coordination
- Customer Service
- Tourism & Community Events
- Library
- Youth
- Business engagement & Community Development
- Cemeteries Administration

The EMCCS continues to be supported in all financial functions by the Finance Manager and all community functions by the Community Services Manager.

Ongoing Operational Responsibilities

PROJECTS AND DESIGN

The Executive Manager Projects and Design is responsible for the following areas:

- All Civil Projects Planning and Design
- Town Planning
- Heritage
- Native Title and Cultural Heritage for Civil projects
- Regulatory Services
- Disaster Management control and coordination in conjunction with the EMEIS
- Biodiversity in conjunction with EMT
- Coastal Management & Control

The EMPD continues to be supported by Council's solicitors, planners and other specialist services, ELT and has a watching brief supporting the Regulatory Services Manager

Theme 1 - Our Community

With a diverse range of communities throughout the region, we will value cultural identity, heritage and inclusiveness. We will embrace opportunities to work in collaboration with our communities to celebrate our successes, talents and uniqueness. We will determine significant regional issues through partnerships with other relevant bodies and representatives, other governments and agencies and will be recognised as the lead partner in a regional alliance addressing key community issues.

No.	Operational Initiative	Success Measure	Lead Unit	Expected Period of Work	
1.1	<i>Council is a partner and lead advocate in the determination of significant regional issues</i>				
1.1.1	Develop strategies and practices that maintain positive Intergovernmental relations and stakeholder engagement so as to influence relevant issues	Maintains ongoing and productive relationship with key ministers and agencies evidenced by the number of delegations and matters progressed, the success of community cabinet and the prevalence of such initiatives as the TS&NPAROC.	Office of the CEO Supported by ELT	12 months	
1.1.2	Councillors supported to participate in deputations; representations to various levels of government, and in National and State conferences to advocate for the community	Maintain ongoing and productive relationship with key stakeholders, including TS community, NGOs, service providers, business operators evidenced by the number of engagements and positive community satisfaction surveys.	Office of the CEO ELT	12 months	
1.2	<i>Council has strong community advocacy</i>				

1.2.1	Community has access to affordable and appropriate housing and cost-of-living is comparable to SEQ	<p>Progress housing development of the Horn Island Sub-division and Masterplan.</p> <p>Include in all submissions to the Productivity Commission and other bodies and in representations to all other levels of government.</p> <p>Progress advocacy for affordable housing (including rental housing) with both Commonwealth and Queensland Governments.</p> <p>Explore innovative ways to best achieve these housing objectives, including na housing Summit</p>	<p>Office of the CEO</p> <p>EMPD</p> <p>EMEIS</p>	12 months	
1.2.2	Council includes appropriate cost of living concerns in representations to governments and other bodies	<p>Ensure both Corporate and Operational Plans drive strategic direction and included in ten-point-plans.</p> <p>.</p>	<p>Office of the CEO</p> <p>EMCCS</p> <p>ELT</p>	12 months	
<i>TSC is a recognised community advocate or lead partner in regional alliance to address key community issues</i>					
1.2.3	Councillors are supported in undertaking their strategic role by quality advice and efficient service	Elected members are provided with timely, thorough and accurate advice and support.	<p>Office of the CEO</p> <p>supported by</p> <p>ELT</p>	12 months	
1.2.4	Develop strategies and practices that maintain positive Intergovernmental relations and	Develop strategies and practices that maintain positive Intergovernmental relations and stakeholder engagement so as	<p>Office of the CEO</p> <p>supported by</p>	12 months	

	stakeholder engagement so as to influence relevant issues.	to influence relevant issues, building on bi and tri-partite organisational developments.	ELT		
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1.3	<i>TSC recognised and is a pro-active influencer of State/Federal Government policy and planning on Land Management, Native Title, Sea Claims, ILUAs</i>				
1.3.1	Develop Plans and strategies regarding Land Management, Native Title, Sea Claims, ILUAs	<p>Surplus State Land Reports with TSC land reported to TSC.</p> <p>TSC comments provided to DNRM and DoR as requested.</p> <p>Ensure Council mapping programs and planning scheme mapping are current and that its Local and Subordinate Local Laws are refreshed and updated.</p> <p>Ensure the effective operation of the Torres Strait and Northern Peninsula Area Regional Organisation of Councils.</p> <p>.</p>	<p>Office of the CEO</p> <p>EMPD</p>	12 months	
1.4	<i>TSC Multi-cultural focus recognises the rich heritage and multiculturalism of the region and promotes a strong, safe, friendly and connected community</i>				
1.4.1	Adoption and implementation of a multi-cultural strategy	Implement checklists and Strategy.	<p>Office of CEO</p> <p>EMCCS</p> <p>CSM</p>	12 months	

1.4.2.	Develop a strong, well promoted and attended calendar of community events and festivals	Calendar completed and Council approves.	Office of CEO EMCCS CSM Events Coordinator	12 months	
1.5	<i>TSC has a reputation for Integrity and Service Delivery</i>				
1.5.1	Resource the organisation to achieve strategic outcomes; Implement Annual Review of TSC organisational structure to align with strategic direction; Promote Change Management, continuous improvement processes and service quality	TSC Structure is reviewed, and directorate plans implemented. BP updated half yearly. Work plans are updated annually and as required.	Office of the CEO supported by ELT	3months for review 12 months	
1.5.2	Maintain best practice financial and risk management.	Oversight and ensure business systems followed.	Office of the CEO EMCCS	12 months	
1.6	<i>TSC Entrepreneurship and Innovation results in ongoing Revenue Generation supplementing rates, water charges and grants income</i>				
1.6.1	Create new revenue streams	Funding sought from all possible sources and applications prepared for funding programs. <i>Undertaken. Pursuit of Capacity fund in second quarter/beginning of quarter 3.</i> <i>Own source revenue will be a focus for Quarter 3 with two new projects in planning stage.</i>	Office of the CEO, Supported by ELT	12 months	

1.6.2	Leverage opportunities for Regional Economic Development Program	Source Grants and other funding options to match projects and programs.	Office of the CEO Grants Consultant	12 months	
1.6.3	Leverage opportunities from Productivity Commission reports	Monitor and implement collaboration strategies with regional partners and other stakeholders using reports. Ensure high quality submissions by applying QA and authorisation checks that deliver improved service delivery and governance outcomes for TSC using reports. Attend related hearings and Inquiries to present well-research reports and submissions.	Office of the CEO	6 months 12 months	
1.6.4	Retain, encourage and foster business, business growth and community development	Monitor TSC's business systems to ensure they meet Council's strategic direction.	Office of the CEO EMCCS	3 months 12 months	
1.7	<i>TSC promotes Health Consciousness</i>				
1.7.1	Council maintains and encourages use of sport and recreation facilities and programs to enhance community health	Ensure fitness programs and infrastructure are delivered. 100% Food Safety Program Audits completed, and information notices sent to licensable food businesses. Ensure Council's business systems support its sporting infrastructure and programs.	EMCCS EMEIS EMPD RM CSM SCM	12 months	

		Undertake ongoing work associated with the 2032 Summer Olympic and Paralympic Games, <i>Action funded business case by end of second quarter.</i> <i>TI Splash Park was officially opened on Jan 26 2024.</i>	SRO		
1.7.2	Maintain Community Garden and Aquaponics as part of encouraging health consciousness in the community	Effective operation of Community Garden and aquaponics through community engagement. .	EMCCS CSM Coordinator Supported by EMEIS	12 months	
1.7.3	Maintain successful WHS practices and Well Being Program	Maintain a health and wellbeing (EAP) program. Continue mental health and resilience programs and other related programs	Office of the CEO HRM WHS Advisor Supported by ELT	12 months	

Theme 2 - Our People

Council recognises that its decisions regarding the services it delivers can have a positive impact on the region's economy. To achieve the best for our people, Council will maintain a stable workforce and qualified staff; will ensure the well-being of staff; and will pursue strategic outcomes through a resilient organisation that is responsive to change

No.	Operational Initiative	Success Measure	Lead Unit	Expected Period of Work	Update
2.1	<i>TSC has a strong team</i>				
2.1.1	TSC has a stable workforce	Update and implement TSC Workforce Plan inclusive of attraction and retention and indigenous employment strategy in keeping with resolved organisational structure	Office of the CEO HRM	3 months Applying 12 months	
2.2	<i>TSC has a well-qualified workforce with effective leadership</i>				
2.2.1	Implement a staff and management Training and Professional Development Program	Collect relevant data to support the Program.	Office of the CEO HRM ELT	Training calendar completed by Q2 and conducted throughout the calendar year	

2.2.2	Develop and mentor local talent capabilities within our communities	Recruit locally wherever possible, develop internally through the Training and Development Plan and attract trainees or apprentices to TSC where appropriate. Implement to the Indigenous Employment Strategy. Advocate changes to VET and further training to secure the development and mentoring of local talent capabilities in the Shire and region.	Office of CEO CSM HRM	12 months (ongoing)	
2.3	<i>TSC maintains a workforce that is safe and healthy</i>				
2.3.1	Continue to achieve high standard of WHS	Successful audits and the absence of work-related injury, WC&R and LTI statistics and compliance with TSCs Safety Management system (RMPS) and successful organisational engagement in WHS programs and initiatives. Use of Safety Culture to support this measure.	Office of CEO HRM WHSa	3 months 12 months	
2.3.2	Maintenance of a successful TSC Health program	Maintain existing programs, including Adult Health Checks, Gym and Pool membership through payroll. Explore other programs and activities to promote health and wellbeing for all employees.	Office of the CEO HRM	12 months	
2.4	<i>Council organisation delivers strategic outcomes and is resilient and responsive to change</i>				
2.4.1	Performance Management aligned to Corporate Plan and other related Plans	TSC business planning links the Corporate Plan with the Operational Plan with individual Work Plans - Performance Management aligned to	Office of the CEO	By June and then 12 months	

		<p>Corporate Plan and other related Plans and linked to TNA and Training Plan. <i>Progressing</i>.</p> <p>Link remuneration to performance outcomes integrated into the CA.</p> <p>Reliable trend data used for TSC operational decision making.</p>			
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Theme 3 - Our Business

Torres Shire Council's (TSCs) structural alignment and performance planning meets Council's strategic outcomes and TSCs business system and practices are contemporary, compliant and meet programmatic and service delivery outcomes and remain technologically savvy.

No.	Operational Initiative	Success Measure	Lead Unit	Expected Period of Work	Update
3.1	<i>TSCs organisation delivers strategic outcomes</i>				
3.1.1	Adequately resourced organisation achieving strategic outcomes	Business continuity and succession planning resulting in organisational capacity to deliver quality service to the community. Workforce Plan. Workforce report to ELT and Council.	Office of the CEO	12 months	
3.1.2	Annual Review of TSC organisational structure ensuring it aligns with strategic direction	Annual Workforce Plan - Annual review of structure.	Office of the CEO	No later than May of each year	
3.1.3	Promote Change Management, continuous improvement process and service quality.	Refer 2.4.1 above	Office of the CEO	No later than May of each year	

No.	Operational Initiative	Success Measure	Lead Unit	Expected Period of Work	Update
3.2	<i>Council's Business Units and general services are maintained and continue to perform at agreed standard</i>				
3.2.1	Enhance project management capabilities	Ensure careful recruitment of specialist expertise in EIS to support the work of Projects and Design and OCEO together with enhanced use of technology in all project planning - engage external expertise when required and risk manage.	ELT	12 months	
3.2.2	Establish service standards for councils' activities	Implement council-wide Business Plan. Implement Service Standards and updated SOPs. Customer Service Standards published and circulated.	Office of the CEO	Implemented using agreed methodology 12 months	
3.3	<i>Council maintains effective governance processes</i>				
3.3.1	Maintain best practice financial and risk management practices	Ensure Internal Auditor report is implemented.	EMCCS Oversight by OCEO	12 months	

3.3.2	Maintain policies, procedures, framework and registers	<p>Updating of policy handbook on Intranet.</p> <p>updating of Council to CEO and CEO to employees and contractors LLs, sub LLs and delegations and delegations register.</p> <p>Maintain statutory requirements on Website.</p> <p>Council meeting agenda and minutes published on website within timeframe</p>	<p>Office of the CEO</p> <p>EMCCS</p> <p>ELT</p>	May of each year and 12 months	
3.4	<i>Council embraces new technologies to improve business and services</i>				
3.4.1	Implement technology development to enhance sustainable and efficient services	<p>Introduction of new software and hardware, intranet and website development - assistance to all staff to be IT savvy, broaden reach of virtual meetings and other IT initiatives to streamline Council's business operations; update information security policy and ensure best use of managed service provider Fourier Technologies to meet TSC requirements.</p>	CCS	12 months	
3.4.2	Maintain Information Technology sub plan and policy	Maintain sub plan and policy.	<p>EMCCS</p> <p>R&ITO</p> <p>Office of CEO oversight</p>	12 months	

Theme 4 - Our Future

Council is committed to revenue generation to assure sustainable communities and to encourage sustainable and diverse local economies. Council will continue to provide and maintain quality infrastructure that meets community needs; and to ensure that the maintenance of safe and responsive communities through its disaster readiness; its environmental consciousness and its strategies to understand and to address the impacts of climate change

No.	Operational Initiative	Success Measure	Lead Unit	Expected Period of Work	Update
4.1	<i>Revenue Generation achieves a Sustainable Community</i>				
4.1.1	Research and build a long-term approach to diversifying Council's revenue streams to support strategic planning imperatives and reduce reliance on rates income	TSC establishes a grants, business and other revenue strategy involving collaboration with State and Commonwealth departments/governments, other Councils and the private sector to attract funding, resulting in an increase in grant and other funding streams by no less than 7.95% year-on-year..	ELT	12 months	
4.1.2	Research, plan and implement an approach to securing recurrent funding for key elements of Council's accountabilities to ensure sustainability of service provision and asset management	TSC collaborates with TS&NPAROC to implement a successful strategy to improve its recurrent funding for necessary op ex and cap ex requirements building on such programs as Building Our Regions/W4Q and amending the FAGS formula for remote councils as conditions today are vastly different to when it was originally designed several decades ago.	CEO Grants and funding consultant	6 - 12 months	
4,2	<i>Business Diversity and Economic Development achieves a Sustainable and Diverse Local Economy</i>				

4.2.1	Create a regional alliance to devise an action plan to retain and grow local business enterprises and encourage investment in the region, particularly in sustainable, small to medium enterprises	Implement TS&NPAROC initiatives in order to apply approved funding. Continue to advocate with Cth for freight and passenger equalisation scheme	CEO	6-12 months	
4.3	<i>Asset Management that ensures Quality Infrastructure that meets Community Needs</i>				
4.3.1	Devise and implement systems for the continuous planned management and replacement of Council assets and the planned integration of Council services (i.e. transport)	Implement TSCs asset management plan	EMPD EMEIS EMCCS	12 months	
4.3.2	Research, plan and implement an approach to the Federal Government seeking assistance for asset management	Refer strategy 4.1.1	CEO supported by ELT	12 months	
4.4	<i>A safe and responsive community</i>				
4.4.1	Regularly review, develop and deliver community programs and activities to prepare for, mitigate, prevent, respond to and recovery from bio-security, natural and human-made disasters	<i>Get Ready</i> Event held in May each year Torres Strait Disaster Management Plan and Community Plan are up to date.	EMPD EMCCS EMEIS	May 12 months	
4.5	<i>Environmental Integrity of our area is maintained</i>				
4.5.1	Develop and implement strategies and community/stakeholder partnerships to promote, improve and support sustainable environmental practices and maintain affordable housing across the region using environmentally sustainable building practices	Build on the Torres Strait and NPA Biosecurity Plans Where applicable apply the CHAS to building initiatives Address metal waste through circular economy approach	EMEIS EMPD W&FM WM	12 months	

4.5.2	Lead the development of innovative strategies to mitigate the impact of the urban footprint, industry, waste and waste water management and recycling	Implement TSC Waste Management Strategy in conjunction with commercial and regional partners. Aimed at cementing a circular economy approach	EMEIS EMPD W&FM UM WM	12 months	
4.6	<i>Council understands and is prepared to address the impacts of climate change</i>				
4.6.1	Develop a proactive approach to engaging with relevant regional, Local, State and Federal bodies to address the impact of climate change and support adaptation and resilience within community	Implement CHAS Plan Work with Cth on climate adaption strategies from the Plan. Coastal Hazard Adaptation Strategy Phases 6-8 Completed, pending final acquittal in quarter 2. Coastal Hazard Mapping data extraction completed for utilisation in strategic planning in quarter 2.	Office of the CEO EMPD	12 months	
4.6.2	Develop a pro-active approach to develop council's ability to respond promptly to reduce any adverse environmental impacts on community	Engage resources to implement the CHAS Plan Diligent compliance action	Office of the CEO RM W&FM	12 months	







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