



Revenue Policy

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| Policy Owner | Corporate Services |
| Contact Officer | Director of Corporate Services |

PURPOSE

The Revenue Policy is intended to be a strategic document. Its adoption, in advance of setting the budget, allows Council to set out the principles that it will use to set its budget and to identify in broad terms the general strategy to be used for raising revenue.

This Revenue Policy will be of interest to ratepayers, federal and state departments, community groups and other interested parties seeking to understand the revenue policies and practices of Council.

The purpose of the policy is to identify the planning framework within which Council operates and to set out the principles used by Council for:

- levying rates and charges; and
- granting concessions for rates and charges; and
- recovering overdue rates and charges; and
- cost-recovery methods; and
- if Council intends to grant concessions for rates and charges—the purpose for the concessions; and
- the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

POLICY OBJECTIVES

The objective of this policy is to ensure compliance with the Local Government Act 2009 and Local Government Regulation 2012 and promote quality financial management.

COMMENCEMENT OF POLICY

This Policy will commence on the date of adoption. This Policy replaces the Revenue Policy 2024-2025.

HUMAN RIGHTS COMMITMENT

Council has considered the human rights protected under the *Human Rights Act 2019* (Qld) (the Act) when adopting and/or amending this policy. When applying this policy, Council will act and make decision in a way that is compatible with human rights and give proper consideration to a human right relevant to the decision in accordance with the Act.

POLICY

CONTEXT

The context of this Policy aims to ensure a clear and concise approach is undertaken in respect to the intended principles and strategies for the raising of revenue.

POLICY STATEMENT

Council will be guided by the principles of user pays in the making of rates and charges so as to minimise the impact of rating on the efficiency of the local economy and to meet the range and standard of services offered to and demanded by Council's stakeholders.

Council will also have regard to those Standards and Procedures outlined in Section 3 of this Policy.

STANDARDS AND PROCEDURES

KEY PRINCIPLES

Planning Framework

- The Local Government Act 2009 sets a general planning framework within which Council must operate. There are a number of elements to the planning framework including the preparation and adoption of a Corporate Plan, Operational Plan and an Annual Budget.
- Section 193 of the *Local Government Regulation 2012* also requires a Local Government to 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.
- Council considers that the best way of setting its revenue objectives, and to achieve them, is to effectively plan through each of the elements of the planning framework. The revenue policy effectively cascades down through the Corporate Plan. Council's 2022 – 2027 Corporate Plan includes the following objective:
 - a sustainable and effective organisation.
- This will be achieved by maintenance of Council's existing revenue sources through the following strategies:
 - Fund depreciation in line with Council's revenue policy and provide for asset replacement in line with asset management plans.
 - Ensure that grant and subsidy income is maximised
 - Maximise internal/external revenue sources
 - Continue to apply the Code of Competitive Conduct to nominated Council business activities and

- Maintain up to date and compliant financial management and reporting systems.

SPECIFIC AND STANDARD

Making of Rates and Charges

- In general, Council will be guided by the principles of user pays in the making of rates and charges so as to minimise the impact of rating on the efficiency of the local economy and to meet the range and standard of services offered to and demanded by Council's stakeholders.
- Council will also 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 account of the different capacity of land to generate income within the local community, and the burden the use of the land imposes on Council services;
 - responsibility in achieving the objectives, actions and strategies in Council's Corporate and Operational Plans;
 - flexibility to take account of changes in the local economy;
 - environmental conditions, particularly drought conditions that will have a suppressing impact upon the economic, social and financial recovery of the Shire;
 - maintaining Shire services and assets to an appropriate standard;
 - meeting the needs and expectations of the general community; and
 - assessing availability of other revenue sources.

Making of Rates and Charges

- In levying rates and charges Council will 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 levying of rates and charges to take account of the financial cycle of local economic, social and environmental conditions in order to assist smooth running of the local economy;
 - adjusting the way general rates are charged in response to fluctuations in valuations combined with economic and seasonal factors affecting major local industries; and
 - equity through flexible payment arrangements for ratepayers with lower capacity to pay.

Recovery of Overdue Rates and Charges

- *Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:*
 - transparency by making clear the obligations of ratepayers and the processes

- used by Council in assisting them to meet their financial obligations;
- making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- equity having regard to capacity to pay in determining appropriate arrangements for different sectors of the community;
- providing the same treatment for ratepayers with similar circumstances; and
- flexibility by responding where necessary to changes in the local economy and *environmental conditions (including recovery from drought)*.

Granting Concessions for Rates and Charges and the purpose for the Concessions

- In considering the application of concessions, Council will be guided by the principles of:
 - 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 and environmental issues; and
 - fairness in considering the provision of community service concessions.
- The purpose for these concessions include:
 - Council may give consideration to granting a class concession in the event of all or part of Council experiencing a natural disaster, environmental disaster or similar event.
 - Council may provide a concession to eligible pensioners for general rates to ease the burden of cost of living.
 - Council will also consider a concession of whole or part of the general rate levied on organisations or entities that meet the criteria detailed in the *Local Government Act 2009*.

Cost Recovery Methods

In considering Council's powers to set cost-recovery fees Council will be guided by the principle of user pays, subject to the overriding requirement in section 97 of the Local Government Act 2009 that the amount of a cost-recovery fee cannot be more than the cost to Council of providing the service or taking the action to which the fee applies.

Developer Contributions

Mechanisms for the planning and funding of infrastructure for new development are contained within the Planning Act 2016.

Pursuant to that legislative regime, developers will contribute to new physical and social infrastructure when they commence a new development. The amount of their contribution and how much of the infrastructure they fund may vary. This will depend on many factors and will be assessed for each development. The processes used in determining the contribution, however, will be transparent, fair and equitable.

SERVICE STANDARDS

The Revenue Policy will be developed and presented to Council each financial year, prior to the adoption of the next financial year's budget.

DEFINITIONS

To assist in interpretation, the following definitions shall apply:

| Term | Definition |
|----------------|--------------------------------|
| CEO | Chief Executive Officer |
| Council | Means Diamantina Shire Council |

SUPPORTING DOCUMENTATION

| | |
|-----------------------------|---|
| Legislation | <ul style="list-style-type: none"> Local Government Act 2009 Local Government Regulation 2012 |
| Supporting Documents | <ul style="list-style-type: none"> Corporate Plan 2022 - 2027 |

VERSION CONTROL

| Version | Adopted | Comment | eDRMS # |
|------------------------|---------------|-----------------------------|---------|
| Revenue Policy 2015-16 | 18 May 2015 | Minute No. 2015.05.18-OM-03 | |
| Revenue Policy 2016-17 | 27 June 2016 | Minute No. 2016.06.27-OM-5 | |
| Revenue Policy 2017-18 | 15 May 2017 | Minute No. 2017.05.15-OM-12 | |
| Revenue Policy 2018-19 | 21 May 2018 | Minute No. 2018.05.21-OM-11 | |
| Revenue Policy 2019-20 | 24 June 2019 | Minute No. 2019.06.24-OM-5 | |
| Revenue Policy 2020-21 | 22 June 2020 | Minute No. 2020.06.22-OM-3 | |
| Revenue Policy 2021-22 | 19 July 2021 | Minute No 2021.07.19-OM-9 | |
| Revenue Policy 2022-23 | 29 July 2022 | Minute No. 2022.07.29-SM-2 | |
| Revenue Policy 2023-24 | 20 July 2023 | Minute No. 2037.07.20-SM-0 | |
| Revenue Policy 2024-25 | 31 July 2024 | Minute No. 2024.07.31-SM-03 | |
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