

3. GENERAL INFORMATION

3.1. Anonymous Complaints

Council will accept and will endeavor to action anonymous complaints regarding overgrown properties.

3.2. Confidentiality of Complaints

Council operates in accordance with the *Information Privacy Act 2009*. All access to information is considered by appropriately delegated Council representative.

3.3. Community Education

Council has a focus on educating the community and will take a proactive approach by developing programs to educate the community on Local Law requirements and the importance of acting in accordance with these requirements. Education programs will be developed, and resourced, in accordance with Council's annual budget.

3.4. Management and Enforcement Action

Management and enforcement action will be taken by Council should non-compliance with the Local Law be identified. This action may include some or all the below:

- record only;
- verbal warnings;
- written warnings or cautions;
- notices/orders;
- penalty infringement notices ('PINs'); and/or
- prosecution/civil proceedings.

It is important for consistency, transparency, and procedural fairness that Council's Authorised Officers follow up enforcement action undertaken. Failure to finalise enforcement action may expose Council to significant liability.

The delivery of management and enforcement action will be guided by Council's Overgrown Property Procedure.

3.5. Community Standards

For a property to be considered overgrown, it must meet the following criteria in the opinion of an Authorised Person:

- the overgrown vegetation must be seriously affecting the visual amenity of the property;
- the overgrown vegetation is likely to attract or harbour reptiles; and
- the property must be in a designated town area.

To assist an Authorised Person in forming an opinion as to whether a property is overgrown, the below community standards are provided:

		Property Size	
		Less than 2,000m ²	Greater than 2,000m ²
Standard	Grass and weeds trimmed to a height of 300mm or less including around buildings, fences, and other structures.		Edges of properties larger than 2,000m ² are to be trimmed to 300mm or less for a width of 5 metres where the property has boundaries with properties of same or smaller size, or with parks, reserves and roads.

4. DEFINITIONS

Authorised Person means a qualified person as defined in the *Local Government Act 2009*.

Compliance Notice means a compliance notice mentioned in Local Law No. 1 (Administration) 2011, Section 27.

Council representative means all Councillors and Council employees including permanent, casual, and temporary employees, apprentices, trainees, contractors, volunteers, and work experience students.

Designated Town Area means a designated town area is as defined by Schedule 13, Subordinate Local Law No. 2 (Animal Management) 2011.

Vegetation means as per the Local Law being a "tree, bush, shrub, plant, or grass but does not include vegetation that is protected under a law of the State or Commonwealth or under the local government's planning scheme.

5. LEGISLATIVE REFERENCE

Information Privacy Act 2009 (Qld)

Local Government Act 2009 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Local Law No. 1 (Administration) 2011

South Burnett Regional Council Subordinate Local Law No. 2 (Animal Management) 2011

South Burnett Regional Council Local Law No. 3 (Community and Environmental Management) 2011

South Burnett Regional Council Subordinate Local Law No. 3 (Community and Environmental Management) 2011

South Burnett Regional Council Complaint Management Policy – Statutory040

South Burnett Regional Council Overgrown Property Procedure – Procedure120

7. NEXT REVIEW

As prescribed by legislation or May 2024

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy		2876195

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

10.12 REPEAL RESOLUTION MINUTE NUMBER 3029 AND ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL FIT FOR WORK POLICY - STATUTORY065

File Number: IR2844496
Author: Manager Corporate Services
Authoriser: Chief Executive Officer

PRECIS

Consideration to repeal South Burnett Regional Council resolution - Minute Number 3029 – Adoption of the South Burnett Regional Council Fitness for Work Policy and Procedure, to be replaced with the South Burnett Regional Council Fit for Work Policy – Statutory065

SUMMARY

South Burnett Regional Council ('Council') is committed to ensuring that all work practices, work environments and the workplace culture will value, enhance, and protect the overall health and wellbeing of all Council representatives through the foundation for developing activities and providing access to services that supports the overall health and wellbeing of all our workers.

To ensure that Council provides accurate and relevant policy guidance, it is good governance to replace the existing Fitness for Work Policy and Procedure with the draft Fit for Work Policy.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That in accordance with *Section 262 of the Local Government Regulation 2012*, South Burnett Regional Council Resolution Minute Number 3029 relating to the adoption of the South Burnett Regional Council Fitness for Work Policy and South Burnett Regional Council Fitness for Work Procedure be repealed; and

That the South Burnett Regional Council Fit for Work Policy – Statutory065 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.
Operational Plan 2021/2022	Deliver the Council Policy Governance Framework to support strategic planning and compliance with relevant legislation, policies, codes of practice and standards.
	Deliver sound corporate risk management and internal audit functions aligning to policy.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal development and review were undertaken by People & Culture Branch with assistance by Corporate, Governance & Strategy Branch.

The draft policy was presented at the Executive Leadership Team meeting held on 29 March 2022 for consideration and endorsement to be presented to the Executive and Finance & Corporate Standing Committee meeting in May 2022.

The draft policy is scheduled for discussion with the Portfolio Councillor and relevant General Manager on Wednesday 11 May 2022.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Information Privacy Act 2009 (Qld)

Work Health and Safety Act 2011 (Qld)

Work Health and Safety Regulation 2011 (Qld)

Human Rights Act 2019 (Qld)

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in away compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law;	13. Cultural rights—generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;
9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

South Burnett Regional Council ('Council') is committed to ensuring that all work practices, work environments and the workplace culture will value, enhance, and protect the overall health and wellbeing of all Council representatives through the foundation for developing activities and providing access to services that supports the overall health and wellbeing of all our workers.

Council's holistic approach to health and wellbeing will have positive effects that are also likely to extend beyond Council representatives and result in better health for families and the community.

A key aspect of the work, health and safety of Council representatives is ensuring that they are fit for work. This means they are in a state (physical, mental, and emotional) enabling them to perform assigned tasks safely, competently and in a manner that does not threaten or compromise the health

and/or safety of themselves or others.

To ensure that Council provides accurate and relevant policy guidance, it is good governance to replace the existing Fitness for Work Policy and Procedure with the draft Fit for Work Policy.

ATTACHMENTS

- 1. South Burnett Regional Council Fitness for Work Policy**
- 2. South Burnett Regional Council Fitness for Work Procedure**
- 3. South Burnett Regional Council Fit for Work Policy - Statutory065**



Fitness for Work Policy

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1. POLICY STATEMENT

This Policy states South Burnett Regional Council's ("Council") recognition of the potential dangers of impairment in the workplace from fatigue, alcohol and drug consumption, and Council's intended response measures.

2. SCOPE

This Policy applies to all employees, contractors, volunteers, work experience students, trainees and apprentices.

3. POLICY OBJECTIVES

To formulate Council's recognition of the importance of fitness for work, and to prescribe the responsibilities and procedures to be set out in further Council documents, including the Fitness for Work Procedure, Drug and Alcohol Management Plan for Safety Sensitive Aviation Activities, and Social Function Guidelines.

4. BACKGROUND AND/OR PRINCIPLES

Council is committed to providing a safe, healthy and productive workplace for all employees and visitors to Council workplaces. Council is aware that factors such as fatigue, alcohol and drug consumption may affect health and safety in the workplace, including emotional well-being, and in response has embraced the concept of "fitness for work".

5. LEGISLATIVE AUTHORITY

Council's current Certified Agreements

Queensland Workplace Health and Safety Act 1995

Queensland Workplace Health and Safety Regulation 2008 and associated amendments and standards

Queensland Local Government Act 1993

Queensland Drugs Misuse Act 1986

Queensland Drugs Misuse Regulation 1987

Civil Aviation Safety Regulation 1998.

6. GENERAL INFORMATION

Council recognises that:

- The hazards and risks associated with fatigue or the use of alcohol, medication and dangerous drugs at the workplace should be assessed in the same way as any other workplace health and safety hazard and risk;
- The consumption of alcohol, improper use of medication or use of dangerous drugs can result in poor physical coordination, impaired judgment and decreased alertness leading to an increased workplace health and safety risk to the person affected and those around them;
- Fatigue and stress not only increase the likelihood of workplace incidents occurring but can also affect a person's long-term health;
- Certain types of pharmacy medicine and some herbal products can cause impaired judgment and decreased alertness, leading to an increased workplace health and safety risk to the person affected and those around them.

To control the risks associated with fatigue and the use of alcohol and drugs (including medication) in the workplace, Council will:

- Ensure that a systematic approach is used to manage the issues of fatigue, dangerous drug use, medication abuse and alcohol consumption and their effect in the workplace by planning, educating, counselling and carrying out disciplinary action where appropriate;
- Test for drug and alcohol use where an employee shows signs of being affected by a drug or alcohol, or following a workplace incident;
- Ensure employees and contractors do not endanger the safety of themselves or others through impairment or the misuse of alcohol or drugs;
- Ensure prospective new employees undergo an appropriate pre-employment medical assessment as required;
- Implement education and awareness measures to ensure that all Council employees understand their responsibilities in relation to this Policy and associated documents;
- Provide information to employees and contractors on fatigue management and responsible alcohol and drug use;
- Foster an attitude amongst employees and contractors that it is not acceptable to attend or remain at work whilst impaired by alcohol or drugs;
- Ensure workplace fatigue is managed within budgetary constraints and provide support for employees suffering from stress or fatigue;
- Provide an atmosphere that encourages employees and contractors to seek assistance for any physical or psychological problem that may impact on the safety or work performance of themselves or others;

- Provide a free, confidential and professional counselling service through the Employee Assistance Program in accordance with Council's Employee Assistance Policy;
- Ensure that employees will not be disadvantaged in terms of promotion or career opportunities because they have sought or are undergoing drug or alcohol counselling; and
- Ensure that details regarding an employee's fatigue, drug or alcohol problems, associated treatment or rehabilitation, will be kept confidential subject to the provisions of the law.

7. DEFINITIONS

Dangerous Drugs - those drugs that are prohibited by the *Queensland Drugs Misuse Act 1986* and the *Queensland Drugs Misuse Regulation 1987*. Examples include amphetamines (ecstasy, speed), cannabis, cocaine and heroin.

Drug – either medication or a dangerous drug.

Fatigue – the temporary inability, decrease in ability or strong disinclination to respond to a situation, because of previous mental, emotional or physical over-activity, or inadequate restorative sleep.

Fitness for Work – for the purposes of this Policy, "fitness for work" will refer to an employee's ability to perform their work duties to the best of their natural faculties, unencumbered by impairment resulting from fatigue, or alcohol or drug consumption.

Impaired Person – a person who has their level of safety diminished due to a loss of their physical coordination, judgment and alertness which may be due to the effects of fatigue, alcohol or drugs.

Medication – legal prescription and non-prescription drugs including legal herbal products.

8. RELATED POLICIES AND PROCEDURES

- Fitness for Work Procedure
- Drug and Alcohol Management Plan for Safety Sensitive Aviation Activities
- Social Function Guidelines
- Employee Code of Conduct Policy
- Employee Assistance Program Policy
- Discipline Procedure.

Council's related Policies and Procedures are available from Council's intranet site, or upon request from Human Resources.

9. DATE REVIEWED

April 2010

10. NEXT REVIEW

2013



Fitness for Work Procedure

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1. PURPOSE

The purpose of this Procedure is to contribute to the health, safety and well-being of South Burnett Regional Council ("Council") employees and others by implementing and maintaining a Fitness for Work Program that supports the management of employee and contractor performance.

2. SCOPE

This Procedure applies to all employees, contractors, volunteers, work experience students, trainees and apprentices.

3. LEGISLATIVE AUTHORITY

Council's current Certified Agreements

Queensland Workplace Health and Safety Act 1995

Queensland Workplace Health and Safety Regulation 2008 and associated amendments and standards

Queensland Local Government Act 1993

Queensland Drugs Misuse Act 1986

Queensland Drugs Misuse Regulation 1987

Civil Aviation Safety Regulations 1998.

4. REFERENCES AND ACKNOWLEDGEMENTS

Alcohol and Drug Use Guidance Notes - Worksafe Western Australia.

Reducing the Risk of Fatigue at the Workplace Guidance Notes - Government of Western Australia
Stress and Fatigue – their impact on health and safety - Occupational Safety and Health Service of the Department of Labour, New Zealand, January 1998

Australian Drug Foundation

Building Trades Drug and Alcohol Program

Risk Management Tool for Shiftwork - Australian Coal Association Research Program (2002)

Cairns Regional Council Fitness for Work Policy and Procedure.

5. RESPONSIBILITIES

5.1 Chief Executive Officer

The Chief Executive Officer is responsible for any outcomes from hazards or risks associated with Council.

5.2 Directors, Managers and Supervisors

Directors, Managers and Supervisors are responsible for:

- Ensuring that all employees and contractors are made aware of this Procedure;
- Ensuring employees and contractors under their supervision or control do not put their own or another person's safety at risk due to impairment from fatigue, alcohol or drugs;
- Managing the work performance of employees and contractors and/or monitoring the performance of persons working in their area of responsibility; and
- Ensuring employees who notify Council that they have a fatigue, drug or alcohol problem have the details kept confidential and are offered appropriate support and counselling.

5.3 Human Resources Manager

The Human Resources Manager is responsible for:

- Ensuring all employees are made aware of this Procedure and associated Discipline Procedures/actions through Council's Learning and Development Program and general communications as appropriate;
- Advising and assisting with grievance and/or disciplinary actions, remedial strategies, counselling or informal resolution as appropriate; and
- Reviewing and recommending ongoing education or awareness training relating to fitness for work matters.

5.4 Workplace Health and Safety Officers

The Workplace Health and Safety Officer is responsible for:

- Assisting with any incident investigations, as required;
- Evaluating the outcomes of incident investigations to ensure that all procedures have been followed correctly;
- Providing advice to Directors, Managers, Supervisors, Workplace Health and Safety Representatives and employees relating to fatigue or the misuse of alcohol or drugs;
- Compiling and tabling incident statistics to the Workplace Health and Safety Steering Committee, and Workplace Health and Safety Sub-Committees;
- Developing and distributing safety procedures throughout Council; and
- Ensuring safety information on Council's intranet site is current.

5.5 Employees

Employees shall not present themselves for work, or remain at work, if:

- They have consumed alcohol or have taken a drug that could affect their ability to work safely;
- They have taken an alcohol or drug test that day and returned a positive reading;
- They are expected to operate plant or drive vehicles and suspect they would exceed the permitted blood alcohol concentration level or are otherwise impaired; or

- Their ability to work safely is compromised by fatigue, alcoholic hangover or the effects of a drug.

Employees must:

- Comply with the Fitness for Work Policy and Procedure;
- Speak to their Supervisor in relation to concerns about fatigue management or the use of drugs or alcohol at work;
- Advise their Supervisor if they are taking either prescription or non-prescription medication; and
- Immediately speak to their Supervisor if they have concerns about working with another employee whose ability to work safely appears to be compromised by fatigue or the influence of drugs or alcohol.

On Call Employees

Employees who are on the On-Call Roster for after hours incidents and emergencies must:

- Not consume alcohol, or drugs which may result in impairment, whilst on-call; and
- Make alternative arrangements with management if they are unable or unfit to attend a call-out.

6. PROCEDURE

6.1 Dangerous Drugs

The carrying, storing, or use of dangerous drugs at Council workplaces, the sale, transfer or manufacture of dangerous drugs in the workplace or the unlawful distribution of prescription drugs in the workplace shall constitute misconduct and will result in disciplinary action being taken against the employee in accordance with Council's Discipline Procedure and Council's Employee Code of Conduct.

6.2 Assessing the Risk

6.2.1 Medication

Council recognises the importance of taking prescribed medication, however, certain types of prescription or pharmacy medicine and some herbal products can cause impaired judgment and decreased alertness. Employees who are required to take medication must ensure that the medication side effects do not endanger their own or others' workplace health or safety, and that they do not breach road use legislation by operating any vehicle or vessel whilst under the influence of the medication.

Before taking medication, employees must discuss any possible medication side effects with their doctor or health care professional.

Where a doctor or health care professional advises an employee that there may be side effects from the medication, the employee must provide their Supervisor/Manager with a letter from their doctor or health care professional detailing those effects.

The Supervisor/Manager will then decide on control measures that may be taken to minimise the workplace risks.

6.2.2 Fatigue

Fatigue can result from long or arduous work, late night call-outs and little or poor sleep. It can be influenced by health and emotional issues, or by several of these factors in combination. Fatigue affects each person in its own individual manner, including their health, work performance and productivity. It can also significantly increase the probability of an accident or injury occurring.

To minimise the risks from workplace fatigue, Supervisors must ensure that employees and contractors take fatigue breaks in accordance with Council's industrial instruments and any applicable fatigue management guidelines (eg. as issued by Queensland Transport).

To assist in determining whether an employee or contractor is fatigued the Fatigue Identification Form may be used by the Supervisor.

Supervisors who suspect an employee or contractor is putting their own or another person's safety at risk due to impairment from stress or fatigue must immediately remove the affected employee or contractor to a safe location and:

- Ask the employee or contractor if they feel their work performance or safety is affected by fatigue or stress, including whether there are any work related issues that are contributing to the fatigue or stress;
- Consider if the poor work performance is due to other factors such as illness, workplace environmental factors (eg. heat exhaustion, chemical exposure) or the effects of drug or alcohol use;
- Assess the risks to the employee or contractor and others if the employee or contractor is allowed to continue their normal work;
- Where the Supervisor considers the employee or contractor would place their own or another person's safety at risk, then the employee's or contractor's Manager/Director shall be immediately contacted and advised of the situation. In consultation with the employee's or contractor's Supervisor, the Manager/Director shall provide adequate control measures to minimise risk to and from the employee or contractor. These control measures may include:
 - Arranging for the employee or contractor to be driven home;
 - Providing alternate duties for the employee;
 - Recommending the employee seek counselling through the Employee Assistance Program;
 - Recommending the employee seek medical advice for the fatigue or stress; and
 - In the case of a contractor, suspending or terminating their contract with Council.

Where the stress or fatigue appears to be as a result of work related factors, the Supervisor must take appropriate action to control the risks in the workplace.

Where chronic non-work related fatigue or stress related problems are affecting the employee's work performance or safety, the employee may be required to seek medical assistance or counselling through the Employee Assistance Program.

6.2.3 Alcohol and Drug Use

Supervisors who suspect an employee or contractor is putting their own or another person's safety at risk due to impairment from alcohol or drug use must:

- Immediately remove the affected employee or contractor to a safe location;
- Consider whether the impairment could be as a result of other causes, for example illness, fatigue or inadvertent exposure to a hazardous substance in the workplace;
- Ask the employee or contractor if they are affected by alcohol or drugs; and
- Where a risk from alcohol or drugs is identified by the Supervisor they must immediately organise for the employee or contractor to be interviewed by the appropriate Manager/Director.

A Supervisor/Manager/Director may reasonably suspect that an employee or contractor is not fit for work if one or more of the following signs exist:

- Advice from a co-worker who believes the employee or contractor may be impaired by alcohol and/or drugs;
- Evidence linking the employee or contractor with alcohol and/or drug misuse while at work. This evidence may include items found in work vehicles or workplaces;
- The employee or contractor's speech is slurred or impaired;
- The employee or contractor's breath smells of alcohol;
- The employee or contractor staggers, or their movements are jerky and off target;
- The employee or contractor admits to drinking a certain quantity of alcohol or taking a drug;
- The employee or contractor's eyes are bleary and heavy;
- The employee or contractor exhibits a dulled, tired appearance;
- The employee or contractor is uncharacteristically aggressive or excitable in their speech or manner;
- The employee or contractor's face is uncharacteristically flushed;
- The employee or contractor's pupils are large or unusually narrowed, with a sluggish reaction to light; or
- The employee or contractor's sense of time is defective (eg. being unable to repeat the time of incidents).

6.2.4 Alcohol or Drug Use – Contractors

Where it is suspected by the Manager/Director that a contractor is putting their own or another person's safety at risk due to impairment from alcohol or drug use, the contractor shall be given a chance to explain the reason they are affected by alcohol or drugs. Based on the available evidence and the contractor's response, it may be determined that the seriousness of the behaviour warrants suspension or early termination of the contract. Any such action must only be taken by having regard to the relevant requirements of the *Queensland Local Government Act 1993*, and where applicable, Council's Employee Code of Conduct.

6.3 Assessment by Management of an Employee Affected by Alcohol or Drugs

After initial suspicion of alcohol or drug impairment, the relevant Manager/Director will then interview the employee or contractor to determine whether:

- The employee or contractor appears to be affected by alcohol or drugs;
- The employee or contractor because of their state, poses a safety risk to themselves or another person; and
- There are any mitigating circumstances (eg. bereavement, domestic matters).

6.3.1 Interview

The interview should be held between the employee, their Supervisor, and the employee's Manager/Director.

The employee can also elect to have a support person (eg. family member, friend, Union representative) present during the interview providing the support person can attend within the testing timeframe.

The Manager/Director will commence the interview by providing details of the allegation and then giving the employee the opportunity to explain their poor behaviour and/or work performance.

Where the Manager/Director is satisfied the employee poses a safety risk due to suspected alcohol or drug consumption or where the employee admits that their poor behaviour and/or work performance is due to alcohol consumption or drug use the employee shall be requested to:

- Complete the Employee Permission Form for Drug and Alcohol Testing Form; and
- Undergo a breath analysis test using an Australian Standards approved alcolmeter where there is a suspicion of alcohol use in accordance with the testing methods; and/or
- Undergo an oral fluid test using an Australian Standards approved oral testing device where there is a suspicion of drug use in accordance with the testing methods.

If the employee fails either test they shall be given a chance to explain the reason they are affected by alcohol or drugs.

At the completion of the interview, the Manager/Director shall take the following action if they consider the employee is unfit for work:

- Organise for the employee to be either:
 - (a) In the case of failing the in-house breathalyser test – Council will make appropriate transport arrangements to return the affected employee to their place of residence; or
 - (b) In the case of failing the in-house oral fluid drug test – the Manager/Director shall request that the employee undergo confirmation drug testing by providing a further oral fluid sample in a collection device. The oral fluid sample will then be sent by Council to an independent and accredited laboratory for testing for the presence of dangerous drugs. Council will make appropriate transport arrangements to return the affected employee to their place of residence. The employee shall remain on leave without pay until a negative result is received from the testing laboratory on either the original sample or subsequent samples.

Depending on the circumstances the Manager/Director can also take the following additional action:

- (a) Direct the employee to attend drug or alcohol counselling;
- (b) Initiate disciplinary action;

- (c) Direct that the employee not return to work until they have a medical certificate indicating that they are fit to return to normal duties.

Before recommencing work with Council the employee must be interviewed by the Manager/Director. The Manager/Director shall discuss the following at the interview:

- Details of the employee's unsatisfactory behaviour or work performance;
- The standard of performance required;
- The potential risk to the employee's safety and the safety of others due to drug or alcohol impairment;
- Drug and alcohol support services available, which may include the Employee Assistance Program; and
- The process to be implemented if the occurrence is repeated.

During the interview the Manager/Director may request that the employee undergo a further in-house drug or breathalyser test if the employee shows signs of being unfit for work because of drug or alcohol misuse.

If the employee fails the test they shall not be permitted to remain at work. Council will provide appropriate transport arrangements for the affected employee to be taken home.

Employees who are sent home will be entitled to leave without pay whilst they are absent from work.

6.4 Claims Made by Co-workers

Council encourages employees to speak up about safety hazards in the workplace. An employee has the right to contact their Supervisor or Manager/Director if they witness or have evidence that an employee is putting their own or another person's safety at risk due to impairment by fatigue, drugs or alcohol.

Where a co-worker reports a fellow employee to their Supervisor or management due to a suspicion of fatigue, alcohol or drug impairment:

- The co-worker at their request may remain anonymous;
- The Supervisor/Manager of an employee under suspicion must determine for themselves whether the employee appears to be impaired by fatigue, alcohol or drugs and whether cause testing is required;

6.5 Drug and Alcohol Testing

6.5.1 Testing Following a Serious Incident

Where an employee has been involved in a serious incident at the workplace Council may request that the employee undergo an alcohol and/or drug test.

6.5.2 Testing Timeframes

While every attempt will be made to drug and/or alcohol test the employee as soon as possible following a serious incident or cause for suspicion, the following timeframes are the preferred timeframes:

- (a) Alcohol Test (in-house) - within one hour of management being notified;
- (b) Dangerous Drug Test (in-house) - within two hours of management being notified;
- (c) Testing timeframes for employees and contractors working in safety sensitive aviation activities shall be in accordance with Council's *Drugs and Alcohol Management Plan for Safety Sensitive Aviation Activities*.

6.5.3 In-House Testing Methods

Serious incident or cause for suspicion testing for the presence of alcohol or drugs will be conducted by trained Council employees using the following methods:

- Alcohol – testing for alcohol impairment will be conducted using an Australian Standards approved Alcolmeter and in accordance with the Collection Procedures for Breath Alcohol Tests;
- Drugs – specimen collection, storage, handling, on-site initial testing and, if required, dispatch of human oral fluid to the laboratory will be conducted in accordance with Australian Standard AS4760 *Procedures for Specimen, Collection, and the Detection and Quantitation of Drugs in Oral Fluid*. Any departure from the specified sample collection procedures will not invalidate a drug test result provided that the procedures followed do not cast doubt on the accuracy and reliability of the collection process with due regard to sample security and chain of custody requirements. Oral fluid specimens collected should only be used for the specific purpose of drug analysis eg. they are not to be used for DNA testing.

6.5.4 Self Testing For Alcohol and Other Drugs

Employees have the opportunity to test themselves if they think they may be unfit for work due to the effects of alcohol or drugs.

Self-testing will not result in disciplinary action under this Procedure if the employee performs the test before they commence work and they immediately notify their Supervisor that they are unfit for work. Council will make appropriate transport arrangements for the affected employee to be taken home and employees will be entitled to leave without pay whilst absent from work.

Employees found abusing the self-testing process by being continually absent from work as a result of the self-testing test results, will be subject to a work performance review and possible disciplinary action.

Alcolmeters will be available at Council's Kingaroy Depot, Nanango Depot, Murgon Depot and Wondai Depot. Saliva drug testing devices will be available upon request from the Workplace Health and Safety Officer or a designated Officer.

6.5.5 Random Drug and Alcohol Testing

While Council does not include the random testing for drugs and alcohol in this Procedure, it should be noted that some private workplaces (eg. Tarong Coal) and public workplaces (eg. certified aerodromes – Kingaroy Airport) that employees visit may have random drug and/or alcohol testing programs.

Employees visiting these workplaces must submit to drug and/or alcohol testing if requested by the workplace owners or, in the case of certified aerodromes, Civil Aviation Safety Authority (CASA) approved testers.

6.5.6 Negative Readings

Where drug and alcohol testing reveals that the employee under suspicion was not affected by drugs or alcohol, all leave taken or wages lost shall be reinstated by Council.

6.5.7 Refusal to Undergo a Breathalyser Test or Drug Test

Where an employee refuses to undergo a breathalyser or drug test Council will discipline the employee for not following a reasonable and lawful direction.

6.5.8 Tampering With Either a Drug or Alcohol Test

Any attempt to tamper or alter any in-house or external test for drugs or alcohol shall constitute misconduct and will result in disciplinary action.

6.6 Airport Drugs and Alcohol Management Program

All employees working in safety sensitive aviation activities (e.g. airside grass slashing, runway line painting, conducting runway inspections) must comply with the *Civil Aviation Safety Regulations 1998*.

The legislation allows Civil Aviation Safety Authority personnel to conduct random testing for drugs and alcohol on any person performing safety sensitive aviation activities at certified aerodromes (i.e. Kingaroy Airport).

The legislation also requires Council to have a *Drugs and Alcohol Management Plan for Safety Sensitive Aviation Activities* (DAMP). The DAMP allows for drug and alcohol testing by Council based on suspicion or following an incident.

Where an employee working in a safety sensitive aviation activity is found to be unfit for work due to drugs or alcohol, Council's DAMP must be followed.

6.7 Social Functions

Council's Chief Executive Officer or delegate must give prior approval for any social function that is being organised by or for Council employees, and which is to be held on Council premises in accordance with Council's Social Function Guidelines.

6.8 Employee Assistance Program

Council recognises that there may be employees who have alcohol or drug dependency issues. These employees will be encouraged to raise the issue with their Supervisor or seek professional counselling through Council's Employee Assistance Program provider or other organisations that provide preventative, counselling and treatment services. Assistance provided will be in accordance with Council's Employee Assistance Program Policy.

6.9 Promotion of Alcohol

Promoting the consumption of alcohol or drugs in the workplace by way of advertising (e.g. posters, cardboard cut-outs) is not permitted.

6.10 Education and Training

Prior to the initial introduction of this Procedure employees will be provided with Fitness for Work Information Sessions.

Employees are to be advised of the fitness for work requirements through conducting workplace meetings and the issuing of the appropriate Take 5 papers. Where Take 5 papers are issued, employees will be required to undertake and sign the attached Take 5 Quiz.

A range of pamphlets will be made available to employees on fatigue management and drug and alcohol misuse. Posters will also be displayed throughout Council providing information on the hazards posed by fatigue, drugs and alcohol.

6.11 Confidentiality

Confidentiality of all information will be maintained strictly throughout this process, subject to the provisions of the law. Confidential information and documentation will be restricted to the employee's Supervisor/Manager/Director, Human Resources and the Chief Executive Officer.

6.12 Discipline Procedure

Council's Discipline Procedure will be followed by management, on a case by case basis for alcohol and/or other drug incidents in the workplace. Disciplinary action will be in accordance with Council's Discipline Procedure, Council's Employee Code of Conduct and the *Queensland Local Government Act 1993*.

6.13 Dispute Resolution Procedure

Employees have the right to lodge a grievance where they believe that inappropriate or unreasonable action has been initiated by Council in response to suspected drug or alcohol impairment.

Where an employee is found to have made a knowingly false or vindictive claim regarding the alleged behaviour of another employee, management shall investigate the claimant's conduct and take appropriate action in accordance with Council's Discipline Procedure, Council's Employee Code of Conduct and the *Queensland Local Government Act 1993*.

7. DEFINITIONS

Binge Drinking – the act of drinking heavily over a short period of time or drinking continuously over a number of days or weeks.

Blood Alcohol Concentration (BAC) – this is the measurement of the amount of alcohol in your body. Blood alcohol concentration is measured in grams of alcohol per 100 millilitres of blood and will take 30 – 60 minutes after you have stopped drinking to reach its highest concentration.

Dangerous Drugs - those drugs that are prohibited by the *Queensland Drugs Misuse Act 1986* and the *Queensland Drugs Misuse Regulation 1987*. Examples include amphetamines (ecstasy, speed), cannabis, cocaine and heroin.

Drug – either medication or a dangerous drug.

Contractor – for the purposes of this Procedure, a "contractor" refers to a person who enters into a formal contract to perform work for Council and in the execution of this work is required to provide a safe system and place of work for the contractor's employees and others.

Employee – for the purposes of this Procedure, an "employee" refers to any Council employee, including temporary and permanent employees, trainees and apprentices, volunteers and work experience students.

Employee Assistance Program (EAP) - a confidential, professional counselling service available to employees and their immediate family members.

Fatigue – the temporary inability, decrease in ability or strong disinclination to respond to a situation, because of previous mental, emotional or physical over-activity, or inadequate restorative sleep.

High Risk Activity – activities that Council believes could result in death or bodily harm including “high risk construction activity” (refer to the *Queensland Workplace Health and Safety Regulation 2008*). Activities may include working from heights, working in confined spaces and trenches, working on roads, using a hazardous substance, use of a chainsaw etc.

Impaired person – a person who has their level of safety diminished due to a loss of their physical coordination, judgment and alertness which may be due to the effects of fatigue, alcohol or drugs.

Medication – legal prescription and non-prescription drugs including legal herbal products.

Permitted Blood Alcohol Concentration (BAC) Levels –

Legislated blood alcohol concentration levels in Queensland are as follows:

- Holder of a learner or provisional licence and aged under 25 years - 0.0% BAC
- Holder of a licence when driving a truck, bus, articulated motor vehicle or vehicle carrying dangerous goods - 0.0% BAC
- Employees or contractors operating earthmoving machinery (e.g. graders, rollers, backhoes) or lifting equipment (e.g. forklift, elevating work platform) - 0.0% BAC
- Traffic controllers while on duty - 0.0% BAC
- Persons performing safety sensitive aviation activities – below 0.02% BAC

Where a work activity is not covered by legislation, the following blood alcohol concentration levels shall not be exceeded:

- Employees and contractors - 0.02% BAC
- Employees and contractors operating ride-on mowers, tractors or plant - 0.0% BAC
- Employees and contractors undertaking high risk activities - 0.0% BAC
- Employees on-call - 0.0% BAC

Positive Test Result – in the case of a drug or alcohol test, a positive test result indicates the current or recent presence of drugs or alcohol in the person’s physiological system, at a level above the permitted level (eg. BAC above 0.0% is not permitted for a person operating plant).

Safety Sensitive Aviation Activities – any actions taken by a person in an aerodrome testing area (including the person’s presence in the area) other than as a passenger (eg. airside grass slashing, runway line painting, conducting runway inspections)

Serious Incident – an incident that has resulted in:

- A fatality or an injury that has required immediate medical treatment by a medical practitioner; or
- An accident that has resulted in damage to a vehicle, aircraft, plant equipment or machinery which requires reporting to Council’s insurance officer; or

- In the opinion of the Supervisor had the potential to cause a fatality, serious injury or major property loss.

Stress – in terms of the interaction between a person and their work environment, is the awareness of not being able to cope with the demands of one's environment, when this realisation is of concern to the person, and that both are associated with a negative emotional response.

Supervisor – a person in control of a workplace (eg. Supervisor, Coordinator, Manager or Director).

Workplace – means any place where work is, or is to be, performed by Council or its employees or contractors.

8. DOCUMENTATION

- Acknowledgment Receipt
- Drug and Alcohol Support Services
- Supervisors' Guidelines on Fatigue Impairment
- Fatigue Identification Form
- Permission Form for Drug and Alcohol Testing
- Collection Procedures for Breath Alcohol Tests
- Collection Procedures for Drug Tests - Oral Fluid

Council's related Policies and Procedures are available from Council's intranet site, or upon request from Human Resources.

9. DATE REVIEWED

April 2010

10. NEXT REVIEW

2013



POLICY CATEGORY - NUMBER: Statutory065

POLICY OWNER: People & Culture

ECM ID: 2844496

ADOPTED:

Fit for Work Policy

NOTE: Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Corporate, Governance & Strategy Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

South Burnett Regional Council ('Council') is committed to ensuring that all work practices, work environments and the workplace culture will value, enhance, and protect the overall health and wellbeing of all Council representatives through the foundation for developing activities and providing access to services that supports the overall health and wellbeing of all our workers.

2. SCOPE

This policy applies to all Council representatives working or representing Council in all work locations.

3. GENERAL INFORMATION

3.1. General

Council's holistic approach to health and wellbeing will have positive effects that are also likely to extend beyond Council representatives and result in better health for families and the community.

A key aspect of the work, health and safety of Council representatives is ensuring that they are fit for work. This means they are in a state (physical, mental, and emotional) enabling them to perform assigned tasks safely, competently and in a manner that does not threaten or compromise the health and/or safety of themselves or others.

To meet this requirement Council has a range of activities to monitor, assess, ensure, or improve the ongoing wellbeing and fitness for work. The programs provided by Council to address the needs are:

- Health Monitoring and Immunisation Program;
- Fit4Work Program; and
- Health and Wellbeing Program.

3.2. Health Monitoring and Immunisation Program

To assess the exposure of workers to any physical, biological, or chemical hazards that may influence health and wellbeing. Council has health monitoring program and an immunisation program for those identified as being at risk of exposure to a disease as part of their duties that may be preventable by immunisation.

The requirements for health monitoring and immunisations will be identified through a consultation process, with consideration given to:

- the hazards exposed to while undertaking duties, including:
 - chemical hazards such as crystalline silica;
 - biological hazards such as Hepatitis A; and
 - physical hazards such as noise or sun exposure.
- the duration or level of exposure to these hazards;
- whether controls can be implemented that will eliminate exposure to these hazards, or reduce the duration or level of exposure;
- current legislative or best practice requirements in relation to the hazard;
- any specific health monitoring or immunisation requirements detailed in specific Workplace Health Safety ('WHS') Procedures.

The WHS Team coordinates the Health Monitoring and Immunisation Program.

3.3. Fit4Work Program

Council has a requirement to ensure Council representatives are not impaired from safely performing their duties. The Fit4Work Program established by Council will ensure there is a systematic process for identifying potential risk factors that may cause the impairment of a worker, then establishing strategies to address these risks.

The Fit4Work Program will be established with the following being considered:

- factors that may impair a worker, including:
 - job demands that may impact on a worker's fatigue or emotional wellbeing; and
 - non-work-related factors, such as the use of alcohol, drugs, medications or other personal factors;
- inherent requirements of the job, and the impact any impairment may have on the ability to undertake these requirements safely;
- proactive strategies that may be implemented to prevent the impairment occurring;
- reactive strategies utilised when a risk to the safety of workers is identified; and
- how the effectiveness of strategies are monitored and evaluated.

The following elements are included in Council's Fit4Work Program and must be managed in accordance with the corresponding policies and/or procedures:

- Drug and Alcohol;
- Fatigue Management;
- Employee Assistance Program ('EAP');
- Work and Non-Work-Related Injuries; and
- Bullying and Harassment

3.4. Employee Assistance Program ('EAP')

Council's EAP may be accessed by all Council representatives and their immediate family members who desire professional counselling assistance. The EAP offers the services of registered psychologists and clinical social workers and can provide assistance with a wide range of personal and work-related issues, including bereavement, financial stress, substance abuse, relationship difficulties, and job or career issues. The EAP can also offer an introductory session on legal and/or financial advice, provided by a qualified professional via telephone consultation.

Council representatives who wish to receive a counselling session shall contact the EAP service provider (details available on the Intranet, from Supervisor or contacting People & Culture Branch).

Telephone counselling is easily accessible and can be undertaken at any time of the day, however in person sessions can be arranged but may require some notice. Council representatives wishing to utilise work time for counselling will need to arrange the appropriate leave with their Supervisor or

contact People & Culture Branch. Council will make every effort to accommodate sessions during work hours and Council representatives are not required to provide any details of their sessions with anyone.

If appropriate, the EAP may provide referral to other health professionals, including occupational or medical practitioners, psychiatrists, mental health facilities and other community agencies.

Council will not bear the cost of counselling above and beyond maximum entitlements provided by the EAP service, or any other associated service, unless approved in writing by the Chief Executive Officer or Manager People & Culture.

Council recognises the EAP as a vital intervention measure and encourages early participation to prevent further development of personal and work-related problems.

The EAP service will be required to make and keep client records, however, authorised Council representatives (e.g., Manager People & Culture, Chief Executive Officer) will have only limited access to information generated by the EAP service provider. This information will be of a general nature, indicating utilisation and general reasons for accessing the Program, with no identification of who has accessed the service.

Where a serious or criminal offence (e.g., workplace harassment, sexual harassment) is reported to the EAP provider, they will encourage the affected person to report this to Manager People & Culture as appropriate, in the interests of workplace health and safety and ethical disclosure.

Additional services may also be retained by Council to offer group counselling sessions, trauma counselling, or mediation as appropriate. Accessing additional services will require approval from the Chief Executive Officer or Manager People & Culture.

3.5. Health and Wellbeing Program

Council's Health and Wellbeing Program is aimed at developing initiatives to improve or maintain the overall physical and psychological health and wellbeing of Council representatives. This will help ensure Council representatives are fit for work, while supporting Council's employee availability strategies.

The People & Culture Branch coordinates the Health and Wellbeing Program with assistance from Senior Management Team and WHS Committee.

It is voluntary for Council representatives to participate in Health and Wellbeing Programs. If required, any Council representatives who choose to participate will be requested to provide consent prior to the collection of health or personal information and all individual results will be provided directly to the Council representative.

Individually identified results must not be provided to, collected, or stored by Council, however results may be collated and provided in a report for communication to the business. Reports must ensure individual workers are unable to be identified.

The following principles must be considered when selecting initiatives that will be provided under the Health and Wellbeing Program:

- **Risk:** does this initiative address an identified health risk factor?
- **Resources:** is there available time, money, staff resources or expertise to implement the initiative?
- **Integration:** does the initiative align with the business' priorities?
- **Exposure:** does the initiative affect a large number of staff or a handful in a specific area?
- **Controls:** is it possible to address the health risk factor effectively and is the proposed initiative evidence-based?
- **Benefits:** does addressing the health risk factor provide a benefit to staff and/or Council?

Health and Wellbeing Programs include, but not limited to:

- exercise challenges;
- annual flu shots;
- skin checks;

- quit smoking promotions;
- domestic and Family violence awareness; and
- mental Health awareness.

4. DEFINITIONS

Council representative means all Councillors and Council employees including permanent, casual, and temporary employees, apprentices, trainees, contractors, volunteers, and work experience students.

Fit for Work means a person is in a state (physical, mental and emotional) that enables them to perform tasks safely, competently and in a manner that does not threaten or compromise the safety or health of themselves or others.

Health Monitoring means systematically detects and assess any adverse effects of work on the health status of council representatives as it relates to their duties. It is delivered through monitoring of exposure levels and medical assessment.

Personal Information means information that identifies or could identify a person. It includes medical records, photographs, videos, and information about their opinions.

5. LEGISLATIVE REFERENCE

Australian Immunisation Handbook

Information Privacy Act 2009 (Qld)

Work Health and Safety Act 2011 (Qld)

Work Health and Safety Regulations 2011 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Asbestos Management Procedure – Procedure041

South Burnett Regional Council Chemical Management Procedure – Procedure101

South Burnett Regional Council Drug and Alcohol Policy – Administrative004

South Burnett Regional Council Employee Code of Conduct – Statutory011

South Burnett Regional Council Employee Health Monitoring Procedure – Procedure031

South Burnett Regional Council Fatigue Management Procedure – Procedure015

South Burnett Regional Council Infection Control Procedure – Procedure111

7. NEXT REVIEW

As prescribed by legislation or May 2024

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy		2844496

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

10.13 EXPRESSION OF INTEREST - UPDATE FOR DONATION OF REPLACED MOWERS TO LOCAL COMMUNITY GROUPS

File Number: 18/05/2022

Author: Fleet Scheduler, Plant and Fleet

Authoriser: General Manager Finance and Corporate

PRECIS

Expression of interest – update for donation of replaced mowers to local community groups

SUMMARY

This report is to provide an update to Notice of Motion – Donating replaced mowers to community groups Resolution 2022/471, that the mowers being replaced in the 2021-2022 budget be offered by way of donation to local community groups that:

- An incorporated association that is not for profit;
- Located within the South Burnett LGA;
- Provide a local community benefit.

Council has received ten (10) Expressions of Interests so far regarding the mowers and is aware of other interest not yet submitted.

OFFICER'S RECOMMENDATION

That Council accept the report for consideration and approve the actions outlined within this report to advance the proposed donation of identified Plant to local community groups for Expressions of Interest.

BACKGROUND

Plant No. 421 John Deere 1435 6Ft Front Deck Mower



Mower Details

- 2004 Model
- 4130 Hours
- 6Ft deck
- Diesel Engine

Condition

- Slight exhaust leak, can be repaired.
- Cracks in canopy, still functional.
- Bonnet latch has been damaged and would need replacing to lock the bonnet.
- Paint is peeling on body and has surface rust.
- Minor deck repairs would be required.
- Mower is still operational and mechanically sound.
- Another condition assessment will be required once this mower is replaced.

Availability

- Plant 421 is still utilised at the Kingaroy Treatment Plant and Water & Wastewater Depot.
- The replacement mower is expected to be delivered in August 2022.

Plant No. 4487 Iseki SZ330 5Ft Zero Turn Mower



Mower Details

- 2013 Model
- 1515 Hours
- 5Ft Deck
- Diesel Engine

Condition

- Front Steer axle will need bushes and pins replaced.
- Electrical faults will not allow the mower to start, an Auto Electrician will be repairing these faults shortly.
- Minor repair to the deck stabiliser wheel bracket.

Availability

- The replacement mower has been delivered.
- Once the repairs are completed, the mower will be available.



Plant No. 4491 Iseki SZ330 Zero Turn Mower

Mower Details

- 2013 Model
- 1340 Hours
- No Deck
- Diesel Engine

Condition

- Had a major hydrostatic drive failure and was removed from service.
- The deck was removed to replace a worn-out deck on another mower, replacement deck would be approx. \$5,000.00.
- The canopy was removed to fit on another zero-turn mower so that it could be used to temporarily replace this mower.

Availability

- The replacement mower has been delivered.
- This mower would need major & costly repairs to return it to a usable condition.

Plant No. 4495 Iseki SF310 6Ft Front Deck Mower**Mower Details**

- 2015 Model
- 1850 Hours
- 6Ft Deck
- Diesel Engine

Condition

- Oil leak on the rear axle repaired.
- ROPS canopy repaired.
- In good operational condition.

Availability

- Replacement mower has been delivered.
- This mower was going to replace the old warrior mower at the Wondai Air Strip, that was donated by Council several years ago.
- The Wondai Air Strip had requested to keep both mowers which was approved by Management.
- This mower has been delivered to the Wondai Air strip and will not be available for donation.

Plant No. 4497 Iseki SF310 6Ft Front Deck Mower**Mower Details**

- 2016 Model
- 2846 Hours
- 6Ft Deck
- Diesel Engine

Condition

- Is in an operational condition.
- Does have high number of hours and is well used.
- Another condition assessment will be required once this mower is replaced.

Availability

- Plant 4497 is still utilised in the Nanango Parks & Gardens Department.
- The replacement mower is expected to be delivered in August 2022.

Plant No. 4499 Iseki SF310 6Ft Front Deck Mower**Mower Details**

- 2016 Model
- 3111 Hours
- 6Ft Deck
- Diesel Engine

Condition

- Electrical faults will not allow the mower to start, mower is at an Auto Electrician for the repairs.
- Other than electrical faults the mower is in a good used condition.

Availability

- Mower is at an Auto Electrician for the electrical repairs and would be available for donation once repairs are completed.
- Replacement mower has been delivered.

ACTIONS

- That Plant No. 4491 be withheld from donating to local community groups because of a major failure and components that need replacing, which would result in a costly repair bill.
- That Plant No. 4495 be removed from list of mowers to be donated as this mower has already been delivered to the Wondai Air Strip.
- That Plant No's 4487 and 4499 be repaired ready for donation.
- That all the new mowers should be received before an Expression of Interest is advertised.
- That Procurement formally advertise an Expression of Interest once all the new mowers have been received (Approximately August 2022).
- That Council formally acknowledge the Expressions of interest already received and provide information of how the donations of the mowers will proceed.
- That once the expressions of interests have been received, the allocation of the mowers be established by the Community Grants Committee.

ATTACHMENTS

Nil

10.14 IMPACTS OF FUNDING RECEIVED FOR FLOOD DAMAGE TO ROADS.**File Number:** 18/05/2022**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Impacts of Funding received for flood damage to Roads.

SUMMARY

This report is designed to answer the questions raised in the May 2022 Infrastructure Standing Committee Meeting surrounding the impacts of funding from Queensland Reconstruction Authority (QRA) on the current year budget.

OFFICER'S RECOMMENDATION

That the report be received for information.

BACKGROUND

In general, grant funding received from the Queensland Reconstruction Authority (QRA) is retrospective, that is Council claims the funds after expenditure has been incurred. Under the Head Agreement between QRA and Council, there are some instances where advance payments are provided prior to works being completed however this is at the discretion of QRA.

No matter whether funds are retrospectively claimed by Council or part paid in advance of works commencing, the same accounting treatment under AASB 15 *Revenue from Contracts with Customers* is used to recognise income. As the funding from QRA meets the specific criteria outlined in the accounting standard, Council is able to align expenditure with income in the same period or financial year irrespective of when funds are actually received. This standard and process is what gives rise to either a contract asset (expenditure incurred but funds not yet received) or contract liability (funds received but not yet spent) in Council's balance sheet.

Based on the above, Council will only be out of pocket in the financial statements for this financial year by trigger point deductions outlined by QRA. While there are currently 3 different weather events that funding is available for, Council is working with QRA to determine the possibility of combining 2 of the events so that we are only out of pocket for 2 trigger points rather than 3. Finance have adjusted the 3rd quarter forecast to allow for the effect of 2 trigger points (approximately \$424,000). These trigger points are due to impact the 21/22 financial year as Council has expended this value in the current year.

ATTACHMENTS

Nil

1 PORTFOLIO - REGIONAL DEVELOPMENT

11.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

File Number: 18/5/2022

Author: Councillor

Authoriser: General Manager Finance and Corporate

PRECIS

Regional Development Portfolio Report

SUMMARY

Cr Schumacher presented her Regional Development Portfolio Report to Council

OFFICER'S RECOMMENDATION

That Cr Schumacher's Regional Development Portfolio Report to Council be received for information.

Decarbonisation is perhaps the biggest policy challenge facing the world, but what does it mean for regions like the South Burnett that have provided safe, affordable and reliable energy to power the needs of Queenslanders since the 1980's. In the state and federal government's current pursuit of emission reduction targets, regions including ours are likely to experience many changes, some sudden and others unknown. For as long as I can remember, energy discussions have been polarised by politics and distorted with misinformation about climate change, meaning the types of conversations and planning we need to drive our region forward have been almost impossible.

I recently attended a webinar with Dr Amanda Cahill from The Next Economy that discussed what regions like ours need on the path to net zero emissions. I have shared the webinar link and report with my colleagues and encourage you to take the time to have a look ([Webinar: What Regions Need – The Next Economy](#)). In many ways, the webinar demonstrated that regions have a growing awareness that the world is rapidly moving away from coal and it will mean an eventual shift in our economy. As per Council's Regional Development Strategy (2021, p.9), the mining and energy sector currently represents 24 per cent of the region's economic outputs and while there are increasing numbers of announcements about potential renewable projects in our region, whether they are realised is far from a given. The Next Economy's report included some of the learnings from the Central Queensland Energy Futures Summit in Gladstone hosted in 2019. Sponsored by Stanwell Energy, CleanCo, The Australian Conservation Foundation, Clean Energy Finance Corporation and the Central Queensland University, the Summit successfully brought together 147 representatives of energy companies, heavy industry, all levels of government, 12 unions, environment groups, Traditional Owners and training institutions to discuss how the region could better manage the impacts of change in the energy sector across Central Queensland. As stated in the report (The Next Economy 2022, p.17):

'The risks taken by some participants to attend, let alone participate in the conversation in Central Queensland cannot be overstated and pre-Summit meetings with potential participants were dominated by fear and scepticism. As one company executive shared 'we weren't sure even until the day before [the Summit] that we would show up, because of the risk of how people might perceive us.' When asked what he was worried about, his fears ranged from sending a false message to the community

that their operations might close because of their dependency on coal, to being too closely associated with 'a green agenda'.

As a Council, through our budget discussions and partnership with TSBE I hope we may partner in a similar summit over the next year. I propose we consider this following the release of the Queensland's Energy Plan 2022, that will outline how the Queensland Government will achieve its renewable energy target and how it will manage its coal fired assets into the future. This summit will be important if our region is to capture the economic benefits on offer due to decarbonisation and plan support a coordinated transition to renewable energy. In our region, the first step will be to at least talk about the changes that are coming over the horizon, changes that we will know more about with the release of the Queensland government's Energy Plan.

I've also been working with the LGAQ to progress the motions we tabled in partnership with the Banana Shire Council at the state conference last year. This work has become even more important, following the recent announcement from Origin Energy to bring forward the closure of the 2,880 MW Eraring coal fired power station in New South Wales to mid 2025 – seven years ahead of schedule. I recently attended a meeting between LGAQ representatives and the Australian Energy Market Commission (AEMC) to discuss this. At the meeting, we discussed the forward process to address Minister for Energy and Emissions Reduction, The Hon Angus Taylor MP proposal to amend the National Electricity Rules to strengthen the closure arrangements by:

- Extending the notice period from 3.5 years to a minimum of 5 years
- Including 'longer term mothballing' in the notice of closure arrangements to avoid potential gaming of notice of closure arrangements where owners of a plant are able to effectively close generation assets by mothballing them without providing sufficient notice
- Introducing a new rule aimed at preventing intentional gaming of the notice of closure arrangements where owners of a plant announce a closure date without the intention to close at that date, creating a risk for other potential investors in new generation.

I've also been a part of conversations that have identified our extensive transmission network as an attractive resource to renewable project proponents and while the efforts of our hardworking community has meant we have powered the energy needs of Queenslanders for many years, the future we know will look somewhat different

In listening to residents about their thoughts on the future diversification of our economy to support renewable energy I believe there is a shared desire for an open and honest conversation about the changes occurring across the region. While most are supportive of new projects, some have raised valid concerns about the disharmony that can be created in a community by competing project proponents who are investigating potential renewable energy sites in an adhoc way. Currently it is my understanding, many are just knocking on residents' doors and asking them if they'd be interested in hosting some form of generation on their properties. I believe this presents a great risk to the ongoing wellbeing of our community and those neighbourhoods with great renewable sources of wind and solar. While a project is progressing through its feasibility phases the main contacts involved are the landholders, and in some areas where neighbours have been friends and shared their lives, there is a risk of fracturing relationships if honest conversations aren't had in the very first instance and if everyone isn't at the same table.

While I believe we have earned our rightful place in the Southern Queensland Renewable Energy Zone (QREZ); this should not come at the cost of our community. We still have many unanswered questions about the coordination of these projects and most importantly, a limited understanding of the conversations happening in our own backyards about them. Residents have raised this with me and have raised their concerns about project proponents' actual commitment to our community and their host sites. I too have many questions about some of the project proponents intentions, questions like who will own the project, who will be engaged in the project planning, delivery and ongoing operations, what are the genuine job opportunities of the future, who will we call if we have concerns and how will these companies build relationships of trust and understanding in our community if they will not have a specific office or footprint in our towns. These are fair questions that I believe deserve answers. I recognise in many ways this conversation is bittersweet, as while we all want to grow our region and ensure there is a future here for my children and yours, we have many unanswered questions about what these new projects will mean for our region and how project proponents will genuinely be a part of our community and engage not just those who will host the wind turbine or solar panel, but those who will live around it, and those whose amenity will be changed because of it.

As part of Council's Regional Development Strategy, we identified the emerging opportunities renewable energy projects offer in our region. While the pace of change in the energy landscape is rapid, we agree we must change gear to capture the opportunities created by decarbonisation. I do believe it is our role as a Council to hold project proponents to account and work with them to ensure the regional development outcomes of renewable energy projects live on beyond the lure of the economic benefits created during construction. I also believe project proponents must commit to relationships of trust and understanding with our community, despite the disregard for broad community consultation in the Queensland State Code 23 for Wind farm developments. As a region we must do all we can to leverage the benefits of renewable energy projects in ways that support local business and local jobs into the short, medium, and long term. We do not want to see the impact of boom-and-bust cycles due to large workforces being brought in during construction only to result in a minimal number of longer-term jobs over the life of a project.

In working through these challenges and reaching out to others I would like to propose that Council contact the Western Downs Regional Council and with TSBE arrange a meeting to discuss some of the work they are doing to attract and support the sustainable development of renewable energy in their LGA. The Western Downs has trademarked their region as the "Energy Capital of Queensland" and I believe there is much we could learn from the Energy Investment Prospectus they have created. I would like to see our Council work with TSBE to create these outcomes in our region.

Furthermore, on the 9 May our Council met with RES to receive an update about the proposed development of the Iron Leaf Wind Farm project on grazing land in Ironpot. The site has been selected based on its excellent wind resources and strategic location on the existing local grid. Once constructed the project will include 151 wind turbines across 18,000 hectares and will have a generating capacity of 850 MW, being enough energy to supply power to 500,000 homes. This project is significantly bigger than AGL Energy Limited Coopers Gap Wind Farm which has an installed capacity of 460 MW and a maximum of 115 wind turbines. As discussed at the update, Council's only involvement in the approval process will involve negotiating the Infrastructure Deed for road updates, owner's consent

of public or paper road and secondary consents regarding the batching plant, site office, borrow pit and other construction elements.

During the update, Council was advised the development is considered code-assessable under Queensland State Code 23 and the submission to **the Department of State Development**, Manufacturing, Infrastructure and Planning is expected to be lodged later this year. I have included a copy of the State code 23: Wind farm development with this report for Council's awareness and understanding. While I understand the purpose of the code is to protect individuals, communities and the environment from adverse impacts resulting from the construction, operation and decommissioning of wind farm development, I would challenge this as there are no specific requirements in the code for the project proponent to conduct widespread community consultation. While I value that RES have committed to keeping stakeholders and the community informed about the project, I am concerned that others may not be as supportive. I attended RES recent community information session Ironpot Hall on Thursday 5 May to better understand the Iron Leaf Wind Farm project and found the session was a great opportunity to talk one on one with the project team and some of the landholders in the area. I understand there will be more sessions like these into the future. (More information about the project here: [Iron Leaf Wind Farm](#))

Council also met with Dan Pollard from Powerlink Queensland this month to discuss the Wambo Wind Farm Connection Project. Powerlink has been working with Cubico and REP (Renewable Energy Partners) to consider options to connect the Wambo Wind Farm to the transmission network in the region. While the Wambo Wind Farm is **a proposed renewable development located near Jandowae, in the Western Downs local government area, the transmission network will run through the South Burnett Region**. While the technical work is generally undertaken by a specialised construction contractor engaged by Powerlink, Powerlink has made a commitment to engage local suppliers wherever possible and work with their principal contractor to ensure they use local goods and services, suppliers and sub-contractors at every opportunity. The Draft Corridor Selection Report is now available online here: [Wambo Wind Farm \(powerlink.com.au\)](#) The proposed corridor follows the existing Tarong to Chinchilla 132 kV transmission line for almost its entire extent between the proposed Wambo Wind Farm Substation site and Halys Substation and the assessment has found this will mean few, if any, additional environmental impacts.

In closing, in progressing the strategic objectives of the Regional Development Strategy I wanted to advise Council that earlier this year, I discussed some of the concerns and opportunities shared today in my report with the Assistant Minister for Hydrogen Development Lance McCallum MP at the opening of the EV station in Kingaroy. He kindly offered to share some of his learnings and insights, however this was delayed due to the floods. Nonetheless, I recently met with Minister McCallum, and he has kindly offered the support of his team to provide further information on hydrogen and manufacturing support services and contacts available in the Department of Energy and Public Works. I will continue to keep Council informed as we continue to build these relationships and knowledge about our role in attracting and supporting sustainable renewable investment in our region into the future.

BACKGROUND

Nil

ATTACHMENTS

1. **State Code 23: Wind Farm Development**

State code 23: Wind farm development

Purpose statement

The purpose of the code is to protect individuals, communities and the environment from adverse impacts resulting from the construction, operation and **decommissioning** of **wind farm** development.

Wind farms should be appropriately located, sited, designed, constructed and operated to ensure:

1. the safety, operational integrity and efficiency of **air services** and aircraft operations;
2. risks to people, property and quality of life are minimised by providing acceptable levels of:
 - a. amenity and acoustic emissions at **sensitive land uses**; and
 - b. resilience to natural hazards;
3. development minimises adverse impacts on the natural environment, vegetation and associated ecological processes;
4. development in an area identified by a local government as having high scenic amenity appropriately manages impacts on the character, **scenic amenity** and **landscape values** of the locality;
5. the safe and efficient operation of transport networks and road infrastructure.

Using this code

The assessment benchmarks for this code comprise:

- a purpose statement which identifies the overall intent of the code;
- performance outcomes which set benchmarks to achieve the purpose statement of the code;
- acceptable outcomes which identify one way to achieve the relevant performance outcome.

Development complies with the code where:

- it complies with the acceptable outcomes for the performance outcome; or
- it complies with all the performance outcomes, where not complying with the acceptable outcomes; or
- development does not meet relevant performance outcome(s) and SARA determines, on balance, that the development complies with the purpose statement.

This code also includes the glossary of terms for definitions relevant to this code and reference documents; including the guideline – **State code 23: Wind farm development planning guidelines**, which provides direction on how to address this code.

Performance outcomes and acceptable outcomes

Table 23.1: Material change of use

Performance outcomes	Acceptable outcomes
Aviation safety, integrity and efficiency	
PO1 Development does not adversely affect the safety, operational integrity and efficiency of air services and aircraft operations as a result of its: <ol style="list-style-type: none"> 1. location; 2. siting; 3. design; 4. operation. 	No acceptable outcome is prescribed.
PO2 Development includes lighting and marking measures that ensure the safety, operational integrity and efficiency of air services and aircraft operations.	No acceptable outcome is prescribed.
Electromagnetic interference	
PO3 Development is designed, located and sited to protect pre-existing television, radar and radio transmission and reception from electromagnetic interference .	No acceptable outcome is prescribed.
Shadow flicker	

State Development Assessment Provisions v3.0

State code 23: Wind farm development

23-1

Performance outcomes	Acceptable outcomes
PO4 Development is designed so that the modelled blade shadow flicker impacts on existing or approved sensitive land uses do not exceed 30 hours per annum and 30 minutes per day.	No acceptable outcome is prescribed.
Flora and fauna	
PO5 Development is designed, sited and operated to ensure that flora, fauna and associated ecological processes are protected from adverse impacts.	No acceptable outcome is prescribed.
Vehicular access and movement	
PO6 Development provides suitable vehicular access, manoeuvring areas and parking for the ongoing operation and maintenance activities associated with the wind farm .	No acceptable outcome is prescribed.
Water quality	
PO7 Development maintains the water quality of receiving waters.	No acceptable outcome is prescribed.
Natural drainage patterns	
PO8 Development maintains the natural drainage patterns on the site by protecting: 1. bank stability by limiting bank erosion; 2. water quality objectives by filtering sediments, nutrients and other pollutants; 3. aquatic habitats; 4. terrestrial habitats.	No acceptable outcome is prescribed.
Areas identified by a local government as having high scenic amenity	
PO9 Development in an area identified by a local government as having high scenic amenity is sited and designed to protect the character, scenic amenity and landscape values of the locality and region.	No acceptable outcome is prescribed.
Acoustic amenity	
PO10 Development is sited and designed to protect the amenity of existing or approved sensitive land uses on non-host lots from acoustic impacts.	AO10.1 A separation distance of at least 1500 metres is achieved between wind turbines and existing or approved sensitive land uses on non-host lots . OR AO10.2 Where wind turbines are proposed within 1500 metres of existing or approved sensitive land uses on non-host lots , written agreements (deeds of release) from all affected non-host lot owners are provided accepting the reduced setback.
PO11 The predicted acoustic level at all noise affected existing or approved sensitive land uses on host lots does not exceed the criteria stated in table 23.2.	No acceptable outcome is prescribed.
PO12 The predicted acoustic level at all noise affected existing or approved sensitive land uses on non-host lots does not exceed the criteria stated in table 23.3.	No acceptable outcome is prescribed.
Construction management	
PO13 Construction activities associated with the development do not adversely impact transport networks and road infrastructure.	No acceptable outcome is prescribed.

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State code 23: Wind farm development

23-2

Reference tables

Table 23.2: Acoustic criteria for host lots

Acoustic criteria	
Noise description	Acoustic level does not exceed
The outdoor (free-field) night-time (10pm to 6am) A-weighted equivalent acoustic level (LA _{eq}), assessed at all noise affected existing or approved sensitive land uses .	<ol style="list-style-type: none"> 45dB(A); the background noise (LA₉₀) by more than 5dB(A); whichever is the greater, for wind speed from cut-in to rated power of the wind turbine and each integer wind speed in between referenced to hub height .

Table 23.3: Acoustic criteria for non-host lots

Acoustic criteria	
Noise description	Acoustic level does not exceed
The outdoor (free-field) night-time (10pm to 6am) A-weighted equivalent acoustic level (LA _{eq}), assessed at all noise affected existing or approved sensitive land uses .	<ol style="list-style-type: none"> 35dB(A); the background noise (LA₉₀) by more than 5dB(A); whichever is the greater, for wind speed from cut-in to rated power of the wind turbine and each integer wind speed in between referenced to hub height .
The outdoor (free-field) day-time (6am to 10pm) A-weighted equivalent acoustic level (LA _{eq}), assessed at all noise affected existing or approved sensitive land uses .	<ol style="list-style-type: none"> 37dB(A); the background noise (LA₉₀) by more than 5dB(A); whichever is the greater, for wind speed from cut-in to rated power of the wind turbine and each integer wind speed in between referenced to hub height .

Reference documents

Department of State Development, Infrastructure, Local Government and Planning, [State code 23: Wind farm development planning guidelines](#).

Glossary of terms

Air services means the premises used for any of the following:

- the arrival and departure of aircraft;
- the housing, servicing, refuelling, maintenance and repair of aircraft;
- the assembly and dispersal of passengers or goods on or from an aircraft;
- any ancillary activities directly serving the needs of passengers and visitors to the use;
- associated training and education facilities;
- aviation facilities.

Cut-in means the wind speed at which a **wind turbine** starts power production.

Decommissioning means that the **wind turbines**, site office and any other above-ground infrastructure is removed from the site, and roads, parking areas and foundation pads are covered and revegetated to return the ground to its former state.

Electromagnetic interference means disturbance or degradation of telecommunications signals currently in operation over the land use area. Includes signals transmitted via microwave, very high frequency and ultra-high frequency systems.

State Development Assessment Provisions v3.0

State code 23: Wind farm development

23-3

Height of a wind turbine means the maximum **height** reached by the tip of the turbine blades at their highest point above **ground level**.

Host lot means a parcel of land (lot(s)) that accommodates any part of a **wind farm** development.

Hub height of a wind turbine means the **height** of the hub measured from **ground level** (i.e. the **height** of the **wind turbine** without blades).

Landscape values means areas protected under a regional plan and/or local government planning scheme, such as biodiversity networks, natural economic resource areas (including rural production), **scenic amenity** areas and landscape heritage areas.

Non-host lot see schedule 24 of the Planning Regulation 2017.

Note: **Non-host lot** means a lot no part of which is used for **wind farm** or part of a **wind farm**.

Scenic amenity means a measure of the relative contribution of each place in the landscape to the collective appreciation of open space as viewed from places that are important to the public.

Sensitive land uses see schedule 24 of the Planning Regulation 2017.

Note: **Sensitive land use** means any of the following as defined in the Planning Regulation 2017:

1. caretakers accommodation
2. child care centre
3. community care centre
4. community residence
5. detention facility
6. dual occupancy
7. dwelling house
8. dwelling unit
9. educational establishment
10. health care services
11. hospital
12. hotel
13. multiple dwelling
14. non-resident workforce accommodation
15. relocatable home park
16. residential care facility
17. resort complex
18. retirement facility
19. rooming accommodation
20. rural workers' accommodation
21. short-term accommodation
22. tourist park.

Shadow flicker means a shadow that is cast under certain combinations of geographical position and time of day, when the sun passes behind the blades of a **wind turbine** and as the blades rotate, the shadow flicks on and off. The duration of this effect, which varies according to the time of the year, can be calculated from the machine geometry and the latitude of the site.

Transport networks mean the series of connected routes, corridors and transport facilities required to move goods and passengers and includes roads, **railways**, public transport routes (for example, bus routes), active transport routes (for example, cycle ways), freight routes and local, state and privately owned infrastructure.

Water quality objectives means the numerical concentration limits, mass or volume limits per unit of time or narrative statements of indicators established for waters to enhance or protect the **environmental values** for those waters set out in:

1. schedule 1 of the Environmental Protection (Water and Wetland Biodiversity) Policy 2019, for water mentioned in the policy; or
2. otherwise – the Queensland Water Quality Guidelines 2009, Department of Environment and Heritage Protection, 2009.

Wind farm see schedule 24 of the Planning Regulation 2017.

Wind turbine see schedule 24 of the Planning Regulation 2017.

State Development Assessment Provisions v3.0

State code 23: Wind farm development

23-4

Note: **Wind turbine** means a machine or generator that uses wind force to generate electricity and includes the blades of the machine or generator.

Abbreviations

dB(A) – decibels measured on the 'A' frequency weighting network

L_{Aeq} – the equivalent continuous (time-averaged) A-weighted sound level

L_{A90} – the A-weighted noise level equalled or exceeded for 90 percent of the measurement period. This is commonly referred to as the background noise level



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State code 23: Wind farm development

23-5

11.2 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE**File Number:** 18/05/2022**Author:** Administration Officer**Authoriser:** Chief Executive Officer**PRECIS**

Regional Development and Tourism update for the month of April 2022.

SUMMARY

This report provides an update on the South Burnett Regional Council's Regional Development and Tourism section for the month of April 2022.

OFFICER'S RECOMMENDATION

That the Regional Development and Tourism monthly update for April 2022 be received for information.

BACKGROUND

In April the Regional Development and Tourism team progressed the following:

South Burnett VIC Network

Easter signals the beginning of the tourist season for the South Burnett and this year was no exception. With visitor numbers to the Centres increasing by 40% for the month of April. Most visitors coming from the Brisbane region, followed by a small number from the Sunshine Coast, and New South Wales.

Bus tours kicked off this month with Kingaroy Visitor Information Centre welcoming four tours from Brisbane region and the South Burnett Energy Centre, Nanango welcoming one. The Endeavour Foundation biscuits were a hit with 14 visitors from one of the buses taking home fifty packets.

Wondai Visitor Information Centre welcomed their first bus tour of the year, with 30 visitors from the Mundubbera area. The visitors received a personalised tour of the centre from local volunteer Bob Baldwin who captivated them with many local stories and anecdotes.

Visitors at the South Burnett Energy Centre continue to be impressed by the live demonstration of the original engine that supplied energy to Nanango by volunteer Robbie Kelton.

The interactive displays in both centres capturing the eyes and ears of many young children enjoying school holidays. Each child at the Wondai Visitor Information Centre received a spinning top crafted by the local woodturners.

The Dams, Wineries and Rail Trails were popular points of interest to visitors at Murgon. Cr Kathy Duff joined the Murgon Visitor Information Centre as a volunteer, allowing the centre to re-open on Murgon market day every second Sunday of the month.

South Burnett Museums

Both Kingaroy and Wondai Heritage Museums were successful recipients of the Australian Museums and Galleries Association (AMAGA) Chart grant. Kingaroy has been able to purchase a new display cabinet to enrich its military history display. Wondai Heritage Museum will be using the funds to purchase a new shed to store and protect artefacts not on display.

In honour of Anzac Day, Wondai Heritage Museum assembled a display which featured the First Australians and Women's contribution to WW1. Whilst the South Burnett Energy centre featured the 'Brothers in Arms' memorial commemorating local brothers John and Jim Hunter.



Festival of the Dams

The Festival of the Dams is on again at Boondooma Dam from Saturday 21 May to Sunday 22 May organised by Fishing Freshwater Australia. The annual fishing spectacular is hosted by the Boondooma Dam Caravan and Recreation Park and proudly sponsored by the South Burnett Regional Council.

Fishing takes place from Saturday 21st May 2022 from 7am in 3 sessions through until 11am Sunday 22nd May 2022.

The Tournament has 5 categories:

- 1) Total Number of legal fish- most fish wins- 1st place
- 2) Biggest Bass- 1st place
- 3) Biggest Golden Perch- 1st place
- 4) Biggest 6 fish, total combined length of biggest six Golden Perch or Australian Bass- 1st place, 2nd place, 3rd place
- 5) Random draw from Teams entered that have not won any of the other prize categories

Winners will be announced Sunday during presentation after the event.

Monthly Statistics:

Visitor Information Centres – Monthly Statistics 2021-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
Sales	K - \$8180 M - \$568 N - \$1114 W - \$3500	K - \$3417 M - \$583 N - \$2364 W - \$1333	K - \$5409 M - \$630 N - \$1450 W - \$3708	K - \$6597 M - \$344 N - \$1253 W - \$3779	K - \$5870 M - \$526 N - \$784 W - \$2640	K - \$9254 M - \$792 N - \$1684 W - \$1731
Visitor Numbers	K - 1575 M - 382 N - 588 W - 778	K - 942 M - 356 N - 435 W - 578	K - 1311 M - 435 N - 757 W - 848	K - 1240 M - 433 N - 534 W - 821	K - 746 M - 449 N - 453 W - 573	K - 774 M - 324 N - 455 W - 333
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 0 M - 0 N - 1 W - 0	K - 1 M - 0 N - 0 W - 0	K - 1 M - 0 N - 0 W - 0	K - 0 M - 0 N - 1 W - 0	K - 0 M - 0 N - 0 W - 0
Volunteer Numbers	K - 26 M - 13 N - 17 W - 10	K - 20 M - 13 N - 17 W - 9	K - 21 M - 13 N - 18 W - 11	K - 21 M - 12 N - 15 W - 10	K - 18 M - 11 N - 15 W - 7	K - 23 M - 10 N - 16 W - 10
Volunteer Hours	K - 786 M - 232 N - 475 W - 208	K - 757 M - 232 N - 475 W - 208	K - 588 M - 187 N - 265 W - 189	K - 721 M - 137 N - 391 W - 186	K - 561 M - 133 N - 385 W - 177	K - 766 M - 284 N - 384 W - 124
Days Open	K - 27 M - 27 N - 31 W - 27	K - 24 M - 27 N - 30 W - 26	K - 20 M - 25 N - 28 W - 26	K - 25 M - 24 N - 31 W - 25	K - 25 M - 24 N - 29 W - 25	K - 24 M - 24 N - 27 W - 24
2022	Jan	Feb	Mar	Apr	May	Jun
Sales	K - \$2199 M - \$340 N - \$876 W - \$1000	K - \$2046 M - \$365 N - \$701 W - \$998	K - \$4424 M - \$236 N - \$990 W - \$1784	K - \$2593 M - \$301 N - \$1372 W - \$3278		
Visitor Numbers	K - 419 M - 142 N - 337 W - 279	K - 411 M - 194 N - 329 W - 248	K - 660 M - 207 N - 421 W - 403	K - 828 M - 266 N - 639 W - 663		
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 0 M - 0 N - 0 W - 0	K - 4 M - 0 N - 1 W - 0	K - 1 M - 0 N - 0 W - 1		
Volunteer Numbers	K - 15 M - 11 N - 10 W - 8	K - 20 M - 10 N - 11 W - 8	K - 22 M - 10 N - 15 W - 11	K - 23 M - 10 N - 14 W - 9		
Volunteer Hours	K - 410 M - 203 N - 268 W - 152	K - 530 M - 204 N - 144 W - 246	K - 727 M - 209 N - 343 W - 176	K - 635 M - 141 N - 246 W - 179		
Days Open	K - 13 M - 23 N - 26 W - 22	K - 23 M - 23 N - 26 W - 21	K - 25 M - 27 N - 31 W - 26	K - 21 M - 22 N - 25 W - 24		

Media Releases:

Media Releases 2021-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
	4	1	0	2	4	1
2022	Jan	Feb	Mar	Apr	May	Jun
	4	1	1	3		

Social Media Posts:

Social Media 2021-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
SB VIC Network	Posts 10 Likes 762 Followers 959	Posts 13 Likes 760 Followers 968	Posts 5 Likes 787 Followers 1001	Posts 10 Likes 795 Followers 1017	Posts 11 Likes 799 Followers 1029	Posts 11
Discover South Burnett	Posts 6 Likes 3921 Followers 4160	Posts 12 Likes 3929 Followers 4192	Posts 11 Likes 3939 Followers 4195	Posts 7 Likes 3992 Followers 4256	Posts 19 Likes 4005 Followers 4279	Posts 4
Kilkivan to Kingaroy Rail Trail	Posts 1 Likes 1350 Followers 1510	Posts 1 Likes 1402 Followers 1570	Posts 2 Likes 1463 Followers 1654	Posts 0 Likes 1519 Followers 1717	Posts 1 Likes 1550 Followers 1749	Posts 1
Drive Inland	Posts 0 Likes 860 Followers 940	Posts 1 Likes 872 Followers 958	Posts 2 Likes 894 Followers 984	Posts 0 Likes 911 Followers 1002	Posts 1 Likes 916 Followers 1011	Posts 0
WBB – The Perfect Place	Posts 0 Likes 2443 Followers 2495	Posts 1 Likes 2400 Followers 2499	Posts 1 Likes 2444 Followers 2496	Posts 0 Likes 2443 Followers 2495	Posts 1 Likes 2442 Followers 2493	Posts 1
Business South Burnett	Posts 4 Likes 1880 Followers 2004	Posts 16 Likes 1877 Followers 2001	Posts 2 Likes 1874 Followers 1998	Posts 3 Likes 1871 Followers 1996	Posts 5 Likes 1870 Followers 1995	Posts 2
Lake Boondooma Caravan & Recreation Park	Posts 1 Likes 8460 Followers 8615	Posts 1 Likes 8500 Followers 8640	Posts 2 Likes 8534 Followers 8707	Posts 8 Likes 8580 Followers 8755	Posts 4 Likes 8632 Followers 8821	Posts 8
Yallakool Caravan Park on BP Dam	Posts 0 Likes 4156 Followers 4234	Posts 1 Likes 4200 Followers 4255	Posts 1 Likes 4216 Followers 4308	Posts 1 Likes 4251 Followers 4832	Posts 3 Likes 4380 Followers 4483	Posts 4
2022	Jan	Feb	Mar	Apr	May	Jun
SB VIC Network	Posts 4 Likes 826	Posts 7 Likes 835	Posts 9 Likes 842 Followers	Posts 1 Likes 849		

	Followers 1069	Followers 1080	1097	Followers 343		
Discover South Burnett	Posts 1 Likes 4043 Followers 4332	Posts 0 Likes 4074 Followers 4362	Posts 7 Likes 4102 Followers 4401	Posts 9 Likes 4114 Followers 4421		
Kilkivan to Kingaroy Rail Trail	Posts 0 Likes 1658 Followers 1872	Posts 0 Likes 1672 Followers 1892	Posts 2 Likes 1697 Followers 1938	Posts 0 Likes 1722 Followers 1964		
Drive Inland	Posts 0 Likes 933 Followers 1030	Posts 0 Likes 992 Followers 1094	Posts 0 Likes 1120 Followers 1234	Posts 0 Likes 1154 Followers 1278		
Wide Bay- Burnett – The Perfect Place	Posts 0 Likes 2438 Followers 2486	Posts 0 Likes 2437 Followers 2486	Posts 0 Likes 2436 Followers 2484	Posts 0 Likes 2433 Followers 2481		
Business South Burnett	Posts 1 Likes 1867 Followers 1993	Posts 0 Likes 1866 Followers 1992	Posts 0 Likes 1872 Followers 1997	Posts 0 Likes 1870 Followers 1995		
Lake Boondooma Caravan & Recreation Park	Posts 7 Likes 9037 Followers 9253	Posts 11 Likes 9212 Followers 9432	Posts 2 Likes 9351 Followers 9585	Posts 0 Likes 9427 Followers 9667		
Yallakool Caravan Park on BP Dam	Posts 0 Likes 4567 Followers 5048	Posts 0 Likes 4600 Followers 5072	Posts 2 Likes 4656 Followers 4783	Posts 1 Likes 4724 Followers 4858		

ATTACHMENTS

1. Visit South Burnett 2022 April Newsletter



2022 April Newsletter

April Wrap up: From the Committee!
Visit South Burnett is working hard towards our winter and school holiday campaigns, to help promote the region and we are asking all members to send through some ideas, specials, packages and events that they have coming up for winter and the June/July (25th June- 10th July) school holidays.
Just a quick reminder, if you do have an upcoming event, please email it through to visitsouthburnettevents@gmail.com, we love hearing from our members and want to help promote local events across VSB's website and social platforms.

- A small but merry group of VSB Committee and Members attended the Golf Club for the Thursday Meet n Greet. It was lovely to see a few familiar faces back on deck again. We were welcomed by the Members of the Golf Club and enjoyed the various nibbles and drinks provided. The Bar menu for Thursday evenings is well priced and well proportioned and several of us are definitely going back for a Friday night feed and a stayover at the free camping spot with showers and toilets not far away. The Friday night menu sounds quite worth the picturesque one hour trip and the beers are cold!
We learnt how the Committee has pulled together and worked to get the Club back on its feet. The grounds were looking well cared for from where I was sitting. We also learnt there is the biggest bottle tree you have ever seen, along a loop road along the escarpment, back into Proston. Worth a trip back to have a look I reckon.
The Club is also hosting and catering for family events including weddings, birthdays and wakes. A sample of the table settings and menus were on display. The kitchen is open Thursday & Fridays.
VSB Items discussed: Baby arrival announcement – Isla Rose born 19/04/22; May is Qld Small Business Month (check out www.business.qld.gov.au/starting-business/advice-support/support/small-business/qsbm or keep an eye out for local events); next VSB Meet n Greet in Yarraman on 24/05/22; Digital Solutions opportunity 7 hours support for \$44. Councillor Kathy Duff discovered VSB was at the Golf Club, so she rounded us up (the Committee members & partners) and allowed us to join the Proston Round Table meeting participants at the Proston Hall. VSB handed out some Touring Guides and shared what VSB is about for Tourism for the whole of the region. VSB has added the Proston Park Run to our

What's On posts, and will wait advice on the upcoming markets and October 2023 Centenary events.

It's clear some very exciting things are happening in Proston!

• MAY is Qld Small Business Month – there is a host of online events to help improve your business, allow you to learn something new, find out about new business services, or events where you can network with other like-minded people. Check it out at: [Queensland Small Business Month 2022 | Business Queensland](#)

• We're excited to launch the Visit South Burnett Website, check it out today at www.visitsouthburnett.com.au - Please also remember to fill in the below form and send through some photos to tourismvsb@gmail.com to add your details to the site.

IMPORTANT:

Are you a VSB Member? Would you like your business listed on the VSB Website then simply fill in the business information from (download form by pushing the button below) and email it to tourismvsb@gmail.com with a nice photo or two. If you're having trouble downloading the form or would like a hard copy please call Melanie on 0455 49 47 41.

Download Form



Great to see the crowds at the Kingaroy Show!

May Meet and Greet! - Yarraman Caravan Park



Meet & Greet
at The Yarraman Caravan Park

**Visit South Burnett is delighted to invite you to the
May Meet and Greet.**

Where: Yarraman Caravan Park - 12121 D'Aguilar Hwy, Yarraman
When: 24th May 2022- 6pm Start
Nibbles provided

- Take a look around the Park
- Meet other tourism operators from the region
- Catch up with the VSB committee • 'Business Bites'
- Bring along your brochures, business cards & flyers

RSVP by 19th May to Kate on 0455 494 741
or email tourismVSB@gmail.com

Visit South Burnett is delighted to invite you to our May Meet & Greet! We would love for you to join us on Tuesday, [Yarraman Caravan Park & Cabins](#)
-12121 D'Aguilar Hwy, Yarraman - [yarramancp.com.au](#)

The "Meet and Greets" are a casual networking event, with the purpose of giving businesses and committees the opportunity to showcase themselves and promote upcoming events, listen to some great guest speakers, keep up to date with what's happening with Visit South Burnett, connect with other members and start building some great relationships. If you have any questions, please don't hesitate to give Kate a call on 0455 49 47 41 or email tourismvsb@gmail.com

- RSVP by 19th May 2022. We look forward seeing you there!

News From our Members:

In 2021 The Yarraman Business Group organised the highly successful "Yarraman Finish Line Festival" at Yarraman Station Park. We're doing it again in 2022, renamed "The Yarraman Festival" and invite you to be a sponsor.

This festival was a great success in 2021 for both the community, visitors and riders on the BVRT Festival of Cycling (which finished at Station Park that day). The Yarraman Business Group has an outstanding track record of holding successful events in Yarraman, with the Yarraman Show N Shine being one of them.

[More information](#)

MEDIA RELEASE: Blackbutt Avocado Festival seek aspiring performers

The team behind the Blackbutt Avocado Festival is pleased to launch the *Resilience through Laughter* workshop series, welcoming clown and mask theatre specialist Clint Bolster to Blackbutt from June – September 2022.

Registrations are now open for two **free** workshop streams for youth (ages 12-17) and the general community (ages 18+). Performances developed during the workshops will be staged at the Blackbutt Avocado Festival on Saturday 10 September.

Please find attached media release with further details

[Media Release](#)

VOLUNTEERING AT SOUTH BURNETT INFORMATION CENTRES WE NEED YOU

Are you friendly, motivated and passionate about the South Burnett and what our community has to offer?

Visitor Information Centres around the South Burnett are on the recruitment drive for much

needed volunteers. COVID-19 has depleted their ranks leading to occasional closures which affects the promotion of the region's attractions.

The Council is encouraging a new wave of volunteers to apply, even for a couple of hours a week. People of all ages, men and women, are invited to play a part. Volunteering has many rewards including making new friends, learning a lot about the area and interaction with a variety of visitors that contributes to the community.

Cr Kirstie Schumacher praised the work done by volunteers for ensuring all visitors go home with a fond memory of the South Burnett. "Every hour you can give is valued. Volunteers are the heart and soul of our Visitor Information Centres as they share the stories of our regions," said Cr Schumacher.

Duties include providing residents and visitors with details of key tourist attractions and venues and information on Council's facilities within the region.

Volunteering at the VICs is also a way to meet Centrelink obligations for volunteer work hours. This is a very pleasant way to spend your time and contribute to the community.

If you're interested in volunteering with any of the South Burnett VICs in Kingaroy, Nanango, Wondai and Murgon, contact Council's People & Culture team on 4189 9100 or email info@sbrc.qld.gov.au. To access an Expression of Interest form, visit any South Burnett Visitor Information Centre, Council's Customer Service Centres or download it from Council's website.

Some Upcoming Events in April / May

May

- South Burnett Express Rail Trail Rally - Monday 2nd May
- Wondai Regional Art Gallery - Opening Night - Friday 6th May
 - Mother's Day Classic - Wondai - Sunday 8th May
 - Mother's Day Bazaar Markets - Saturday 7th May
 - Burrandowan Picnic Races - Saturday 7th May
 - Proston Rally & Burnouts - 7th & 8th May
 - Blackbutt Show - Saturday 14th May
 - Proston Country Markets - Saturday 21st May
 - Festival of the Dams - 21st - 22nd May
 - Barambah Bush Big Day Out - Saturday 28th May
- Autumn Rodeo Goomeri Showgrounds - Saturday May 28th
 - **Nanango Campdraft - 27th - 29th May**

June

- QLD Winter Craft Festival - Kingaroy Art Gallery - 1st June - 28th July
 - The Yarraman Festival - Saturday 4th June
 - Cricket 4 Life - Kingaroy - Saturday 11 June
- Junior Motorcycle Club Race Day - Saturday 25th June
- Wondai Country Running Festival - 25th - 26th June

Local Markets:

- Nanango Markets 1st Saturday - Nanango Showgrounds
 - Kumbia Markets 2nd Saturday - Bell St
- Wooroolin Community Markets 2nd Sunday - QCWA Building
- Yarraman Markets Every Saturday - Toomey St Yarraman
 - Murgon CBD Markets 2nd Sunday - Lamb St Murgon
- Blackbutt Country Markets 3rd Sunday - Les Muller Park Coulson Street Blackbutt
- Wondai Country Markets 4th Saturday - Coronation Park Wondai
 - Bunya Mountains Markets Last Sunday - Bunya Mountains

Do you have a special offer for our VSB members? Send it through to visitsouthburnettevents@gmail.com or call Melanie on 0455 494 741

Social Media Tip: Customer Buying Journey

Consumer journey

Step #1 Awareness

Step #2 Research

Step #3 Engage

Step #4 Convert

Step #5 Deliver

Step #6 Advocacy

Talkwalker

What is a buying cycle?

The buying cycle is the process a customer goes through when purchasing a product or service. Customers move through a series of purchasing stages in the cycle as they educate themselves and move closer to making a final purchasing decision.

Each stage requires a different set of strategies to compel customers to move to the next stage because they expect different interactions with you depending on which stage they're in. The goal at each stage isn't to make the sale. Instead, your focus should be on simply moving each customer to the *next* stage.

Visit The South Burnett Visitors Guide - Digital Version

<https://www.flipbookpdf.net/web/site/95a9c06baad9ec032d98853a5539c971b6087f0fbP23108676.pdf.htm#page:1>



New Social Media Accounts for Visit South Burnett!

Visit South Burnett now also has a Youtube & TikTok account!
With the key aim to increase awareness across multiple platforms reaching a bigger more diverse audience with our social campaigns moving forward in 2022!

Follow Our Visit South Burnett Youtube
https://www.youtube.com/channel/UCOS_Z9kelxtTajo1aYt-C2w

TikTok
https://www.tiktok.com/@visit_south_burnett


We're always looking for great photos and content for our social pages to help promote the region! Remember to #visitsouthburnett or tag @visitsouthburnett in your posts/videos or simply message or email tourismvsb@gmail.com.

HAVE YOU JOINED THE VISIT SOUTH BURNETT MEMBERS ONLY FB GROUP YET?

This group is a place where Visit South Burnett Inc members can share their events, ask questions, communicate with the management committee, keep up to date with everything that is happening and have input on upcoming campaigns.

JOIN NOW





MEMBERSHIP APPLICATION 2022/2023
ABN: 57271854781

Date: _____

Trading name: _____

Surname: _____ Given Names: _____

Postal Address: _____
_____ Postcode: _____

Residential Address (if different to postal address): _____
_____ Postcode: _____

Phone Numbers : _____

Work: _____ Home: _____ Mobile: _____

Email: _____

Website(if available): _____

Are you a SOCT Member Yes No

Nominating Member: _____ Secured by: _____

VSB membership 2022/2023 financial year is \$50
Joining now will entitle you to membership until 30th June 2023
Your membership application will be endorsed at the next VSB management committee meeting
Please complete all details and return form to:

<small>Post: Visit South Burnett Inc PO Box 754 Nerang QLD 4615 Cheques made payable to: Visit South Burnett Inc.</small>	<small>Email completed application and receipt of payment to: visit@southburnett@gmail.com Direct Credit to Heritage Bank 858 628 929</small>
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2022 / 2023 Membership

**Renew your
membership
Today!**

[Download Membership form](#)

Visit South Burnett

Don't want these emails anymore? You can [Unsubscribe](#) or [Manage Preferences](#).

Made with love in Flodesk.

11.3 REGIONAL WATER ASSESSMENT BUNDABERG AND BURNETT STAKEHOLDER ADVISORY GROUP MEETING

File Number: RD1
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

Over the next 12-18 months, Sunwater will be working to develop the Bundaberg and Burnett Regional Water Assessment (BBRWA) program. The BBRWA aims to deliver economic opportunity in the region through investment in water.

SUMMARY

The BBRWA follows a lot of work by Local Government, Industry Groups and others in the region who have identified projects and undertaken studies, reviews, and business cases – some of which are still ongoing.

OFFICER'S RECOMMENDATION

That the committee recommend to Council:

1. That South Burnett Regional Council nominate Cr Schumacher to attend the BBRWA Investment Logic Map Workshop on 30 and 31 May 2022 and that a technical support officer is identified to assist with the workshop.

BACKGROUND

The BBRWA is different to previous investigations. It will look at the needs and opportunities across the entire region, not on a project-by-project basis. This means that all options can be assessed, both individually and together, to determine how the regions water needs can be met. By looking at all projects together, it means we can use a common approach to determining need and the ability of projects to meet that need. Ultimately this will inform the development of a region wide strategy to create economic opportunity through water.

The next steps in the process will be to participate in the Investment Logic Map Workshop on 30 to 31 May. There are only 16 people to attend in the process and only four places for local government representation across the North, South and Bundaberg Region.

This State Government initiated review does not alter the current programme Council is undertaking through the National Water Infrastructure Development Fund (NWIDF) Phase Two.

ATTACHMENTS

Nil

2 QUESTIONS ON NOTICE

12.1 COUNCIL'S PARTNERSHIP WITH QFES & SES

File Number: 18.05.2022

Author: Manager Finance & Sustainability

Authoriser: Chief Executive Officer

The following question on notice was received from Councillor Gavin Jones.

Question

What is the partnership arrangements between Council and the SES/QFES, including what financial commitments Council have? Do we claim any money through our rates regards to supporting equipment and facilities such as the fire levy?

Response

Council supports the State Emergency Services (SES) and Queensland Fire and Emergency Services (QFES) in a number of ways. Council provides financial assistance to the local SES branches to assist with their general operations with approximately \$35k budgeted for in the 21-22 year. Council also contributes to the maintenance and costs (eg pest control) associated with various assets that the SES utilise with approximately \$11k having been expensed in this current year so far.

Council receives a subsidy from the QFES each year of approximately \$29k to assist with the support provided to the local SES branches in the area.

With regards to rates, Council collects both a State Emergency Management Levy and Rural Fire Levy via the rates levying process. The money collected from both of these charges are then forwarded on to the respective agencies for use. The Rural Fire Levy is distributed to local rural fire brigades based on the split provided by the Local Area Rural Fire Services Committee and Queensland Fire and Emergency Services (QFES). The State Emergency Management Levy is paid to QFES and is used to fund emergency services response to situations throughout the state. The below is an exert from Council's 21/22 rates and charges schedule which provides further information.

Rural Fire (Special Charge)

In accordance with requests from the Rural Fire Service, Council has resolved to apply a uniform Rural Fire Levy of \$25.00 per annum on all properties across the region other than rateable land that is liable to pay an urban fire district levy. These funds will be used to assist in the operations of the Rural Fire Brigades, who receive limited funding from the New Emergency Management Fire and Rescue Levy.

Funds will be distributed to each brigade on a needs basis decided by the Local Area Rural Fire Services Committee.

Emergency Management Levy (EML)

The State Government extended the coverage of the existing Urban Fire Levy to a new levy known as the Emergency Management Levy which commenced from 1 January 2014.

This State Government Levy will apply to all prescribed properties within Queensland. The definition of a prescribed property includes individual lots on a rates notice NOT an individual charge per rate notice. Property owners who own multiple lots/land parcels will therefore receive multiple charges on their rates notice. The charge applies to vacant land, residences, business and industry, on a sliding scale based on the size of the buildings and/or the significance of risk associated with the activity.

The Emergency Management Levy funds the emergency services response to building and bushfires, road crash rescue, hazardous and toxic material spills, storms, cyclones, floods, earthquakes and tsunamis, searches for missing persons, and cliff and cave rescues.

Properties in Rural areas outside the Urban Fire area have also been charged a Rural Fire Levy. The Rural Fire Levy will continue to be charged in addition to the Emergency Management Levy. In Rural areas, the only exemption to receiving individual charges for each lot/land parcel is bona-fide primary production land. If your rate notice shows that your property is included in Rate Category 6 - Rural, you will only receive 1 Emergency Management Levy per rate notice.

Payment must be made to Council however it is NOT a Council charge.

The charges in the following table apply for 2021/2022 per lot/land parcel - not per rate notice.

Urban Brigade	Vacant Land	Dwelling
Kingaroy	\$36.20	\$134.60
Nanango/Blackbutt	\$27.80	\$112.40
Murgon	\$27.80	\$112.40
Wondai/Tingoora	\$27.80	\$112.40
Kumbia/Wooroolin	\$27.80	\$112.40
Rural Fire Areas	\$27.80	\$112.40

To obtain the updated and full list of charges for all categories, please refer to the *Fire and Emergency Services Regulation 2011*.

RECOMMENDATION

THAT the response to the question regarding Council's partnership arrangements with the SES/QFES raised by Councillor Gavin Jones be received and noted.

ATTACHMENTS

Nil

12.2 PERCENTAGE OF STORES PURCHASES**File Number:** 18.05.2022**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer

The following question on notice was received from Councillor Kirstie Schumacher.

Question

What is the value of the spend with the percentage of stores purchases that were sourced locally?

Response

Finance have endeavoured to include the percentage and respective dollar value of stores purchases sourced locally in the monthly meeting report for Council's information going forward. This will be included in the inventory section of the meeting reports.

RECOMMENDATION

THAT the response to the question regarding the dollar value for locally sourced stores purchases raised by Councillor Schumacher be received and noted.

ATTACHMENTS**Nil**

3 CONFIDENTIAL SECTION

4 CLOSURE OF MEETING