



SOUTH BURNETT

REGIONAL COUNCIL

Agenda

of the

General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 12 June 2019

Commencing at 9.00 am

Chief Executive Officer: Mark Pitt

Our Vision

"South Burnett Region, working together building a strong, vibrant and safe community"

Our Values

- | | | |
|----------|---------------------------|---|
| A | Accountability: | <i>We accept responsibility for our actions and decisions in managing the regions resources.</i> |
| C | Community: | <i>Building partnerships and delivering quality customer service.</i> |
| H | Harmony: | <i>Our people working cooperatively to achieve common goals in a supportive and safe environment.</i> |
| I | Innovation: | <i>Encouraging an innovative and resourceful workplace.</i> |
| E | Ethical Behaviour: | <i>We behave fairly with open, honest and accountable behaviour and consistent decision-making.</i> |
| V | Vision: | <i>This is the driving force behind our actions and responsibilities.</i> |
| E | Excellence: | <i>Striving to deliver excellent environmental, social and economic outcomes.</i> |



SOUTH BURNETT REGIONAL COUNCIL AGENDA

Wednesday, 12 June 2019

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1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association, Lyle Slinger offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation of Minutes of Previous Meeting

3.1 South Burnett Regional Council Minutes

Précis

Confirmation of Minutes of meeting of the South Burnett Regional Council held in the Warren Truss Chamber, 45 Glendon Street Kingaroy.

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 15 May 2019 as recorded be confirmed.



Minutes
Of The
General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 15 May 2019

Chief Executive Officer: Mark Pitt

Our Vision

"South Burnett Region, working together building a strong, vibrant and safe community"

Our Values

- | | | |
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| A | Accountability: | <i>We accept responsibility for our actions and decisions in managing the regions resources.</i> |
| C | Community: | <i>Building partnerships and delivering quality customer service.</i> |
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| E | Excellence: | <i>Striving to deliver excellent environmental, social and economic outcomes.</i> |

Cr K M Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 15 May 2019

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Cr K M Campbell (Mayor)

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Cr K M Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 15 May 2019 at 9.00am

PRESENT:

Councillors:

Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KA Duff, Cr RLA Heit

Absent: Cr TW Fleischfresser

Council Officers:

Mark Pitt (Chief Executive Officer), Lester Schumacher (General Manager Finance), Peter O'May (General Manager Corporate Services), Aaron Meehan (General Manager Infrastructure)

1. Leave Of Absence

Motion:

Moved Cr KA Duff, seconded Cr RLA Heit.

That Cr TW Fleischfresser be granted leave of absence from the meeting.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

2. Prayers

A representative of the Kingaroy District Ministers Association, Jim Hodge, offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation of Minutes of Previous Meeting

3.1 South Burnett Regional Council Minutes

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That the minutes of the previous meeting held on Wednesday 17 April 2019 as recorded be confirmed.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

4. Declaration of Interest

Nil.

CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS

See Business Function Headings

Cr K M Campbell (Mayor) Page 1

5. Portfolio - Economic Development and Corporate Performance

5.1 Economic Development and Corporate Performance Portfolio Report

Resolution:

Moved Cr KM Campbell, seconded Cr RJ Frohloff.

That Mayor Campbell's Economic Development and Corporate Performance Portfolio Report to Council be received.

Economic Development

Paddock to Plate Network

Council's Economic Development Officer coordinated the Paddock to Plate Network meet on 1 April at Hidden Gold Homestead. This group is continuing to look at ways to support access to local food and has seen increased interest since meetings commenced earlier this year. The group is discussing establishment of a mobile abattoir and is continuing investigation into support for small producers.

Toowoomba & Surat Basin Enterprise (TSBE) Enterprise Evening, Parliament House, Brisbane

Representatives of South Burnett Regional Council and South Burnett Directions attended the Toowoomba & Surat Basin Enterprise (TSBE) Enterprise Evening at Parliament House on 4 April. Coopers Gap Wind Farm proponent, AGL, sponsored the event. Minister for Natural Resources, Mines and Energy, Dr. Anthony Lynham and AGL CEO were the guest speakers at the event.

Over 250 persons representing government, industry, mining and commercial business attended the event.

Regional Partnerships – Neighbour Councils

Meetings with neighbouring regions, North Burnett, Western Downs, Gympie and Somerset, are progressing cross border relationships. Economic Development staff have joined Council's Mayor and/or CEO for these meetings which have focussed on collaboration on cross border infrastructure and tourism marketing activity. In April, meetings were held with representatives from Gympie Regional Council and Somerset Regional Council. The meeting with the Gympie Regional Council early in April discussed increased collaboration in marketing the Kilkivan to Kingaroy Rail Trail. The meeting with Somerset Regional Council discussed promotional marketing of the Brisbane Valley Rail Trail and extension of Council supported fishing competitions into a multi-region Festival of the Dams. Economic Development is pursuing collaborative marketing of the extended rail trail (Ipswich to Kilkivan) with both Councils.

South Burnett Business Builders Program

Business South Burnett and Burnett Inland Economic Development Organisation (BIEDO) are working together, extending the South Burnett Business Builders program into a second phase. In April, visits to businesses in Wondai Industrial Estate and Wondai were undertaken. These visits enable new connections supporting business development, promote business-to-business activity through online tools such as Localised and build relationships between small business, BIEDO and South Burnett Regional Council. Businesses visited in Wondai will be part of the Business XL event scheduled for 23 May in Wondai (Diggers Memorial Club).

Corporate Performance:

Budget 2019/20

Over the past 6 months, Council has been reviewing and examining data as part of the preparation of the 2019/20 budget. Our task, as a regional Local Government is to provide the community's essential services, balancing the priorities in an economic responsible manner.

Each year Council has to make important decisions about what level of service to provide the community. Front of mind is Council's commitment to minimise the impact of an increase in rates but still be able to sustainably manage assets and infrastructure delivering effective services.

In the budget development process this year, my fellow Councillors and I are earnestly considering all practical options available to minimise the impact on ratepayers given the recently issued new land valuations, which are effective from 30 June. This revaluation process will likely create a distortion to the impact of a percentage rate increase. Over the coming weeks, Council will provide information to the community which will assist in their understanding of the impact the budget will have on their rates as well as what steps Council has taken to minimise that impact.

Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Bill 2019

The Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Bill 2019 (the Bill), introduced by Local Government Minister Stirling Hinchliffe into the Queensland Parliament on 1 May 2019 and referred to the Economics and Governance Committee for examination, makes far-reaching changes to the Local Government Act 2009 and Local Government Electoral Act 2011.

The policy objective of the Bill is to continue the State Government's rolling Local Government reform agenda guided by four key principles of integrity, transparency, diversity (reflecting electorate diversity) and consistency, as appropriate, with State and Commonwealth electoral and governance frameworks.

Some changes will commence on assent following debate and passage of the Bill in Parliament, whereas other changes will commence on a future date to be fixed by proclamation. Over the coming months, Council will ensure that the changes are embedded into our governance framework.

2019 Kingaroy Supa IGA Mayor's Charity Ball "Country Meets City"

The bi-annual Kingaroy Supa IGA Mayor's Charity Ball is fast approaching and will be held on Saturday 8 June. The nominated charity recipient 'Red Earth Community Foundation South Burnett' will be investing the donated funds in resilience, leadership and capacity building programs and new initiatives that strengthen the overall social and economic capability of the South Burnett and its residents.

The charity ball program will involve forecourt entertainment by MisFitz, a sit-down dinner featuring some of the South Burnett's finest food as well as entertainment during the evening by a sell-out comedian Joel Ozborn and the brilliant Franky Smart. There will be a short fundraising auction and plenty of time for dancing and socialising.

Tickets are on sale now through our Council customer service centres and I encourage the community to support this local charity by enjoying a night of fine food and fun.

Carried 6/0

*FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

6. Portfolio - Roads & Drainage**6.1 Roads & Drainage Portfolio Report****Resolution:**

Moved Cr GA Jones, seconded Cr KA Duff.

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

Works in Progress & Future Works Summary for May/June

The following are current/planned works

Construction:

- **Blackbutt Drainage Improvements** – Stormwater crossing Hart Street and John Street is complete. Kerb and Channel works have commenced.
- **Bitumen reseal programme** –Resealing works have commenced and is 90% complete.
- **Broad Creek Floodway** – Project has been completed
- **Rodney Street, Proston** – Design complete, construction planned for April/May.
- **Niagara Road** - Project has been continuing west of Bilboa Road with the road formation and gravel pavement. Road crew has recently demobilised temporarily to undertake work on Saddle Tree Creek Road, Maidenwell-Bunya Mountains Road, and Byee Road.
- **Old Esk Road** – Culvert Extensions and Grading is underway.

Gravel Resheeting/Heavy Formation Grade

Name	Description	Expected Start Date	Expected Completion Date
Haly Creek Road	Shoulder Resheeting	Apr19	May19
Jacksons Road	Gravel Resheeting & Heavy Formation Grade	Apr19	May19
Byee Road - RMPC	Shoulder Resheeting	Apr19	May19
Byee Road - TIDS	Widening and Overlay	Apr19	Jul19
Woltmanns Road	Gravel Resheeting & Heavy Formation Grade	May19	Jun19
Kingaroy Burrandowan Road	Shoulder Resheeting & Heavy Formation Grade	April19	May19
Maidenwell Bunya Mountains Road	Gravel Resheeting	Apr19	May19
Paines Road	Gravel Resheeting/ Clearing	May19	Jun19
Nukku Road	Gravel Resheeting & Heavy Formation Grade	May19	Jun19
Mitchells Road	Gravel Resheeting	May19	Jun19
Middle Road	Gravel Resheeting	May19	Jun19
Althause Road	Gravel Resheeting	Jun19	Jun19
McKenzies Road	Gravel Resheeting	Jun19	Jun19
Deep Creek Road	Gravel Resheeting	Jun19	Jun19
Dip Road	Gravel Resheeting	Jun19	Jun19

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

Patrol Grading

Locality	Description	Expected Start Date	Expected Completion Date
Booie	Booie Road, Kahler Road, Jorgensens Road, McIlhatton Road, Goldsworthy Road, Mt Hope Road, Redvale Road	Apr19	May19
Chahpingah	Bassingthwaites Road, Burra Burri Road, Burrandowan Homestead Road, Freshwater Road, Broadcreek Road, Bayliss Road, Hodges Dip Road, McLaughlins Crossing Road	Jun19	Jul19
Charlestown	Weckers Road, Bessons Road, Tingoora Charlestown Road, Old Wondai Road	Apr19	May19
Glenrock	Dip Road, Neilsons Road, Schmidhausers Road	May19	May19
Goodger	Neale Road	May19	May19
Hivesville	Oberles Road, Ten Chain Road, Wilson street	Jun19	Jun19
Ironpot	Jumma Road, Jarail Road, Ironpot Road, Greystonlea Road, Benjamins Road	May19	Jun19
Johnstown	Ricketts Road	May19	May19
Keysland	The Bluff Road, Dip Road	Jun19	Jun19
Kitoba	Kitoba Road, Hinchcliffs Road, Ogdens Road	Apr19	May19
Maidenwell	Trapp Road, Copper Creek Road, Maidenwell Pimpimbudgee Road, Harland Road	Jun19	Jul19
Marshlands	Paddys Road	Jun19	Jun19
Mondure	Marjorie Lane, WSF Ramke Road, Russell Lane	Jun19	Jun19
Mt McEuen	Mt McEuen Road, Hoffmans Road	Jun19	Jun19
Neumgna	Tarong Yarraman Road, Hendersons Road, Ryan Reagon Road, Nystrom Duffy Road, Maidenwell Upper Yarraman Road,	Jun19	Jun19
Pimpimbudgee	Tanduringie School Road, Soldier Settlement Road, Connolly Road, Middle Creek Cooyar Road, Clapperton Road, Cause Road, Behan Road, Pimpimbudgee Road	Jun19	Jun19
Sandy Ridges	Prydes Road, Glenmore Road, Broadwater Access Road	May19	May19
South Nanango	Beitzel Road, Wallison Road, Nanango Neumgna Road, McGillivray Road, Reeve Road, Rocky Creek Road, Munt Road, Sauer Road	May19	May19
Stonelands	Stonelands Road, Webber Road, Kilrush Road, Etheringtons Road	May19	May19
Winderera	Bishop Road, McAntee Road, Morgans Road	May19	May19
Wooroonden	Freemans Road, Reidys Road, Remington Road	May19	May19
Wyalla	Pleystowe Road, Kings Bridge Road, Kings Bridge East Road, Schumacher Gap Road	May19	May19

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

Slashing

Locality	Description	Expected Start Date	Expected Completion Date
Abbeywood	Basin Road, Cridlands Road	Jun19	Jun19
Benair	Kumbia Minmore Road, Reedy Creek Road, Wattlegrove Road, Benair Road	May19	May19
Booie	Haydens Road, Faughnans Road, Harchs Road, Mount Hope Road, Burkes Road, North Branch Road, Siddans Road, Redmans Road, Malar Road, Franklins Road, Radunzs Road, Reagon Road	May19	May19
Bunya Mountains	Maidenwell Bunya Mountains Road, Bunya Mountains Road	Apr19	May19
Chelmsford	Jacksons Road	May19	May19
Coolabunia	Coolabunia Road, Barsby Road, Bellbird Road, West Coolabunia Road, Royles Road, Peterson Drive, Sommersfield Road	May19	May19
Corndale	Corndale Road	May19	May19
Crawford	Siefert Street, Liesegangs Road, Wingfields Road	May19	May19
Dangore	Dangore Mountain Road	May19	May19
Ellesmere	Parker Road, Pauls Parade, Lillian Avenue, Hilltop Drive, Acacia Drive	May19	May19
Goodger	Goodger Kunioon Road, Goodger Gully Road	May19	May19
	Weeks Road	Jun19	Jun19
Gordonbrook	Elwoods Road	May19	May19
Haly Creek	Stuart Valley Drive, Haly Creek Road, Ellesmere Road, Flagstone Creek Road	May19	May19
Hillsdale	Hillsdale Road	May19	May19
Hodgeleigh	Hodgeleigh North Road, Coolabunia Malar Road, Semgreens Road	May19	May19
Inverlaw	Wooden Hut Road, Magees Road, Deep Creek Road, Beils Road, Minmore Road, Luck Road	Jun19	Jun19
Kawl Kawl	Hivesville Road, Kawl Kawl Road	Apr19	May19
Kingaroy	West Street, Weens Road, Mount Wooroolin Road, Couchmans Road, Birts Road, Belair Road, Booie Crawford road, Curtis Road, Edenvale South Road	May19	May19
	River Road, Hodges Road	Jun19	Jun19
Kinleymore	Middle Road, Kinleymore School Road	Apr19	Apr19
Kumbia	Kumbia Road, Kearneys Road	Apr19	May19
Memerambi	Meehans Road	May19	May19
Okeden	Boondooma Dam Road (Okeden Road)	Apr19	May19
Proston	Proston Abbeywood Road, Susan Crescent, Butler Drive	Jun19	Jun19
Silverleaf	Campbells Road, Mondure Wheatlands Road, Farrers Road	May19	May19
Speedwell	Speedwell Road, Okeden Byanda Road	Jun19	Jun19

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Stalworth	Stalworth Road, Back Creek Road, Speedwell Abbeywood Road, Range Road	Jun19	Jun19
Taabinga	Geoff Ralph Drive, Lankowskis Road, Boonenne Ellesmere Road	Jun19	Jun19
Wheatlands	Wheatlands Loop Road, Kangaroo Yard Road, Flats Road	May19	May19
Wigton	Gayndah Hivesville Road	Jun19	Jun19
Main Roads	Kingaroy Cooyar Road, Bunya Highway 45A Maidenwell Bunya Mountain, Bunya Mountains Road, Boondooma Dam Road	Apr 19	May 19
	Memerambi Gordonbrook Road, Chinchilla Wondai Road, Wondai Proston Road, Bunya Highway 45B	May19	May19
	Kingaroy Burrandowan Road, Burnett Highway, D'Aguilar Hwy, Proston Durong Road, Mundubbera Durong Road	Jun19	Jun19

Summary of Completed Works for April

For your information, the below works have been completed

Gravel Resheeting/Heavy Formation Grade

Name	Description
Shellytop Road	Gravel Resheeting & Heavy Formation Grade
Booie Road	Gravel Resheeting & Heavy Formation Grade
Dangore Mountain Road	Gravel Resheeting & Heavy Formation Grade
Saddle Tree Creek Road	Gravel Resheeting & Heavy Formation Grade

Patrol Grading

Locality	Description
Barkers Flats	Heights Road, Paige Road
Barlil	Barlil Road
Booie	Smiths Road, Pates Road
Boondooma	McFarlane Road, Manar Road, Jerrards Road, Slacks Road, Allies Creek Road, Krugers Road, Quite Glen Road
Bullcamp	Selection Lane
Byee	Paul Holznagle Road
Charlestown	Sportsground Road, Hoggs Road, Taylors Road, Burns Road
Corndale	Spencers Road
Crownthorpe	Nangur Road, Blackburns Road
Durong	Staines Road
Glen Doven	Mondure Crossing Road
Hodgeleigh	Ballin Road
Johnstown	Johnstown Road
Kitoba	Hinchcliffes Road
Manyung	Wittons Road, Jones Road, Annings Road, Campbells Lane at Boat Mountain Road, Lyons Road
Memerambi	Magnussens Road, Klass and Towns Road, McDonalds Road, Parallel Road

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Merlwood	Richards Road
Moffatdale	Donald Road, Waterview Drive, Meddletons Road, Clovely Lane
Moondooner	Sanders Road
Murgon	Borcherts Road, Wesslings Road, Frohloffs Road, Piggery Road, Ferris Road, Kerles lane, Gesslers Road, Sakrazewski Road
Nanango	Caffery Road
Okeden	Okeden Byanda Road
Redgate	Tipperary Road, Goschnicks Road, Birchs Road, Finnemores Road
Runnymede	Green Lane, Walsh Road, Gleneriffe Road
Silverleaf	Blacks Crossing Road
South Nanango	Beitzel Road, Old Yarraman Road
Speedwell	Speedwell School Road, Byanda Road, Fox's Road, Speedwell Road, K Hansens Road, Roberts Road, Howard Road
Stallworth	Back Creek Road
Sunnynook	Eisenmengers Road, Cobbs Hill Road
Tablelands	Bellottis Road, Daniels Road, Carters Road
Tingoora	Hoares Road, Tingoora Cemetery Road, Dowers Road
Warnung	Freibergs Road, Mitchells Road
Wooroolin	Recreation Drive, Shailers Road, Rainey's Road, Ogilvys Road, Obels Road, Hunsleys Road, East Wooroolin Road, Transmitter Road, Dunfords Road

Slashing

Locality	Description
Brooklands	Brooklands Pimpimbudgee Road, Brooklands Township, Nanango Brooklands Road, Darley Crossing Road
Byee	Byee / Lancasters Road, Silverleaf Road, Frieberg's Road, Sempfs Road, Paul Holznagle Road
Cloyna	William Webber Road, Bicks Road, Cloyna West Road
Glenrock	Dip Road, Louttits Road, Glenrock Road, Wooroonden Road
Kitoba	Kitoba Road
Kunioon	Kunioon Road
Maidenwell	Coomba Waterhole Road, King Road, Maidenwell Upper Yarraman Road, McConnell Road, Tanduringie School Road, Brooklands Pimpimbudgee South Road
Merlwood	Elbow Road
Murgon	Gesslers Road, Viertz Road, Murgon Town Verges, Murgon Gayndah Road
Nanango	Nanango Tarong Road, Boldery Road, Nanango Brooklands Road, Tara Avenue, Kurrajong Drive, Carbeen Crescent, Oliver Road, Mills Way, GS Wilson Drive, Bushnell Road, Golf Drive, Parsons Road, Camp Creek Road
Pimpimbudgee	Middle Creek Cooyar Road
South Nanango	Embrey Road, Hazeldean Road, W Dugdell Road, Hohnke Road, Nanango Neumgna Road, Behs Road, Berlin Road, Allens Road, Andrews Road, Major Road, Kassulke Road
Stonelands	Stonelands Road
Sunnynook	Eisenmengers Road, Headings Road
Tablelands	Crownthorpe Road, Bellottis Road
Tarong	Raymond Road, Norman Road, Tanduringie Drive, Devereux Drive
Wengenville	Saddle Tree Creek Road
Windersa	Kratzmans Road, Morgans Road, Wilsons Road
Wooroonden	Bland Road, Reidys Road, Bradleys Road, Webbers Bridge Road

Carried 6/0

FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser

6.2 Roads & Drainage (R&D)

Officer's Reports

No Report.

6.3 Design & Technical Services (D&TS)

Officer's Reports

6.3.1 D&TS - 2591758 - Minutes of the Traffic Advisory Committee Meeting held on Tuesday 12 March 2019

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That Council receive the minutes of the Traffic Advisory Committee held on Tuesday 12 March 2019.

Carried 6/0

*FOR VOTE - Councillors voted unanimously
ABSENT, DID NOT VOTE - Cr TW Fleischfresser*

7. Portfolio - Community, Arts, Tourism and Health Services

7.1 Community, Arts, Tourism and Health Services Portfolio Report

Resolution:

Moved Cr DA Potter, seconded Cr GA Jones.

That Cr Potter's Community, Arts, Tourism and Health Services Portfolio Report to Council be received.

Community:

In 2017, Council recognised the important contribution community organisations and individuals make to the South Burnett region through the adoption of the Community Grants Program Policy. The Policy combines all Council's grant, donation and sponsorship programs so that the process is easier for community groups to understand and access, in a fair and equitable way. With the Program in place for two (2) years, it was timely to review the Policy and it is anticipated the revised Policy will be tabled for adoption by Council at the Ordinary Meeting of Council next month.

This financial year to date there has been funding support provided to not-for-profit organisations for:

- 25 projects (9 healthy community projects)
- 55 events (25 events through In-kind)
- 10 hall insurance grants
- 5 Schools for student awards
- 61 Councillor discretionary fund contributions

Tourism Update:

Council was able to supply 100 information bags from the Visitor Information Centre Network to the Wondai Street Sprints Committee for the driver participants to encourage out of region visitors to consider returning for other purposes to the South Burnett.

I am pleased to be able to advise that the "Taste the Trail" event date claimer is Saturday 15 June. This ticketed cycling experience will travel from Kingaroy to Wondai on the South Burnett Rail Trail, part of the Kilkivan to Kingaroy Rail Trail, discovering local produce and flavours along the journey.

The 'bicycle hire pilot program' rolls out in Wondai and Kingaroy Visitor Information Centres beginning 16 May. Baby seats are available for users where required and helmets with hairnets supplied.

The South Burnett Energy Centre has undergone some changes with Customer Contact and Nanango Library now operational from the same space as the Nanango Visitor Information Centre. This arrangement will be in place whilst the renovations are undertaken to the main Council office in Nanango.

Health Update:

Dog and Cat Desexing Initiative

Council will again support the RSPCA's statewide desexing initiative known as "Operation Wanted". Dog and cat owners of the South Burnett stand to benefit to the tune of up to a 20% discount on normal desexing prices at participating vets during the campaign. Operation Wanted starts 1 June 2019 and concludes 31 August 2019.

For more information and how to find your local participating vets go to www.operationwanted.com.au

Environmental Health Officers of the future

On 1 May 2019 the South Burnett Regional Council hosted final year Environment and Health students from the Griffith University as part of their regional field trip, which gives real life application to their course theory.

Students were shown through the Gordonbrook Water Treatment Plant compliments of SBRC's Treatment & Quality Coordinator. The students had the opportunity to see the plant in operation and to discuss various components of Water Management including surface water catchment risks, Public Health risks and critical control points in order provide safe and reliable drinking water to the community.

Council's Environmental Health Officer, also provided a talk on the breadth of where their degree can take them in a Local Government setting as well as the benefits and differing opportunities that come with working in a regional area. Topics discussed included Food Safety, Environmental Protection, Public Health, and Council's Dengue mosquito project that is being undertaken with a collaborative approach with the Wide Bay Burnett Regional Council Groups.

Arts:

The Regional Arts Services Network (RASN) has announced the Digital Animation and Projection Workshop will be held in Gladstone on 29-30 June and in Kingaroy on 3-4 August. Gladstone's expression of interest are now open. The expression of interest for Kingaroy will open in June. There are a limited number of bursaries available for these workshops.

The next Creative Round Table will be held on Thursday 30 May at 5pm at Blackbutt Art Gallery. BYO Chair.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

7.2 Community Services (CS)

Officer's Reports

No Report.

7.3 The Arts

Officer's Reports

No Report.

7.4 Tourism (T)

Officer's Reports

No Report.

7.5 Health Services (HS)

Officer's Reports

7.5.1 HS - 2592225 - Approved Systematic Inspection Program - Dog Registration May 2019

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That Council approve a Systematic Inspection Program for properties within the South Burnett Regional Council's jurisdiction in accordance with section 113 of the Animal Management (Cats and Dogs) Act 2008 to monitor compliance with the requirements of the Animal Management (Cats and Dogs) Act 2008, more specifically the requirement to register dogs.

The properties to be included in the Systematic Inspection Program are potentially all properties within the South Burnett area, both within and without the designated town areas.

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

The Systematic Inspection Program will be conducted between the hours of 9.00am and 5.00pm on weekdays and/or Saturdays, commencing on Monday 10 June 2019 and concluding on Friday 29 November 2019.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

ATTENDANCE:

Cr RJ Frohloff left the meeting at 9.33am
Cr RJ Frohloff returned to the meeting at 9.34am

8. Portfolio - Planning & Property

8.1 Planning and Property Portfolio Report

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That Cr Fleischfresser's Planning and Property Portfolio Report to Council be received.

Planning:

Local Government Infrastructure Plan (LGIP) Update

The final draft LGIP has been submitted to the Minister and Council anticipate that a response may be issued by the Minister's office in the near future. In the meantime Council is preparing a new Infrastructure Charges Resolution to calculate the relevant trunk infrastructure charge and available credit for developments subject to charges. An administrative amendment will also be required to Council's Planning Scheme at the time the LGIP is adopted.

New Plumbing Laws

New plumbing laws will come into effect on 1 July 2019. The approval and inspection process for plumbing and drainage work is carried out by local government and requires a permit before work commences. Council inspects the work to ensure it complies with the plumbing laws and the permit for the work, and the plans accompanying the permit. The plumbing and drainage work is currently referred to as 'compliance assessable work' and the term will be replaced with 'permit work'. The new term clearly indicates to industry and consumers that a permit is required to perform the work.

From 1 July 2019 Council propose to deal with all applications for a permit within the reduced approval timeframe from the current 20 business days to 10 business days. There will be no change to the requirement to obtain a permit before plumbing and drainage work can commence and there will be no change to the inspection process. All permit work will continue to be inspected and if compliant Council is required to issue a final inspection certificate.

Council is required to keep a register containing a copy of each inspection certificate or final inspection certificate given by the local government in relation to permit work. These documents must be kept until the building or structure to which the document relates is demolished or removed.

Council is currently programming changes to the internal electronic document management system to reflect the changes in terminology and reduced processing timeframes.

Property:

The builder and sub-contractors have completed the Wondai Administration and Library refurbishment on time and within budget. Council staff this week will be finalising the installation of IT equipment, modifying and reusing some of the existing shelving to relocate books and magazines, and setting up the new reading areas and meeting room. The Wondai Administration and Library will reopen to the public on Monday 20 May.

During the month of May, Council staff, records and furniture has been relocated from the Nanango Office into other Council offices, halls and depots across the South Burnett region. This has been achieved with minimal disturbance to staff. All staff can still be contacted through Council's phone and email systems. The Nanango customer contact have temporarily relocated into the Energy Centre across the road, with the Visitor Information Centre volunteers and Library staff to operate a small boutique library. Works on the Nanango Office and Library are due to commence early June.

The Wondai Showground Grandstand and Proston Showground pavilion reroofing projects funded under the Drought Communities Programme commences this month. Proposed reroofing works to be completed by the end of June. The Maidenwell Sportsground toilet upgrade, Nanango Pool heat blankets and Kingaroy Swimming Pool chair lift are completed within projects timeframes and budgets.

Carried 6/0

*FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

8.2 Planning (P&LM)

Officer's Reports

No Report.

8.3 Property (P)

Officer's Reports

8.3.1 P - 2592420 - Community Housing - Brighthaven Units, 49 Alfred Street Nanango

Resolution:

Moved Cr DA Potter, seconded Cr RLA Heit.

That

- 1. pursuant to section 9(1) of the Local Government Act 2009, Council accept the contingent liability calculation (subject to a CPI adjustment on a final transaction date) for former community housing funding agreements on land described as Lot 9 on SP307587 and situated 49 Alfred Street, Nanango.*
- 2. the Chief Executive Officer be authorised to accept the final contingent liability amount at the appropriate date and execute final settlement prior to 30 June 2019.*

Carried 6/0

*FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

8.3.2 P - 2592155 - Extension of Lease - Mondure & District Rural Fire Brigade**Resolution:**

Moved Cr RLA Heit, seconded Cr KA Duff.

That pursuant to section 236(2) of the Local Government Regulation 2012, apply subsections (1)(a) to (e) in entering into a lease with the State of Queensland (Represented by Public Safety Business Agency) for the extension of the Mondure Rural Fire Brigade on land described as Lot 3 RP 27657 situated at Kawl Kawl Road, Mondure.

Carried 6/0

*FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

9. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation**9.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report****Resolution:**

Moved Cr RJ Frohloff, seconded Cr GA Jones.

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

Works in Progress & Future Works Summary for May/June

The following are current/planned works

Current Water Main Replacements

Name	Description	Expected Date	Start	Expected Completion Date
Blackbutt				
<i>Hart Street</i>	<i>Water Main Replacement</i>	<i>Commenced Feb19</i>	<i>April19</i>	<i>95%</i>
<i>Elizabeth Street</i>	<i>Water Main Replacement</i>	<i>Commenced Feb19</i>	<i>April19</i>	<i>95%</i>
<i>Allery Street</i>	<i>Water Main Replacement</i>	<i>Commenced Feb19</i>	<i>April19</i>	<i>95%</i>
Kumbia				
<i>Kumbia Road</i>	<i>Water Main Replacement</i>	<i>Commenced Mar 19</i>	<i>April</i>	<i>90%</i>
Kingaroy				
<i>Reen Street</i>	<i>Water Main Replacement</i>	<i>Dec18</i>	<i>May19</i>	<i>95%</i>
<i>King Street</i>	<i>Water Main Replacement</i>	<i>Mar19</i>	<i>May19</i>	<i>20%</i>
<i>Alford Street</i>	<i>Water Main Replacement</i>	<i>Mar19</i>	<i>Jun19</i>	<i>10%</i>
<i>William Street</i>	<i>Water Main Replacement</i>	<i>Apr19</i>	<i>Jun19</i>	<i>10%</i>

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

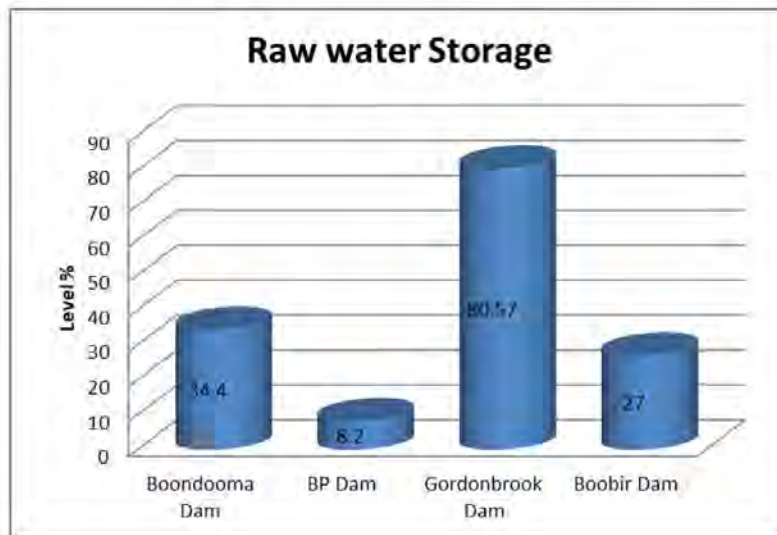
Future Water Main Replacements

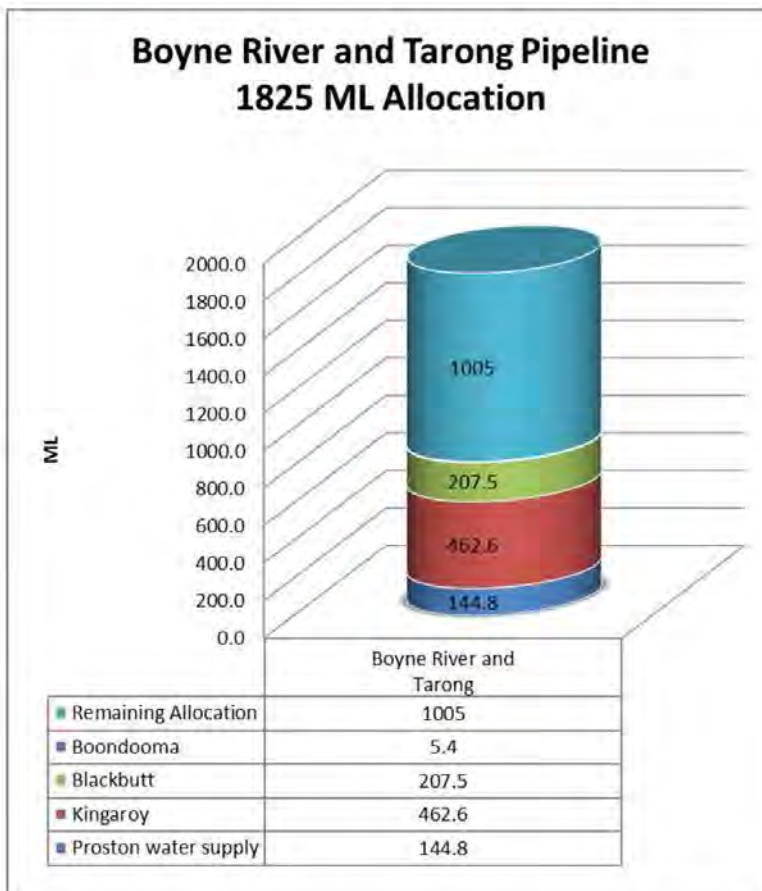
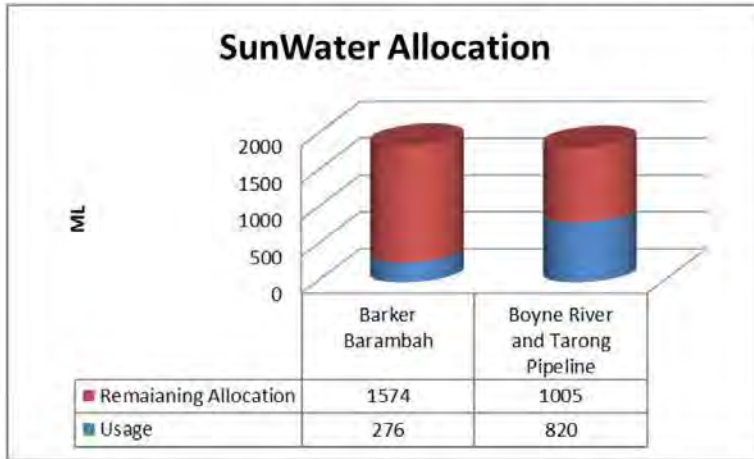
Name	Description	Expected Date	Start	Expected Completion Date
Kingaroy				
Youngman St South	Water Main Replacement	June19		August19
Youngman St North	Water Main Replacement	June19		August19

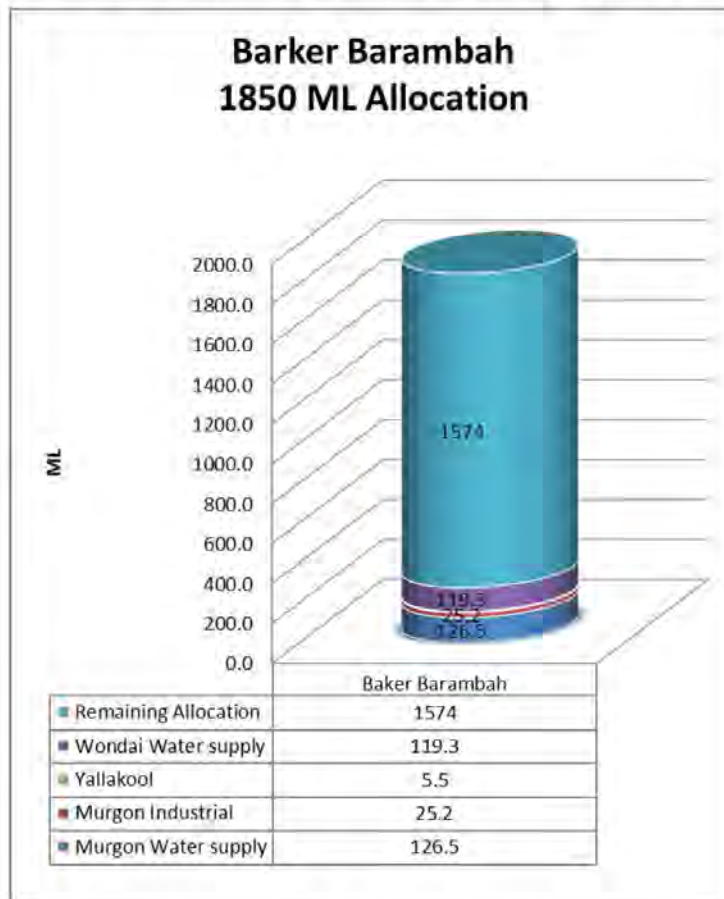
Restriction & Dam Levels

All towns remain on Level 3 restrictions.

Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current Level	FS Volume (ML)	Current Volume (ML)	Current capacity %	High Priority water Allocation	Medium Priority Allocation
Itoyne River & Tarong	Boondooma Dam	Boondooma Scheme, Proston Rural scheme, Kingaroy, Blackbutt	250.4	268.7	204200	70143	34.4	100%	
Barker Sarambah	BP Dam	Wondai, Murgon	307.3	296	134900	11021	8.2	100%	
	Gordonbrook Dam	Kingaroy	391.5	390.93	6800	5917	80.57	N/A	N/A
	Boobir Dam	Blackbutt	434	429.36	170	36.2	27	N/A	N/A







Water allocation SunWater scheme	Location / Allocation	Usage to date ML	Annual Allocation ML	Remaining Allocation ML	Remaining Allocation in %	Year remaining in %
Barker Barambah	Murgon Water supply	126.5	1400	1242.813	89%	27%
	Murgon Industrial	25.2				
	Yallakool	5.5	450	330.7	73%	
	Wondai Water supply	119.3				
		276				
Boyne River and Tarong Pipeline	Proston water supply	144.8	500	355.18	71%	
	Kingaroy	462.6	1110	647.359	58%	
	Blackbutt	207.519	200	-7.519	-4%	
	Boondooma	5.4	15	9.62	64%	
		820	1825	1005	55%	

Reactive Work - Financial Year to Date

Town	Sewer Blockages	Other issues	Sewer	Water Breaks	Main	Other issues	water
Kingaroy	19	12		5		460	
Murgon	12	4		2		70	
Wondai	3	6		13		48	
Nanango	4	6		11		127	
Blackbutt	0	1		0		27	
Proston	2	0		0		25	
Proston Rural	NA	NA		3		41	
Kumbia	NA	NA		1		11	
Wooroolin	NA	NA		1		13	

Other Sewer Issues	Kingaroy	Murgon	Wondai	Nanango	Blackbutt	Proston	Kumbia
Sewer Main/Jump Up Repair	1	1	3	1	0	0	NA
Odour	0	0	0	1	0	0	NA
Manhole/Lid Repair	3	0	1	1	1	0	NA
Enquiry Only	3	1	0	0	0	0	NA
Owners Side	5	2	2	3	0	0	NA

Other Water Issues	Kingaroy	Murgon	Wondai	Nanango	Blackbutt	Proston	Kumbia	Wooroolin
Water Main Repairs	16	3	6	10	1	5	0	2
Hydrant/Valve Repair	21	0	2	12	2	0	0	2
Water Meter Repair	134	20	20	25	8	19	3	3
Water Meter Replaced	16	5	4	6	0	6	0	0
Water Service Repair	172	22	12	46	10	15	0	3
No/Low Pressure	15	0	1	6	0	11	5	0
Water Quality	11	2	0	0	2	0	0	0
Enquiry Only	32	11	2	15	4	3	2	2
Owners Side	43	7	1	7	0	7	1	1

Monthly Achievements

With Blackbutt water main replacement almost complete, it is pleasing to report that staff have been complimented on a job well done.

Tracey would like to express her appreciation for the workers, Phil, Brad & Heath the contractor working on the mains water pipes going in down in Blackbutt.

“The workers were very polite and efficient in their jobs and were delightful and are a credit to the Council.”

State Waste Levy coming

Council’s Waste Services continues to prepare for the implementation of the State’s Waste Levy, which will commence on 1 July 2019.

The Tender for the Supervision of the Murgon and Wondai Waste Facilities has been decided and this contractor will start on Monday 17 June 2019. Part of the Supervision Contractor role in the two (2) weeks leading up to the 1 July 2019 will be to educate and advise customers of the coming changes that will occur on 1 July 2019.

The new opening hours for these two (2) sites will also start effective from Monday 17 June 2019.

A reminder of the opening times and dates are as follows:

Murgon will be open mornings from 8am-12noon on Tuesday, Thursday, Saturday and Sunday, while Wondai will be open afternoons from 1-5pm on Monday, Wednesday, Friday, Saturday and Sunday.

	MON	TUE	WED	THU	FRI	SAT	SUN
Murgon		8am -12 noon		8am -12 noon		8am -12 noon	8am -12 noon
Wondai	1-5pm		1-5pm		1-5pm	1-5pm	1-5pm

It is acknowledged that no restricted hours arrangement is going to suit everyone, but because of the State Government’s decision effectively requiring these sites to be supervised Council is trying to minimise the financial impact upon the South Burnett ratepayers, while trying to balance residents and commercial operators need to be able to access a landfill (within a reasonable distance and travel time) for waste disposal, every day of the week. The proposed timetable was the preferred option that was identified through Community consultation.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

ATTENDANCE:

General Manager Corporate Services left the meeting at 10.00am
General Manager Corporate Services returned to the meeting at 10.02am

10. Portfolio - Natural Resource Management, Rural Services, Parks and Indigenous Affairs

10.1 Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Resolution:

Moved Cr KA Duff, seconded Cr RLA Heit.

That Cr Duff's Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report to Council be received.

Natural Resource Management

Weed Control

Pest management contractors treated a total of 9 hectares of Giant Rats Tail Grass, Mother Of Millions, Cats Claw Creeper and Madeira Vine at Pimpimbudgee, Murgon, Booie, Blackbutt, Nanango, Wondai and main roads across the region.

Authorised Officers inspected properties for Parthenium, Giant Rats Tail Grass and Groundsel.

Equipment Loan

Spray trailers were loaned for treatment of Groundsel & Giant Rats Tail Grass in Kinleymore, Kingaroy, Cloyna and Memerambi. Landholders in Burrandowan, Dangore Mountain, Pimpimbudgee, Nanango x 2, Brooklands borrowed splatter guns for Lantana treatment.

Feral animal traps for Wild Dogs were provided to landholders in Stonelands, Kingaroy, East Nanango. A Myna Bird trap was loaned to a resident in Moffatdale and Feral Cat traps were in use on properties in Blackbutt, Nanango, Murgon, Wondai and Memerambi.

Wild Dog and Feral Pig Control

Councils Pest and Stock Route Officer provided landholders with 24 wild dog baits.

Rabbit Bio Control

Carrots were injected with calici virus and distributed on two properties in East Nanango and Tingoor.

Wandering Livestock

Council's stock route officer attended to 6 separate reports of wandering livestock in Kingaroy, Nanango, and Blackbutt. Livestock included cattle, horses, a pig, and sheep.

Stock Route Grazing Permits

Council received and processed one roadside grazing application in April.

Saleyards

Saleyards staff processed 1377 head through the dip and inspected 1360 head in April. A total of 1824 were sold through the Coolabunia Saleyards.

Parks:

Kingaroy, Kumbia Wondai, Murgon, Proston, Nanango, Blackbutt and Maidenwell areas

All parks and gardens teams have been busy back on their mowers getting all the towns and cemeteries looking respectable after recent rain.

Wooroolin carpark upgrade

Wooroolin carpark sealing works have been completed. Final touches will be added over the coming weeks including replacing the old timber table settings under the trees including new slabs and bin pads.

Zonal bollards will be installed as per the master plan to better control the open space and clearly define the free camp area. A new access has been installed specific for the 48hr free camp area. Car Park signage will be completed in the coming week to add the final touches to this project.

Dams**Monthly Accommodation Numbers (Facility Usage Report April)**

	Boondooma		Yallakool	
	2018	2019	2018	2019
Cabins	150	159	159	182
Bunkhouse	32	64	N/A	N/A
Powered Sites	418	307	608	474
Unpowered Camping	1673	1726	649	570
Total	2273	2256	1416	1226

YTD figures will be available in June.

South Burnett Rail Trail – Counters

New counters have arrived; modifications to existing counter poles has been completed and counters are being configured, installation is planned to be completed by 20 May.

Indigenous Affairs

This Sunday is the Reconciliation Fun Run. There is an opportunity to walk or run 7 kms or 3 kms between Cherbourg and Murgon in the name of friendship, hope and new possibilities. There will be prizes and medals for winners and place getters and heaps of random draw prizes. There will be a celebration afterwards with entertainment, food outlets and market stalls. Everyone is welcome and I encourage as many people as possible to come along and be part of this great fundraising event for the Cherbourg Ration Shed.

Flag Raising Ceremony

On Wednesday 29 May we will be holding a flag raising ceremony to raise the Aboriginal and Torres Strait Islander flags as part of Reconciliation week. We have a fourth flag pole and will be raising the Aboriginal Flag on a permanent basis. There will be morning tea available and everyone is welcome to attend.

Carried 6/0

FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser

ADJOURNMENT:**Motion:**

Moved Cr RLA Heit, seconded Cr GA Jones.

That the meeting adjourn for morning tea.

Carried 6/0

FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser

RESUMPTION:

Motion:

Moved Cr RLA Heit, seconded Cr RJ Frohloff.

That the meeting resume at 10.46am with attendance as previous to the adjournment

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

11. Portfolio - Finance, ICT & Human Resources

11.1 Finance, ICT and Human Resources Portfolio Report

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

Financial Reports to 30 April 2019

Operating Budget

The financial reports presented to this meeting are as at 30 April 2019.

Revenue is tracking on target except for Operational Grants, Subsidies, Contributions and Donations, which is currently at 42%. This is due to timing differences affecting the comparison of actual revenue to budgeted revenue. Whilst we compare budgets on a straight-line basis, the actual receipt may differ. In this instance, Council is waiting on receipt of the fourth quarter Federal Assistance Grant payment of approximately \$875,000 in May 2019 and a predicted early Federal Assistance Grant payment in June 2019 of \$3.4m.

Recurrent expenditure is tracking on target. At this stage, there is a predicted operating result surplus of \$5.9m.

All of the ratios are meeting or exceeding the target benchmarks, except the Current Ratio, which is above the upper bound limit. This ratio is tracking high due to the high receivables and cash balance because of the February Rate run. It is expected that this will come back into alignment in the next few months as the Cash and Receivables levels decline.

Statement of Financial Position

In terms of the Statement of Financial Position or the Balance Sheet, the numbers are also as at 30 April 2019.

As mentioned earlier cash levels and receivables are high due to the February rate run.

Capital Expenditure

Actual expenditure together with committed costs at the end of April is \$15.7m.

Works for Queensland

Total expenditure along with committed expenditure to date on all projects is currently \$3.76m.

Road Maintenance

Total expenditure plus committed costs across the region as of reporting date is \$4.568m.

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

2019/2020 Financial Budget

In terms of the preparation of the 2019/2020 Financial Year Budget, Councillors have been involved in a number of workshops. These are nearing completion to allow time to finalise the 19/20 budget in time for adoption on Monday 24 June 2019.

Financial Statements and Audit

Preparations are underway to produce the 18/19 Financial Statements with the Shell Financials being completed as at 30 April 2019. All audit milestone dates have been met to date. Position papers are being drafted in relation to the implementation of new accounting standards and whether they have any material effect on the Council's financial statements.

Revaluations

The valuers have completed a desktop review for Water, Sewerage, Land and Buildings and a comprehensive revaluation for Roads and Stormwater as at 30 April 2019. Finance and Infrastructure are currently working on reviewing these reports, validating the methodology and assumptions and preparing a position paper for Audit.

Human Resources

Staff Awards

On Saturday 27 April 2019, Council held a Staff Awards function to recognise employees who had achieved significant service milestones.

A total of 35 Awards were due to be given out.

1 x 40 years

10 x 30 years or more

24 x 20 years of more

The combined service was 927 years.

15 previous Award recipients were also invited to the function to celebrate these achievements.

Over 90 people attended the event held at SB Care.

Staff were awarded with a commemorative medallion and a Certificate in recognition of their years of service to Murgon, Wondai, Nanango and Kingaroy Councils in addition to service to South Burnett Regional Council.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

11.2 Finance (F)

Officer's Reports

11.2.1 F - 2592203 - Monthly Financial Statements

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Monthly Financial Report as at 30 April 2019 be received and noted.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

Cr K M Campbell (Mayor) Page 23

11.2.2 F - 2586072 - Fees and Charges Schedule

Resolution:

Moved Cr RLA Heit, seconded Cr RJ Frohloff.

That the Fees and Charges listed be received and adopted effective from 1 July 2019 continuing in place until further reviewed by Council.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

12. Consideration of Notices of Motion

No Report.

13. Information Section (IS)

13.1 IS - 2587997 - List of Correspondence Pending Completion of Assessment Report

Resolution:

Moved Cr GA Jones, seconded Cr RLA Heit.

That the List of Correspondence Pending Completion of Assessment Report be received.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

13.2 IS - 2592215 - Monthly Capital Works Report

Resolution:

Moved Cr GA Jones, seconded Cr DA Potter.

That the South Burnett Regional Council's Monthly Capital Works Report as at 30 April 2019 be received.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – 15 MAY 2019

13.3 IS - 2592227 - Monthly Works for Queensland (W4Q) Grant Projects Report - Round Two

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 April 2019 be received.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

13.4 IS - 2592218 - Roads Maintenance Expenditure Report

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

That the South Burnett Regional Council's Road Maintenance Expenditure Report as at 30 April 2019 be received.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

CLOSED SESSION:

Motion:

Moved Cr DA Potter, seconded Cr GA Jones.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

OPEN COUNCIL:

Motion:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the meeting resume in Open Council.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

Report:

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012, Council considered matters concerning tenders.

Cr K M Campbell (Mayor) Page 25

Motion:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That the Mayor's report be received

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

14. Confidential Section

14.1 CONF - 2592697 - Tenders (SBRC-17/18-21, SBRC-17/18-22 and SBRC-17/18-24) for Trade Services, Electrical and Pest Management

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That Council approve the list of providers to be included in the:

- *Prequalified Supplier Register for Trade Services for the period 20 May 2019 to 17 May 2024*
- *Prequalified Supplier Register for Electrical Services for the period 20 May 2019 to 17 May 2024*
- *Prequalified Supplier Register for Pest Management for the period 20 May 2019 to 17 May 2024*

That the providers who are partially compliant with the necessary documentation be required to submit these documents within a timeframe approved by the Chief Executive Officer for the specific compliance requirement and remain suspended until the required compliance is provided.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr TW Fleischfresser*

There being no further business the meeting was declared closed at 11.17am.

Confirmed before me this day of2019

..... **MAYOR**

Cr K M Campbell (Mayor) Page 26

4. Declaration of Interest

Nil.

CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS

See Business Function Headings

5. Portfolio - Economic Development and Corporate Performance

5.1 Economic Development and Corporate Performance Portfolio Report

Document Information

ECM ID 2597015

Author Mayor, South Burnett Regional Council

Date 7 June 2019

Précis

Economic Development and Corporate Performance Portfolio Report

Summary

Mayor Campbell presented his Economic Development and Corporate Performance Portfolio Report to Council.

Officer's Recommendation

That Mayor Campbell's Economic Development and Corporate Performance Portfolio Report to Council be received.

5.2 Economic Development (ED)

Officer's Report

5.2.1 ED - 2599335 - Economic Development March 2019 Quarterly Report

Document Information

IR No 2599335

Author Senior Economic Development Officer

**Endorsed
By** Chief Executive Officer

Date 22 May 2019

Précis

South Burnett Economic Development Quarterly Report – March 2019 for public distribution.

Summary

The Economic Development Department will publish a Report for public distribution each quarter to realise commitments to enhancing communication from Economic Development, activities and projects.

Officer's Recommendation

That Council accept the South Burnett Economic Development Quarterly Report – March 2019 and allow public distribution.

Financial and Resource Implications

Nil

Link to Corporate/Operational Plan

GO1 A strong and sustainable regional economy

Communication/Consultation (Internal/External)

Economic Development team members have contributed to this report.

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

Nil

Report

As part of an ongoing commitment from Council's Senior Economic Development Officer the January to March Economic Development Quarterly Report has been published.

The South Burnett Economic Development Quarterly Report provides an outline of activity undertaken within the Economic Development Department of South Burnett Regional Council. It is expected that each quarter, the South Burnett Economic Development Quarterly Report will evolve as the activity within the Department reflects the economic environment of the South Burnett region.

It is recommended that South Burnett Regional Council accept the South Burnett Economic Development Quarterly Report and allow public distribution.



South Burnett Economic Development
Quarterly Report – March 2019



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INTRODUCTION

The Quarterly Report is the result of a focus from Economic Development on communication. It is intended to provide:

An overview of activity across Economic Development;

A record of statistics, media articles, comments, presentations and notes;

The Economic Development Quarterly Report is documented through a defined process, as follows.

- Collation of team contributions through team meeting and alternative sources
- Documentation of Draft Quarterly Report circulated to Council CEO for review
- Draft Quarterly Report presented to South Burnett Directions meeting for review
- Changes from Council CEO, South Burnett Directions and internal proofreading identified
- Documentation of Quarterly Report and associated presentation for Council Portfolio Session
- Quarterly Report presented to Council portfolio meeting, including any minor changes required by Council, documented for consideration of Council Meeting
- Quarterly Report and presentation accepted by Council for distribution
- Quarterly Report and presentation distributed

This extended process is expected to take approximately six (6) weeks past the end of the quarter.

ECONOMIC DEVELOPMENT OVERVIEW

It's 2019, the Chinese Year of the Pig and a year for celebration for industry and events regionally. Despite a dry start to the year, 2019 has seen a flood of activity from Economic Development.

Unemployment (8.2% as at end of December QTR 2018) is at a five year low. Not only did the unemployment rate decrease in the South Burnett region, but in every other Council area across the Wide Bay Burnett.

Value of building approvals to the end of February 2019, surpassed the 2018-19 financial year total and the totals for the six years before that – a seven year high. Building approvals have seen growth over an extended period of time, with the three year rolling average increasing annually since 2012-15.

It's not just the statistics that read well however, with multiple construction projects underway or completed in early 2019, signalling a new confidence in the regional economy. Among the obvious examples – Bunnings (Kingaroy), United (Nanango), Liberty (Kingaroy), Crumptions (Kingaroy) and Council office/library (Wondai). This activity will continue as construction is set to commence at the IGA and Hospital in Kingaroy, Council office/library in Nanango and smaller non-residential projects across the region.

Destination marketing took another leap forward, launching the South Burnett in to regional New South Wales and Victoria. Lets go magazine was distributed through seven regional newspapers as the headline action of an interstate campaign. The format of the Lets go magazine changed again in 2019, with opportunity for advertising extended to local operators. The formatted ads that appeared in Lets go were all taken up, with value add through a competition offer also included. This activity has been supported by public relations activity with multiple stories completed and distributed to media outside of region. Launched at the end of the March quarter, the new look South Burnett Touring Guide, published by South Burnett Times, attracted more advertisers and refreshed the regional content for the 2019 season.

A new business networking event, South Burnett Business Breakfast, hosted by Matt Collins, commenced in January in Nanango. Attracting attendance from across the region, this event is another example of how sharing the business story is so powerful. This event supported increased activity directly with business through Business South Burnett, which launched Localised and the id (demographic and economic statistics) online platforms at Business XL3. Business XL3 was held in Kingaroy and attracted a great crowd to hear local businesses share their story amongst business display stands and presentation of regional statistics.

Business South Burnett also added value to the Food Horizon event, actively participating in a newly formed Paddock to Plate network. This small group is working together to further establishment of a small quantity processing facility in the region to support artisan producers. It builds on the success of the South Burnett Produce Connections group established late in 2018 and is another example of how we continue to talk about food.

2019 CALENDAR

	DEC	JAN	FEB	MAR	APR	MAY	JUN
School Holidays	15 Dec - 20 Jan			6 Apr - 22 Apr			
EVENTS			Wine & Food in the Park	Wendal Sprints	Burrumbidgee Race Maidenwell Muster Festival of the Darts	Wondal Country Festival Queensland Winter Craft Festival	
ED Team Meeting		Tue 5 Feb		Tue 2 Apr		Tue 4 Jun	
SE Directions		Mon 4 Feb	Mon 4 Mar	Mon 1 Apr	Mon 6 May	Mon 3 Jun	
Directions Events			7 Mar TSB: Interactive Analysis Conference (Daily) CEO Dinner				
Creative Roundtable		Thu 29 Feb			Thu 30 May		
Creative Events							
South Burnett Unleashed		Mon 4 (Kingsport) Tue 5 (Tullaghan) Wed 6 (Lungga)		Mon 7 (Murrumbidgee) Tue 8 (Wendal)			
Volunteer BBQ	11 (Burrumbidgee)	14 (Murrumbidgee) 26 (Kingsport)	14 (Wendal) 26 (Kingsport)	11 (Burrumbidgee)	11 (Murrumbidgee) 23 (Wendal)	6 (Kingsport)	
Volunteer Activity	School Hours - (Sun - Mon weekdays and Sat-Sun weekends)						Winter Hours - (5.30am - 8.30am)
Visitor Services							
Business XL		Mon 4 (Kingsport) Tue 5 Feb			Mon 4 (Wendal) Tue 5 May		
Business Events	10 - South Burnett Business Breakfast (Kingsport & S)	13 SBIC: Pre-qualified Suppliers (Kingsport) 14 SBIC: Pre-qualified Suppliers (Murrumbidgee) 25-27 South Burnett Road Show - Agribusiness			10 - Business Breakfast		
BSB Workshops			Qualified Women's Week (Potential WARRLDO Event)			5 Jun - Food Production Workshop (Murrumbidgee)	
Future Food (Business South Burnett)		14 - Future Food Study Tour (Kingsport & Grange)					
Winery Events			Grape Stomp				
Morrumbidgee Ridge Tasmanian Ridge		24	31		24	30	
Murrumbidgee Country Markets	5	7	2	6	4	1	
Milkers, Bakers & Growers (MBCG)	18	15	15	10	17	21	
Blackbutt	20	17	17	11	14	14	
Tullaghan	22	9	9	13	12	9	
Kumbilla			20			29	
Bunya Mountains	27	24	31	23	26	30	
Murrumbidgee	27	24	31	23	26	30	
Kingsport	19	16	16	20	18	15	
Wendal	12	9	9	13	11	8	
Woodal	26	23	23	17	25	22	
Murrumbidgee CBD	33	30	30	14	22	19	
Hillsville	27	24	24	23	26	23	
Tullaghan			31			30	
Kilbrann	6, 13, 20, 27	3, 10, 17, 24	8, 15, 22, 29	5, 12, 19, 26	2, 9, 16, 23, 30	3, 10, 17, 24	
Fulfilling the VICC	Consultation	Collate & Disseminate results from Discussion Paper	Consultation	Consultation	Consultation	Review and Recommendations	
PR	Long/Short lead Events/What's on pitches	Long/Short lead Events/What's on pitches Southern South Burnett Wine Trail (Wine & Food in the Park event Autumn Media Family Institutions)	Long/Short lead Events/What's on pitches Bul Trail (Central Hill) story Group Media Panel	Long/Short lead Events/What's on pitches	Long/Short lead Events/What's on pitches Fruit & Vegetable section for the school bus	Long/Short lead Events/What's on pitches Media Kit for Regional Flavours (try)	
Timeline Guide		Final	Final	Final	Final	Final	
Let's go SB	Thu 10 - Final Draft Tue 22 - 2nd Review Wed 29 - Final Thu 31 - Print Ready	Let's go SB Mission Statement Engage NSW Members (15,000) + 2,000 people					
Destination Marketing	Discussion Events Skin	15-17 Murrumbidgee Camping, Fishing & Expo (Murrumbidgee)	18-20 South Oxleyland Camping, Fishing and Expo (Murrumbidgee)	26-28 South Oxleyland Camping, Fishing and Expo (Murrumbidgee)			
Co-op Marketing		Final L in market (let's go and print media)		let's go formatted Final 1		print 2 in market (let's go and print media)	
Autumn - Winter							
Regional Flavours							
Spring - Summer							

	20 Jun - 14 Jul	15 Jul - 29 Aug	30 Aug - 13 Sep	14 Sep - 7 Oct	8 Oct - 31 Nov	1 Dec - 14 Dec	15 Dec - 27 Jan
EVENTS		Bacon Fest	Avocado Festival Country Market Italian Festival	Murgon Market Murgon Hill Trail Festival			
ED Team Meeting		Tue 6 Aug		Tue 3 Oct			Tue 3 Dec
ED Directions	Mon 1 Jul	Mon 9 Aug	Mon 2 Sep	Mon 7 Oct	Mon 4 Nov		Mon 2 Dec
Directions Events		CEO Dinner					
Creative Roundtable		Thu 29 Aug			Thu 28 Nov		
Creative Events							
South Burnett Unpacked	SBJ-6 (Kingaroy) Thu 4 Jul Campaign Launch				SBU-2 (Nambucca) Mon 4 Nov Tourism Review		
Volunteer BBQ	25 (Blackbutt)	8 (Murgon) 22 (Nambucca)	5 (Woodall) 19 (Kingaroy)	8 (Blackbutt) 17 (Murgon) 31 (Nambucca)	18 (Woodall) 28 (Kingaroy)		
Volunteer Activity							
4:30pm - weekdays & 2:00pm - 7:00pm weekends				Summer Hours - (Sun-4pm weekdays & 10am-1pm weekends)			
Business XL		8&10 (Blackbutt) Tue 6 Aug			8&10 (Nambucca) Thu 21 Nov		
Business Events							
B2B Workshops							
Future Food (Business South Burnett)				Food Festival			
Winery Events			Italian Festival	Dusty Day Out			
Mottakdale Ridge Tussock Forest	20	27		27	18		
Nambucca Country Markets Makers, Bakers & Growers (MGO)	6	13	20	27	4	11	18
Blackbutt	16	16	23	30	16	23	30
Yarraman	21	18	15	20	17	14	11
Woodall	23	10	11	12	9	14	14
Kumbla		21		27	10		16
Berry Mountains	28	25	29	27	24	21	18
Mademwell	28	25	29	27	24	21	18
Kingaroy	10	17	21	19	16	11	11
Woodall	13	10	14	12	9	14	14
Woodall	21	26	26	26	24	28	28
Murgon CBD	14	11	8	13	10	8	8
Waverille	28	25	22	27	24	21	18
Tjalsland			20			20	
Mitman	7, 14, 21, 28	4, 11, 18, 25	1, 8, 15, 22, 29	6, 13, 20, 27	3, 10, 17, 24	1, 8, 15, 22, 29	
Future of the VICs	Implementation of adopted recommendations						
PR							
Touring Guide							
Let's go SA							
Destination Marketing	Newsletter Email (Regional Q&A)	7-9 Q&A Online Adverts for B-Motoring Expo (Trove website)	20-22 Cleveland Cruise, Dining, Housing & 4 x 4 Expo (Cleveland)				
Co-op Marketing							
Autumn-Winter	Post Campaign Story		Campaign Report & Measure				
Regional Flavours		Post Event Story & Measure					
Brands: weekly South Burnett Markets							
Spring-Summer							Post Campaign Story

INVESTMENT & INNOVATION

Economy id.

South Burnett Regional Council launched an extended demographics and economic statistics online dashboard in February 2019. The id. profile, first supported by Council in 2018, was extended to incorporate economic statistics and include a map based tool for plotting demographic statistics. These tools are free to use and can be accessed online. Information on the site can be downloaded in to a report format for copy and paste into other documents or for presentation to external parties. The statistics are updated as new information becomes available through the Australian Bureau of Statistics and other sources. The links to Atlas id and Economy id are shown below.

<http://atlas.id.com.au/south-burnett>

<http://economy.id.com.au/south-burnett>

South Burnett Water Futures Project

South Burnett Regional Council has developed a draft scope of works document for the South Burnett Water Futures Project. This scoping document is the first step in securing Australian Government funding announced late in 2018 for a feasibility study to examine options to increase water supply and security in the North and South Burnett regions. The funding is provided through the Australian Government's National Water Infrastructure Development Fund.

South Burnett Regional Council representatives met internally to establish a scope of works document and subsequently met with North Burnett Regional Council representatives to collectively submit proposals for project activity to the Australian Government for approval. The South Burnett and North Burnett will work together through the program with the bulk of activity expected to be undertaken through 2019.

A meeting of the South Burnett Water Users Group meeting in February 2019 recognised that formal submission of a project plan had been submitted to Government with expectation that financial sign off for the project would be completed prior to an Australian Government election.

Site Visit to Tarong Power Station and Meandu Mine

Council's Senior Economic Development Officer joined the CEO, Mayor and Councillors from North & South Burnett Regional Council and Kristy Frahm, BIEDO, for a site visit to the Tarong Power Station and Meandu Mine. The visit provided both Councils with a better understanding of Stanwell's operations, including water use, safety actions and site facilities.

Boondooma Homestead

Council's Senior Economic Development Officer joined representatives from Council's Property Department on a visit to Boondooma Homestead. Council met with members of the Boondooma Museum & Heritage Association and consultants working on a heritage assessment of Boondooma Homestead on site. The heritage assessment of Boondooma Homestead is expected to provide information relevant to priority heritage actions and future projects. The assessment is expected to be completed before end of April 2019.

Wide Bay Burnett ROC Regional Economic Development Advisory Committee – REDAC

The Regional Economic Development Advisory Committee (REDAC) meeting was attended by Economic Development staff on 1 March in Maryborough. The REDAC meeting reviewed the draft structure for the next Wide Bay Burnett Economic Development Strategy and identified sub-committee roles within the structure. The different elements of the draft strategy are being populated and will be presented to the next meeting of REDAC for further direction. It is expected that the Wide Bay Burnett Economic Development Strategy will be circulated for public consultation in 2019.

Gympie Futures Forum

Economic Development staff supported Gympie Regional Council's Gympie Futures Forum on 21 March. Headline speaker for the forum was Bernard Salt, who presents demographic information in a pragmatic way. Bernard spoke about the future being shaped by knowledge worker jobs with key determinants for success being education, access and lifestyle. The Gympie Futures Forum also provided attendees with an economic snapshot of the region and the process being undertaken by Gympie Regional Council in the documentation of new Economic and Tourism Development Plans.

VISITOR ECONOMY

South Burnett Unpacked 6

Discover South Burnett's sixth tourism industry networking opportunity, South Burnett Unpacked 6, was hosted in Murgon on 8 February. Tourism Events Queensland were able to attend and provide information on the Best of Queensland program and reiterate the importance of customer reviews. Visit Queensland attended to present on the Future of the Visitor Information Centres, timely information as South Burnett Regional Council works through review and our own Future of the VICs process. Stories, presentations and regional assets were shared by a variety of operators and events including Boat Mountain Conservation Park, Moffatdale Boutique Markets, Hidden Gold Homestead, Murgon Music Muster, Clovely Estate Vineyard, Ration Shed Museum, Pursers Travel & Cruise and Barambah Kayak Hire. Thanks to all those who attended and participated, South Burnett Unpacked events are open to operators, volunteers and the public with an RSVP.



South Burnett Unpacked Party – Tourism Season Launch

For South Burnett Unpacked 7 we tested something a little different and held the event on a Saturday. We had received feedback to hold a networking event outside normal working hours and though we had a great turn out of stallholders, attendance was still lower than expected. The welcome rain on 30 March may have contributed to keeping some people away. Despite this, the networking opportunities for operators, events and other attendees was good to witness and valuable. The day kicked off with Cr Spud Jones welcoming everyone, and talking briefly about the new South Burnett Touring Guide and chatting with Daniel from the South Burnett Times. Cr Jones, mike in hand, made his way around all the stallholders to chat about what to expect from them this year and the exciting events held in the South Burnett. Thanks to Blackbutt Art Gallery,

Wondai Heritage Museum, Brisbane Valley Rail Trail Ambassadors, Boondooma Homestead, Yarraman Caravan Park, Yarraman Business Group and Progress Association, Blackbutt Avocado Festival, Clovely Estate, Kingaroy Arts Team, Wondai Timber Museum and Woodcrafters, Kingaroy Bacon Fest, Push Pull Marketing, Roy Emerson Museum and the South Burnett Times for enthusiastic participation.

What a sight to see Bacon Man and Alvin the Avocado getting to know each other a little better – a perfect match!



Thanks to the Roy Emerson Museum for running a sausage sizzle, CWA for a delicious morning tea (perfect scones), our fun facepainter Lydia Ford and adding to that party atmosphere was Wondai duo – Helen & Dean from Dealin', great entertainment.





Industry Engagement

Discover South Burnett noted an increase in event listings on Australian Tourism Data Warehouse with the event content sharing across to www.discoversouthburnett.com.au and www.queensland.com among other websites. Twelve months ago there were 4 events listed on ATDW, currently there are 19 events listed. With consistent messaging continued growth is expected.

The first industry briefing event was hosted at the Wondai Colonial Motel on 5 February. This breakfast date celebrated the quality events we enjoy in the South Burnett and shouted out to the start of the 'Year of the Pig'. Discover South Burnett event partners - Wondai Country Running Festival and Kingaroy Bacon Fest – were provided the opportunity to present attendees with event information and updates.

Let's Go

45,000 copies of Let's Go Winter issue were distributed throughout regional Victoria and New South Wales. Opportunity for operators to advertise via formatted panel deals was provided with all available spots allocated.

South Burnett Touring Guide

The South Burnett Touring Guide was launched at South Burnett Unpacked 7. It is a complete rewrite of content with copy provided by South Burnett Times. A range of feedback has been received from 'not everyone is included', to 'it looks cleaner and fresher'. South Burnett Times welcome all feedback and will collate for consideration for future editions.

Tourism Expos and Shows

The 2019 schedule of tourism expos has been set with Discover South Burnett attending:

Volunteers attended the Moreton Bay Caravan, Camping, Boating & 4x4 Expo at Redcliffe from 15–17 February.

These expos are an opportunity to review marketing collateral and the South Burnett exposure. feedback from the attending volunteers –

- ✚ This show seems to have lower attendance compared to previous attendances at Nambour and the Gold Coast
- ✚ Electronic entries for the competitions is sought after
- ✚ Not enough information/brochures to hand out on South Burnett events
- ✚ When talking festivals and events in the area, there were lots of enquiries about the Goomeri Pumpkin Festival
- ✚ 2019 list of major South Burnett events was a big hit and these ran out on the last day
- ✚ Over 800 touring guides were distributed along with the 2 dams 1 destination brochure
- ✚ A lot of interest in the South Burnett Rail Trail

- ✦ Mostly young families and middle aged couples, rather than grey nomads attending this expo with lots of interest in regional events.

The next show is South Queensland Caravan, Camping, Fishing and 4x4 Expo in Nambour from 26–28 April.

Followed later in the year by Qld Outdoor Adventure & Motoring Expo in Toowoomba, held from 2–4 August, and then Cleveland Caravan, Camping, Boating & 4 x 4 Expo from 20–22 September.

Drive Inland Promotions Association

Social media accounts and website www.driveinland.com.au continue to be collaborated on with Drive Inland partners. Food and wine focused itineraries have been populated for the South Burnett region <https://driveinland.com.au/food-and-wine/>

Volunteers attended the Victorian Caravan, Camping and Touring Supershow, providing the following feedback -

- ✦ Talked about scenic highlights, activities, food trails, rail trails, caravan parks, dams, accommodation, amenities etc
- ✦ Many attendees had heard of Kingaroy or the Bunya Mountains but unfamiliar with South Burnett
- ✦ Saturday had approximately 17,000 pass through the gates.
- ✦ Volunteers attending have experience travelling as a couple, and also with children and pets over the years so could share their knowledge, information and experience.
- ✦ Good mix of grey nomads and young families.
- ✦ Overall a wonderful experience and opportunity for the volunteers.

Culinary Tourism

The South Burnett Produce Network closed Facebook group, connecting growers, suppliers and consumers has grown this quarter from 92 members to 144 members.

Local produce continues to be showcased through the Visitor Information Centre Network with interest from visitors wanting more information on local produce.

Regional Flavours planning is well underway with Clovelly Estate, Crane Wines, Kinglsey Grove Estate and new stallholder Nuova Scuola promoting the South Burnett as a wine region and The Peanut Van, Chinchilli, Bunya Red Farm and The Sauce Man promoting local produce. South Burnett marketing stall and the Flavours of South Burnett will also be used to connect with attendees and promote visitation back to region. Chefs Jason Ford and Roberta Schablon will be working together on the Flavours of South Burnett pop up food vending site, creating local product dishes for the 80,000+ crowd. Jason will also create a local product menu for delivery on the Queensland Taste stage.

Discover South Burnett team is working with the two chefs, for an in-region 'Taste the Trail' launch in the lead up to Regional Flavours.

Media Famil

Discover South Burnett working with Tilma Group, hosted an in-region group media famil 21–24 March. Media from Newscorp, RACQ, RM Williams and We Are Explorers walked, rode, kayaked, sipped and ate their way through the South Burnett. Local media were invited to participate in the activities with many taking the opportunities to connect with visiting journalists and photographers.

The conversations shared on the bus, over a meal or during an activity started the foundation for ongoing relationships between local media and the visiting delegates. One of the activity highlights of this famil was a long table lunch hosted at High Brit Beef at Neumgna. Catered by local produce champion Chef Roberta Schablon from Saucy Fork Catering and complemented by Clovelly Estate Wines. Farmers Skye and Glen Douglas provided a farm tour, connecting the media with them, their farm and their paddock to plate story. Local collaborations were the key to this event's success from the décor provided by Extra Touch Designs in Murgon to learning of the partnering of other farmers (FireBreak Lamb and Tookawhile Pastured Pigs) – providing a diverse, local product, delivery service.



Tilma Group will provide media links as the stories are released, enabling further sharing.

BUSINESS GROWTH

Entrepreneurship Facilitators Program (EFP)

The EFP is an Australian government initiative providing practical assistance to support and encourage individuals to start a business as a way to create their own job.

Entrepreneurship Facilitators provide a range of free services, including, but not limited to:

- Promoting and encouraging entrepreneurship among all individuals by providing information and advice about entrepreneurship and starting and running a business to clients, community organisations and other relevant stakeholders.
- Providing tailored mentoring and assistance to individuals. This includes facilitating interactive engagements to provide information and advice (such as workshops and networking events) and providing mentoring assistance and advice.
- Linking and referring individuals to appropriate services that will help them start and run their own business, including New Business Assistance with NEIS.

Business South Burnett has been meeting with the facilitators of the EFP to assist them in connecting with budding entrepreneurs and businesses looking to expand into new and uncharted territory.

Localised

This quarter, Business South Burnett launched Localised at the third Business XL Event, held at the Kingaroy RSL. Localised is a place-based business network that advances local economies by connecting local businesses to each other, local expertise, business events & opportunities. This platform has been trialled to replace the previous Business South Burnett/South Burnett Directions website.

Since its launch in February, Localised now has 69 registered businesses, 5 noticeboard articles, 22 expert articles, five networks, one project and 18 events.

Nanango Business Breakfast



Business South Burnett was proud to support the Nanango Business Breakfast, held at the Nanango RSL, delivered by Matt Collins. The business breakfast proved to be a success, with many businesses in attendance from across the greater South Burnett area.

Guest speakers included Astill's Electrical Services, Easy 8 Orchard and Ken Mills Toyota.

As this event is in line with the 2020 Economic Development Strategy messages of regional collaboration and sharing of stories, Business South Burnett looks forward to supporting future Business Breakfasts.

The Next breakfast will be held at the Kingaroy RSL with extended support from Business South Burnett to promote the Localised platform.

Paddock to Plate Network (P2P)

Currently, the South Burnett does not have a low quantity processing facility for our Paddock to Plate businesses, which means higher costs and increased food miles. This was a hot discussion point led by Clinton Kenyon at the Food Horizon event, which was held at Hidden Gold Homestead last year.



Following this discussion, Business South Burnett has coordinated the bringing together of multiple paddock to plate businesses to form the P2P Network.

The first Meeting was held at Hidden Gold Homestead on Tuesday, 7 February.

There are over 10 Paddock to Plate businesses associated with the network, who are all passionate about sustainable, low stress meat production. Following some hearty conversation, the preference for a mobile slaughter facility over a static facility was established. Further research and investigations will occur prior to the next meeting.

Community Leadership Program – Celebrating Local Food

Business South Burnett supported the South Burnett Community Leadership Program by coordinating the delivery of a South Burnett food education layer to the program.

Participants from across the North and South Burnett enjoyed local wine and produce, while Council's Economic Development Officer shared the stories of the growers and provided information on how to connect with them.

Participants also enjoyed experiencing local produce, meat and other artisan treats over breakfast, lunch and dinner. This was the first year the program was catered almost entirely from South Burnett grown food.

Following the program, a participant has catered for her wedding entirely with South Burnett produce. North Burnett are looking at ways of sourcing South Burnett produce in their own region and participants have conveyed that they are now thinking more deeply about their shopping habits, purchasing and eating food seasonally and supporting local.



Burnett Inland Small Business Roadshow

The Burnett Inland Small Business Roadshow was an initiative of BIEDO, supported by Business South Burnett. The Roadshow was a collaborative effort between a wide range of agencies ready to support local small business.

South Burnett Businesses had the opportunity to hear firsthand information from Business South Burnett, AusIndustry, RDA WBB, Bundaberg Business Enterprise Centre, NBN, Department of Employment, Small Business and Training (DESBT), Queensland Rural and Industry Development Authority (QRIDA), Advance Queensland and the Department of Agriculture and Fisheries (DAF). Local small business owners from Wondai and Blackbutt also shared their stories during the roadshow.



W.I.R.E.D (Women in Regional Economic Development)



In celebration of Queensland Women's Week, South Burnett Regional Council, North Burnett Regional Council, Gympie Regional Council and BIEDO teamed up to deliver a series of Women in Regional Economic Development (W.I.R.E.D.) Workshops.

The theme for Queensland Women's Week was – "Invest in Women. Invest in the Future". The workshop series facilitated by Simone de Haas was designed to empower women to make business and financial decisions with confidence.

Simone de Haas is a leadership communications consultant, professional theatre director, professional speaker, producer, actor, intuitive coach and creative catalyst who encouraged women to 'find and use their voice'.

Additionally, the workshops also featured presentations from business women local to each region. In the South Burnett, participants heard from Tina Kenyon from Hidden Gold Homestead and Cheryl Mills from Ken Mills Toyota.



The W.I.R.E.D. Workshop series aimed to inspire women of all ages and backgrounds to grow their business with confidence and realise their value in their chosen industry. Workshops were free of charge for attendees, thanks to the support of the Queensland Government's Queensland Women's Week 2019 Community Grants and sponsorship from Business South Burnett, Gympie Regional Council and North Burnett Regional Council.

Divine Fruits – International Women’s Day

Business South Burnett was proud to support Divine Fruits at the 2019 International Women’s Day Event held at Moda Events Portside in Brisbane.

In attendance was Mayor Tracy Dobie of Southern Downs and Grantie Belt who spoke on the themes of International Women’s Day being – ‘balance for better’ and ‘more powerful together’. South Burnett Regional Council’s Kristy Board spoke about the strength of agriculture in the South Burnett and the exciting shift that the region is currently experiencing with women in agriculture taking centre field in leadership.

Female growers from a number of orchards around Queensland also shared their stories. Grower Toni Nicoletti from Nicoletti Orchard spoke about the hardships Stanthorpe is facing with its driest season and hottest summer on record. Grower Dinie Ferrier from Rosemary Hill Orchard touched on the main aspects they are focussed on in regards to the primary aim of their business, to produce healthy, flavoursome, fresh fruit. South Burnett’s Teresa Francis from Kumbia gave a heart-warming speech on the awareness of mental health, the impact that significant weather events have had on their farm and her gratitude for friends and agencies during that difficult time.



Women working in the industry within local fruit shops were also in attendance to show their support to the growers, as well as other business women from around south east Queensland.

Women in Business Wednesday

The women in business social media campaign continued to gain momentum over this quarter. Following a call out for the Business South Burnett Facebook page, 10 women came forward to share their stories. These included; Push Pull Marketing, Lawless Beef Co., JJ’s Kitchen, Nancy Jayde Photography, Healthy & Whole, HighBrit Beef, Wondai Regional Art Gallery, Rodan + Fields and Hidden Gold Homestead.



Business XL #3 – Kingaroy



The third Business XL event, hosted by Business South Burnett with the support of Kingaroy Chamber of Commerce and Industry, was held on 5 February. The event experienced the highest attendance across the Business XL events with over 70 people filling the White Room of the Kingaroy RSL.

Once again, local businesses were provided the opportunity to take up a stand. Business showcases included: Business South Burnett, Economy id, Push Pull Marketing, Torkit Business Solutions, Nourish Cafe, Yoga Chi Gung and Fitness, Happy to Clean, Job Match and Small Business Solutions.

Information sessions on Economy id. and Localised were well received by the room full of local businesses. The event concluded with three local businesses sharing their stories- Monique de Martin from Nourish Café and Smoothie Bar spoke as a new business in the South Burnett and her passion for sustainability. Carl Price from Kingaroy Freight Express spoke about being a long established business in the region and how his business has grown to 40 employees. Josh Gadischke from Proteco spoke about the success he has achieved in exporting and the 16% year on year growth the business has experienced.



Effective Mentoring Workshop

Economic development staff attended Red Earth's Effective Mentoring Workshop to build on the support provided to South Burnett small businesses.

The workshop covered:

- What is mentoring?
- How can I utilise mentoring to be more effective?
- Can I mentor younger people in my community?
- How can mentoring support business?
- Explore mentoring and what it may have to offer our region



The workshop was facilitated by Jo Eady. Jo has been Director at RuralScope for almost 20 years. Her passion for helping people in agriculture and rural industries in all aspects of leadership flows through in the expert facilitation she provides. In addition, Jo is a strategist, coach, mentor and educator supporting individuals, groups, organisations and industries in the development of their people. Results include increased leadership and productivity via customised people capability plans.

Through her work, Jo has successfully established mentoring programs for the Australian cotton and grain industries as well as women in agriculture and young people in business. She is also the Project Leader for the recently launched Mentor4Ag project.

Public Health - Event Management

Business South Burnett joined Discover South Burnett for a workshop on the requirements for temporary event management. Megan Nilon, Council's Senior Environmental Health Officer facilitated the workshop which provided valuable insight to assist Economic Development in assisting business and events within our region.

The session covered a variety of key legislative topics including event management, risk and emergency planning, food licensing for stalls and mobile vendors, safety legislation such as gas, electrical, amusement rides, fireworks, traffic management, etc.

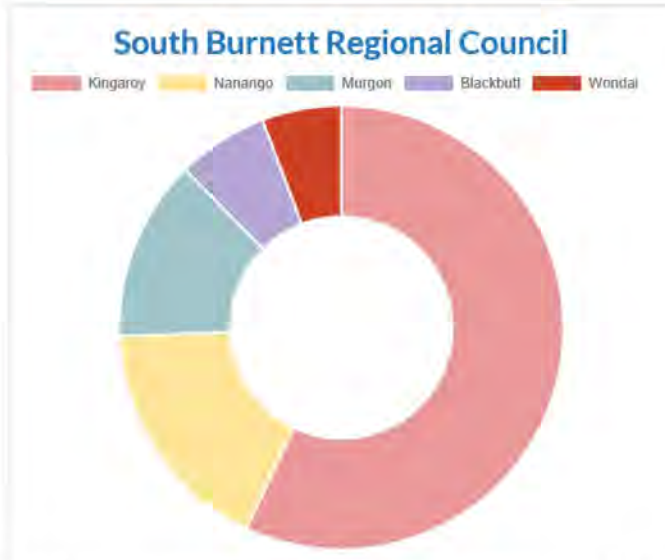


MEASUREMENT

Localised

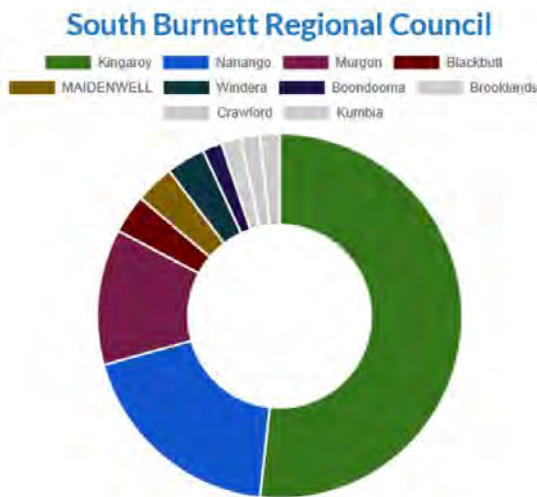
The following graphs demonstrate the activity generated within Localised during the past quarter.

People: Top 5 Locations



Number of people that have created profiles: Kingaroy- 96, Nanango- 21, Murgon- 16, Blackbutt- 8, Wondai- 7

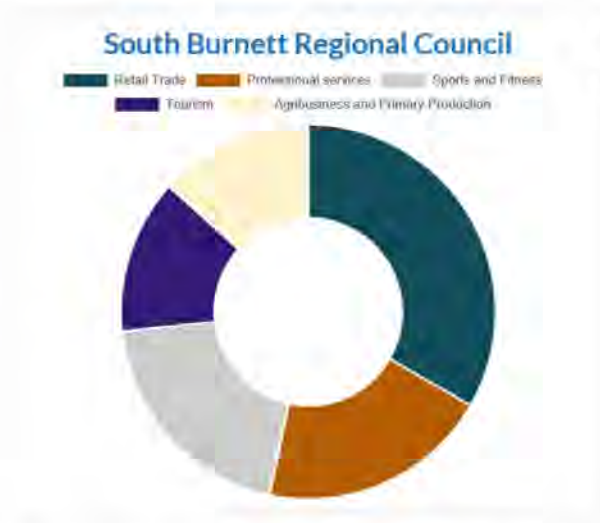
Businesses: Top 10 Locations



Kingaroy 30, Nanango 11, Murgon 7, Blackbutt 2, Maidenwell 2, Winderra 2, Boondooma 1,



Top 5 Business Categories



Retail trade 10, professional services 6, sports and fitness 6, Tourism 4, Agribusiness and primary production 4

Getting Social (Media) in the South Burnett

Social Media is an important marketing channel for economic development's forward facing activity areas, Business South Burnett and Discover South Burnett.

Business South Burnett Facebook

Business South Burnett Facebook page

75 posts for the period January - March

Fan Growth increase from 1562 (05/01/19) to 1712 (31/03/19)

Demographics – Top 5 by %

35 – 44 age group female - 23%

45 – 54 age group female – 18%

25 – 34 age group female – 14%

55 – 64 age group female – 11%

55 – 64 age group male – 6%

Regions – Top 5 by %

Kingaroy

Brisbane

Nanango

Toowoomba

Wondai

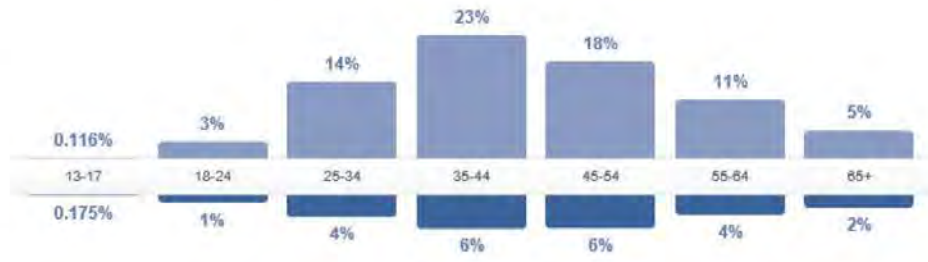


Women

75%
Your Fans

Men

24%
Your Fans



Country	Your Fans	City	Your Fans	Language	Your Fans
Australia	1,675	Kingaroy, Queensland	526	English (US)	1,167
United States of America	10	Brisbane, Queensland	386	English (UK)	548
United Kingdom	5	Nanango, Queensland	113	Indonesian	2
New Zealand	4	Toowoomba, Queensla...	57	Swedish	1
Canada	3	Wondal, Queensland	56	Thai	1
Indonesia	3	Murgon, Queensland	53		
Spain	2	Gold Coast, Queensland	30		
Ireland	2	Bundaberg, Queensland	25		
Philippines	2	Sydney, New South W...	23		
China	1	Hervey Bay, Queensland	22		


Higher performing posts

Business South Burnett recommends Lawless Beef Co. ...

Published by Kristy Board (P) · 23 January · 🌐

WOMEN IN BUSINESS WEDNESDAY
 Jodie-lee Lawless – Lawless Beef Co.

Jodie-lee Lawless was raised in the South Burnett in a small rural community, and grew up riding horses and mustering cattle on various properties within the South Burnett. She left the area to attend boarding school and complete her nursing degree. On finishing a Bachelor of Nursing, Jodie went out west to work. However, during the final year of nursing Jodie met South Burnett boy, Will Lawless and the stin...
[Continue reading](#)



Performance for your post

4,694 People Reached

585 Reactions, comments & shares 📊

370 Like	124 On post	246 On shares
94 Love	31 On post	63 On shares
1 Wow	1 On post	0 On shares
99 Comments	72 On Post	27 On Shares
23 Shares	23 On Post	0 On Shares

1,025 Post Clicks

91 Photo views	11 Link clicks 📊	923 Other Clicks 📊
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NEGATIVE FEEDBACK

2 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts.

WOMEN IN BUSINESS WEDNESDAY – Jodie Lawelss, Lawless Beef Co.

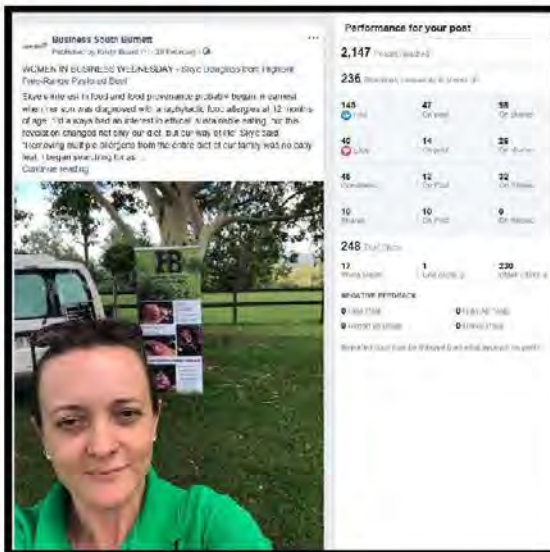
4,694 Reach

585 Reactions

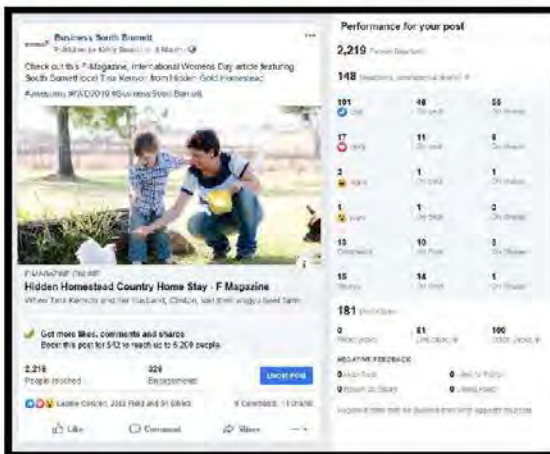
23 shares



WOMEN IN BUSINESS WEDNESDAY – Corrinne Tunstall, Healthy and Whole
 2401 Reach, 257 Reactions, 8 shares



WOMEN IN BUSINESS WEDNESDAY – Skye Douglas, HighBrit Beef
 2147 Reach
 236 Reactions
 10 shares



F-Magazine share – Tina Kenyon, Hidden Gold Homestead
 2219 Reach
 128 Reactions
 15 shares

Google Listing – South Burnett Rail Trail

January - 1816 people found you on Google with top search queries attractions, petrol station and attraction near me and 50 asking for directions and 60 visiting website.

February - 1631 people found you on Google with top search queries South Burnett Rail Trail, Rail Trail Kingaroy and attractions, and 28 asking for directions and 60 visiting website.

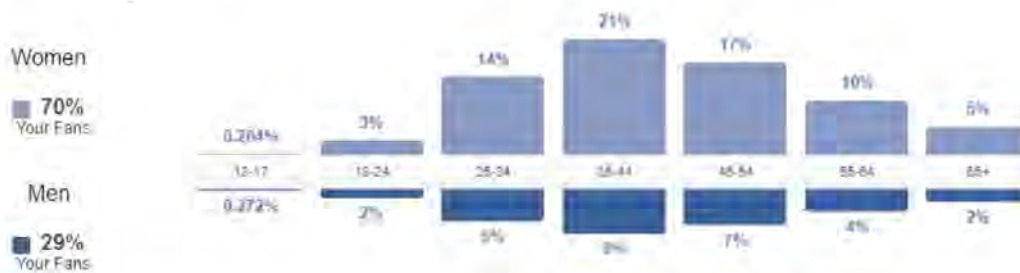
March - 1356 people found you on Google with top search queries Rail Trail Kingaroy, attractions and rail and 45 asking for directions and 55 visiting website.

Discover South Burnett Facebook

135 posts for the period January - March
 Fan Growth increase 2784 (01/01/19) to 2897 (31/03/2019)

Demographics – Top 5 by %

- 35 – 44 age group female
- 45 – 54 age group female
- 25 – 34 age group female
- 55 – 64 age group female
- 35 – 44 age group male



Regions – Top 5 by %

- Brisbane
- Kingaroy
- Toowoomba
- Nanango
- Murgon

Country	Your Fans	City	Your Fans	Language	Your Fans
Australia	2,906	Brisbane, QLD, Australia	1,161	English (US)	2,051
United States of America	7	Kingaroy, QLD, Australia	448	English (UK)	872
Ireland	3	Toowoomba, QLD, Aus...	151	English (Ireland)	2
Pakistan	3	Nanango, QLD, Australia	118	Serbian	2
United Kingdom	2	Murgon, QLD, Australia	62	Afrikaans	1
China	1	Bundaberg, QLD, Austr...	81	German	1
France	1	Sunshine Coast, QLD, ...	60	Spanish	1
Georgia	1	Wondai, QLD, Australia	59	Croatian	1
Indonesia	1	Hervey Bay, QLD, Aust...	56	Hungarian	1
India	1	Gold Coast, QLD, Aust...	51	Italian	1

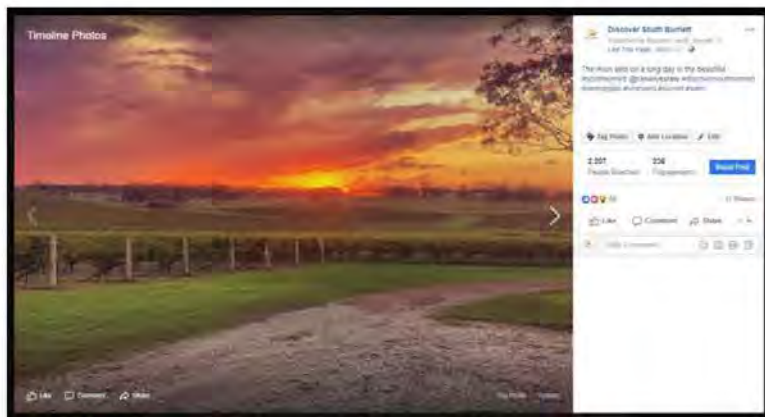
Higher performing posts



January
 Keep Queensland Beautiful repost
 Wonder in Wondai • Queensland's Tidiest Town winner
 #tidytownsqld #queensland #ourqld #keepqueenslandbeautiful
 #lovequeensland #discoverqueensland #wondai #southburnett #railtrail
 #southburnettrailtrail @discover_south_burnett
 6472 reach
 45 shares



March
Save the date, come and celebrate the launch of the tourism season! [#discoversouthburnett](#)
3412 reach
18 shares



March
The [#sunset](#)s on a long day in the beautiful [#southburnett](#) [@clovelystate](#) [#discoversouthburnett](#)
[#wineregion](#) [#vineyard](#) [#sunset](#) [#wine](#)
2207 reach
11 shares

Discover South Burnett Instagram



Instagram

1491 current followers

Top 5 Demographics
35 – 44 age group 31%
25 - 34 age group 29%
45 – 54 age group 17%
18 – 24 age group 9%
55 – 64 age group 9%

70% followers female
30% followers male

Top 5 locations
Brisbane
Kingaroy
Toowoomba
Nanango
Gold Coast

Visitor Information Centres

All five accredited Visitor Information Centres.

Kingaroy VIC – Jan/Feb/Mar 2019

STATS	Visitors (2018)	Visitors (2019)	Sales	Volunteer Hrs	Bus Groups
Jan	857	753	\$3053	943.8	
Feb	588	577	\$2032	883.1	
Mar	943	840	\$2952	1096	2



January

January was a quiet month with a total of 753 visitors

February

South Burnett Unpacked 6 was held at Murgon on 8 Feb and enjoyed by all our volunteers that attended.

Mid February a display was created to give visitors an idea of how great a place the Bunya Mountains are to visit all year round.

February resulted in only 577 visitors – this is traditionally our quietest tourist month.

March

A couple of our creative volunteers put together a colourful Easter display in mid-March.

Had two surprise bus groups visit the centre in March. This helped to increase the total visitors for the month to 840.

New canvas prints were put up in the TV room – these prints depict life in The South Burnett and have brightened up this area.

On 28 March almost all of our volunteers had a guided tour of Bega PCA facility – Big thank you to one of our volunteers Chris Seng for organising this. The tour took about two hours and gave everyone a huge amount of information that can be passed on to our visitors.

The tour was followed by our quarterly volunteer BBQ where everyone present had the chance to say farewell to Sarah Schloss, Administration Officer who has looked after the Kingaroy volunteers for approximately 18 months and will be missed.

March also saw the arrival of two more Expo 88 statues to the Kingaroy Heritage Museum – these joined the two that were there from the Expo 88 display held last year.

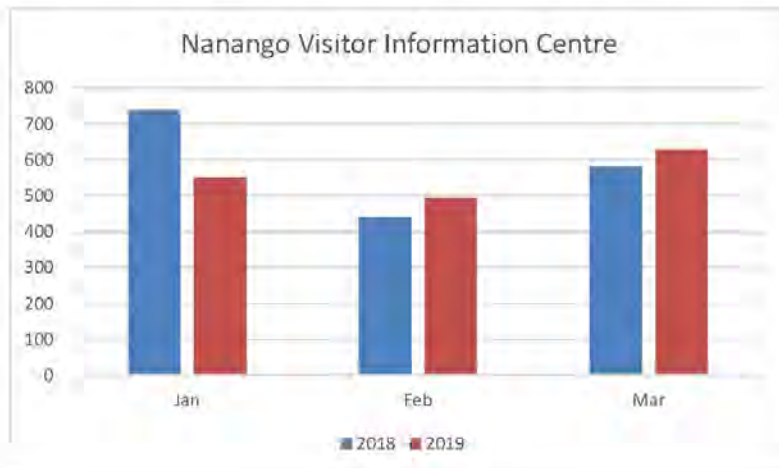
30 March saw the launch of the tourism season being held at Blackbutt. The new South Burnett Touring Guide created and published by the South Burnett Times was released at this event.

Visitor Comments:

- Very informative Great Displays – Mackay
- Very good information, lovely people – *New Zealand*
- Thanks for saving our history - *Toowoomba*
- Very informative and well displayed – *Wallabi Point NSW*

Nanango VIC – Jan/Feb/Mar 2019

STATE	Visitors (2018)	Visitors (2019)	Sales	Volunteer Hrs.	Bus Groups
Jan	739	551	\$589	404	
Feb	441	494	\$428	377	
Mar	581	629	\$1047	473	



Visitor Comments:

- Jan - Great experience!
- Feb – Excellent. Great facility and very helpful
- Mar – Awesome display. Love your history and heritage. Fantastic!

Wondai VIC – Jan/Feb/Mar 2019

STATS	Visitors (2018)	Visitors (2019)	Sales	Volunteer Hrs.	Bus Groups
Jan	528	496	\$1247	230	
Feb	470	387	\$647	179.5	
Mar	583	415	\$1197	171	



January

Visitor numbers were slow for January due to hot conditions and less travellers on the roads.

February

Volunteers attended South Burnett Unpacked 6 at Murgon RSL. This event was well attended and volunteers had the opportunity of listening to guest speakers from Murgon, Tourism and Events QLD and Visit QLD.

Two Volunteers from the Wondai VIC attended the Melbourne Caravan and Camping Show, showcasing the South Burnett

March

Volunteers attended a forum meeting held in Kingaroy for all visitor centre and museum volunteers to communicate their ideas and provide feedback on the future of the centres.

Visitor Comments:

- Jan – Awesome History, So well done
- Feb – Very informative. Great display and well kept
- Mar – Fabulous display of local history and timber craft!

Wondai Heritage Museum – Jan/Feb/Mar 2019

STATS	Visitors (2018)	Visitors (2019)	Donations	Volunteer Hrs.	Bus Groups
Jan	58	56	\$108.30	318.50	
Feb	1189	16	\$24.90	272.50	
Mar	48	23	\$44	246.75	

January to March

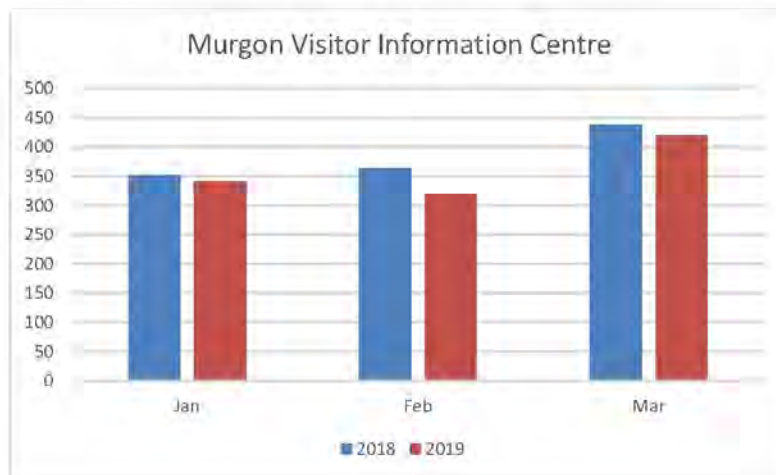
- Ongoing routine cleaning and garden maintenance was undertaken.
- Stocktake of room two manual recording and corrections of items on museum's catalogue system (Mosaic).
- Manual stocktake of compactus.
- Accessioning of donated items, cataloguing and Mosaic database clean-up project ongoing.
- Donated items received include games and children's toys.

Visitor Comments:

- Jan – A wonderful collection!
- Feb – Amazing!
- Mar – Excellent variety and well displayed.

Murgon VIC – Jan/Feb/Mar 2019

STATS	Visitors (2018)	Visitors (2019)	Sales	Volunteer Hrs.	Bus Groups
Jan	352	341	\$200	265.5	
Feb	364	320	\$394	232	
Mar	438	419	\$540	240.75s	



January

Visitor numbers were slow for January due to hot conditions and way less visitors staying at the free camp in Murgon

February

Volunteers attended South Burnett Unpacked 6 at Murgon RSL. This event was well attended with volunteers having the opportunity of listening to guest speakers from Murgon, Tourism and Events QLD and Visit QLD

Two volunteers from the Murgon VIC attended the Moreton Bay Caravan and Camping Show, showcasing the South Burnett.

March

Two volunteers from the Murgon VIC attended the NSW Caravan and Camping Show in Sydney, showcasing the South Burnett.

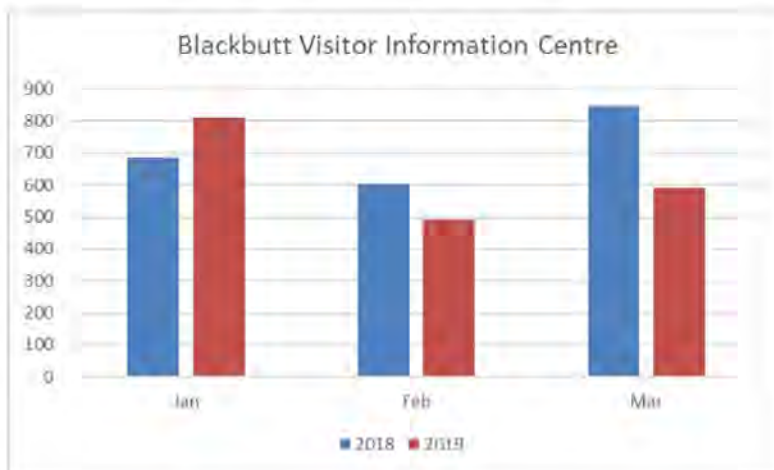
Volunteers attended a forum meeting held in Kingaroy for all visitor centre and museum volunteers to communicate their ideas and provide feedback on the future of the centres.

Visitor Comments:

- Jan – Great free camp, excellent facility
- Feb – Very friendly and informative, thank you
- Mar – Very nice place, free camp is greatly appreciated. Looking forward to pub dinner.

Blackbutt VIC – Jan/Feb/Mar 2019

STATS	Visitors (2018)	Visitors (2019)	Sales	Volunteer Hrs.	Bus Groups
Jan	688	811	\$195.40	290	1
Feb	604	491	\$105.70	251	2
Mar	845	591	\$121.00	245	3

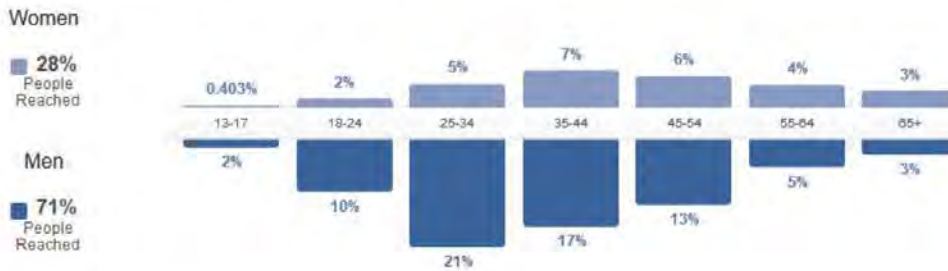


Visitor Comments:

- Jan – Nice facilities - *Childers*
- Feb – Excellent - *Curalbin*
- Mar – Very helpful – *Sunshine Coast*

Visitor Information Centre (VIC) Network Facebook - Fans

Demographics – Top 5



Region – Top 5

City	People Reached
Brisbane, QLD, Australia	1,717
Kingaroy, QLD, Australia	404
Toowoomba, QLD, Au ...	386
Sunshine Coast, QLD, ...	249
Sydney, NSW, Australia	199

Highest Performing Posts

02/15/2019 3:06 PM		Two of our vollies are working hard at the Moreton Bay Caravan & Camping			1.5K
02/04/2019 11:20 AM		South Burnett Unpacked will kick start in Murgon thisFRIDAY 8th			852
01/11/2019 9:05 PM		Qld. Dairy & Heritage Museum Come along and enjoy a free breakfast and			530

5.2.2 ED - 2599589 - South Burnett Tourism Advisory Committee

Document Information

IR No 2599589

Author Senior Economic Development Officer

**Endorsed
By** Chief Executive Officer

Date 3 June 2019

Précis

Presentation of South Burnett Tourism Advisory Committee Terms of Reference and committee membership for adoption.

Summary

The Economic Development Department in consultation with Councillors and Senior Executive staff have established a Terms of Reference and membership structure for a newly formed South Burnett Tourism Advisory Committee.

Officer's Recommendation

That Council adopt the South Burnett Tourism Advisory Committee Terms of Reference in establishing the South Burnett Tourism Advisory Committee.

That Council adopt the committee membership as per below:

- Councillor Tourism Portfolio Holder (Chair)
- Councillor – to be appointed (Deputy Chair)
- President (or nominee) of following industry groups
 - Kingaroy Chamber of Commerce & Industry (KCCI)
 - Nanango Tourism and Development Association (NaTDA)
 - Murgon Business Development Association (MBDA)
 - Visit South Burnett (VSB)

Financial and Resource Implications

Advisory Committee supported by Economic Development staff through secretarial support to Committee.

Link to Corporate/Operational Plan

GO1 A strong and sustainable regional economy

Communication/Consultation (Internal/External)

Internal Consultation with Councillors and Senior Executive staff has been completed in line with policy guidelines.

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

South Burnett Tourism Advisory Committee Terms of Reference to be added to the policy register.

Asset Management Implications

Nil

Report

As part of an ongoing review of regional tourism activity, South Burnett Regional Council has instituted the setup of the South Burnett Tourism Advisory Committee to support regional tourism, marketing and visitor servicing activity.

Members of the committee will be appointed by Council resolution for a period of two years. Two (2) Councillors will be appointed to the Committee, one of whom shall be Council's Tourism Portfolio Holder who will perform the role of Committee Chairperson. A further Councillor shall be appointed to the Committee as Deputy Chair.

The Committee will be comprised as follows:

- Councillor Tourism Portfolio Holder (Chair)
- Councillor – to be appointed (Deputy Chair)
- President (or nominee) of following industry groups
 - Kingaroy Chamber of Commerce & Industry (KCCI)
 - Nanango Tourism and Development Association (NaTDA)
 - Murgon Business Development Association (MBDA)
 - Visit South Burnett (VSB)

It is recommended that South Burnett Regional Council accept the South Burnett Tourism Advisory Committee Terms of Reference.



South Burnett Tourism Advisory Committee Terms of Reference

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1. INTRODUCTION

Council has instituted the setup of an Advisory Committee (the Committee) to support regional tourism, marketing and visitor servicing activity.

2. OBJECTIVES

- To review and support implementation of annual tourism marketing plan.
- To identify opportunities to maximise tourism, destination marketing and visitor servicing of the South Burnett Regional Council area.
- To establish strategies that develop and enhance the local tourism product.
- To promote emerging themes and visitation trends applicable to the region.
- To effectively communicate tourism, destination marketing and visitor servicing activity to key stakeholders and tourism operators.

3. DUTIES AND RESPONSIBILITIES

The purpose of the Committee is to provide recommendations to Council on tourism, destination marketing and visitor servicing activity.

4. MEMBERSHIP

Council will appoint the members, two (2) Councillors will be appointed to the Committee, one of whom shall be Council's Tourism Portfolio Holder who will perform the role of Committee Chairperson. A further Councillor shall be appointed to the Committee as Deputy Chair. Council can at any time appoint a stand-in or replacement member to the committee, however members cannot. Council will appoint the members based on industry representation.

Council's Senior Economic Development Officer and Tourism Officer are appointed to the Committee as ex-officio members.

The Committee may invite other Council Officers or relevant attendees to attend meetings as necessary.

5. MEETINGS

Notice of Meetings

- The chairperson may determine the dates, times and places for its meetings. The agenda will be prepared and circulated among members and attendees at least two (2) days prior to the meeting.

Quorum

- A quorum shall consist of at least half of the members of the Committee plus one.

Report

- Council shall provide secretarial functions and prepare a written report about the recommendations to Council.
- The Chief Executive Officer shall present the report to Council at the next available Council meeting.

6. ETHICAL CONDUCT

Committee members must exercise transparency, integrity, honesty, objectivity and ethical conduct in the fulfilment of their duties and responsibilities. Members must ensure confidentiality, exercise prudence, care and due diligence in the handling of Council and personal information acquired in the course of their duties.

Members must immediately declare to the Chairperson any interest that may represent a real, potential or apparent conflict of interest related to their Committee membership. In case of a conflict of interest involving the Chairperson, declaration to the Chief Executive Officer is required. The declaration must be made on appointment to the Committee and in relation to specific agenda items at the outset of each Committee meeting and be updated as necessary.

7. COMMITTEE EVALUATION

The Committee will conduct an annual self-assessment to evaluate its performance and ensure the efficient and effective achievement of objectives. The assessment will confirm that all duties and responsibilities indicated in these terms of reference have been performed. The Chairperson will take necessary action to ensure that enhancements and recommendations highlighted in the assessment are properly implemented.

8. LEGISLATIVE REFERENCE

Local Government Act 2009
Local Government Regulation 2012
Crime and Corruption Act 2001

9. RELATED POLICIES/PROCEDURES

Conduct of Council & Committee Meetings Policy
 Employee Conflict of Interest Policy
 Councillor Code of Conduct Policy
 Employee Code of Conduct Policy
 Fraud and Corruption Prevention Management Policy

10. NEXT REVIEW

June 2021

11. VERSION CONTROL

Version	Revision Description	Approval Date
1	Development and Adoption	

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Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

5.3 Corporate Performance (CP)

Officer's Report

5.3.1 CP - 2595713 - Council Delegations from Council to the CEO under the Public Health Act 2005, Planning Act 2016, Plumbing and Drainage Act 2018, Plumbing and Drainage Regulation 2019 and Waste Reduction & Recycling Act 2011

Document Information

ECM ID 2595713

Author Senior Governance Officer

Endorsed By Manager Social & Corporate Performance
General Manager Corporate Services

Date 3 June 2019

Précis

Review and update Council's delegation of powers to the Chief Executive Officer (CEO).

Summary

Council subscribes to a delegation update service provided by MacDonnells Law. Council has been advised that the following legislation has been revised and the delegations under the relevant pieces of legislation are to be updated accordingly.

1. *Public Health Act 2005*
2. *Planning Act 2016*
3. *Plumbing and Drainage Act 2018*
4. *Plumbing and Drainage Regulation 2019*
5. *Waste Reduction and Recycling Act 2011*
6. *Waste Reduction and Recycling Regulation 2011*

Officer's Recommendation

That pursuant to section 257 of the *Local Government Act 2009* Council:

1. delegate the exercise of the powers contained in Schedule 1 of the Instruments of Delegation attached to this resolution as Appendixes, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation.
2. repeal all prior resolutions delegating the same powers to the Chief Executive Officer.

Financial and Resource Implications

The delegation update service is funded in the current budget; however, delegated authority must be appropriately granted and periodically reviewed to ensure that any expenditure incurred by staff acting on Council's behalf is legislatively compliant.

Link to Corporate/Operational Plan

EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

The CEO, Senior Executive Team (SET), Manager Social & Corporate Performance, Manager Environment and Waste, Manager Planning and Land Management, Senior Governance Officer and MacDonnells Law have been consulted in regards to the delegation of powers under the listed legislation.

Legal Implications (Statutory Basis, Legal Risks)

The delegation of Local Government powers is important and necessary for the effective operation of Council.

Council in delegating its powers to the CEO does not in any way relinquish or limit its own authority to maintain and utilise all of the powers conferred upon it under legislation. Delegated authority granted by Council to the CEO can further be amended or revoked via Council resolution at any time.

Policy/Local Law/Delegation Implications

This report has been provided in compliance with section 257(1) of the *Local Government Act 2009* (LOGA), which allows Council by resolution, to delegate a power under the LOGA or another Act to the CEO.

Council's Employee Code of Conduct also requires all employees to ensure that appropriate delegated authority is in place prior to undertaking any action, or exercising any power, that requires a delegation under State legislation.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Section 257 of the LOGA allows Council to delegate its powers under State and other laws to the CEO.

While delegations are currently in place, MacDonnells Law have provided Council with updated delegable powers based on the recent changes to the relevant legislation under their update service.

The instruments attached as appendixes to this report reflect the delegations that required delegation from Council to the CEO. All other legislation that has been reviewed does not require action from the Council at this stage.

Changes to the *Public Health Act 2005 (PUHA)*

The PUHA has been amended by the *Health and Other Legislation Amendment Act 2019* which came into force on 11 April 2019. The amendment has resulted the requirement for a person responsible for causing a pollution event to publish a pollution notice to inform the public of

potential risks to public health and enables Council to seek compensation where it has incurred loss or costs when complying with a direction.

Changes to the *Planning Act 2016 (PLAA)*

The PLAA has been amended by the *Economic Development and Other Legislation Amendment Act 2019* which came into force on 11 April 2019.

The amendment has resulted in greater certainty in the operation of the Planning Act's framework with respect to the issue of valid infrastructure charges notices under the repealed *Sustainable Planning Act 2009 (SPA)*, and certain notification requirements for submitter appellants that have previously proved burdensome and ineffectual. The changes also promote greater accessibility and efficiencies in the operation of the transitional arrangements from the SPA to the PLAA.

Changes to the *Plumbing and Drainage Act 2018 (PLDA)*

The PLDA repeals the *Plumbing and Drainage Act 2002 (Qld)*. The PLDA was given assent on 11 September 2018. At this time, however only a small portion of the PLDA came into force, with the balance of the PLDA to come into force on 1 July 2019.

One of the significant changes of the PLDA is that many of Council's powers and responsibilities under the old *Plumbing and Drainage Act 2002 (Qld)* are now contained in the Regulation to the PLDA, the *Plumbing and Drainage Regulation 2019 (Qld)*.

The significance of this is that the Regulation is much easier to amend, requiring only the publication by the Minister of the amendments in the gazette, rather than by an Act of Parliament.

New *Plumbing and Drainage Regulation 2019 (PLDR)*

The PLDR will come into force on 1 July 2019. The PLDR contains the majority of Council powers, as authorised person powers. The PLDR contains a significant number of important powers, including the power to issue action notices, to give information notices and to assess the suitability of persons to provide advice on applications assessed by Council under the PLDR and PLDA.

Changes to the *Waste Reduction and Recycling Act 2011 (WRRRA)*

The WRRRA has been amended by the *Waste Reduction and Recycling (Waste Levy) Amendment Act 2019*. The WRRRA will be amended by the Amending Act on 1 June 2019, however those parts of the Amending Act which amend Council's powers will not come into force until 1 July 2019.

These amendments give a number of new powers to the CEO of Council to identify and declare exempt waste, as well as to Council in respect of the introduction of the Waste Levy.

The amendments to the WRRRA in respect to the Waste Levy will impact Council significantly, both in respect of the powers that they exercise in relation to that levy, and in managing the increased costs to users of waste facilities and avoiding any increase in costs to ratepayers.

Further, the power of an authorised person under 64(4)(b) of the WRRRA to in certain circumstances destroy a recording has been added.

Changes to the *Waste Reduction and Recycling Regulation 2011 (WRRR)*

The WRRR has been amended by the *Waste Reduction and Recycling (Waste Levy) Amendment Regulation 2019 (Qld)* which comes into force on 1 July 2019.

The amendment has resulted in changes to give effect to the introduction of the Waste Levy in Queensland.

Attachments

1. Appendix A - Instrument of Delegation under the *Public Health Act 2005* to the Chief Executive Officer.
2. Appendix B - Instrument of Delegation under the *Planning Act 2016* to the Chief Executive Officer.
3. Appendix C - Instrument of Delegation under the *Plumbing and Drainage Act 2018* to the Chief Executive Officer.
4. Appendix D - Instrument of Delegation under the *Plumbing and Drainage Regulation 2019* to the Chief Executive Officer.
5. Appendix E - Instrument of Delegation under the *Waste Reduction and Recycling Act 2011* to the Chief Executive Officer.
6. Appendix F - Instrument of Delegation under the *Waste Reduction and Recycling Regulation 2011* to the Chief Executive Officer.

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Public Health Act 2005 ("PUHA")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Public Health Act 2005 ("PUHA")**CHAPTER 2 – ENVIRONMENTAL HEALTH****Part 2 – Roles of the State and Local Governments for Public Health Risks**

Entity power given to	Section of PUHA	Description
Chief Executive Officer	14(1)	Power to agree with the chief executive that: (a) the State do a thing in the administration or enforcement of this Act for a matter mentioned in section 13(1); or (b) the local government do a thing in the administration or enforcement of the Act for a matter mentioned in section 12(1).
Chief Executive Officer	14(3)	Power to perform functions and exercise powers for this Act for a matter mentioned in section 12(1), including appointing authorised persons.
Chief Executive Officer	16(a)	Power to consult with the Chief Executive before the Chief Executive does a thing under Section 15(3).
Local Government	17(2)	Power to give the Chief Executive information about the local Government's administration and enforcement of the matter if asked by notice by the Chief Executive.
Chief Executive Officer	17(4)	Power to be consulted by the Chief Executive before notice is given by the Chief Executive under this section.

Part 3 – Public Health Orders**Division 1 – Preliminary**

Entity power given to	Section of PUHA	Description
Chief Executive Officer	22(2)	Power to consult the chief executive administering the <i>Biosecurity Act 2014</i> .

Division 3 – Enforcement of public health orders

Entity power given to	Section of PUHA	Description
Issuing Authority	24(1)	Power to consider whether a person has contravened a public health order.
Issuing Authority	24(2)	Power to apply to a magistrate for an order enforcing the public health order (an Enforcement Order).
Issuing Authority	25(1)	Power to give a notice of hearing of an application.
Issuing Authority	27(2)(b)	Power to enter a place to take reasonable steps to remove or reduce the risk to public health from the public health risk, or prevent the risk to public health from reoccurring, under orders made.

Division 4 – Taking steps under enforcement order

Entity power given to	Section of PUHA	Description
Local Government	32(3)	Power to lodge a request to register the charge in the appropriate form over the land the Registrar of Titles.
Chief Executive Officer	32(4)	Power to sign certificate stating there is a charge over the land under section 32.

Part 4 – Authorised Prevention and Control Programs

Entity power given to	Section of PUHA	Description
Local Government	36(5)	In the specified circumstances power to consult with the chief executive.
Chief Executive Officer	39(1)(a)	In certain circumstances, the power to agree.
Chief Executive Officer	39(1)(c)	In certain circumstances, the power to agree.
Water Service Provider	57B	Power to form a reasonable belief that the provider has complied with an improvement notice and power to inform the authorised person of the belief.

CHAPTER 3 – NOTIFIABLE CONDITIONS**Part 3 – Contact Tracing****Division 1 – Contact tracing officers**

Entity power given to	Section of PUHA	Description
Chief Executive Officer	90(4)(a)	Power to agree to the appointment of a contact tracing officer for a notifiable condition under section 90(2).

CHAPTER 7A – POLLUTION EVENT**Part 2 – Pollution notice**

Entity power given to	Section of PUHA	Description
Person	313E(3)	Power to publish a pollution notice in relation to the pollution event.

Part 3C – Compensation

Entity power given to	Section of PUHA	Description
Person	313H(1)	Power to claim compensation from the State if loss is incurred because of the exercise or purported exercise of a power by or for the Chief Executive under Chapter 7A.

CHAPTER 8 – PUBLIC HEALTH EMERGENCIES**Part 5 – Appointment of emergency officers**

Entity power given to	Section of PUHA	Description
Chief Executive Officer	333(3)	Power to agree to the appointment of an emergency officer (general) for declared public health emergencies under section 333 (1)(c).

CHAPTER 9 – MONITORING AND ENFORCEMENT**Part 1 – Authorised Persons**

Entity power given to	Section of PUHA	Description
Administering Executive	376(2)	Power to give directions to an authorised person.
Chief Executive Officer	376(3)	Power to give directions to an authorised person for the area in which the authorised person is exercising the powers.
Chief Executive Officer	377(2)	Power to appoint an authorised person.
Chief Executive Officer	377(2)(b)	Power to agree with the CEO of another local government about the appointment of an employee of the other local government as an authorised person for the local government and its area.
Chief Executive Officer	377(3)	Power to appoint an employee of, or another person under contract to, one of the local governments to be an authorised person for the local governments' areas.
Administering Executive	378	Power to appoint a person as an authorised person.
Administering Executive	378(a)	Power to be satisfied the person is qualified for appointment because the person has necessary expertise or experience.
Chief Executive Officer / Administering Authority	379(1)(b)	Power to sign and to give the signed notice to the authorised person.
Chief Executive Officer / Administering Authority	379(2)	Power to sign and give the signed notice to an authorised person.
Administering executive	380(1)	Power to issue an identity card to each authorised person.

Part 2 – Powers of Authorised Persons**Division 1 – Entry of places**

Entity power given to	Section of PUHA	Description
Issuing Authority by its employees or agents	388(2)	In the specified circumstances power to at reasonable times, enter the place to take the steps stated in the order.

Division 2 – Procedure for entry

Entity power given to	Section of PUHA	Description
Issuing Authority	393(2)	In the specified circumstances power to give the occupier and owner of the place reasonable notice that the issuing authority, by its employees or agents, intend to enter the place to take the steps required under the public health order.

Division 7 – Recovery of costs and expenses

Entity power given to	Section of PUHA	Description
Local Government	407(3)	Power to lodge a request to register the charge in the appropriate form over the land with the Registrar of Titles
Chief Executive Officer	407(4)	Power to sign certificate stating there is a charge over the land under section 407.

Part 4 – Approved Inspection Programs

Entity power given to	Section of PUHA	Description
Chief Executive Officer	427(1)	Power to approve a program (an approved inspection program).
Chief Executive Officer	440(1)	Power to give a certificate stating the matters in section 440.
Chief Executive Officer	440(4)	Power to issue a certificate stating the stated costs were incurred and the way in which, the purpose for which, they were incurred is evidence of the matters stated.
Local Government	446(1)	Power to considered appropriate how to deal with a thing that become the local governments property.
Local Government	446(2)	Power to destroy a thing that has become the local governments property.

CHAPTER 11 – MISCELLANEOUS**Part 1A – Civil liability for asbestos-related harm**

Entity power given to	Section of PUHA	Description
Chief Executive Officer	454J(1)	Power to give the Chief Executive an annual compliance certificate
Chief Executive Officer	454J(2)(b)	Power to sign the annual compliance certificate

Part 2 – Other provisions

Entity power given to	Section of PUHA	Description
Chief Executive Officer	458(2)	Power to approve forms for use by the local government under this Act.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 04 11 - PUHA - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Planning Act 2016 ("PLAA")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Planning Act 2016 ("PLAA")**CHAPTER 2 – PLANNING****Part 3 – Local Planning Instruments****Division 2 – Making or amending planning schemes**

Entity power given to	Section of PA	Description
Local Government	18(1)	Power to propose to make or amend a planning scheme.
Local Government	18(2)	Power to give notice of the proposed planning scheme or proposed amendment to the Chief Executive.
Local Government	18(3)	Power to consult with the Chief Executive about the process for making or amending the planning scheme.
Local Government	18(6)	Power to make or amend the planning scheme by following the process in the notice or amended notice.
Local Government	19(1)	In certain circumstances, power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works.
Local Government	20(2)	Power to amend a planning scheme by following the process in the Minister's rules, instead of complying with section 18.
Local Government	21	In certain circumstances, power to follow the process in the Minister's rules for making or amending an LGIP.
Local Government	22(1)	Power to amend a planning scheme policy by following the process in the Minister's rules.
Local Government	23(1)	Power to make a TLPI if the local government and Minister decide – (a) there is significant risk of serious adverse cultural, economic, environmental or social conditions happening in the local government area; (b) the delay involved in using the process in sections 18 to 22 to make or amend another local planning instrument would increase the risk; and (c) the making of the TLPI would not adversely affect State interests.
Local Government	23(2)	Power to amend a TLPI if the Minister decides the amendment of the TLPI would not adversely affect State interests.
Local Government	24(5)	Power to repeal a TLPI by making, or amending, a planning scheme to specifically repeal the TLPI.
Local Government	25(1)(a)	Power to review planning scheme.
Local Government	25(1)(b)	Power to decide, based on that review, whether to amend or replace the planning scheme.
Local Government	25(2)	Power to: (a) give written reasons for the decision to the Chief Executive; (b) publish a public notice in the approved form about the decision; and (c) keep a copy of the public notice in a conspicuous place in the local government's public office for a

		period of at least 40 business days after the notice is published.
Local Government	25(3)	Power to undertake an LGIP review.

Division 3 – State Powers for local planning instruments

Entity power given to	Section of PA	Description
Local Government	26(3)(c)	Power to make a submission to the Minister about taking the action.
Local Government	26(4)(a)	Power to take action in accordance with Minister's direction under a Notice.
Local Government	26(4)(b)	Power to take other action in accordance with Minister's direction.

Part 4 – Superseded Planning Schemes

Division 1 – Applying superseded planning schemes

Entity power given to	Section of PA	Description
Local Government	29(4)(a)	Power to accept, assess and decide a development application (a superseded planning scheme application) under a superseded planning scheme.
Local Government	29(4)(b)	Power to apply a superseded planning scheme to the carrying out of development that was accepted development under the superseded planning scheme.
Local Government	29(6)	Power to decide whether or not to agree to a superseded planning scheme request within the period prescribed by, or extended as required under, the regulation.
Local Government	29(7)	Power to give a decision notice to the person who made the superseded planning scheme request.

Division 2 – Compensation

Entity power given to	Section of PA	Description
Local Government	30(5)	Power to prepare a report assessing feasible alternatives for reducing the risk stated in subsection (4)(e), including imposing development conditions on development approvals.
Local Government	32(1)(a)	Power to approve all or part of a compensation claim.
Local Government	32(1)(b)	Power to refuse a compensation claim.
Local Government	32(1)(c)	Power to give a notice of intention to resume the affected owner's interest in premises under the Acquisition Act, section 7.
Local Government	32(2)	Power to decide to amend the planning scheme to allow premises to be used for the purposes that the premises could be used for under the superseded planning scheme.
Chief Executive Officer	32(3)	Power to give the affected owner: <ul style="list-style-type: none"> (a) notice of intention to resume; (b) a notice that states the local government's decision, any amount of compensation to be paid and the affected owner's appeal rights.

Part 5 – Designation of premises for development of infrastructure

Entity power given to	Section of PA	Description
Designator	35(1)	Power to identify premises for the development of 1 or more types of infrastructure that are prescribed by regulation.
Designator	35(2)	Power to include designation requirements about any of the matter contained in 35(2)(a)-(c)
Designator	36(1)(a)	Power to be satisfied that the infrastructure will satisfy statutory requirements, or budgetary commitments, for the supply of the infrastructure.
Designator	36(1)(b)	Power to be satisfied that there is or will be a need for the efficient and timely supply of the infrastructure.
Local Government	36(7)(e)	Power to make submission to a Designator in relation to making or amending a designation.
Affected Party	37(4)	Power to make a submission to the Minister about the designation.
Designator	38(1)	Power to: (a) consider properly made submissions; (b) decide to make or amend a designation; and (c) publish a gazette notice.
Designator	39(2)	Power to extend the duration of a designation, for up to 6 years, by publishing a gazette notice about the extension before the designation stops having effect.
Public Sector Entity	39(4)	Power to discontinue proceedings to resume designated premises.
Designator	40(1)	Power to repeal a designation by publishing a gazette notice that states: (a) that the designation is repealed; and (b) a description of the designated premises; and (c) the type of infrastructure for which the premises were designated; and (d) the reasons for the repeal.
Designator	41(4)	Power to: (a) repeal the designation; (b) decide to refuse the request; and (c) decide to take other action that designator considers appropriate in the circumstances.
Designator	41(5)	Power to give a decision notice.
Local Government	42(2)	Power to include a note about the making, amendment, extension or appeal of a designation in the planning scheme.
Local Government	42(4)	Power to include a note in the planning scheme in a way that ensures the other provisions of the scheme that apply to the designated premises remain effective.

CHAPTER 3 – DEVELOPMENT ASSESSMENT**Part 1 – Types of development and assessment**

Entity power given to	Section of PA	Description
Local Government	45(5)(b)	Power to consider and assess against assessment benchmarks and prescribed matters under a regulation and other relevant matters.
Assessment Manager	45(7)	Power to assess a development application against or have regard to the statutory instrument, or other document, as in effect when the development application was properly made.
Assessment Manager	45(8)(a)	Power to give weight the Assessment Manager considers is appropriate, in the circumstances, to a statutory instrument or other document that has been amended or replaced after the development application was properly made but before it was decided by the Assessment Manager.
Assessment Manager	45(8)(b)	Power to give weight the Assessment Manager considers is appropriate in the circumstances to another statutory instrument that came into effect after the development application was properly made but before it was decided by the Assessment Manager.
Local Government	46(2)(a)	Power to give an exemption certificate for a development.
Local Government	46(3)(a)	Power to seek agreement in writing from referral agencies about the giving of an exemption certificate.

Part 2 – Development applications**Division 2 – Making or changing applications**

Entity power given to	Section of PA	Description
Owner	51(2)	Power to give owner's consent.
Assessment Manager	51(4)(a)	Power to be satisfied an application complies with subsections (1) to (3).
Assessment Manager	51(4)(b)	Power to be satisfied an application complies with subsection (2) and (3)
Assessment Manager	51(4)(c)	Power to accept an application that does not comply with subsection (1)(a) or (b)(i).
Assessment Manager	51(4)(d)	Power to accept an application that does not comply with subsection (1)(b)(ii) to the extent the required fee has been waived under section 109(b).
Assessment Manager	51(5)	Power to accept a properly made application.
Assessment Manager	52(3)	Power to assess and decide if a change is a minor change.
Assessment Manager	53(3)	Power to assess and decide a development application even if some of the requirements of the development assessment rules about the notice have not been complied with, if the assessment manager considers any noncompliance has not: (a) adversely affected the public's awareness of the existence and nature of the application; or

		(b) restricted the public's opportunity to make properly made submissions about the application.
Assessment Manager	53(4)(a)	Power to consider submissions about a development application.
Assessment Manager	53(10)	Power to give notice on behalf of an applicant to a referral agency for a fee

Part 3 –**Assessing and deciding development applications****Division 1 – Referral agency's assessment**

Entity power given to	Section of PA	Description
Assessment Manager	54(5)	Power to give a copy of a development application on behalf of an applicant to a referral agency for a fee.
Assessment Manager/ Referral Agency	55(1)	Power to assess the application as required under section 45, as if the agency were the assessment manager.
Referral Agency	55(2)(a)	Power to assess a development application against matters prescribed by the regulation.
Referral Agency	55(2)(b)	Power to have regard to matters prescribed by the regulation for the assessment.
Referral Agency	55(4)	Power to assess the development application against or having regard to the statutory instrument, or other document, as in effect when the application was properly made.
Referral Agency	55(5)(a)	Power to give weight the Referral Agency considers is appropriate, in the circumstances, to a statutory instrument or other document that has been amended or replaced after the development application was properly made.
Referral Agency	55(5)(b)	Power to give the weight the Referral Agency considers is appropriate, in the circumstances, to another statutory instrument that came into effect after the development application was properly made.
Referral Agency	56(1)(a)	Power to decide to tell the assessment manager that the agency has no requirements for the application.
Referral Agency	56(1)(b)	Power to decide to direct the assessment manager to do any or all of the following: (i) to give any development approval subject to stated development conditions; (ii) to give any development approval for only a stated part of the application; (iii) to give any development approval only as a preliminary approval; (iv) to improve a stated currency period for a development approval given.
Referral Agency	56(1)(c)	Power to decide to direct the assessment manager to refuse the application for stated reasons.
Referral Agency	56(2)(a)	Power to decide to tell the assessment manager that the agency has no requirements for the variation request.
Referral Agency	56(2)(b)	Power to decide to direct the assessment manager to do any or all of the following: (i) to approve only some of the variations sought; (ii) subject to section 61(3) to approve different variations from those sought.

Referral Agency	56(2)(c)	Power to decide to direct the assessment manager to refuse the variation request.
Referral Agency	56(3)	Power to give advice about the application to the assessment manager.

Division 2 – Assessment manager's decision

Entity power given to	Section of PA	Description
Assessment Manager	60(2)(a)	Power to assess and decide the extent to which the application complies with all of the assessment benchmarks for the development.
Assessment Manager	60(2)(b)	Power to decide to approve the application even if the development does not comply with some of the assessment benchmarks.
Assessment Manager	60(2)(c)	Power to impose development conditions on an approval.
Assessment Manager	60(2)(d)	To the extent the development does not comply with some or all the assessment benchmarks, power to decide to refuse the application where compliance cannot be achieved by imposing development conditions.
Assessment Manager	60(3)(a)	Power to decide to approve all or part of the application.
Assessment Manager	60(3)(b)	Power to decide to approve all or part of the application, but impose development conditions on the approval.
Assessment Manager	60(3)(c)	Power to decide to refuse the application.
Assessment Manager	60(5)	Power to give a preliminary approval for all or part of the development application, even though the development application sought a development permit.
Assessment Manager	61(3)(a)(i)	Power to decide to approve all or some of the variations sought.
Assessment Manager	61(3)(a)(ii)	Power to decide to approve different variations from those sought.
Assessment Manager	61(3)(b)	Power to decide to refuse the variations sought.
Assessment Manager	63(1)	Power to give a decision notice.
Assessment Manager	63(4)	Power to publish a notice about the decision on the assessment managers website.
Assessment Manager	64(6)(a)	Power to give an applicant a decision notice which approves the application.
Assessment Manager	64(6)(b)	Power to give an applicant a decision notice which approves the application subject to development conditions.

Division 3 – Development conditions

Entity power given to	Section of PA	Description
Owner of a Premises	66(2)(c)	Power to agree in writing to a later condition applying.

Assessment Manager/ Referral Agency	67	Power to make an agreement with an applicant to establish the responsibilities, or secure the performance, of a party to the agreement about a development condition.
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Part 5 – Development Approvals
Division 2 – Changing development approvals
Subdivision 1 – Changes during appeal period

Entity power given to	Section of PA	Description
Assessment Manager	75(4)(b)(ii)	Power to provide an applicant with a notice that they do not agree with the change representations.
Assessment Manager	75(4)(b)(iii)	Power to agree with an applicant to a longer period to make change representations.
Assessment Manager	76(1)	Power to assess change representations against and having regard to the matters that must be considered when assessing a development application to the extent those matters are relevant.
Assessment Manager	76(2)	Power to give a negotiated decision notice.
Local Government	76(6)	Power to give a replacement infrastructure charges notice to an applicant.

Subdivision 2 – Changes after appeal period

Entity power given to	Section of PA	Description
Referral Agency	78A(1)(a)	Power to consider a change application.
Assessment Manager	78A(1)(b)	Power to consider a change application.
Assessment Manager	78A(5)	Power to consider a change application if referred by the Minister.
Responsible Entity	79(2)(a)	Power to be satisfied that an application complies with subsections (1) and (1A).
Responsible Entity	79(2)(b)	Power to be satisfied the application complies with subsection (1A).
Responsible Entity	79(2)(c)	Power to accept an application that does not comply with subsection (1)(a) or (b)(ii).
Responsible Entity	79(2)(d)	Power to accept an application that does not comply with subsection (1)(b)(i) to the extent the required fee has been waived under section 109(b).
Affected Entity	80(2)	Power to give the person who proposes to make the change application a notice (a pre-request response notice) that states— (a) whether the affected entity objects to the change; and (b) the reasons for any objection.
Affected Entity	80(4)(a)	Power to give a responsible entity and the applicant a response notice that states that the affected entity has no objection to the change.
Affected Entity	80(4)(b)	Power to give a responsible entity and the applicant a response notice that states that the affected entity objects to the change and the reasons for objection.

Responsible Entity	81(4)	Power to consider, for a change application, a statutory instrument, or other document, as in effect when the development application for the development approval was properly made
Responsible Entity	81(5)(a)	Power to give weight the Responsible Entity considers appropriate in the circumstances to the statutory instrument or other document as in effect when the change application was made.
Responsible Entity	81(5)(b)	Power to give the weight the Responsible Entity considers is appropriate, in the circumstances, to a statutory instrument or other document that has amended or replaced after the change application was made but before it was decided.
Responsible Entity	81(5)(c)	Power to give the weight the Responsible Entity considers is appropriate, in the circumstances, to another statutory instrument that came into effect after the change application was made but before it was decided.
Responsible Entity	81A(2)(a)	Power to decide to approve the change application with or without development conditions
Responsible Entity	81A(2)(b)	Power to decide to refuse the change application.
Responsible Entity / Applicant	81A(5)	Power to agree to extend the period for deciding the change application.
Applicant	81B(2)	Power to give notice of withdrawal of a change application before it is decided.

Subdivision 3 – Notice of decision

Entity power given to	Section of PA	Description
Responsible Entity	83(1)	Power to give a decision notice.
Responsible Entity	83(2)	Power to give a decision notice if a negotiated decision notice is not given in relation to the decision.

Division 3 – Cancelling development approvals

Entity power given to	Section of PA	Description
Assessment Manager	84(4)	Power to cancel the development approval and give notice of the cancellation.

Division 4 – Lapsing of and extending development approvals

Entity power given to	Section of PA	Description
Assessment Manager	86(3)(a)	Power to be satisfied that an application complies with subsections (2) and (2A).
Assessment Manager	86(3)(b)	Power to be satisfied that an application complies with subsection (2A) before an application can be accepted.
Assessment Manager	86(3)(c)	Power to accept an application that does not comply with subsection (2)(a).
Assessment Manager	86(3)(d)	Power to accept an application that does not comply with subsection (2)(b) to the extent the required fee has been waived under section 109(b).

Assessment Manager	87(1)	Power to consider any matter that the assessment manager considers relevant, even if the matter was not relevant to assessing the development application.
Assessment Manager	87(2)(a)	Power to decide whether to give or refuse the extension sought.
Assessment Manager	87(2)(b)	Power to extend the currency period for a period that is different from the extension sought.
Assessment Manager	87(3)	Power to agree to extend the 20 business day period.
Assessment Manager	88(3)	Power to use any security paid under a condition stated in section 65(2)(e) for the purpose stated in the approval or agreement under section 67.

Division 5 – Noting development approvals on planning schemes

Entity power given to	Section of PA	Description
Local Government	89(1)(a)	Power to consider whether a development approval is substantially inconsistent with its planning scheme.

Part 6 – Minister's powers

Division 3 – Minister's call in

Entity power given to	Section of PA	Description
Person	102(2)	Power to make representations about the proposed call in notice.
Decision-maker	105(3)	Power to provide Minister with reasonable help.

Part 7 – Miscellaneous

Entity power given to	Section of PA	Description
Assessment Manager or Referral Agency or Responsible Entity	109(a)	Power to refund all or part of a required fee.
Assessment Manager or Referral Agency or Responsible Entity	109(b)	Power to waive all or part of a required fee, in the circumstances prescribed by regulation.

CHAPTER 4 – INFRASTRUCTURE**Part 2 – Provisions for Local Governments****Division 2 – Changes for trunk infrastructure****Subdivision 2 – Charges resolutions**

Entity power given to	Section of PA	Description
Participating Local Government for a distribution-retailer	115(2)	Power to enter into an agreement (a breakup agreement) about the charges breakup.

Subdivision 3 – Levying charges

Entity power given to	Section of PA	Description
Local Government	119(2)	Power to give an infrastructure charges notices.
Local Government	119(6)	Power to give an applicant an amended infrastructure charges notice.

Subdivision 4 – Payment

Entity power given to	Section of PA	Description
Local Government	123(1)(a)	Power to make an agreement with recipient of an infrastructure charges notice about whether the levied charge under the notice may be paid other than as required under section 122 including whether the charge may be paid by instalments.
Local Government	123(1)(b)	Power to make an agreement with recipient of an infrastructure charges notice about whether infrastructure may be provided instead of paying all or part of the levied charge.

Subdivision 5 – Changing charges during relevant appeal period

Entity power given to	Section of PA	Description
Local Government	125(2)	Power to consider representations.
Local Government	125(3)	Power to give a negotiated notice to the recipient.

Division 3 – Development approval conditions about truck infrastructure**Subdivision 2 – Conditions for extra trunk infrastructure costs**

Entity power given to	Section of PA	Description
Local Government	130(1)	In certain circumstances, the power to require the payment of extra trunk infrastructure costs.
Local Government	130(1)(a)	Power to decide if the development: <ul style="list-style-type: none"> (i) will generate infrastructure demand of more than that required to service the type or scale of future development that the LGIP assumes; or

		(ii) will require new trunk infrastructure earlier than when identified in the LGIP; or (iii) is for premises completely or partly outside of the PIA.
Local Government	130(1)(b)	Power to decide whether the development would impose extra trunk infrastructure costs on the local government and to take into account either or both of the following to decide: (i) levied charges for the development; (ii) trunk infrastructure provided, or to be provided, by the applicant under this part.
Local Government	131(2)	Power to agree to an alternative payment time.
Local Government	135(3)	Power to make an agreement with a payer in relation to a refund.

Division 4 – Miscellaneous provisions about trunk infrastructure

Subdivision 1 – Conversion of particular non-trunk infrastructure before construction starts

Entity power given to	Section of PA	Description
Local Government	140(1)	Power to consider and decide the conversion application.
Local Government	140(3)	Power to give the applicant a notice requiring the applicant to give information that the local government reasonably needs to make the decision.
Local Government	140(5)(b)	Power to agree to a later period for giving the information in respect of a conversion application.
Local Government	142(3)	Power to amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure.

Subdivision 2 – Other provisions

Entity power given to	Section of PA	Description
Local Government	144(2)	Power to make an agreement with an applicant in relation to a levied charge.

Part 3 - Provisions for State infrastructure providers

Entity power given to	Section of PA	Description
Local Government	149(2)(b)	Power to agree with the state infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levy charge will be paid.

Part 4 – Infrastructure agreements

Entity power given to	Section of PA	Description
Public Sector Entity	151(2)	Power to tell the entity making the proposal if the recipient agrees to enter into negotiations for an infrastructure agreement.
Public Sector Entity	158(1)(a)	Power to enter into an agreement with a person about providing or funding infrastructure.

Public Sector Entity	158(1)(b)	Power to enter into an agreement with a person about refunding payments made towards the cost of providing or funding infrastructure.
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CHAPTER 5 – OFFENCES AND ENFORCEMENT

Part 3 – Enforcement notices

Entity power given to	Section of PA	Description
Enforcement Authority	167(1)(a)	Power to form reasonable belief that a person has committed, or is committing, a development offence.
Enforcement Authority	167(1)(b)	Power to consider giving an enforcement notice for an offence to a person.
Enforcement Authority	167(2)	Power to give a show cause notice.
Enforcement Authority	167(4)	Power to give an enforcement notice to a person if it still considers it appropriate to do so.
Enforcement Authority	167(5)(b)	Power to form reasonable belief that it is not appropriate in the circumstances to give the show cause notice.
Enforcement Authority	168(1)	Power to form reasonable belief a person has committed, or is committing, a development offence, and give an enforcement notice to: (a) the person, and (b) if the offence involves premises and the person is not the owner of the premises— the owner of the premises.
Enforcement Authority	168(4)(a)	Power to form a reasonable belief that it is not possible or practical to take steps to make the development accepted development.
Enforcement Authority	168(4)(b)	Power to form a reasonable belief that it is not possible or practical to take steps to make the works comply with a development approval.
Enforcement Authority	168(4)(c)	Power to form a reasonable belief that the works are dangerous and that it is not possible or practical to take steps to remove the danger.
Enforcement Authority	169(2)(a)	Power to consult with a private certifier about the giving of a notice.
Enforcement Authority	169(3)	Power to form a reasonable belief the works for which the enforcement notice is to be given are dangerous.
Enforcement Authority	169(5)	Power to carry out consultation in the way the enforcement authority considers appropriate.

Part 4 – Offence proceedings in Magistrates Court

Entity power given to	Section of PA	Description
Person	174(1)	Power to bring offence proceedings.
Representative Person	175(1)(a)	With consent, power to bring offence proceedings in a representative capacity on behalf of a body of persons or a corporation.
Representative Person	175(1)(b)	With consent, power to bring offence proceedings on behalf of an individual.
Enforcement Authority	176(10)(a)	Power to take action required under an order.

Enforcement Authority	176(10)(b)	Power to recover the reasonable cost of taking the action as a debt owing to the authority from the defendant.
Enforcement Authority	178(1)(b)	Power to apply to a Magistrate for an order for the payment of expenses.

Part 5 - Enforcement orders in P&E Court

Entity power given to	Section of PA	Description
Person	180(1)	Power to start proceedings in the P&E Court for an enforcement order.
Person	180(11)	Power to apply to the P&E Court for a compliance order.
Enforcement Authority	180(13)(a)	Power to take action required under an order.
Enforcement Authority	180(13)(b)	Power to recover the reasonable cost of taking the action as a debt owing to the authority from the respondent.
Person	181(4)	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.

CHAPTER 6 – DISPUTE RESOLUTION

Part 1 – Appeal rights

Entity power given to	Section of PA	Description
Appellant	229(2)	Power to start an appeal within the appeal period.
Assessment Manager	229(5)	Power to apply to the tribunal or the P&E Court to withdraw from the appeal if an appeal is only about a referral agencies response.

Part 2 – Development Tribunal

Division 2 – Applications for declaration

Entity power given to	Section of PA	Description
Person	239(1)	Power to start proceedings for a declaration by a tribunal by filing an application, in the approved form, with the registrar.
Assessment Manager	240(1)	Power to start proceedings for a declaration about whether a development application is properly made.
Responsible Entity	241(2)	Power to start proceedings for a declaration about whether the proposed change to the approval is a minor change.

CHAPTER 7 – MISCELLANEOUS

Part 2 – Taking or purchasing land for planning purposes

Entity power given to	Section of PA	Description
Local Government	263(1)(a)	Power to consider that taking or purchasing land would help to achieve the outcomes stated in a local planning instrument.

Local Government	263(1)(b)(i)	Power to be satisfied that the development would create a need to construct infrastructure on land or to carry drainage over land.
Local Government	263(1)(b) (ii)	Power to be satisfied that a person with the benefit of the approval has taken reasonable steps to get the agreement of the owner of the land to actions that would facilitate the construction or carriage, but has not been able to get the agreement.
Local Government	263(1)(b) (iii)	Power to be satisfied that the action is necessary for the development.
Local Government	263(3)	In certain circumstances, power to take or purchase land under the Acquisition Act

Part 3 – Public access to documents

Entity power given to	Section of PA	Description
Local Government	264(1)(a)	Power to keep or keep publicly available documents including registers relating to local government functions as prescribed in the Reg.
Local Government	264(2)	Power to keep a copy of each exemption certificate given pursuant to section 46 (2) of the Act and power to keep a register of exemption certificates.
Local Government	264(5)	Power to allow a person to inspect or obtain a copy of a document prescribed in the Reg
Local Government	264(6)	Power to decide if a document or information in a document prescribed under the Reg is not disclosable.
Local Government	265(3)	Power to give a limited, standard or full planning and development certificate for premises.

Part 4A – Service of document

Entity power given to	Section of PA	Description
Person	275C(2)	Power to sign a certificate of service.

CHAPTER 8 – TRANSITIONAL PROVISIONS AND REPEAL

Part 1 – Transitional provisions for the repeal of Sustainable Planning Act 2009

Division 3 – Planning

Entity power given to	Section of PA	Description
Local Government	293(5)	Power to make an amendment of a type mentioned in subsection (1) by following the process set out in the rules.

Division 5 – Infrastructure

Entity power given to	Section of PA	Description
Local Government	304(4)(a)	Power to adopt charges under section 113.
Local Government	304(4)(b)	Power to give an infrastructure charges notice under section 119.

Local Government	304(4)(c)	Power to impose conditions about trunk infrastructure under section 128 or 130.
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Division 6 – Enforcement and dispute resolution

Entity power given to	Section of PA	Description
Person	312	Power to bring a proceeding under the section of the old Act stated in column 2, after the commencement, whether the matter happened before or after the commencement.

Division 7 – Miscellaneous

Entity power given to	Section of PA	Description
Local Government	314(6)	Power to apply funds received under a funding agreement to fulfil the local government's responsibilities under subsections (3) or (4), as required by the local government's policy under the unamended old Act, section 143(2).

Part 1A – Transitional and saving provisions for Waste Reduction and Recycling Amendment Act 2017

Entity power given to	Section of PA	Description
Responsible Entity	324B(5)	Power to apply section 79(2), as in force on the commencement, to make a decision about accepting the existing change application.
Assessment Manager	324C(5)	Power to apply section 86(3), as in force on the commencement, to make a decision about accepting the existing extension application.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 04 11 - PLAA - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Plumbing and Drainage Act 2018 ("PLDA")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Plumbing and Drainage Act 2018 ("PLDA")**Part 3 – General Offences****Division 5 – Discharge and disposal offences**

Entity power given to	Section of PLDA	Description
Local Government	75(4)(e)(i)	In the specified circumstances, the power to approve a maximum temperature for a substance.
Local Government	77	Power to grant approval to a person to dispose of the contents of a greywater treatment plan into the sewerage system in an area for which the plant is located.

Division 6 – Offences relating to finishing notifiable work

Entity power given to	Section of PLDA	Description
Local Government	83(7)(c)	In the specified circumstances, the power to contact an occupier to arrange for the local government to inspect the work.

Part 4 – Legal proceedings**Division 1 – General**

Entity power given to	Section of PLDA	Description
Local Government	90(1)(d)	Power to commence a prosecution for an offense against this act, other than a crime.

Part 6 – Role of local governments**Division 3 – Plumbing and drainage inspectors**

Entity power given to	Section of PLDA	Description
Local Government	139(1)	Power to be satisfied an authorised person has the qualification and experience prescribed by regulation to be appointed as an inspector under this act and to appoint that authorised person as an inspector under this act.
Local Government	139(2)	Power to place conditions on the appointment of an inspector by placing those conditions in the instrument of appointment.
Local Government	142(a)	Power to advise the commissioner of each appointment of an inspector made by the local government.
Local Government	142(b)	Power to give the commissioner a list of the local government's inspectors as at 1 July in each year, within 20 business days after that day.

Division 4 – Enforcement by local governments

Entity power given to	Section of PLDA	Description
Local Government	143(1)	In the specified circumstances, the power to form a reasonable belief that the plumbing or drainage work does not comply with this Act and the power to give a notice to a person who carried out the plumbing or drainage work requiring the person to take stated action.
Local Government	143(2)	The power to form a reasonable belief in the nature set out in section 143(2)(a) to (c) and to give a notice to the owner of a premises requiring the owner to take stated action.
Local Government	143(3)	In the specified circumstances, the power to give the owner of a premises a notice requiring the owner to take stated action if the local government reasonably believes plumbing on the premises has polluted or could be polluting the water supply in a premise or a water service providers water service.
Local Government	144(2)	In the specified circumstances, the power to form a reasonable belief that an enforcement notice relating to plumbing and drainage is a danger to persons or a risk to public health, otherwise, the power to give a notice (a show cause notice) to a person before giving an enforcement notice.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2018 10 19 - PLDA - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Plumbing and Drainage Regulation 2019 ("PLDR")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Plumbing and Drainage Regulation 2019 ("PLDR")**Part 4 – Treatment plant approvals and related matters****Division 3 – Inspecting approved treatment plans**

Entity power given to	Section of PLDR	Description
Local Government	26(1)	In the specified circumstances, the power to give the Chief Executive the specified information.

Part 5 – Permits**Division 2 – Permits issued by a local government****Subdivision 2 – Local government declarations about permit work**

Entity power given to	Section of PLDR	Description
Local Government	41(a)	In the specified circumstances, the power to publish a fast-track work declaration or a fast-track opt-out declaration on the local government's website.
Local Government	41(b)	Power to give a copy of a fast-track work declaration or fast-track opt-out declaration for a local government area to the Chief Executive and, if the local government is a participating local government for a distributor-retailer, the distributor retailer.
Local Government	41(c)	Power to make a fast-track work declaration or fast-track opt-out declaration for a local government area available to be inspected, free of charge, at the local government's public office.

Subdivision 4 – Processing applications

Entity power given to	Section of PLDR	Description
Local Government	45(1)(a)	Power to consider that an application is not a properly made application.
Local Government	45(1)(b)	Power to consider that the local government does not have the expertise to assess work the subject of an application.
Local Government	45(1)(c)	Power to consider that the local government requires further information to decide an application.
Local Government	45(2)	In the specified circumstances, the power to give a notice, to the applicant in the initial consideration period, ask the applicant to do a specified thing.
Local Government	45(4)	In the specified circumstances, the power to treat an application as having lapsed and to retain the local government application fee.

Local Government	46	In the specified circumstances, the power to consider each properly made application and decide to <ol style="list-style-type: none"> 1. Refuse the application; or 2. approve the application with: <ol style="list-style-type: none"> (a) in the specified circumstances to approve the application with the conditions of approval; and (b) any other conditions that the Local Government considers reasonable and relevant for carrying out the work.
Local Government	47(1)	In the specified circumstances, the power to assess whether each plan for work accompanying an application complies with the code requirements for the work.
Local Government	47(2)	In the specified circumstances, the power to approve an application if the local government is satisfied with the specified things.
Local Government	47(5)	In the specified circumstances, the power to be satisfied that the specialist work referred to in this section would, if carried out in compliance with the permit applied for comply with the code requirements for the work and the power to approve the application to the extent it relates to the specialist work if so satisfied.
Local Government	48(a)	In the specified circumstances, the power to issue a permit, or an amended permit, in the approved form to the applicant.
Local Government	48(b)	In the specified circumstances, the power to give a copy of a permit or amended permit to the persons and entities listed in this section.
Local Government	49(3)(a)(ii)	In the specified circumstances, the power to agree to a longer required period with an applicant of a fast-track application.
Local Government	49(3)(b)(ii)	In the specified circumstances, the power to agree to a longer required period with an applicant of any other application.
Local Government	50(2)	Power to give an applicant an information notice about a decision.

Division 4 – Effects and duration of permits

Entity power given to	Section of PLDR	Description
Local Government	59(3)	In the specified circumstances, the power to give notice of the day a permit is to end to the permit holder and if the permit holder is not the owner of the premises to which the permit relates, the owner of the premises.

Part 6 – Inspecting, enforcing and certifying permit work and notifiable work**Division 2 – Inspecting work under permits*****Subdivision 1 – Inspecting work under permit issued by local government***

Entity power given to	Section of PLDR	Description
Local Government	64(2)(a)	Power to agree to a time for inspection with the responsible person.
Local Government	67(2)	In the specified circumstances, instead of inspecting work under section 64, the power to allow the responsible person to give the local government a covered work declaration for the work.

Subdivision 3 – Inspecting work under permit issued by public sector entity

Entity power given to	Section of PLDR	Description
Local Government	68(3)	In the specified circumstances, the power to inspect the work if the public sector entity has asked the local government to inspect the work under subsection 68(2).

Division 3 – Alternatives to local government inspections***Subdivision 1 – Declarations for onsite sewage work***

Entity power given to	Section of PLDR	Description
Local Government	69(2)	In the specified circumstances, the power to allow an appropriate person to give the local government a declaration in the approved form stating that the person has inspected the onsite sewage work and is satisfied the work is compliant.
Local Government	69(3)	In the specified circumstances, the power to consider a person has appropriate knowledge about the design and function of an onsite sewage facility to which the work relates and is otherwise competent to make a declaration

Division 4 – Assessment and compliance procedures***Subdivision 2 – Minor plan amendments***

Entity power given to	Section of PLDR	Description
Local Government	75(1)(a)	Power to consider the work carried out under a permit is not correctly represented in an approved plan for the work because of a minor inconsistency between the plan and the work.
Local Government	75(1)(b)	Power to, other than for the work the subject of a decision under subsection 75(1)(a), consider the work carried out under the work permit is compliant.

Local Government	75(2)	In the specified circumstances, the power to amend an approved plan so that the plan correctly reflects the work carried out under a permit.
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Subdivision 3 – Testing or commissioning plumbing or drainage

Entity power given to	Section of PLDR	Description
Local Government	76(3)(b)	In the specified circumstances, the power to consider a person is competent to carry out the testing or commissioning.
Local Government	77(4)(b)	In the specified circumstances, the power to decide a report may be given within a longer period.

Division 5 – Inspection and final inspection certificates

Subdivision 2 – Certificates given by a local government

Entity power given to	Section of PLDR	Description
Local Government	83(1)	In the specified circumstances, the power to give an inspection certificate for work to the responsible person for the work.
Local Government	84(1)	In the specified circumstances, the power to give a final inspection certificate for the work to the responsible person for the work.
Local Government	84(1)(c)	In the specified circumstances, the power to be satisfied the plumbing or drainage resulting from, or affected by, the work is operational and fit for use.
Local Government	86(1)	In the specified circumstances, the power to after giving a final inspection certificate for work under section 84, give a copy of the certificate to the permit holder, and if the permit holder is not the owner of the premises the owner of the premises, and if the work involves installing a water meter and the local government is not the water service provider for the premises the water service provider.
Local Government	87(3)	In the specified circumstances, the power to give an information notice about the decision to refuse to give an inspection certificate or final inspection certificate.

Division 6 – Inspecting notifiable work not under permit

Entity power given to	Section of PLDR	Description
Local Government	94(2)(a)	In the specified circumstances, the power to agree to a time to inspect work with the responsible person.
Local Government	95(1)(b)	In the specified circumstances, the power to contact the occupier of the premises to arrange to inspect the work.

Division 7 – Requirements for action notices

Entity power given to	Section of PLDR	Description
Local Government	97(3)	In the specified circumstances, the power to include an information notice about the decision by the local government to give an action notice.
Local Government	98(2)(b)	In the specified circumstances, the power to decide a longer period before the end of a stated period.
Local Government	98(3)	In the specified circumstances, the power to consider the person has not complied with an action notice and to give a copy of the action notice to the owner of a premises within 5 business days after the end of the required period for compliance under subsection 98(2).

Part 7 – Installation, maintenance and related matters

Entity power given to	Section of PLDR	Description
Local Government	101	Power to establish a program for registering each testable backflow prevention device installed at premises in the local government area and for monitoring the maintenance and testing of each device.
Local Government	107(2)	In the specified circumstances, the power to: <ol style="list-style-type: none"> 1. Remove the obstruction or fix the damage; and 2. Fairly apportion the reasonable cost of removing the obstruction or fixing the damage between the owners; and 3. To recover as a debt from each owner, the owner's share of the cost.
Local Government	108(2)	In the specified circumstances, the power to issue a notice to the owner of an old building and the owner of a new building requiring the owners to take specified action in section 108(2)(a) and section 108(2)(b).

Part 8 – Registers**Division 2 – Registers kept by local governments**

Entity power given to	Section of PLDR	Description
Local Government	112(1)	Power to keep a register containing the specified information.
Local Government	113(1)	Power to keep a register containing each notice given to the local government under section 102(2) or 103(3).
Local Government	114(1)	Power to keep a register containing a copy of each service report for a greywater use facility or onsite sewage facility given to a local government under section 106.
Local Government	115(1)	Power to keep a register containing a copy of each show cause notice and enforcement notice given by the local government.

Local Government	115(2)	Power to remove a notice mentioned in subsection 115(1) from the register if the premises to which the notice relates is demolished or removed.
Local Government	116(2)	In the specified circumstances, the power to decide the reasonable cost of producing a copy of an entry into a register, and to allow a person to inspect the register, free of charge, at the local governments public office or buy a copy of an entry in the register for not more than the reasonable cost of producing a copy.

Part 9 – Miscellaneous provisions**Division 2 – Other matters**

Entity power given to	Section of PLDR	Description
Local Government	124(2)(b)	In the specified circumstances, the power to determine what qualifications and experience is necessary to enable a person to assess plans for, or inspect, plumbing work competently.
Local Government	124(3)(b)	In the specified circumstances, the power to determine what qualifications and experience necessary to enable the person to assess plans for, or inspect, drainage work competently.
Local Government	124(4)(c)	In the specified circumstances, the power to determine what qualifications and experience necessary to enable a person to assess for, or inspect, onsite sewage facility competently.

SCHEDULE 6 – DOCUMENTS TO ACCOMPANY PERMIT APPLICATIONS**Part 3 – Additional documents required for particular applications**

Entity power given to	Section of PLDR	Description
Local Government	6(3)(c)	In the specified circumstances, the power to decide whether a person is competent to develop the performance solution.
Local Government	7(3)(c)	In the specified circumstances, the power to consider whether a person is competent to develop the alternative solution.

Part 4 – Requirements for plans

Entity power given to	Section of PLDR	Description
Local Government	8(2)(b)	In the specified circumstances, the power to determine if a plan provided for an application other than a fast track application or a fast track amendment application shows enough detail to allow the local government to assess the work to which the plan relates.
Local Government	8(3)(c)	In the specified circumstances, the power to determine if the relevant details provided for work relating to a greywater use facility of an onsite sewage facility provides enough information about the person's qualifications and experience to allow the

		local government to decide whether the person is a qualified person to design the facility.
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SCHEDULE 10 – DICTIONARY

Entity power given to	Section of PLDR	Description
Local Government	Schedule 10 definition of "Suitably qualified trade person" (a)	In the specified circumstances, the power to determine whether a person has the experience and skills appropriate for preparing and giving a notice, statement or other document.
Local Government	Schedule 10 definition of "Suitably qualified trade person" (d)	Power to consider whether a person is competent to prepare and give the document.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 07 01 - PLDR - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Waste Reduction and Recycling Act 2011 ("WRRRA")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Waste Reduction and Recycling Act 2011 ("WRRRA")**CHAPTER 3 – OBLIGATIONS OF OPERATOR OF WASTE DISPOSAL SITE****Part 2 – Waste data returns**

Entity power given to	Section of WRRRA	Description
Operator of waste disposal site	52(2)	Power to give the Chief Executive a return in the approved form for the period prescribed under a regulation.

CHAPTER 3 – WASTE LEVY**Part 2 – Identifying exempt waste****Division 1A – Serious local event waste**

Entity power given to	Section of WRRRA	Description
Chief Executive Officer	27A(1)	Power to form a reasonable belief: (a) there is or will be a serious local event in the local government's local government area, and (b) an exemption from the levy on types of waste generated as a result of the serious local event and delivered to particular waste disposal sites should be allowed.
Chief Executive Officer	27A(2)(a) to (c)	In the specified circumstances, the power to give to the Chief Executive a notice, as soon as practicable of the specified matters.

Division 2A – Approval of waste as exempt waste

Entity power given to	Section of WRRRA	Description
Applicant	28(1)	Power to apply to the Chief Executive for approval of waste, identified in the application (an exempt waste application), as exempt waste.
Chief Executive Officer	28(3A)	Power to make an application about serious local event waste generated in the local government area.
Applicant	29(1)	In the specified circumstances, the power to provide the Chief Executive with the further reasonable information or documents sought.
Applicant	29(2)	In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the further information or documents.
Applicant	31(3)	In the specified circumstances, the power to ask for or agree to conditions being imposed on the approval.
Holder of the Approval	33(1)	In the specified circumstances, the power to agree to amendment of the approval.
Holder of the Approval	34(3)(e)	In the specified circumstances, the power to make written submissions to show why the action proposed by the Chief Executive should not be taken.

Part 3 – Operation of waste levy

Entity power given to	Section of WRRRA	Description
Person who mixed the waste	40(2)	In the specified circumstances, the power to agree to a method of working out the waste that is taken to have been generated outside the non-levy zone and the total amount of that waste.
Operator of the site	42(2)	In the specified circumstances, the power to make a reasonable estimate of the amount of each type of waste included in the mixed waste using the information given to the operator under section 53.

Part 4 – Discounting waste levy for residue waste

Entity power given to	Section of WRRRA	Description
Person who conducts a recycling activity prescribed by regulation	44(1)	Power to apply to the Chief Executive for approval of a discounted rate for the waste levy for residue waste identified in the application (a residue waste discounting application).
Applicant	45(2)	In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the further information or documents.
Applicant	47(3)	In the specified circumstances, the power to agree to or ask for a condition to be imposed on the approval.
Holder of the approval	49(1)	In the specified circumstances, the power In the specified circumstances, the power to agree with the Chief Executive to the amendment of the approval.
Holder of the approval	50(3)(e)	Power to make written submissions to show why the proposed action should not be taken.

Part 5 – Obligations relating to waste levy**Division 1 – Obligations of persons delivering waste**

Entity power given to	Section of WRRRA	Description
Operator of a waste disposal site	53(2)	In the specified circumstances, the power to form a belief regarding what is reasonably required from the person who delivers waste to a waste disposal site to identify: <ul style="list-style-type: none"> (a) how much of the waste is exempt waste and how much of it is leviable waste; and (b) for each type of waste required to be measured by the operator under section 59 – how much waste there is; and (c) whether the waste was generated in the waste levy zone, the non-levy zone or outside Queensland.
Operator of the waste disposal site	53(5)	In the specified circumstances, the power to ask a person for information in the approved form.
Operator of the resource recovery and transfer facility or Entity	54(2)	In the specified circumstances, the power is to form a view about what is reasonably required to identify: <ul style="list-style-type: none"> (a) how much of the waste is exempt waste and how much of it is leviable waste; and (b) whether the waste was generated in the waste levy zone or outside Queensland.

Entity or Operator	54(4)	Power to require a person to give the delivery information to the operator or entity in the approved form.
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Division 2 – Obligations of operators of waste disposal sites

Subdivision 3 – Measurement of waste

Entity power given to	Section of WRRRA	Description
Operator	60(3)	In the specified circumstances, the power to agree with the Chief Executive how to measure and record a particular amount of waste or other material

Subdivision 4 – Monitoring system

Entity power given to	Section of WRRRA	Description
Operator	64(3)(f)(i)	In the specified circumstances, the power to approve a person to erase or destroy a recording
Operator	64(4)(b)	In the specified circumstances, the power to destroy a recording
Operator	64(5)(a)(ii)	Power to approve a person to operate a monitoring system.

Division 3 – Payment options

Subdivision 1 – Waste levy instalment agreements

Entity power given to	Section of WRRRA	Description
Operator of a leviable waste disposal site	72C(1)	Power to apply to the Chief Executive to enter into a waste levy instalment agreement for a waste levy amount the operator must pay the State.
Operator of a leviable waste disposal site	72D(1)	Power to apply to the Chief Executive for an amendment of the waste levy instalment agreement in the prescribed manner.

Subdivision 2 – Extension of time

Entity power given to	Section of WRRRA	Description
Operator of a leviable waste disposal site	72G(1)	In the specified circumstances, the power to apply to the Chief Executive for an extension of time to pay the waste levy amount.
Operator of a leviable waste disposal site	72H(1)	In the specified circumstances, the power to apply to the Chief Executive for an extension of time to submit a waste data return and pay a waste levy amount.

Subdivision 4 – Bad debt credit

Entity power given to	Section of WRRRA	Description
Operator or Former Operator of a waste disposal site	72L(1)	In the specified circumstances, the power to apply to the Chief Executive for relief.
Applicant	72M(2)	In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the

		further information or documents requested by the Chief Executive.
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Part 6 – Resource recovery area**Division 1 – Declaration of resource recovery area**

Entity power given to	Section of WRRRA	Description
Operator of a waste disposal site	72R	In the specified circumstances, the power to declare an area within the site a <u>resource recovery area</u> .
Operator of a waste disposal site	72S(1)	In the specified circumstances, the power to give the Chief Executive notice of a proposed resource recovery area at least 20 days before using the area as a resource recovery area.
Operator of a waste disposal site for which a resource recovery area has been declared	72U(1)	In the specified circumstances, the power to amend the area's declaration as resource recovery area by giving the Chief Executive notice of the proposed amendment at least 20 days before the amendment is to take effect.
Operator of a waste disposal site for which a resource recovery area has been declared	72V(1)	In the specified circumstances, the power to cancel the area's declaration as a resource recovery area by giving the Chief Executive notice of the proposed cancellation at least 30 days before the cancellation is to take effect.
Operator of a waste disposal site	72W(2)(e)	In the specified circumstances, the power to make written submissions to show why the proposed action should not be taken.

CHAPTER 4 – MANAGEMENT OF PRIORITY PRODUCTS AND PRIORITY WASTE**Part 3B – Beverage container refund scheme****Division 3 – Refund amounts for empty containers and container refund points****Subdivision 3 – Container refund points**

Entity power given to	Section of WRRRA	Description
Operator of a container refund point	99V(1)	Power to pay refund amounts for containers presented at the container refund point in one of the manners set out in section 99V.
Person	99ZA(3)(a)	Power to ask the Organisation, in writing, to enter into a container collection agreement for the purpose of the person operating a container refund point.
Operator of a container refund point	99ZB(1)	Power to claim a collection amount from the Organisation for containers collected.
Operator of a container refund point	99ZB(4)	Power to accept an information notice from the Organisation.

Division 4 – Recovery amounts for empty containers recycled by material recovery facilities

Entity power given to	Section of WRRRA	Description
Operator of a material recovery facility	99ZF(4)(a)	Power to ask the Organisation, in writing, to enter into a material recovery agreement for the purpose of claiming recovery amounts for containers.
Operator of a material recovery facility	99ZH(1)	In certain circumstances, the power to claim the recovery amount for a quantity of containers from the Organisation of the operator.

Division 6 - Miscellaneous

Entity power given to	Section of WRRRA	Description
Operator of a container refund point or material recovery facility	99ZY(2)	Power to apply to the chief executive for an exemption (an extraordinary circumstances exemption).

CHAPTER 5 – OFFENCES RELATING TO LITTERING AND ILLEGAL DUMPING

Part 2 – Material that may become waste

Division 1 – Roads

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	110(1) ¹	Power to hold a belief on reasonable grounds that documents have been distributed by being placed in or on motor vehicles, or attached to buildings or other fixed structures in contravention of s109.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	110(2) ²	Subject to s110(1), power to give a notice to a person who is an adult if on the reasonable belief that the person: <ul style="list-style-type: none"> (a) authorised or arranged for the distribution of the documents; or (b) authorised or arranged for the printing of the documents; or (c) placed or attached any of the documents.
Powers delegated to Council in first instance by Chief	111(1) ³	Power to hold a belief on reasonable grounds that advertising material has been distributed in an area by being delivered to

¹ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

² The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

³ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015		premises in contravention of the unlawful delivery provision or the secure delivery provision.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	111(2) ⁴	Subject to s111(1), power to give a notice to a person who is an adult if on the reasonable belief that the person: (a) authorised or arranged for the distribution of the documents; or (b) authorised or arranged for the printing of the documents; or (c) placed or attached any of the documents.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	112(3) ⁵	In the circumstances and subject to s112(4), power to direct a responsible entity to collect material from premises within a period of time.

CHAPTER 6 – STRATEGIC PLANNING FOR WASTE REDUCTION AND RECYCLING

Part 2 – Local government strategic planning for waste

Division 3 – Chief executive action to prepare waste reduction and recycling plan for local government

Entity power given to	Section of WRRRA	Description
Local Government	128(3)(c)	Power to make written submissions.

CHAPTER 8 – PROVISIONS FOR END OF WASTE

Part 2 – End of Waste Codes

Division 3 – Amendment, cancellation or suspension of end of waste codes

Entity power given to	Section of WRRRA	Description
Person	168	Power to apply to the Chief Executive to amend an end of waste code.

⁴ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

⁵ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

Division 4 – Registration of end of waste resource producers

Entity power given to	Section of WRRRA	Description
Person	173B(1)	Power to give the Chief Executive a notice that Council intends to become a registered resource producer for the code
Person	173B(3)	Power to give the Chief Executive notice, in the approved form, that it is no longer a registered resource producer for an end of waste code.
Person	173D(1)(e)	Power to make a written submission to the Chief Executive about why the proposed action should not be taken.

Part 3 – End of Waste Approvals

Entity power given to	Section of WRRRA	Description
Person	173I(1)	Power to apply to the Chief Executive for an end of waste approval for 1 kind of waste to be used as a resource.
Holder	173L(1)	Power to apply to the Chief Executive, on 1 occasion, to extend the approval.
Holder	173M(1)	Power to apply to the Chief Executive to amend the approval.
Holder	173O(1)	Power to apply to the Chief Executive to transfer the approval to another person.
Proposed Transferee	173O(2)	Power to consent to a proposed transfer

CHAPTER 8A – GENERAL PROVISIONS FOR APPROVALS**Part 3 – Amendment, suspension or cancellations**

Entity power given to	Section of WRRRA	Description
Holder	173ZB(3)(f)	Power to, within a stated period (the <i>show cause period</i>), make a written submission to the Chief Executive about why the proposed action should not be taken.

Part 4 – Miscellaneous

Entity power given to	Section of WRRRA	Description
Holder	173ZE	Power to surrender the approval by giving the Chief Executive a notice about the surrender.
Holder	173ZF(1)	Power to provide Chief Executive with information about an approval.

CHAPTER 9 – REVIEWS**Part 1 – Internal Reviews**

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	175 ⁶	Subject to conditions, power to consider an application for an internal review of a decision.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	176(2) ⁷	Power to extend the time for making an internal review application.
Applicant of an internal review application	177(2)	Power to apply for a stay of an original decision.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	178(1)(a) ⁸	Power to conduct an internal review of the decision the subject of the application.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	178(1)(b) ⁹	Power to make a decision to: <ul style="list-style-type: none"> (i) confirm the original decision; or (ii) amend the original decision; or (iii) substitute another decision for the original decision.

⁶ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

⁷ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

⁸ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

⁹ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

CHAPTER 10 – AUTHORISED PERSONS**Part 2 – General matters about authorised persons****Division 2 – Appointment**

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	183(1) ¹⁰	Power to appoint an authorised person.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	187 ¹¹	To issue an identify card to an authorised person.

CHAPTER 11 – SHOW CAUSE NOTICES AND COMPLIANCE NOTICES**Part 2 – Show cause notices**

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management)	246(1) ¹²	Power to reasonably believe a person has contravened a prescribed provision.

¹⁰ The authorised person can be appointed to exercise the powers in section 117 and Chapter 10 of the WRRRA in relation to the following offences:

- (a) Chapter 5: Parts 1, 2 and Part 3, Division 1 and 2 of the Act;
- (b) Section 251(a) in relation to a contravention of section 107(1), 108, 109(1) or (2);
- (c) Section 251(b) in relation to a contravention of section 103 or 104;
- (d) Section 254, and section 264 of the Act.

¹¹ The authorised person can be appointed to exercise the powers in section 117 and Chapter 10 of the WRRRA in relation to the following offences:

- (a) Chapter 5: Parts 1, 2 and Part 3, Division 1 and 2 of the Act;
- (b) Section 251(a) in relation to a contravention of section 107(1), 108, 109(1) or (2);
- (c) Section 251(b) in relation to a contravention of section 103 or 104;
- (d) Section 254, and section 264 of the Act.

¹² The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

Delegation (No. 1) 2015		
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	246(2) ¹³	Power to give a person a show cause notice, subject to subsection (3).
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	246(3) ¹⁴	Power to reasonably consider that it is not appropriate in the circumstances to give the show cause notice.

Part 3 – Compliance notices

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	248(1) ¹⁵	Subject to s246 (2) and subject to holding a reasonable belief that a person has contravened, or is contravening, a prescribed provision, power to give a compliance notice to a person requiring the person to do either or both of the following – (a) to refrain from contravening the prescribed provision; (b) to remedy the contravention in the way stated in the notice.
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government – Waste Management) Delegation (No. 1) 2015	249(2) ¹⁵	Power to give a compliance notice if the Chief Executive: (a) has considered all submissions made by the person about the show cause notice within the period state in that notice; and (b) still believes it is appropriate to give a compliance notice

¹³ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

¹⁴ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

¹⁵ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

¹⁶ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

CHAPTER 12 – WASTE AUDITS**Part 2 – Chief executive may require conduct of waste audits**

Entity power given to	Section of WRRRA	Description
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	253(1) ¹⁷	Subject to holding a reasonable suspicion that a person is contravening or has contravened a prescribed provision, power to give a notice requiring a person to commission a waste audit of the matter and to provide a waste report on the audit.

Part 3 – Other provisions

Entity power given to	Section of WRRRA	Description
A recipient as defined in s253(1).	256(1)	Power to make and provide a statutory declaration.

CHAPTER 15 – TRANSITIONAL PROVISIONS**Part 2 – Discounted levy for residue waste disposal until 30 June 2014**

Entity power given to	Section of WRRRA	Description
Entity who conducts a recycling activity	278(1)	Power to make a residue waste discounting application.
Applicant of a residue waste discounting application	279(3)	Power to agree to a later date for the provision of further information.
Applicant of a residue waste discounting application	281(3)	Power to agree to or ask for a condition to a grant of application.

Part 3 – Exempt from waste levy for residue waste until 30 June 2014

Entity power given to	Section of WRRRA	Description
Entity who conducts a recycling activity	287(1)	Power to make a transition period exempt residue waste application.
Applicant of a transition period exempt residue waste application	290(3)	Power to agree to or ask for a condition to a grant of application.

¹⁷ The power can only be exercised as it relates to section 104 of WRRRA.

Holder of a transition period exempt residue waste application	293(3)(e)	Power to make written submissions.
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CHAPTER 16 – OTHER TRANSITIONAL PROVISIONS

Part 2 – Transitional provisions for Waste Reduction and Recycling Amendment Act 2017

Entity power given to	Section of WRRRA	Description
Person	308(2)	Power to, before the collection transition day, deal with or do the specified things in relation to a container that does not display the refund marking.

Part 3 – Transitional provisions for Waste Reduction and Recycling (Waste Levy) Amendment Act 2019

Division 1 – Exemption from waste levy for particular residue waste during transition period

Entity power given to	Section of WRRRA	Description
Entity that conducted a recycling activity during the qualifying period	310(1)	In the specified circumstances, the power to apply to the Chief Executive for an approval that residue waste identified in the application (a transition period exempt residue waste application) is exempt waste for the transition period.
Applicant for approval that residue waste is exempt waste	313(3)	In the specified circumstances, the power to agree to or ask for a condition.
Holder of an approval	315(3)(e)	In the specified circumstances, the power within a stated period to make written submissions to show why the proposed action should not be taken.

Division 2 – Exemption from weighbridge requirements for particular sites under 20 June 2029

Entity power given to	Section of WRRRA	Description
Operator of a leviable waste disposal site	317(2)	In the specified circumstances, the power to apply to the Chief Executive for an exemption during the transition period from the requirements under section 57.
Applicant	320(3)	In the specified circumstances, the power to ask for or agree to a condition with the Chief Executive.

Division 3 – Other matters

Entity power given to	Section of WRRRA	Description
Operator of a waste disposal site	322(a)	In the specified circumstances, the power to give the Chief Executive notice that it is not practicable to use the weighbridge to measure and record waste or other material delivered to the site.

Operator of a small site	325(a)	In the specified circumstances, the power to give the Chief Executive written notice of a proposed alternative methodology for measuring and recording waste at the site.
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Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 02 21 - WRRRA - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Waste Reduction and Recycling Regulation 2011 ("WRRR")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Waste Reduction and Recycling Regulation 2011 ("WRRR")

Part 3 -

Waste levy

Division 4 – Discounting waste levy for residue waste

Entity power given to	Section of WRRR	Description
Holder of the approval	11J(1)(b)	In the circumstances, the power to give the chief executive a report that complies with subsection (2) within 2 months after each reporting period ends

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 03 22 - WRRR - Delegation Instrument]

5.3.2 CP - 2598933 - Seeking Council adopt the South Burnett Regional Council Annual Operational Plan 2019/20 (the Plan)

Document Information

ECM ID 2598933

Author Manager Social & Corporate Performance

**Endorsed
By Chief Executive Officer**

Date 3 June 2019

Précis

Seeking Council adoption of the South Burnett Regional Council Annual Operational Plan 2019/20 (the Plan).

Summary

Council is required to adopt an Annual Operational Plan pursuant to Section 174(1) of the *Government Regulation 2012*, which states how Council will progress the implementation of the Corporate Plan 2018/19 to 2022/23 during the 2019/20 financial year.

In the development of the Plan, Council has taken an innovative and succinct approach whereby the most poignant and critical elements of operational delivery for 2019/20 have been encompassed within the Plan. This approach provides a more compact digestible document for our community to understand and monitor.

Officer's Recommendation

That in accordance with Section 174(1) of the *Local Government Regulation 2012*, Council adopt the South Burnett Regional Council Annual Operational Plan 2019/20.

Financial and Resource Implications

The Annual Operational Plan 2019/20 has been developed and considered in alignment with the proposed budget for 2019/20.

Link to Corporate/Operational Plan

The Annual Operational Plan details direct linkages to the Corporate Plan 2018/19 to 2022/23 such as:

- EC1 An informed and engaged community
 - ENV2 Environmentally responsible and efficient waste management
 - EXC1 Effective financial management
 - EXC2 Effective corporate management
 - EXC4 Effective advocacy and strategic partnerships
 - EXC5 Quality customer service
-

INF1 Infrastructure that meets our communities needs

Communication/Consultation (Internal/External)

The South Burnett Regional Council Annual Operational Plan 2019/20 was prepared in consultation with the Senior Management Team and Council.

Legal Implications (Statutory Basis, Legal Risks)

An Annual Operational Plan is a statutory requirement pursuant to Section 174(1) of the *Local Government Regulation 2012*.

Policy/Local Law/Delegation Implications

No direct policy/local law/delegation implications arise from this report.

Asset Management Implications

No direct asset management implications arise from this report other than that which will be addressed in Council's operating budget for 2019/20.

Report

Council is required to adopt an Annual Operational Plan pursuant to Section 174(1) of the *Government Regulation 2012*, which states how Council will progress the implementation of the Corporate Plan 2018/19 to 2022/23 during the 2019/20 financial year.

In the development of the Plan, Council has taken an innovative and succinct approach whereby the most poignant and critical elements of operational delivery for 2019/20 have been encompassed within the Plan. This approach provides a more compact digestible document for our community to understand and monitor.



SOUTH BURNETT
REGIONAL COUNCIL

Executive Services Operational Plan 2019/20

Mission:

To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation

Officer Responsible:

Chief Executive Officer

Responsibilities:

Executive Services, Strategy Planning, Council Operations Management, Human Resource Management, Workplace Health and Safety, Economic Development, Tourism and oversight of organisational operational matters.

DEPARTMENT: EXECUTIVE SERVICES

Mission: To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
Strengthen, maintain and actively contribute to the Wide Bay Burnett Regional Organisations of Council (WBBROC) advocating Council's strategic and operational position on key issues Meeting with Ministers half yearly as part of WBBROC	EXC4 Effective advocacy and strategic partnerships	Internal & External Stakeholders	Inform Consult Involve	
Develop a Strategic Human Resource Management Plan that fosters diversity, merit and equity, reward and recognition in the workplace by 30 December 2019	EXC3 A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve	
Establish a council training and development plan	EXC3 A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve	
Review and implement Safety Management System that fosters a culture of employee health, safety and well-being by 30 June 2020	EXC3 A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve	
Review and implement the South Burnett Economic Development Strategy	GO1 A strong and sustainable regional economy	Internal & External Stakeholders	Inform Consult Involve	
Adoption of a Tourism strategy and implementation of plan	GO3 The South Burnett is a recognised tourism destination	Internal & External Stakeholders	Inform Consult Involve	

Adoption of a regional Heritage Strategy for Council owned historical assets	GO3 The South Burnett is a recognised tourism destination	Internal & External Stakeholders	Inform Consult Involve
Adoption of an Economic Development Strategy and implementation of plan	GO1 A strong and sustainable regional economy	Internal & External Stakeholders	Inform Consult Involve
Conduct of the 2020 quadrennial local government election, induction and training opportunities for Councillors	EXC2 Effective corporate management	Internal & External Stakeholders	Inform Consult Involve
Continuation of the hospital board fundraising and ongoing monitoring of the operations related to the South Burnett Day Hospital completing the existing contract	INF1 Infrastructure that meets our communities needs	Internal & External Stakeholders	Inform Consult Involve
Review and implement communication strategy that informs, engages and advocates for the community	EC1 An informed and engaged community	Internal and External Stakeholders	Inform Consult Involve
Review and update Council's Corporate Website and Social Media communications	EC1 An informed and engaged community	Internal and External Stakeholders	Inform Consult Involve



SOUTH BURNETT
REGIONAL COUNCIL

Corporate Services Operational Plan 2019/20

Mission:

To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Officer Responsible:

General Manager Corporate Services

Responsibilities:

Department Management, Environment and Waste, Libraries, Natural Resource Management and Parks and Gardens, Planning and Land Management, Social and Corporate Performance.

DEPARTMENT: CORPORATE SERVICES

Mission: To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
Operational Risk Registers and Treatment Plans developed by 31 October 2019 Operational Risk Registers and Treatment Plans reviewed six (6) monthly as at 30 June 2020 Fraud and Corruption Prevention Management Framework managed and compliant as at 30 June 2020	EXC1 Effective financial management EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve	
Internal Audit Plan activities and management of internal audit requirements completed as per schedule for 2019/20 by 30 June 2020	EXC1 Effective financial management EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve	
Manage the governance function promoting good governance and compliance with the relevant legislation for the administration of Council operations Annual Operational Plan 2019/20 quarterly reviews adopted by Council	EXC2 Effective corporate management EXC1 Effective financial management	Internal and External Stakeholders	Inform Consult Involve	
Develop organisational customer service standard by June 2020	EXC5 Quality customer service	Internal and External Stakeholders	Inform Consult Involve	
Facilitate and support community development through effective implementation and delivery of the Community Grants Program	EC2 Sustainable community groups EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult Involve	
Manage Council's social performance activities within budget as at 30 June 2020	EC2 Sustainable community groups EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve	

DEPARTMENT: CORPORATE SERVICES

Mission: To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
Deliver public library services to the region pursuant to the State Library of Queensland Service Level Agreement and First 5 Forever Family Literacy Initiative	EXC5 Quality customer service EC3 An active, safe and healthy community EXC5 Quality customer service	Internal and External Stakeholders	Inform Consult Involve	
Grants, capital works and maintenance programs 2019/20 delivered on time and within budget by 30 June 2020 Grant funded programs are delivered in line with agreed program deliverables	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Compliance with Council's Environmental Authority for Waste Disposal Provision of cost effective and environmentally responsible waste management services and facilities Implementation of administrative and operational processes necessitated by the introduction of the State Waste Levy Collaboration with neighbouring regions in the Implementation of the Regional Waste Management Strategy	ENV2 Environmentally responsible and efficient waste management	Internal and External Stakeholders	Inform Consult	
Public health licence applications, routine inspections of licensed premises and complaint investigation, management effectively managed and actioned	EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult	
Effectively manage environmental authority registration applications, routine inspections of registered activities and environmental protection complaints	ENV1 Our region's environmental assets are promoted, protected and enhanced	Internal and External Stakeholders	Inform Consult	
Regulation of Council's Local Laws to ensure efficient and effective complaint investigation and compliance enforcement to provide an appropriate level of service to address compliance issues	EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult	
Develop a Local Laws review schedule to ensure Council's Local Laws are relevant and effective in supporting the administration of community regulatory matters.	EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve	

DEPARTMENT: CORPORATE SERVICES

Mission: To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
Assess development applications in a timely manner in accordance with the legislation in order to achieve long term sustainable development for the South Burnett Region	GO2 Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult	
Finalise development of a Local Government Infrastructure Plan (LGIP) outlining the required trunk infrastructure to support development within the regions towns	GO2 Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult	
Provide building, plumbing and drainage regulatory services to meet legislative requirements	EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult	
Maintain Council's tourist facilities at Boondooma and Bjelke-Petersen Dams and review future management and operational arrangements	GO3 The South Burnett is a recognised tourism destination INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Provide and maintain Council owned aerodromes as per legislative requirements	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Review the future management and operational arrangements of Coobahina Saleyards and Council owned dip yards	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Provide well planned and maintained open space, parks and rail trails network compliant with asset inspection and maintenance schedules Support local community and sporting groups to enhance local sport and recreational facilities in line with the South Burnett Sport & Recreation Strategic Plan	ENV1 Our region's environmental assets are promoted, protected and enhanced GO3 The South Burnett is a recognised tourism destination	Internal and External Stakeholders	Inform Consult Involve	



SOUTH BURNETT
REGIONAL COUNCIL

Finance Operational Plan 2019/20

Mission: To provide exemplary financial services and professional advice to enable our organisation to achieve long-term financial sustainability

Officer Responsible: General Manager Finance

Responsibilities: Department Management, Property and Rating, Procurement and Stores, Financial Planning and Sustainability, Asset Management, Plant and Fleet Management.

DEPARTMENT: FINANCE

Mission: To provide exemplary financial services and professional advice to enable our organisation to achieve long-term financial sustainability.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
BUDGET 2020/21 Annual budget is prepared and adopted by Council by 30 June 2020 Quarterly budget reviews of 2019/20 budget are provided to Council	EXC1 Effective financial management	Internal and External Stakeholders	Inform Consult Involve	
FINANCIAL MANAGEMENT Unqualified Audit from Queensland Audit Office Maintain debt recovery processes Roll out of the Corporate Card Program Ensure Council's insurance and insurable assets remain current Ensure Rate notices are accurate and issued on time	EXC1 Effective financial management	Internal and External Stakeholders	Inform Consult Involve	
PLANT & FLEET Plant and Fleet maintenance schedules maintained to optimise utilisation	EXC1 Effective financial management	Internal Stakeholders	Inform Consult Involve	
PROPERTY Implement Nanango Office refurbishment within timeframes and budget Implement building maintenance plan and asset management plan Review of Council leases and develop lease database and policy	EXC1 Effective financial management	Internal and External Stakeholders	Inform Consult Involve	
ASSET MANAGEMENT 10-year capital works plan that align to asset management plans are prepared for future budget considerations by January annually Asset Management Valuations achieved by agreed audit milestone date	EXC1 Effective financial management	Internal and External Stakeholders	Inform Consult Involve	

DEPARTMENT: FINANCE

Mission: To provide exemplary financial services and professional advice to enable our organisation to achieve long-term financial sustainability.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>ICT</p> <p>Maintain a high level of Councils Core business systems uptime and availability through continued best practise monitoring and active response systems</p> <p>Ensure the integrity of the Council network through best practise intrusion and protection principles.</p> <p>Maintain a high level of security procedures and adhere to emerging technology security changes rapidly.</p>	<p>EXC2.3 - Deliver corporate business solutions that meet corporate and customer needs</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>
<p>PROCUREMENT</p> <p>Implementation of mobile stores and inter office deliveries.</p> <p>Implementation of central contracts register</p> <p>Implementation of segregation of duties in the procure to pay process</p>	<p>EXC1 Effective financial management</p>	<p>Internal Stakeholders</p>	<p>Inform Consult Involve</p>



SOUTH BURNETT
REGIONAL COUNCIL

Infrastructure Operational Plan 2019/20

Mission: The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service

Officer Responsible: General Manager Infrastructure

Responsibilities: Department Management, Infrastructure Planning, Works, Water & Wastewater

DEPARTMENT: INFRASTRUCTURE

Mission: The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
Quality Management System and ISO9001 certification maintained	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Develop and implement an Asset Management Plan for transport assets	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Develop and implement a Maintenance Management System for transport assets	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Revise 10 year works program for the replacement, upgrade and construction of new transport assets	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Achieve compliance with treatment plant licence conditions, dam safety, public health requirements with statutory timeframes for reporting achieved	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Develop and implement an asset management plan for water and wastewater assets	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Review and comply with water and wastewater customer service standards and develop a maintenance management system for water and wastewater infrastructure	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
Revise a 10 year works program for the replacement, upgrade and construction of new water and wastewater assets	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	
State controlled road network on behalf of Department of Transport & Main Roads - Completion of works to specification and in accordance with the Road Maintenance Performance Contract and Transport Infrastructure Contracts	INF1 infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult	

DEPARTMENT: INFRASTRUCTURE

Mission: The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Coordinate Local Disaster Management and Recovery as required by legislation and manage the implementation of disaster management and continuity plans	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult Involve

5.3.3 CP - 2596484 - Minutes of the Audit Advisory Committee Meeting held on Tuesday 7 May 2019

Document Information

ECM ID 2596484

Author Internal Auditor

Endorsed

**By Manager Social & Corporate Performance
General Manager Corporate Services**

Date 22 May 2019

Précis

Minutes of the Audit Advisory Committee Meeting held on Tuesday 7 May 2019.

Summary

Providing a copy of the Minutes of the Audit Advisory Committee Meeting held at the South Burnett Regional Council Chambers on Tuesday 7 May 2019.

Officer's Recommendation

That Council endorse the attached minutes of the Audit Advisory Committee Meeting held on Tuesday 7 May 2019.

Financial and Resource Implications

Section 210 Audit Committee Composition

In accordance with the requirements of section 210 of the *Local Government Regulation 2012*, South Burnett Regional Council has established an Audit Advisory Committee (the Committee) comprising of three (3) voting members.

As stated in the Audit Advisory Committee Terms of Reference Policy, Council has appointed two (2) Councillors as members, one (1) of whom has been appointed as the Audit Advisory Committee Chairperson.

The other member of the Committee is external and independent to Council. The independent member has been appointed based on personal qualities and skills, and is expected to possess significant financial experience and expertise.

There is financial implication of engaging an independent member. Council currently pays the independent member a remuneration of \$400 for each meeting attended by the member.

Link to Corporate/Operational Plan

EXC1.1 - Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices

EXC2.1 - Deliver governance that provides sound organisational management and complies with relevant legislation

EXC2.2 - Appropriately resource the organisation to deliver Council's strategic objectives

Communication/Consultation (Internal/External)

The Committee liaises on a regular basis with the Senior Management and Executive leadership, Council's external auditor, Queensland Audit Office, the internal auditor and the fraud/corruption/risk management coordinator in carrying out its responsibilities.

Legal Implications (Statutory Basis, Legal Risks)

Local Government Regulation 2012

section 211 Audit Committee meetings

The audit committee of a local government must –

- (a) meet at least twice each financial year; and*
- (b) review each of the following matters –*
 - (i) the internal audit plan for the internal audit for the current financial year;*
 - (ii) the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate;*
 - (iii) a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the auditor-general under section 212;*
 - (iv) the auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and*
- (c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.*

To meet the requirements of section 105 of the *Local Government Act 2009* regarding the establishment of an Audit Committee, Council has formulated an Audit Advisory Committee and an Audit Advisory Committee Terms of Reference policies. The Audit Advisory Committee policy provides a framework in which the Audit Advisory Committee would operate.

The Audit Advisory Committee Terms of Reference policy specifies the role, responsibilities and authority of the Committee, sets out the specific responsibilities delegated by Council to the Audit Advisory Committee and details the manner in which the Committee will operate.

The main purpose of the Committee is to provide advisory services to Council in the effective performance of its responsibilities related to internal audit and risk management as prescribed under the *Local Government Act 2009*, the *Local Government Regulation 2012* and other relevant legislation, standards and requirements.

The Committee has an oversight function and therefore exercises a monitoring and assessment role.

Policy/Local Law/Delegation Implications

Audit Advisory Committee Policy

Audit Advisory Committee Terms of Reference

Internal Audit Policy

Internal Audit Terms of Reference

Risk Management Policy

Risk Management Committee Terms of Reference

Asset Management Implications

It is the responsibility of the Audit Advisory Committee to review and endorse the scoping document prior to the commencement of the annual valuation process of Council's assets.

It is also the Committee's responsibility to review and endorse the results of asset valuation reports prior to approval by Council, after considering the assumptions that was used in preparing the valuation reports.

Report

The South Burnett Regional Council's Audit Advisory Committee met on Tuesday 7 May 2019 and considered a number of items. The minutes of the meeting are provided for Council consideration and endorsement.



SOUTH BURNETT
REGIONAL COUNCIL

Minutes
Of the
Audit Advisory Committee

Held in Committee Meeting Room
South Burnett Regional Council Office, Kingaroy

7 May 2019

Commenced at 1.02 p.m.



South Burnett Regional Council Audit Committee Minutes

ORDER OF BUSINESS:

Minutes of the meeting of the South Burnett Regional Council Audit Advisory Committee, held in the South Burnett Regional Council Committee Room, Glendon Street, Kingaroy on Tuesday 7 May 2019 at 1.02 pm.

1. Opening & Attendance

Meeting opened at 1.02 pm

Attendance: Audit Advisory Committee Members

Mayor Keith Campbell, Chairperson
Melissa Schroffel, Independent Member

Attendance: Permanent Attendees

Mark Pitt (Chief Executive Officer)
Peter O'May (General Manager, Corporate Services)
Aaron Meehan (General Manager, Infrastructure)
Lester Schumacher (General Manager, Finance)
Celina Branch (Acting Manager, Finance)
Carolyn Knudsen (Manager, Social & Corporate Performance)
Delvene Woltmann (Internal Auditor)

Attendance: Invited Attendees

John Crook (Senior Manager, Queensland Audit Office)
Mariette van Schalkwyk (Audit Manager, KPMG)
Stephen Hegedus (Shepherd Services) present to speak to Asset Revaluations (Item 5.1.3)
Leah McCormack (Manager, Governance, Fraser Coast Regional Council)
David Lee (Fraser Coast Regional Council Audit Committee Member)

1.1. Welcome

Mayor Keith Campbell welcomed Leah McCormack and David Lee from the Fraser Coast Regional Council Audit Committee to the meeting as observers for the current reciprocal Audit Committee Meeting attendance.

2. Apologies

2.1. Apologies Received

Councillor Ros Heit (Portfolio Councillor Finance, ICT & Human Resources)
Jillian Richards (Audit Partner, KPMG)

3. Confirmation of the minutes of the previous meeting held on 12 February 2019

Resolution:

Moved Melissa Schroffel, seconded Mayor Keith Campbell.

That the minutes of the previous meeting held on Tuesday 12 February 2019 as recorded be confirmed.

Carried 2/2

FOR VOTE – Committee Members voted unanimously

4. Business arising from the minutes of previous meetings

4.1. Leave Report

Delvene Woltmann presented the Leave Liability Report detailing the percentage of staff that have leave balances in excess of leave policy. Mark Pitt advised that the Annual Leave is coming down and TOIL is being monitored. This increase in accrual of TOIL is

raised at the Senior Executive Team (SET) meetings and the SET has implemented an approach to work with staff to address the issue.

Progress on the issue will be provided at the next Audit Advisory Committee meeting. Mayor Keith Campbell agreed that accrual of TOIL needs to be managed appropriately. Peter O'May advised that Parks employees were trialling a system of building TOIL during busy summer months and utilising this during winter. If deemed successful then it will be considered for integration into a formalised agreement.

4.2. Rates Management Report

Celina Branch presented the summary report detailing payment arrangements by rate categories and the associated ratios toward debt settlement.

4.3. Financial Sustainability Ratio Training Dates

Mark Pitt advised that the Financial Sustainability Ratio training date for attendance by Senior Management and Audit Advisory Committee members has been set for 1.00pm on Tuesday 17 September 2019.

4.4. Audit Advisory Committee reciprocal arrangement update

Carolyn Knudsen greeted the attending members of the Fraser Coast Regional Council Audit Committee and advised that there will be six (6) South Burnett Regional Council Audit Advisory Committee members attending the Fraser Coast meeting to be held in Hervey Bay on Thursday 30 May 2019. Travel arrangements will be organised directly with those members closer to the date.

5. New Business

5.1. Finance

5.1.1 Investment Portfolio Report for the Quarter ended 31 March 2019

Celina Branch presented the Investment Portfolio Report and noted that the cash balance of \$11.3m in the operating account was high due to the February rate run and that \$4m was transferred to the QTC Cash Fund to decrease the balance. No Term Deposits were actioned for this period as the QTC rate was still the most competitive.

5.1.2 Discussion of the Shell Financial Statement for the 2018/19 FY

Celina Branch advised that the Financials for the South Burnett Community Hospital Foundation Limited have not had any major changes from last Financial Year. For both the Community Hospital and the Council, all leases will need to comply with new Accounting Standards. There will need to be a Register of Leases established which would be required to ensure that the fundamentals for each lease is accounted for. Attention will also need to focus on any service contracts that may contain embedded leases such as JJ Richards. The major difference in Provisions is that the Quarry has now been added into the Financials.

5.1.3 Asset Revaluations presented by Stephen Hegedus from Shepherd Services this was presented prior to item 3 due to Stephen presenting via Skype

Stephen Hegedus presented the Desktop Valuation Report (Appendix A) noting that indexation from 2016/17 was 0.93% cumulative increase on Water and Sewerage whereas Land and Buildings was 5% on threshold of indexation. Stephen advised that the Manager Property is currently organising an inspection of all buildings and updating the register, therefore this is the reasoning behind Shepherd not recommending the Indexation. Aaron Meehan noted that the meeting would support the recommendations.

Stephen then presented the Comprehensive Asset Revaluation of Roads, Drainage and Bridges noting that the executive summary explains the reasoning

behind the valuations. Referring to page 24, Stephen advised that changes were based on existing data and the summary page explains the rationale behind the \$2.9m change in depreciation. He highlighted that the Useful Life component is where the real change lies and determining the differing stages of Useful Life before Resheeting. The previous valuation was determined at approximately 25-30 year for Resheeting and depreciation whereas the current report is suggesting that ideally, it would be seven (7) years but a more realistic figure of 14 years has been utilised. Aaron Meehan stated that this gives Council a good base for discussions and knowledge surrounding its asset base. Mayor Keith Campbell queried if it was about restating the condition of assets and Stephen clarified that the standout factor is Useful Life and the informed decisions surrounding the assets with Aaron conferring that this serves as a guide for proactive maintenance. Mayor Campbell queried how much of the \$2.9m was for unsealed roads and Stephen responded that approximately \$1.5m is for unsealed roads. Replacement cost has increased however, the higher yearly costs are a result of shortened useful lives. Aaron stated that this gives Council realistic business figures and is new information for Council to process and decide on how to manage going forward. Melissa Schroffel queried if these are standards that are commonly utilised and Stephen advised that judgements had to be made on the remaining life on those assets where there was no knowledge surrounding the year built. However the next comprehensive report can be used to help with this modelling, and Aaron suggested benchmarking against other Councils. Mayor Campbell queried if the \$2.9m has to be accepted or if there were further calculations that may help manage financials as there would be a major concern to raise rating to a percentage that would cover this cost. Lester Schumacher advised that the revaluation figure is what it would cost and there is no easy mitigation of this reality and a position paper needs to be developed. Mark Pitt advised that external audit will need to test this and that Council will have to demonstrate where the numbers sit. Moving forward decisions will need to be made on whether all roads are equal in need of maintenance or resheeting and the potential levels of service moving forward.

5.1.4 Progress of external audit recommendations

Celina Branch confirmed with the Committee and Mariette van Schalkwyk that this will be covered in item 5.3 in the KPMG update.

5.2. Internal Audit

5.2.1. Summary of Internal Audit findings and recommendations

Delvene Woltmann presented the summary of Internal Audit findings and recommendations highlighting there had been no completion of any further recommendations from February 2019. Peter O'May advised that the outstanding item under his responsibility will be sent to an external party for collection and that this will be completed by 30 June 2019. Aaron Meehan advised there is an amendment currently being compiled for his item. Melissa Schroffel queried if there are any items that have been partially completed that could be moved from High status to a lower status. Carolyn Knudsen suggested that the outstanding internal audit recommendations be dealt reviewed by the Fraud and Corruption Prevention Management Steering Group (which comprises the SET) with revised risk assessment tabled at the next Audit Advisory Committee meeting. This was agreed.

5.2.2. The Internal Audit Progress Report

The report was presented to the Committee and Delvene Woltmann identified the progression of the scheduled current year Internal Audits. Mark Pitt raised the concern that the recommendations from the Management of Portable and Attractive Assets could not be delivered at this time and likely may take a period

no less than five (5) years. Mark put that it not be tabled for implementation given the recommendations will outstanding for sometime. Melissa Schroffel advised that Council needs to assess the level of risk and to what level of risk they would accept and any potential detriment to the organisation that this may have. She advised that these items should be put to the Audit Advisory Committee to either accept the recommendation or to defer and to consider any achievability of the recommendations. Carolyn Knudsen advised that the process currently followed is that the internal audit recommendations are tabled and when the responsible managers provide an update on the implementation of the recommendations, they can provide a response for the consideration of the Committee to establish that the recommendation is not relevant. The Committee may at this time request further data to make an informed decision as to the removal or adjustment of the recommendation.

5.3. KPMG Update

5.3.1. SBRC 2019 Audit Advisory Committee Briefing Paper

Mariette van Schalkwyk presented the Briefing Paper and noted the audit progress to date. She stated that there has been no new matters identified so far this year, however a prior year recommendation of monthly Bank Reconciliations are not being completed. Celina Branch responded that this was due to new staffing arrangements and should not be an issue moving forward. Mariette identified that there is insufficient tracking of Grant Revenue and Income and Expenditure should be appropriately tracked. Celina advised that ECM doesn't link into the Technology One Grant Module which is resource heavy to implement and a business decision needs to be made surrounding how to deal with this which is currently a work in progress.

5.3.2. SBRC 2019 Interim Report

John Crook from Queensland Audit Office (QAO) advised that there is a paper due out shortly surrounding recommended practices and structures regarding Internal Audit and Audit Committees. He suggested that once the QAO Cyber Security paper is released that Council should review and consider any relevant recommendation items. John also advised of the upcoming QAO Chair Briefing which is open to all committee members via Skype on Thursday 9 May 2019. Delvene Woltmann is to follow up with the QAO and request a Skype link for all committee members to attend if possible.

6. General Section

6.1. Minutes and Action Plan

Carolyn Knudsen presented the following minutes for information and discussion. She advised that there is a Fraud & Corruption Prevention Management Steering Group meeting scheduled for this month and that both this group and the Working Group have been working well.

6.1.1. Risk Management Meeting Minutes – 16 April 2019 (Unconfirmed)

6.1.2. Fraud & Corruption Prevention Management Working Group Minutes - 28 February 2019 (Unconfirmed)

6.2. The following dates for future Committee meetings were proposed:

- Tuesday 27 August 2019 – 1pm to 3pm
- Tuesday 1 October 2019 – 1pm to 3pm

Resolution:

Moved Mayor Keith Campbell, seconded Melissa Schroffel.

That the following dates for future Committee meetings be endorsed:

South Burnett Regional Council Audit Committee – Minutes – 7 May 2019

- *Tuesday 27 August 2019 – 1pm to 3pm*
- *Tuesday 1 October 2019 – 1pm to 3pm*

Carried 2/2

FOR VOTE – Committee Members voted unanimously

Meeting closed at 2.57 pm

5.3.4 CP - 2598991 - Adoption of the Dealing with Confidential Information Policy

Document Information

ECM ID 2598991

Author Manager Social & Corporate Performance

Endorsed
By General Manager – Corporate Services

Date 3 June 2018

Précis

Adoption of the Dealing with Confidential Information Policy

Summary

Council operates in an environment of public accountability in which it seeks to inform the public of issues under consideration and the nature of decisions made by Council. Therefore, information should ordinarily be released to the public unless there are compelling reasons which indicate that this is not in the public interest.

At the same time, Council is conscious of the need to handle Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.

This policy aims to:

- assist Council in determining what is considered to be confidential information to external parties and how this information should be handled;
- provide guidance to Councillors in complying with section 171 of the *Local Government Act 2009* regarding the proper handling of confidential information;
- provide guidelines relating to the management of confidential and sensitive information in respect to Council reports, communication with Councillors and Council Officers, communication with members of the public and provide guidance to Council Officers in complying with section 200(5) of the *Local Government Act 2009*.

Officer's Recommendation

That Council adopt the Dealing with Confidential Information Policy

Financial and Resource Implications

No direct financial or resource implications arise from this report.

Link to Corporate/Operational Plan

Corporate Plan 2018/19 to 2022/23: EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

No direct policy/local law/delegation implications arise from this report.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Council operates in an environment of public accountability in which it seeks to inform the public of issues under consideration and the nature of decisions made by Council. Therefore, information should ordinarily be released to the public unless there are compelling reasons which indicate that this is not in the public interest.

At the same time, Council is conscious of the need to handle Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.

This policy aims to:

- assist Council in determining what is considered to be confidential information to external parties and how this information should be handled;
- provide guidance to Councillors in complying with section 171 of the *Local Government Act 2009* regarding the proper handling of confidential information;
- provide guidelines relating to the management of confidential and sensitive information in respect to Council reports, communication with Councillors and Council Officers, communication with members of the public and provide guidance to Council Officers in complying with section 200(5) of the *Local Government Act 2009*.



Dealing with Confidential Information

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1. POLICY STATEMENT

To ensure Councillors and Council officers understand the requirements for management of all confidential information.

2. SCOPE

This policy applies to all persons who are or have been a Councillor and to all persons who are or have been an employee, contracted staff or a volunteer with South Burnett Regional Council, regarding information they have acquired whilst engaged by Council.

3. POLICY OBJECTIVES

This policy aims to:

- assist Council in determining what is considered to be confidential information to external parties and how this information should be handled;
- provide guidance to Councillors in complying with section 171 of the *Local Government Act 2009* regarding the proper handling of confidential information;
- provide guidelines relating to the management of confidential and sensitive information in respect to Council reports, communication with Councillors and Council officers, communication with members of the public and provide guidance to Council officers in complying with section 200(5) of the *Local Government Act 2009*.

4. BACKGROUND AND/OR PRINCIPLES

Council operates in an environment of public accountability in which it seeks to inform the public of issues under consideration and the nature of decisions made by Council. Therefore, information should ordinarily be released to the public unless there are compelling reasons which indicate that this is not in the public interest.

At the same time, Council is conscious of the need to handle Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.

It is accepted that Councillors and Council officers will be in receipt of confidential information acquired during the normal conduct of their duties with Council. It is Council's responsibility to ensure that such information is treated confidentially, so as not to harm, prejudice or compromise the

interests of Council or any individual or organisation, or enable any individual or organisation to gain a financial advantage.

Whilst endeavouring in the interests of public accountability to limit the number of matters which are considered in confidential sessions, Council acknowledges that it is appropriate to consider certain matters in closed meetings.

5. GENERAL INFORMATION

5.1. Consideration of Confidential Information

The following types of information are deemed to be confidential to Council unless or until the Council resolves to the contrary:

- Commercial in confidence information, including where the release of information would affect a company's competitive advantage (particularly including competitive tender situations);
- Information derived from government departments or ministers that have been classified as confidential;
- Information of a personal nature or about personal affairs, for example the personal details of Councillors or Council officer;
- Information relating to a property disposal or acquisition process where release of the information may prejudice Council;
- Financial and legal analysis where the disclosure of that information may compromise Council or someone else;
- Information relating to clients of Council;
- Information not owned or controlled by Council;
- Information that could result in any action being taken against Council for defamation;
- Information involving legal advice to Council or a legal issue or a matter before the courts;
- Information that is expressly given in confidence; or
- Information about:
 - the appointment, dismissal or discipline of Council officers;
 - industrial matters affecting Council officers;
 - the local government's budget in certain circumstances;
 - rating concessions in certain circumstances;
 - contracts proposed to be made by Council;
 - starting or defending legal proceedings involving Council; or
 - any action to be taken by Council under the *Integrated Planning Act 1997* or the *Sustainable Planning Act 2009* or the *Planning Act 2016*, including deciding applications made to Council under the *Local Government Act 2009*.

It is acknowledged that some of the above classes of information may need to be disclosed from time to time for legal reasons or in accordance with the *Right to Information Act 2009* and the *Information Privacy Act 2009*.

5.2. Confidential Information at Council Meetings

Under Section 275 of the *Local Government Regulation 2012* Council may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to close the meeting to discuss:

- the appointment, dismissal or discipline of employees; or
- industrial matters affecting employees; or
- the local government's budget; or
- rating concessions; or
- contracts proposed to be made by it; or
- starting or defending legal proceedings involving the Council; or
- any action to be taken by the Council under the *Planning Act*, including deciding applications made to it under that Act; or

- other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

The Chief Executive Officer (CEO) has the responsibility of preparing the agenda for a Council meeting. In doing that, the agenda will indicate items in open and closed session. A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed and a resolution (other than a procedural resolution) must not be made in a closed meeting.

Whilst a resolution arising from such matters must be considered in open session, Council has the option to make any reports or material prepared about a closed session matter only available under the provisions of the *Right to Information Act 2009*, the *Information Privacy Act 2009* or legal proceedings.

Should it be determined that the report should remain a confidential document then the wording of the resolution must not refer to the subject report.

Nevertheless, this policy deems that as a minimum:

- The CEO may make a declaration that information (other than Council reports) concerning a specific matter is to be treated as confidential to Council, and the information will remain confidential unless or until Council resolves to the contrary.
- An item on a Council meeting agenda and the information contained in the documentation or supporting material that is declared confidential by the CEO is to remain confidential unless or until Council resolves to the contrary.
- If the Mayor or a Councillor in a meeting asks that a matter be treated as confidential, Council will formally resolve as to whether all information concerning the matter is confidential.
- If Council exercises its powers under Section 275 of the *Local Government Regulation 2012* to close its meeting to members of the public, all information in relation to the matters discussed during that closed meeting or the closed portion of the meeting is confidential, unless and until the Council resolves to the contrary.
- Confidential information shall be clearly identified as confidential.
- Any information of a type deemed to be confidential is to be presumed by Councillors and Council officers to be confidential to Council and must not be released without seeking advice from the CEO.
- If a Councillor has any doubt as to whether Council considers information to be confidential, the Councillor is to act on the assumption that Council does so intend until the doubt is resolved at a subsequent meeting of Council.

In general, the schedule of confidential matters as per Section 275 of the *Local Government Regulation 2012* will apply. However, specific strategic planning initiatives could also be included to ensure that a corporate position is resolved prior to any media release.

5.3. Responsibilities of Councillors and Council Officers

Councillors, employees, volunteers and contractors must be aware of their responsibilities and agree (either through the Oath of Office or Code of Conduct) that they should:

- Exercise due care when handling or using information acquired in their role;
- Acknowledge that there will be information that must be treated as confidential, because to release it would prejudice public trust and confidence in the integrity of Council;
- Acknowledge that disclosure of confidential information constitutes a breach of the *Local Government Act 2009* and that Council may take disciplinary action for any damages caused;
- If uncertain, presume information is confidential and seek advice from a Council Governance Officer, Manager, General Manager or CEO prior to any release of it;
- Undertake not to disclose and to use their best endeavours to prevent disclosure of confidential information to any person or organisation, specifically:
 - avoid discussing confidential Council information with family, friends and business associates; and

- ensure documents containing confidential information are properly safeguarded at all times – including materials stored at private or business residences.
- Not use confidential information to gain improper advantage for themselves or any other person or body; and
- Not use confidential information to cause harm or detriment to Council or any other person or body.

5.4. Use of Information by Councillors

Councillors must handle information in a way that promotes and maintains the public's trust and confidence in the integrity of the Council. Improper release of Council information by a Councillor is considered a breach of section 171 of the *Local Government Act 2009*.

A breach of section 171(3) of the *Local Government Act 2009* includes a release such as:

- orally telling any person about the information or any part of the information;
- providing the original or a copy of documentation or any part of the documentation that is marked confidential;
- paraphrasing – putting into your own words – any confidential information and providing that in writing or orally.

A person may make a complaint about a breach by a Councillor of section 171(3) by giving notice of the complaint to the Council's CEO. A breach of section 171(3) is "misconduct" (see the definition of "misconduct" in section 150L of the *Local Government Act 2009*). Complaints about Councillor conduct must be referred to the Independent Assessor (see division 2 of the *Local Government Act 2009*).

5.5. Use of Information by Council Officers

Section 200 of the *Local Government Act 2009* states:

- 1) This section applies to all local government employees, including the Chief Executive Officer.
- 2) A *local government employee* includes -
 - (a) a contractor of the local government; and
 - (b) a type of person prescribed under a regulation.
- 3) A person who is, or has been, a local government employee must not use information acquired as a local government employee to -
 - (a) gain (directly or indirectly) an advantage for the person or someone else; or
 - (b) cause detriment to the local government.

Maximum penalty - 100 penalty units or 2 years' imprisonment.
- 4) Subsection (3) does not apply to information that is lawfully available to the public.
- 5) A person who is, or has been, a local government employee must not release information that the person knows, or should reasonably know, is information that -
 - (a) is confidential to the local government; and
 - (b) the local government wishes to keep confidential.

Maximum penalty - 100 penalty units or 2 years' imprisonment.

5.6. Release of Confidential Information

Any release of confidential information for any purpose to any person or organisation (other than to those who are entitled to the information) is a breach of the *Local Government Act 1993* (until 1 July 2010) and the *Local Government Act 2009* (beyond 1 July 2010).

Release of information can include:

- Orally telling any person about the information or any part of the information;

- Providing the original or a copy of documentation or any part of the documentation that is marked confidential; or
- Paraphrasing any confidential information and providing that in writing or orally.

6. DEFINITIONS

Contracted Staff a person, organisation or entity that performs a specific act or acts including the provision of services and/or materials to another person, organisation or entity under an agreement enforceable by law.

Confidential information is information generally not known by, or available upon request to, the public which:

- Identifies and relates to a particular individual; or
- Carries a risk that – if released or improperly used – would cause harm to the Council or a member of the community, or give an unfair advantage to someone.

External Parties is anybody that is not employed by Council.

Employed by Council includes persons appointed by Council, contracted on a casual or temporary basis, consultant agreements or contractual arrangements.

Independent Assessor investigates and assesses complaints about councillor conduct.

The Independent Assessor also:

- provides advice, training and information about dealing with alleged or suspected inappropriate conduct, misconduct or corrupt conduct to councillors, local government employees and the public.
- prosecutes misconduct offences via the Councillor Conduct Tribunal.

Information is knowledge communicated or received concerning some fact or circumstance; news and knowledge on various subjects, however acquired. Information comes in any number of forms including letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, and/or other forms of information including discussions during formal and informal meetings.

Volunteer any person, who of their own free will, offers to undertake unpaid work for Council and is accepted as a Volunteer by the Chief Executive Officer and/or his authorised delegates.

Workshops and/or Briefing Sessions are non-decision making forums convened by Councillors, the CEO and, as directed by the CEO, other Council officers that create an opportunity for Councillors and officers to discuss matters of proposed policy or other strategic or community sensitive issues, as well as providing a forum for Councillors to be made aware of issues of significance to the organisation and/or to the community.

7. LEGISLATIVE REFERENCE

Crime and Corruption Act 2001

Integrated Planning Act 1997

Local Government Act 1993 (Until June 30 2010)

Local Government Act 2009 (From 1 July 2010)

Planning Act 2016

Right to Information Act 2009

Sustainable Planning Act 2009

8. RELATED POLICIES/PROCEDURES

Administrative Action Complaint Management Policy

Councillor Code of Conduct

Councillor Conduct Complaints Investigation Policy

Employee Code of Conduct

Information Privacy Policy

Public Interest Disclosure Policy

9. NEXT REVIEW

March 2021

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Policy development and adoption	May – June 2019

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

DRAFT

5.3.5 CP - 2599014 - Adoption of the Entertainment and Hospitality Policy

Document Information

ECM ID 2599014

Author Manager Social & Corporate Performance

**Endorsed
By** General Manager – Corporate Services

Date 3 June 2019

Précis

Adoption of the Entertainment and Hospitality Policy

Summary

Council has an obligation to ensure that all entertainment and hospitality expenditure must be incurred in the public interest or as a means of promoting Council business. The person authorising the expenditure must also be able to demonstrate the benefits resulting from such expenditure.

This Policy has been developed to assist Council to ensure that expenditure on entertainment and hospitality is reasonable and appropriate, is incurred in the public interest, and that approval for such expenditure follows standard Council procurement procedures.

Officer's Recommendation

That Council adopt the Entertainment and Hospitality Policy

Financial and Resource Implications

No direct financial or resource implications arise from this report.

Link to Corporate/Operational Plan

Corporate Plan 2018/19 to 2022/23:
EXC2 Effective corporate management
EXC3 A skilled and sustainable workforce

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

No direct policy/local law/delegation implications arise from this report.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Council has an obligation to ensure that all entertainment and hospitality expenditure must be incurred in the public interest or as a means of promoting Council business. The person authorising the expenditure must also be able to demonstrate the benefits resulting from such expenditure.

This Policy has been developed to assist Council to ensure that expenditure on entertainment and hospitality is reasonable and appropriate, is incurred in the public interest, and that approval for such expenditure follows standard Council procurement procedures.



Entertainment and Hospitality Policy

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1. POLICY STATEMENT

This policy applies to all Councillors and Council Officers who may incur hospitality and/or entertainment expenses in performing their duties. It also applies to Councillors where the Expenses Reimbursement Policy for Councillors does not apply.

2. SCOPE

The purpose of this policy is to provide guidelines for appropriate expenditure on entertainment and hospitality, ensuring that the public monies are utilised as per the local government principles.

3. POLICY OBJECTIVES

The objectives of this policy are to ensure that expenditure on entertainment and hospitality is reasonable and appropriate, is incurred in the public interest, and that approval for such expenditure follows standard Council procurement procedures.

4. BACKGROUND AND/OR PRINCIPLES

All entertainment and hospitality expenditure must be incurred in the public interest or as a means of promoting Council business. The person authorising the expenditure must also be able to demonstrate the benefits resulting from such expenditure.

The amount spent on entertaining and hospitality must be reasonable and appropriate with the benefit received by Council and/or the community.

The expenditure must be provided for in a budget, be authorised in accordance with Council's normal accounting procedures, and in accordance with the requirements of this policy.

Entertainment and hospitality expenses may only be charged to Council if prior authorisation has been obtained and such expenditure has been authorised within a specified limit and complies with policy.

Council may meet the cost of food and non-alcoholic drinks provided to Council officers in the following circumstances:

- A light meal may be provided for Council officers who are required to work during a mealtime and an alternative dedicated meal break is not available such as committee meetings, working

group meetings, conferences, seminars and training sessions where the Council meets the cost;

- if the Council officer is required to attend a meeting or other function attended by non-employees and food and drink is provided for all attendees under this policy;
- if the Council officer is working at premises remote from normal place of work so that normal arrangements for a particular meal are not available.

Council may meet the cost of providing food and drink to Council officers in the following circumstances:

- where the Council officer attends a function at which alcoholic drinks are included and provided for non-employees. As representatives of the Council, Council officers may drink in moderation.

Where a training course, meeting or other function is arranged and Council officers or visitors will be present during the normal meal period, the Council may, if it facilitates the event, arrange for refreshments to be made available. Such refreshments are to be reasonable in relation to the purpose and nature of the event and the expected attendees.

If a Council officer attends a training course, meeting or other function not provided by the Council but at Council's cost, the Council may pay for the meals if they are included in an overall cost for the event, or are provided as meals which are an integral part of the event.

5. GENERAL INFORMATION

5.1. Reasonable and Appropriate Expenditure is included in this policy as follows:

5.1.1. Civic Functions

Functions such as citizenship ceremonies that provide community recognition or a welcome by the Council, the decision as to reasonable and appropriate costs will be determined by the Chief Executive Officer and will take into consideration the number of attendees, the timing of the function, the venue and the location.

5.1.2. ANZAC or Vietnam Veteran's Wreaths

Recognition of the service of war veterans to the community.

5.1.3. Condolence Wreaths or Floral Presentations

For the death of, or serious illness/injury to, a Councillor or Council officer. This is in recognition of service and a mark of respect to his/her family.

5.1.4. Visits by Overseas Delegates

These visits occur for cultural or economic development reasons and have the potential to increase investment in the Council area. The decision as to reasonable and appropriate costs will be determined by the Chief Executive Officer and will take into consideration the number of attendees, the timing of the visit, the venues and the locations.

5.1.5. Council Organisational Functions

The decision as to reasonable and appropriate costs will be determined by the Chief Executive Officer and will take into consideration the number of attendees, the timing of the event, the venue and the location.

5.1.6. Meetings within Ordinary Hours

Entertainment and hospitality for meetings held within ordinary working hours should be kept to a minimum. Where Councillors or Council officers are required to work through a meal break or outside normal hours due to the impracticality of holding the meeting at any other time, the relevant meal allowance is to be used as a guide. Such

entertainment and hospitality should not be substituted for business meetings that would ordinarily be conducted in the workplace. Examples may include Ordinary Meetings of the Council, committee meetings, and organisational meetings. Where there are regular meetings that are similar in nature each time, there will be no need to justify the reasonableness and appropriateness of expenditure for each meeting; provided that the expenditure for the first meeting is reasonable and appropriate and has been incurred in the public interest.

5.2. Associated Persons Expenditure

Only in exceptional circumstances, specifically approved by Council or the Chief Executive Officer, and where the attendance of an associate is of demonstrated benefit to the Council, and the entertainment and hospitality costs for such a person are to be met by the Council. In these instances, the associate will be considered an official representative of the Council and will be expected to comply with Council's Employee Code of Conduct policy.

Examples of expenditure that is considered inappropriate and are therefore treated as private expenditure:

- tips or gratuities – tipping is not customary in Australia, however, if travelling overseas and tipping is the custom, these will be considered official expenditure
- drinks only costs –including hot and cold beverages
- morning/afternoon tea outside Council premises, where only Councillors or Council officers are attending
- alcohol consumed in conjunction with a meal (excepting as specified)

5.3. Expenditure Controls

- a person may not authorise his or her own expenditure. All expenditure must be authorised by the Chief Executive Officer, General Manager or Manager with the necessary financial delegation in compliance with this policy
- appropriate documentation must be supplied when claiming reimbursement for expenses incurred (for example, tax invoices, receipts etc.)
- where there is some doubt about the validity of claiming particular expenditure, the principles of this policy should be used to make the determination

5.4. Use of Credit Cards for Entertainment and Hospitality

If a credit card is provided to a Councillor or Council officer, that credit card may only be used to pay for entertainment or hospitality where:

- a) the expenditure has been approved under this policy; or
- b) prior authorisation has been obtained in accordance with this policy; or
- c) such expenditure on a particular occasion has been authorised by the relevant Authorised Officer and expenditure complies with this policy.

5.5. Fringe Benefits Tax

Fringe Benefits Tax (FBT) may be payable on certain types of expenditure. The Council officers requesting and approving entertainment and hospitality expenditure should be aware of any FBT implications of the expenditure. Council officers are to ensure that all expenditure details are completed accurately to ensure appropriate compliance with FBT Legislation is achieved.

The provision of entertainment by way of food, drink or recreation may have implications for fringe benefits tax. The following types of fringe benefits may arise from Council providing entertainment such as farewell dinners for senior employees:

- an expense payment fringe benefit if, for example, the cost of tickets purchased by an employee is reimbursed by Council
- a property fringe benefit through the provision of food and drink

- a residual fringe benefit resulting from the provision of accommodation nor transport in connection with such entertainment

Council must keep sufficient records to enable the correct calculation of its Fringe Benefit Tax liability. With this objective in mind, the following details are to be recorded for each function funded wholly or in part by Council, detailing the following:

- invoice number
- supplier
- work order number/GL account number
- purpose of expenditure
- particulars of function
- breakdown of attendance - staff; councillors, staff associates, visitors
- duration of meeting/seminar

6. DEFINITIONS

Council refers to South Burnett Regional Council.

Council officer refers to all persons who are an employee, contracted staff or a volunteer with South Burnett Regional Council.

Entertainment and Hospitality as defined in section 196 of *Local Government Regulation 2012*:

Examples of entertainment or hospitality—

- entertaining members of the public in order to promote a local government project
- providing food or beverages to a person who is visiting the local government in an official capacity
- providing food or beverages for a conference, course, meeting, seminar, workshop or another forum that is held by the local government for its Councillors, local government employees or other persons
- paying for a Councillor or local government employee to attend a function as part of the Councillor's or employee's official duties or obligations as a councillor or local government employee

A local government may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

8. RELATED POLICIES/PROCEDURES

Employee Code of Conduct Policy

Councillor Code of Conduct Policy

Expenses Reimbursement for Councillors Policy

Gifts and Benefits Policy

9. NEXT REVIEW

April 2021

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Policy development and adoption	June 2019

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

5.3.6 CP - 2599035 - Adoption of the Information Privacy Policy

Document Information

ECM ID 2599035

Author Manager Social & Corporate Performance

Endorsed By General Manager – Corporate Services

Date 3 June 2019

Précis

Adoption of the Information Privacy Policy

Summary

South Burnett Regional Council (Council) is strongly committed to and will take all reasonable steps to protect the privacy of individuals by ensuring that the collection, use, disclosure and handling of all personal information by Council complies with the *Information Privacy Act 2009* and other relevant legislation.

Council collects the personal information of South Burnett residents, Council Officers and others in a lawful and fair manner as and when required to provide a service or administer a function and will:

- respect and protect individuals' personal information;
- use personal information only for the purpose for which it was collected;
- ensure the personal information collected is relevant, accurate and up-to-date; and
- disclose personal information to external organisations only where:
 - the individual has consented to the disclosure;
 - it contributes to the public good;
 - there is a legislative requirement; or
 - it is contracted as part of a service on Council's behalf.

This Policy has been reviewed as per the schedule for Policy Review.

Officer's Recommendation

That Council adopt the Information Privacy Policy

Financial and Resource Implications

No direct financial or resource implications arise from this report.

Link to Corporate/Operational Plan

Corporate Plan 2018/19 to 2022/23:
EXC2 - Effective corporate management

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

No direct policy/local law/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 strongly committed to and will take all reasonable steps to protect the privacy of individuals by ensuring that the collection, use, disclosure and handling of all personal information by Council complies with the *Information Privacy Act 2009* and other relevant legislation.

Council collects the personal information of South Burnett residents, Council Officers and others in a lawful and fair manner as and when required to provide a service or administer a function and will:

- respect and protect individuals' personal information;
- use personal information only for the purpose for which it was collected;
- ensure the personal information collected is relevant, accurate and up-to-date; and
- disclose personal information to external organisations only where:
 - the individual has consented to the disclosure;
 - it contributes to the public good;
 - there is a legislative requirement; or
 - it is contracted as part of a service on Council's behalf.

This Policy has been reviewed as per the schedule for Policy Review.



Information Privacy Policy

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1. POLICY STATEMENT

South Burnett Regional Council (Council) is strongly committed to and will take all reasonable steps to protect the privacy of individuals by ensuring that the collection, use, disclosure and handling of all personal information by Council complies with the *Information Privacy Act 2009* (IPA2009) and other relevant legislation.

Council collects the personal information of South Burnett residents, Council Officers and others in a lawful and fair manner as and when required to provide a service or administer a function and will:

- respect and protect individuals' personal information;
- use personal information only for the purpose for which it was collected;
- ensure the personal information collected is relevant, accurate and up-to-date; and
- disclose personal information to external organisations only where:
 - the individual has consented to the disclosure;
 - it contributes to the public good;
 - there is a legislative requirement; or
 - it is contracted as part of a service on Council's behalf.

2. SCOPE

This policy applies to all personal information held by Council. All Council Officers are responsible for ensuring this policy is understood and adhered to at all times.

3. POLICY OBJECTIVES

Council will take all reasonable steps to comply with the relevant legislation for the collection, use, disclosure and handling of all personal information collected and held.

4. BACKGROUND AND/OR PRINCIPLES

The protection of personal information which can identify an individual is a matter of significance to the Council. Council will comply with the Information Privacy Principles (IPP) contained in the IPA2009:

- IPP1 – collection of personal information (lawful and fair)
- IPP 2 – collection of personal information (requested from individual)

- IPP 3 – collection of personal information (relevance etc.)
- IPP 4 – storage and security of personal information
- IPP 5 – providing information about documents containing personal information
- IPP 6 – access to documents containing personal information
- IPP 7 – amendment of documents containing personal information
- IPP 8 – checking of accuracy etc. of personal information before use by agency
- IPP 9 – use of personal information only for relevant purpose
- IPP 10 – limits on use of personal information
- IPP 11 – limits on disclosure

5. GENERAL INFORMATION

The IPA2009 sets out the ways in which Council must handle personal information. It also gives individuals the right to request a copy of their personal information and to ask for documents to be amended if they are inaccurate or out of date.

A copy of this policy is available for public access at Council's Customer Service Centres and on Council's website at www.southburnett.qld.gov.au.

Types of personal information held by Council include, but not limited to:

- name and address
- telephone number
- email address
- age and/or date of birth
- property ownership and/or occupier details
- animal ownership
- payment history
- pensioner / concession details
- library membership

Disclosure of personal information is only made after prior written consent of the individual is obtained or for the purposes stated in the collection notice.

Disclosure of personal information by placement on Council's website will be treated in accordance with section 33 *Transfer of personal information outside Australia* of the IPA2009, whereby:

- the individual gives prior written consent for their personal information to be placed on Council's website; or
- the placement of personal information on Council's website is authorised or required under a law; or
- where Council is satisfied there is reasonable grounds that the transfer is required to lessen or prevent a serious threat to life, health, safety or welfare; or
- in accordance with section 33(d) of the IPA2009.

Council may, wherever it is practicable and lawful, offer individuals the option of not identifying themselves when entering into transactions with Council, however Council's ability to respond, act and/or provide a requested service may be limited.

Council will not collect sensitive personal information about an individual unless:

- consent is provided by the individual
- collection is required by law
- collection is necessary to prevent or lessen a serious threat to life, health, safety or welfare of an individual or
- collection is necessary for the establishment, exercise or defence of a legal or equitable claim.

If an individual is not satisfied with the manner in which Council has handled their request for access to their personal information, they may lodge a formal complaint under Council's

Administrative Action Complaint Management Policy, a copy of which can be found on Council's website.

6. DEFINITIONS

Access – provides an individual with personal information about themselves that is held by the Council. This may include allowing that individual to inspect personal information or to obtain a copy of the personal information.

Collection – the gathering, acquiring or obtaining of personal information from any source and by any means, including information that the Council has come across by accident or has not asked for.

Consent – the voluntary agreement to some act, practice or purpose.

Council Officer - Councillors, employees, consultants, contractors, apprentices, trainees and work experience students and volunteers.

Disclosure - the release of personal information to persons or organisations outside the Council. It does not include giving individuals personal information about themselves.

Individual - means a natural living person (entities and deceased persons do not have personal information).

Personal information - information or an opinion, including information or an opinion forming part of a database, whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion (as defined by the IPA2009).

Sensitive information – information or an opinion that may give rise to discriminatory practices based on an individual's:

- racial or ethnic origin
- political opinions
- membership of a political association, a professional or trade association or a trade union
- religious beliefs or affirmations
- philosophical beliefs
- sexual preferences or practices
- criminal record or
- health.

Use - the handling of personal information within Council including the inclusion of personal information in a publication.

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Information Privacy Act 2009

Right to Information Act 2009

8. RELATED POLICIES/PROCEDURES

Administrative Action Complaint Management Policy

Councillor Code of Conduct Policy

Employee Code of Conduct

Right to Information Policy

9. NEXT REVIEW

June 2021

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	New Policy	16/09/2010
2	Scheduled Revision	14/12/2016
3	Scheduled Revision	

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

5.4 Disaster Management

Officer's Report

5.4.1 DM - 2596546 - Minutes of Local Disaster Management Group held on 5 March 2019

Document Information

ECM ID 2596546

Author Disaster Management Officer

**Endorsed
By**

General Manager Infrastructure

Date 22 May 2019

Précis

Minutes of the Local Disaster Management Group Meeting held on Tuesday 5 March 2019.

Summary

The Minutes of the Local Disaster Management Group Meeting held in Warren Truss Chambers, Kingaroy of South Burnett Regional Council on Tuesday 5 March 2019 are provided for Council to note and consider.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Local Disaster Management Group Meeting held on Tuesday 5 March 2019.

Financial and Resource Implications

Nil

Link to Corporate/Operational Plan

EC4.1 Ensure the Local Disaster Management Planning enables the community to be prepared for, respond to and recovery from disasters.

Communication/Consultation (Internal/External)

N/A

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

Nil

Report

The South Burnett Regional Council's Local Disaster Management Group met on 5 March 2019 and considered a number of items. The Minutes of the meeting are provided for Council to note and consider.

Attachments

1. Minutes of the Local Disaster Management Group Meeting – 5 March 2019.



South Burnett Local Disaster Management Group Minutes

Chair: Aaron Meehan
Minutes: Natasha Schulz
Date: Tuesday 5 March 2019 at 8.30 am
Venue: South Burnett Regional Council, Warren Truss Chamber, Kingaroy

Committee Attendance:

Aaron Meehan (Local Disaster Coordinator)	James D'Arcy (Deputy Local Disaster Coordinator)	Peter O'May (Local Recovery Coordinator/Deputy Local Disaster Coordinator)
Michael Hunter (Deputy Local Recovery Coordinator)	Arthur Dawson (SES Coordinator North & South)	Deanna Byers (SBRC Media Liaison Officer)
Simon Neal (Deputy SBRC Media Liaison Officer)	Donna Brown (Disaster Management Officer)	Craig Yarrow (Deputy Disaster Management Officer)
Mark Pitt (CEO SBRC Representative)	Snr Sgt David Tierney (OIC QPS Kingaroy)	Peter Harkin (QFES Emergency Management Coordinator, Nth Coast Region)
Bruce Groer (QFES LDMG Rep)	Steve Roberts (Deputy – QFES)	Snr Sgt Lance Gutendge (OIC QPS Murgon)
Rob Woodall (Stanwell)	Scott Tucker (Deputy Stanwell)	Simon Rogerson (Deputy Stanwell)
Darren Large (Sunwater)	Senior Sergeant Paul Algie (Executive Officer DDMG)	Martin Taylor (Rural Fire Service Deputy Cherbourg)
Geoff Elliott (Department of Education)	Andrew Bryant (WBBROC)	
Committee Apologies:		
Maurie Freeman (Deputy Ergon)	Elizabeth Livingstone (Deputy QLD Health)	Glen Haichett (Ergon)
Councillor Roz Frohloff	Chantal Devereaux (Department of Communities, Disability Services & Seniors)	Jo Searle (Deputy Department of Communities, Disability Services & Seniors)
Anne Neilson (QLD Health)	Mark Long (QFES Inspector)	Mayor Keith Campbell
Robert da Fonseca (Queensland Reconstruction Authority)	Inspector Stephen Donnelly (District Disaster Coordinator)	Terry Aldridge (Deputy Dept of Education)
Eleanor Carter (State Liaison and Engagement Lead, Emergency Services)	Alana Pastour (SES A/Area Controller)	Ashley Roediger (Dept of Education)
Michael Formica (Deputy - OIC QAS Murgon)	Travis Crabb (OIC QAS Kingaroy)	Armanda Becker (Telstra)
Russell Paten (Deputy - Telstra)		



South Burnett Local Disaster Management Group Minutes

infrastructure

Agenda Item	Action Summary	Responsible Officer	Due Date
1. Welcome and Apologies (Chair)	All members welcomed. Apologies recorded	n/a	n/a
2. Confirmation of previous minutes (Chair)	Previous minutes of 4 September 2018 were confirmed	n/a	n/a
3. Business Arising from Minutes of Last Meeting	<p>Get Ready 2018/19 – (Donna Brown)</p> <ul style="list-style-type: none"> - Council recently launched the Disaster Dashboard video and this was rolled out to the cinema over Christmas and on Council's Facebook page. - Donna is working with Dulong South State School, Coolabunia State School and Tingooora State School. Packs together with chatbox and Get Ready Guides will be handed out. - Tingooora State School, Coolabunia & Dulong South. - Asking volunteers to attend 1-2-hour session at each school. <p>Action: Follow up volunteers to attend 1-2-hour session at each school.</p>	Donna Brown	May 2019
4. General Business	<p>Guardian IMS Upgrade (Craig Yarrow)</p> <ul style="list-style-type: none"> - Council is looking at upgrading from Guardian to Guardian IMS. This will now be run on the cloud rather than on Council's servers. - Guardian training will occur towards the end of the year with a QIT Plus rep attending. - Simplified usability - Mobile Road Closure app available on mobile phones will benefit Council staff logging damage etc. <p>Action - 2-day refresher training to be organized.</p> <p>North Queensland Flood BBQ 6/3/2019 (David Tierney)</p> <ul style="list-style-type: none"> - Tomorrow 6 March 2019 there is a fundraiser for North Queensland Floods (Winton). 	Donna Brown	September 2019



SOUTH BURNETT
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<p>5. Report from Agencies</p>	<ul style="list-style-type: none"> - Please come along to share a Bacon and egg burger for \$5.00. <p>LDMG Risk Workshop (Aaron Meehan & Peter Harkin)</p> <ul style="list-style-type: none"> - Last year's workshop by QFES advised to undertake risk assessment. - GIS platform is used for this assessment. - Asset owner s/stakeholders will be worked with to determine risks and key issues - Identify available funding eg. Get Ready <p>Aaron</p> <ul style="list-style-type: none"> - Lists out infrastructure etc. - Identifies important risks to focus on (Cat 3 cyclone, severe storm activity) - Contingency plans (Telstra, water, Medical, Electricity) - Prioritization of assets within region. - Project Manager or government funding to be looked at to get plans completed and in place. - Paul Algje will take any enquiries regarding spreadsheet - supply contact details. <p>Action - Spreadsheet will be sent out to asset owners within region to ascertain what mitigation strategies are in place.</p> <p>LDMG Workshop & Exercise – 4/6/2019 – 5/6/2019 (Aaron Meehan)</p> <ul style="list-style-type: none"> - LDMG Meeting will be from 9.00 am to 10.00 am 4/6/2019. - Disaster Coordination Centre Training will be 10.15 am – 4.00 pm on 4/6/2019. - Exercise will be 9.00 am to 2.30 pm on 5/6/2019. <p>QPS – David Tierney</p> <ul style="list-style-type: none"> - No update. Business as usual <p>Peter</p> <ul style="list-style-type: none"> - Harvey Bay meeting discussed level of interaction between Council and QFES. - Going forward intent to improve communication. (Liaison Officer) <p>Aaron</p> <ul style="list-style-type: none"> - Coolabunia Storm damage 1.1 Million plus TMR - Credit to QFES & Fire and rescue efforts within the community 	<p>Donna Brown</p>	<p>September 2019</p>
		<p>Donna Brown</p>	<p>June 2019</p>



South Burnett Local Disaster Management Group Minutes

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	<ul style="list-style-type: none"> - BOM continue to run webinars.
	<p>Action – Recirculate Disaster Management Master classes by BOM (vacancies available)</p>
	<p>QFES – Bruce Groer</p> <ul style="list-style-type: none"> - October 2018 storm – Busy 4 – 5 days. Major activities were tarping and assisting with trees down. - December 2018 - 2-3-week fire weather event, strike teams from NSW assisted. - Currently under wild fire alert 3 with minimal rain predicted. - Daily fires are being attended too. - Bushfire Management Group working on fire management identification (Wondai, Benarkin, Proston, Memerambi).
	<p>QFES - Rural – Marty Taylor</p> <p><i>Operations</i></p> <ul style="list-style-type: none"> - As above. <p><i>Training & Exercises</i></p> <ul style="list-style-type: none"> - All QFES crews have been prepared for the coming fire season. <p><i>Community Engagement</i></p> <ul style="list-style-type: none"> - Support will be provided for Operation Knock Knock on 15 September 2019.
	<p>QFES - Emergency Management – Peter Harkin</p> <ul style="list-style-type: none"> - See Report attached.
	<p>SES – Arthur Dawson</p> <ul style="list-style-type: none"> - No further update.
	<p>QAS</p> <ul style="list-style-type: none"> - No representation.



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	<p>QLD Health</p> <ul style="list-style-type: none"> - No representation. <p>Stanwell – Rob Woodall</p> <ul style="list-style-type: none"> - Outages occurred Late last year, running well now. - Shutdown upcoming, dates will be provided at next meeting. - New Site Manager Brad Perry. - Grass fire onsite attended by local fire & rescue. - Simon and Scott were in attendance as they will now be the new representatives for Stanwell. <p>Department of Communities, Disability Services & Seniors</p> <ul style="list-style-type: none"> - No representation. <p>ERGON</p> <ul style="list-style-type: none"> - No representation. <p>Department of Education – Geoff Elliott</p> <ul style="list-style-type: none"> - Business as usual. <p>Sunwater – Darren Large</p> <ul style="list-style-type: none"> - Business as usual. <p>Red Cross</p> <ul style="list-style-type: none"> - No representation. 		
<i>Next Meeting</i>	<p>Next meeting to be held: Tuesday 4 June 2019 at 9 00 am Venue: South Burnett Regional Council Chambers, Kingaroy</p>		
<i>Meeting Closed</i>	<p>Aaron Meehan and Mayor Keith Campbell thanked all for their attendance. Meeting Closed: 9:20 am next meeting 04/06/2019</p>		



**South Burnett Local Disaster Management Group
Member Status Agency Report
Report submitted for inclusion in the Minutes of the
Local Disaster Management Group meeting
05 March 2019
Queensland Fire and Emergency Services (QFES)**

Queensland Fire and Emergency Services (QFES) have the following services:

- Fire and Rescue Service (F&R)
- Rural Fire Service Queensland (RFSQ)
- State Emergency Service (SES)

QFES also has key Emergency Management (EM) functions in Qld's Disaster Management Arrangements.

The *Queensland Fire and Emergency Services Act 1990* contain provisions for Fire and Rescue, Rural Fire Services and for the State Emergency Service.

QFES is responsible for the administration of The *Disaster Management Act 2003* and has obligations under this Act including training delivery, and the provision of advice and support for Disaster Management Groups.

Emergency Management

EMC Peter Harkin (Deputy member)

Organisational Changes / Update

Nil

LDMG Priorities – Meeting with LDC in January 2019 to determine training priorities.

Operations

Plan/Documentation Changes

Nil

Training–

Training will be delivered as follows.

05 March 2019

- Queensland Disaster Management Arrangements
- Introduction to Evacuation
- Introduction to Recovery

05 June 2019

Disaster Coordination Centre Training



Exercise Development & Management Training – Scheduled for first week of April 2019. The aim of this nationally accredited training is to build capacity within the District to develop and deliver disaster exercises. Two spots exist for Noosa Council and we have called for nominations.

The Meteorology for Disaster Managers Masterclass - Provides expert insight into the fundamentals of weather and weather forecasting to enable enhanced and informed decision making during disaster operations. Masterclass session is designed for LDMG Chairs; Local Disaster Coordinators; Local Government Disaster Management Officers; District Disaster Coordinators; and DDMG Executive Officers. Toowoomba.

Queensland Emergency Risk Management Framework (QERMF)

QEMF Workshop with Council and external stakeholders was undertaken in November 2018. Results of the workshop were delivered in two documents being Key Issues (Vulnerabilities) Brief and the Risk Assessment Action Plan.

Next step is to plan for completion of the Risk Plan. This will be a collaborative approach with Council, QFES and QPS.

BOM Webinars –Webinars are planned for 2019 and LDMG members are encouraged to check the BOM website to subscribe.

Exercise –06 June 2019 - Disaster Exercise will be conducted

Report submitted by: Peter Harkin (QFES – Emergency management Coordinator)

Date submitted: 05 March 2019

6. Portfolio - Roads & Drainage

6.1 Roads & Drainage Portfolio Report

Document Information

ECM ID 2596980

Author Cr Gavin Jones

Date 7 June 2019

Précis

Roads & Drainage Portfolio Report

Summary

Cr Jones presented his Roads & Drainage Portfolio Report to Council.

Officer's Recommendation

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

6.2 Roads & Drainage (R&D)

Officer's Reports

6.2.1 R&D - 2599804 - Overall Plan - Wattlegrove Road, Wattle Grove - Managing Impacts of Extractive Industry Operations

Document Information

ECM ID 2599804

Author Graduate Engineer (Works)

Endorsed
By General Manager Infrastructure

Date 3 June 2019

Précis

The Overall Plan for Wattlegrove Road, Minmore Road, Deep Creek Road and River Road to manage impacts of extractive industry operations.

Summary

This document is an Overall Plan for the purposes of section 94(3) of the *Local Government Regulation 2012* (Qld) (**LGR**).

Council proposes to levy special rates and charges on rateable land in Council's local government area as identified in this Overall Plan which is or will be used in a way that specifically contributes to the need for the service, facility or activity identified in this Overall Plan. This Overall Plan relates to the extractive industry operation located at 1304 Wattlegrove Road, Wattle Grove.

As a document, this Overall Plan explains matters required to be stated in an Overall Plan under the Local Government Act 2009 (Qld) (**LGA**) and Local Government Regulation 2012.

More specifically, the Overall Plan is a scheme for accomplishing a purpose or project as identified in this document.

The purpose of this Overall Plan is to:

- (a) implement a road maintenance, road upgrading and road replacement program (**Road Program**) for Wattlegrove Road, Minmore Road, Deep Creek Road and River Road as described in this Overall Plan which is necessary to mitigate and manage the impacts on that road caused by the use of properties for extractive industry purposes (**Extractive Industry Properties**, listed in detail in Part four (4), item one (1) below); and
- (b) implement the Road Program over an estimated period of 20 years;
- (c) outline the costs of implementing the Road Program over the estimated period.

Officer's Recommendation

That Council receives and adopts this Overall Plan for Wattlegrove Road, Minmore Road, Deep Creek Road and River Road in accordance with section 94(4) of the Local Government Regulation.

Financial and Resource Implications

Extractive industry operations cause a significant increase in heavy vehicle traffic utilising Council's local road network which accelerates the deterioration of those roads at a rate far greater than would have been the case for ordinary traffic use. This land use specially contributes to the need for Council to expend considerable funds in order to maintain service and maintenance standards to that road network.

The Overall Plan represents Council's response to addressing these needs in a financially responsible way as it relates specifically to Wattlegrove Road, Minmore Road, Deep Creek Road and River Road and the Extractive Industry Properties.

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Consultation between Infrastructure, Corporate Services and Finance departments has occurred in order to develop this plan. Additionally consultation has occurred between the quarry property owners and operators of the Extractive Industry Properties. The landowners are aware of the special rates charge, as in this instant they are also the applicant (Crawfords).

The extractive industry approval was issued on 20 March 2019.

Legal Implications (Statutory Basis, Legal Risks)

The Local Government Act and Local Government Regulation enable Council to levy rates and charges subject to the requirements of that legislation. This includes special rates and charges and this Overall Plan will support Council levying these types of rates and charges on the Extractive Industry Properties.

Consultation with McCullough Robertson Lawyers has been undertaken to ensure that Council adheres to the legal requirements.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

This report outlines a plan for managing Council's assets associated to Wattlegrove Road, Minmore Road, Deep Creek Road and River Road in a financially responsible way.

It is intended that during the period the Overall Plan remains current, Council will also develop and adopt annual implementation plans every financial year in support of this Overall Plan as required by the Local Government Regulation.

Report

Part 1: Background

Wattlegrove Road is a gravel rural road servicing around five (5) rural properties, in the section north of Minmore Road. Wattlegrove Road north of Minmore Road is unsealed gravel 1.3 km through to the quarry access. The existing pavement is generally in poor condition with limited gravel pavement.

The section of Minmore Road from Wattlegrove Road to Deep Creek Road is a gravel rural road, and is primarily unsealed gravel for 3km through to Wattlegrove Rd. There is about 300m of narrow seal approaching the Deep Creek Road intersection. The existing pavement is generally in fair condition with two (2) bitumen sealed floodways and one (1) concrete floodway in varying condition.

Deep Creek Road is a two (2) lane sealed rural road comprising a 6m seal on a 7m formation. The section is about 1.4km long. The existing pavement is generally in good condition.

River Road is a two lane sealed rural/urban road in both rural and urban setting. River Road comprises a 6m seal on a 7m formation from Deep Creek Road to Bunya Highway. The existing pavement is varies in condition with some sections recently resealed and others showing obvious signs of deterioration. There are a number of floodways in varying conditions along this section including two (2) large concrete floodways and a small bridge.

The existing traffic for these roads is given in the table below.

The developer of the Extractive Industry Properties is required to carry out upfront works prior to the commencement of the use of the quarry, as per the conditions of the development approval (Appendix A), to accommodate the expected increase in heavy vehicle traffic numbers and pavement loadings. Up to the 30,000 tonnes a year threshold, the quarry is expected to generate an additional (approximately) 7 truck trips per day (32t per loaded truck). This represents an increase in traffic numbers and pavement loadings, which will impact on the condition of the haul route, in terms of both reduced pavement life and increased maintenance. More specifically the use of the Extractive Industry Properties specially contributes to the need to implement the Road Program noted in this Overall Plan.

Council has options when determining the level of road upgrading required to be undertaken by the developer for a quarry application. One (1) option would be to condition road upgrading to be completed prior to the use commencing, which imposes an upfront capital cost on the developer, which can be significant.

In some circumstances, a reduced level of upgrading can be conditioned with the application of a Special Rate or Charge levied in accordance with the Local Government Regulation and in support of an adopted Overall Plan to cover the costs for Council of reduced pavement life and increased maintenance. The use of a Special Rate or Charge can be an attractive option and a benefit for the developer, as it reduces the upfront capital cost of the development, and allows them to develop the business over time to fund future road upgrading requirements.

This Overall Plan acknowledges the 30,000 tonnes per year threshold for the quarry operations, exceeding this threshold will trigger further upgrade.

In this instance, the owner of the property was also the applicant, and hence is aware of the Special Rate charge for the maintenance of the haul route.

Part 2: Local Government Act 2009 and Local Government Regulation 2012

Under the *Local Government Act 2009*, Council may levy rates and charges:

- (a) on land; and
- (b) for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council.

Council may levy special rates and charges on rateable land in Council's local government area. Unlike general rates, special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
 - i. specially benefits from the service, facility or activity; or
 - ii. has or will have special access to the service, facility or activity;
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

Council decides, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year. Council retains a broad discretion to levy special rates and charges and it can be done on any basis Council considers appropriate.

Part 3: The Scheme Constituting the Overall Plan

1. General

This Part describes:

- (a) the service, facility or activity Council proposes to provide under this Overall Plan;
- (b) the purpose of Council providing the service, facility or activity; and
- (c) how the service, facility or activity will be provided by Council.

2. The service, facility or activity to be provided: section 94(3)(a) Local Government Regulation 2012

Council proposes to provide the Road Program as the service, facility or activity.

3. Purpose of Council's providing the service, facility or activity

The purpose of Council providing the Road Program is to:

- (a) recognise that the use of the Extractive Industry Properties results in impacts caused to Wattlegrove Road, Minmore Road, Deep Creek Road and River Road that are damaging and disproportionately so when compared to other users of that road;
- (b) implement a program that ensures that Wattlegrove Road, Minmore Road, Deep Creek Road and River Road are appropriately maintained to the Standard given in the table below;
- (c) implement a program that ensures that Wattlegrove Road, Minmore Road, Deep Creek Road and River Road are appropriately replaced to ensure that it, as far as practicable, continues to perform and function to the standard given in the table below; and
- (d)
- (e) ensure that special rates and charges are levied by Council on the Extractive Industry Properties to facilitate the recovery of Council's costs of implementing the Road Program.

4. How the service, facility or activity will be provided by Council

Council will implement the Road Program over an estimated period of 20 years commencing as part of its asset management program in approximately July 2019.

Part 4: Identified rateable land, estimated cost and timeframe for providing service, facility or activity

1. Rateable land to which special rates or charges apply: section 94(3)(b) Local Government Regulation 2012

Having regard to the purpose of Council providing the service, facility or activity, the rateable land in Council's local government area to which special rates or charges are proposed to be levied are:

Property Address: 1304 Wattlegrove Road WATTLE GROVE 4610
 Lot No: 459 FY2482
 Assessment No: A14424-00000-000

2. Estimated cost of carrying out the Overall Plan: section 94(3)(c) Local Government Regulation 2012

The estimated cost of carrying out the Overall Plan is set out in the Schedule below.

TOTAL COSTS OVER INDICATED LIFE OF QUARRY				
Description	SBRC	Quarry	Total Cost	Percentage
Maintenance Costs	\$175,817	\$38,089	\$213,906	27.32%
Reseal Costs	\$0	\$0	\$0	0.00%
Additional Pavement		\$0	\$0	0.00%
Reconstruction costs	\$400,165	\$168,772	\$568,938	72.68%
Total	\$575,982	\$206,861	\$782,844	100%
Percentage	73.58%	26.42%		

3. Estimated time for carrying out the Overall Plan: section 94(3)(d) Local Government Regulation 2012

It is anticipated the Road Program will commence on 1st July 2019 and continue to 30th June 2039.

Council proposes to start levying special rates and charges on the Extractive Industry Properties at the budget meeting for the 2019/2020 financial year.

Under this Overall Plan the levying of special rates and charges on the Extractive Industry Properties will occur over an estimated 20 year period.

Accordingly, the estimated time for carrying out the Overall Plan is 20 years.

It is intended that Council will adopt an annual implementation plan for each of the years the Overall Plan will be in effect in accordance with the Local Government Regulation.

An annual implementation plan for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service facility or activity to which the special rates or charges apply.

Council may review this Overall Plan from time to time and may, by resolution, amend this Overall Plan or an annual implementation plan.

Attachments

1. Appendix A: Development Conditions

Appendix A: Development Conditions

ROAD UPGRADES

ENG11. The applicant shall undertake the upgrades described below (where applicable) on the approved haul route to South Burnett Regional Council standards, for the relevant trigger levels shown below:

Trigger 1: Upon commencement:

Summary of Works Required:

- The quarry operator shall be responsible for the road maintenance (including the addition of gravel where necessary) of Wattlegrove Rd and Minmore Rd (Wattlegrove Rd to Deep Ck Rd) at Councils direction. Works are to be undertaken by Council as the road authority or may be undertaken by the quarry operator through mutual agreement and an approved “Permit to Work on Council Roads and Footpaths”.
- A Driver Code of Conduct shall be implemented that requires responsible driver management for truck drivers, and shall include (but not be limited to):
 - Safe and professional driving behaviour;
 - Speed management;
 - Noise management; and
 - Dust management.

Trigger 2: Haulage of material over 30,000 tonne in a single 12 month period:

Summary of Works Required:

- Wattlegrove Road- the existing pavement, from the quarry access to Minmore Road, shall be shaped, widened and gravel added where necessary, to provide an all-weather 6 metre wide (minimum), 100mm gravel pavement.
- The existing unsealed section of Minmore Road (Wattlegrove Road to Deep Creek Road) shall be graded, and pavement added (where necessary) to provide a 6 metre wide gravelled pavement with a minimum depth of 100mm.

Timing: Once the trigger level has been exceeded

Where haulage is generating a dust nuisance to residences, a water truck shall be immediately engaged to reduce the amenity impact from the haulage.

- The Minmore Road pavement in front of the house located approximately 730m west of the intersection of Minmore Road and Deep Creek Road shall be further upgraded. The upgrade shall comprise a bitumen sealed 6m wide pavement on an 8m formation, for a distance of 100m either side of the house. The minimum pavement depth in this section shall be 200mm.

In lieu of carrying out the widening and sealing in front of the house, Council can carry out this work at the quarry operators expense.

Timing: Once the trigger level has been exceeded

Advice: An Operational Work application, or a Permit to Work on Council Roads or Footpaths, for roadworks is required for each trigger level. A maintenance period of one (1) years will apply to each Operational Work approval, and the applicant will be required to maintain the road for this period.

It is noted that the requirement for maintenance, after the one (1) year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.

Where applicable, maintenance costs are recouped by the levying of an annual special rate on the land or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

6.2.2 R&D - 2599748 - Overall Plan - Burra Burri Road, Chahpingah - Managing Impacts of Extractive Industry Operations

Document Information

ECM ID 2599748

Author Graduate Engineer (Works)

**Endorsed
By General Manager Infrastructure**

Date 3 June 2019

Précis

The Overall Plan for Burra Burri Road and Aberdeen Avenue is to manage impacts of extractive industry operations.

Summary

This document is an Overall Plan for the purposes of section 94(3) of the *Local Government Regulation 2012* (Qld) (**LGR**).

Council proposes to levy special rates and charges on rateable land in Council's local government area as identified in this Overall Plan which is or will be used in a way that specifically contributes to the need for the service, facility or activity identified in this Overall Plan. This Overall Plan relates to the extractive industry operation located at 1229 Burra Burri Road, Durong.

As a document, this Overall Plan explains matters required to be stated in an Overall Plan under the Local Government Act 2009 and Local Government Regulation 2012.

More specifically, the Overall Plan is a scheme for accomplishing a purpose or project as identified in this document.

The purpose of this Overall Plan is to:

- a) implement a road maintenance, road upgrading and road replacement program (**Road Program**) for Burra Burri Road and Aberdeen Avenue as described in this Overall Plan which is necessary to mitigate and manage the impacts on that road caused by the use of properties for extractive industry purposes (**Extractive Industry Properties**, listed in detail in Part four (4), item one (1) below); and
- b) implement the Road Program over an estimated period of 20 years;
- c) outline the costs of implementing the Road Program over the estimated period.

Officer's Recommendation

That Council receives and adopts this Overall Plan for Burra Burri Road and Aberdeen Avenue in accordance with section 94(4) of the Local Government Regulation.

Financial and Resource Implications

Extractive industry operations cause a significant increase in heavy vehicle traffic utilising Council's local road network which accelerates the deterioration of those roads at a rate far greater than would have been the case for ordinary traffic use. This land use specially contributes to the need for Council to expend considerable funds in order to maintain service and maintenance standards to that road network.

The Overall Plan represents Council's response to addressing these needs in a financially responsible way as it relates specifically to Burra Burri Road and Aberdeen Avenue and the Extractive Industry Properties.

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Consultation between Infrastructure, Corporate Services and Finance departments has occurred in order to develop this plan. Additionally consultation has occurred between the quarry property owners and operators of the Extractive Industry Properties.

The extractive industry approval was issued on 20 March 2019.

The land owner has been notified that a development approval for Extractive Industry has been granted, and that a Special Rates Charge will apply to the property to recover costs associated with the ongoing maintenance of the haul route. Additional advice was provided by South Burnett Regional Council via letter to the landowner dated 3 June 2019.

Legal Implications (Statutory Basis, Legal Risks)

The Local Government Act and Local Government Regulation enable Council to levy rates and charges subject to the requirements of that legislation. This includes special rates and charges and this Overall Plan will support Council levying these types of rates and charges on the Extractive Industry Properties.

Consultation with McCullough Robertson Lawyers has been undertaken to ensure that Council adheres to the legal requirements.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

This report outlines a plan for managing Council's assets associated to Burra Burri Road and Aberdeen Avenue in a financially responsible way.

It is intended that during the period the Overall Plan remains current, Council will also develop and adopt annual implementation plans every financial year in support of this Overall Plan as required by the Local Government Regulation.

Report

Part 1: Background

Burra Burri Road is a narrow gravel rural road servicing surrounding rural properties in the area. The unsealed gravel road extends about 3.56km from Aberdeen Avenue through to the quarry access.

The existing gravel pavement is generally in fair condition with limited gravel pavement, with a number of bitumen sealed floodways in varying condition.

Aberdeen Avenue is narrow sealed rural road servicing rural properties and connects to Chinchilla Wondai Road. It comprises of a 3m seal on a 5m formation.

The existing pavement is typically in fair to poor condition.

The existing traffic for these roads is given in the table below.

The developer of the Extractive Industry Properties is required to carry out a maintenance grade, including the addition of gravel where necessary, between the site access and Aberdeen Avenue, prior to the commencement of use.

This Overall Plan acknowledges the 10,000t/year threshold for the quarry operations.

Part 2: Local Government Act 2009 and Local Government Regulation 2012

Under the *Local Government Act 2009*, Council may levy rates and charges:

- (a) on land; and
- (b) for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council.

Council may levy special rates and charges on rateable land in Council's local government area. Unlike general rates, special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
 - i. specially benefits from the service, facility or activity; or
 - ii. has or will have special access to the service, facility or activity;
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

Council decides, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year. Council retains a broad discretion to levy special rates and charges and it can be done on any basis Council considers appropriate.

Part 3: The Scheme Constituting the Overall Plan

1. General

This Part describes:

- (a) the service, facility or activity Council proposes to provide under this Overall Plan;
- (b) the purpose of Council providing the service, facility or activity; and
- (c) how the service, facility or activity will be provided by Council.

2. The service, facility or activity to be provided: section 94(3)(a) Local Government Regulation 2012

Council proposes to provide the Road Program as the service, facility or activity.

3. Purpose of Council's providing the service, facility or activity

The purpose of Council providing the Road Program is to:

- (a) recognise that the use of the Extractive Industry Properties results in impacts caused to Burra Burri Road and Aberdeen Avenue that are damaging and disproportionately so when compared to other users of that road;
- (b) implement a program that ensures that Burra Burri Road and Aberdeen Avenue are appropriately maintained to the Standard given in the table below;
- (c) implement a program that ensures that Burra Burri Road and Aberdeen Avenue are appropriately replaced to ensure that it, as far as practicable, continues to perform and function to the standard given in the table below; and
- (d) ensure that special rates and charges are levied by Council on the Extractive Industry Properties to facilitate the recovery of Council's costs of implementing the Road Program.

4. How the service, facility or activity will be provided by Council

Council will implement the Road Program over an estimated period of 20 years commencing as part of its asset management program in approximately July 2019.

Part 4: Identified rateable land, estimated cost and timeframe for providing service, facility or activity**1. Rateable land to which special rates or charges apply: section 94(3)(b) Local Government Regulation 2012**

Having regard to the purpose of Council providing the service, facility or activity, the rateable land in Council's local government area to which special rates or charges are proposed to be levied are:

Property Address: 1229 Burra Burri Road DURONG 4610
 Lot No: 67BO576
 Assessment No: A13858-00000-000

2. Estimated cost of carrying out the Overall Plan: section 94(3)(c) Local Government Regulation 2012

The estimated cost of carrying out the Overall Plan is set out in the Schedule below.

TOTAL COSTS OVER INDICATED LIFE OF QUARRY

Description	SBRC	Quarry	Total Cost	Percentage
Maintenance Costs	\$53,002	\$41,218	\$94,220	14.68%
Reseal Costs	\$0	\$0	\$0	0.00%
Additional Pavement	\$0	\$0	\$0	0.00%
Reconstruction costs	\$374,874	\$172,718	\$547,592	85.32%
Total	\$427,876	\$213,935	\$641,812	100%
Percentage	66.67%	33.33%		

3. Estimated time for carrying out the Overall Plan: section 94(3)(d) Local Government Regulation 2012

It is anticipated the Road Program will commence on 1 July 2019 and continue to 30 June 2039.

Council proposes to start levying special rates and charges on the Extractive Industry Properties at the budget meeting for the 2019/2020 financial year.

Under this Overall Plan the levying of special rates and charges on the Extractive Industry Properties will occur over an estimated 20 year period.

Accordingly, the estimated time for carrying out the Overall Plan is 20 years.

It is intended that Council will adopt an annual implementation plan for each of the years the Overall Plan will be in effect in accordance with the Local Government Regulation.

An annual implementation plan for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service facility or activity to which the special rates or charges apply.

Council may review this Overall Plan from time to time and may, by resolution, amend this Overall Plan or an annual implementation plan.

Attachments

1. Appendix A: Development Conditions

Appendix A: Development Conditions

ROADWORKS

- ENG13. Prior to the commencement of use, carry out a maintenance grade, including the addition of gravel where necessary, of Burra Burri Road between the site access and Aberdeen Avenue. This can be carried out under a “Permit to Work on Council Roads or Footpath Application”, which shall be submitted to and approved by Council. Alternatively, Council may be able to carry out the maintenance grade at the developer’s expense.
- ADV5. Where applicable, maintenance costs are recouped by the levying of an annual special rate on the land or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

6.2.3 R&D - 2599801 - Overall Plan - Tim Dwyer Rd Quarry, East Nanango - Managing Impacts of Extractive Industry Operations

Document Information

ECM ID 2599801

Author Graduate Engineer (Works)

Endorsed
By General Manager Infrastructure

Date 3 June 2019

Précis

The Overall Plan for Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East to manage impacts of extractive industry operations.

Summary

This document is an Overall Plan for the purposes of section 94(3) of the *Local Government Regulation 2012* (Qld) (**LGR**).

Council proposes to levy special rates and charges on rateable land in Council's local government area as identified in this Overall Plan which is or will be used in a way that specifically contributes to the need for the service, facility or activity identified in this Overall Plan. This Overall Plan relates to the extractive industry operation located at 79 Tim Dwyer Road, East Nanango.

As a document, this Overall Plan explains matters required to be stated in an Overall Plan under the Local Government Act 2009 (Qld) (**LGA**) and Local Government Regulation.

More specifically, the Overall Plan is a scheme for accomplishing a purpose or project as identified in this document.

The purpose of this Overall Plan is to:

- (a) implement a road maintenance, road upgrading and road replacement program (**Road Program**) for Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East as described in this Overall Plan which is necessary to mitigate and manage the impacts on that road caused by the use of properties for extractive industry purposes (**Extractive Industry Properties**, listed in detail in Part four (4), item one (1) below); and
- (b) implement the Road Program over an estimated period of 20 years;
- (c) outline the costs of implementing the Road Program over the estimated period.

Officer's Recommendation

That Council receives and adopts this Overall Plan for Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East in accordance with section 94(4) of the Local Government Regulation.

Financial and Resource Implications

Extractive industry operations cause a significant increase in heavy vehicle traffic utilising Council's local road network which accelerates the deterioration of those roads at a rate far greater than would have been the case for ordinary traffic use. This land use specially contributes to the need for Council to expend considerable funds in order to maintain service and maintenance standards to that road network.

The Overall Plan represents Council's response to addressing these needs in a financially responsible way as it relates specifically to Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East, and the Extractive Industry Properties.

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Consultation between Infrastructure, Corporate Services and Finance departments has occurred in order to develop this plan. Additionally consultation has occurred between the quarry property owners and operators of the Extractive Industry Properties. The landowners are aware of the special rates charge, as in this instant they are also the applicant (David Cassidy).

The extractive industry approval was issued on 21 February 2018.

Legal Implications (Statutory Basis, Legal Risks)

The Local Government Act and Local Government Regulation enable Council to levy rates and charges subject to the requirements of that legislation. This includes special rates and charges and this Overall Plan will support Council levying these types of rates and charges on the Extractive Industry Properties.

Consultation with McCullough Robertson Lawyers has been undertaken to ensure that Council adheres to the legal requirements.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

This report outlines a plan for managing Council's assets associated to Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East in a financially responsible way.

It is intended that during the period the Overall Plan remains current, Council will also develop and adopt annual implementation plans every financial year in support of this Overall Plan as required by the Local Government Regulation.

Report

Part 1: Background

Tim Dwyer Road is a narrow gravel rural road servicing around five (5) rural properties. The unsealed gravel road is about 600m from Greenwood Creek Road through to the quarry access.

The existing pavement is generally in poor condition with limited gravel pavement.

The section of Greenwood Creek Road from Tim Dwyer Road to Hamilton Road is a narrow gravel rural road, about 1.7km long. After Hamilton Road it becomes a two (2) lane sealed road. The sealed section comprises a 6m seal on a 6m formation and is about 1.8km long.

The existing unsealed pavement is generally in poor condition with limited gravel pavement while the sealed pavement is typically in a good condition.

The section of Old Esk North Road from Greenwood Creek Road to South Street is a two (2) lane sealed rural road. Old Esk North Rd comprises a 6m seal on a 7m formation. The section is about 0.4km long. The existing pavement is generally in good condition.

South Street is a two (2) lane sealed rural residential/urban road. South Street comprises a 6m seal on a 7m formation. The existing pavement is typically in good condition.

Arthur Street East is a two (2) lane sealed urban road and connects to the D’Aguilar Highway. It comprises of a 6m seal on a 7m formation. The existing pavement is typically in a good condition.

The existing traffic for these roads is given in the table below.

The developer of the Extractive Industry Properties is required to carry out upfront works prior to the commencement of the use of the quarry, as per the conditions of the development approval (Appendix A), to accommodate the expected increase in heavy vehicle traffic numbers and pavement loadings. Up to the 40,000t a year threshold, the quarry is expected to generate an additional (approximately) nine (9) truck trips per day (32t per loaded truck). This represents an increase in traffic numbers and pavement loadings, which will impact on the condition of the haul route, in terms of both reduced pavement life and increased maintenance. More specifically the use of the Extractive Industry Properties specially contributes to the need to implement the Road Program noted in this Overall Plan.

Council has options when determining the level of road upgrading required to be undertaken by the developer for a quarry application. One (1) option would be to condition road upgrading to be completed prior to the use commencing, which imposes an upfront capital cost on the developer, which can be significant.

In some circumstances, a reduced level of upgrading can be conditioned with the application of a Special Rate or Charge levied in accordance with the Local Government Regulation and in support of an adopted Overall Plan to cover the costs for Council of reduced pavement life and increased maintenance. The use of a Special Rate or Charge can be an attractive option and a benefit for the developer, as it reduces the upfront capital cost of the development, and allows them to develop the business over time to fund future road upgrading requirements.

This Overall Plan acknowledges to the 40,000t/year threshold for the quarry operations.

In this instance, the land owner was also the applicant, and is aware of the provision for the Special Rate Charge to cover road maintenance requirements.

Part 2: Local Government Act 2009 and Local Government Regulation 2012

Under the *Local Government Act 2009*, Council may levy rates and charges:

- (a) on land; and
- (b) for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council.

Council may levy special rates and charges on rateable land in Council's local government area. Unlike general rates, special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
 - i. specially benefits from the service, facility or activity; or
 - ii. has or will have special access to the service, facility or activity;
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

Council decides, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year. Council retains a broad discretion to levy special rates and charges and it can be done on any basis Council considers appropriate.

Part 3: The Scheme Constituting the Overall Plan

1. General

This Part describes:

- (a) the service, facility or activity Council proposes to provide under this Overall Plan;
- (b) the purpose of Council's providing the service, facility or activity; and
- (c) how the service, facility or activity will be provided by Council.

2. The service, facility or activity to be provided: section 94(3)(a) Local Government Regulation 2012

Council proposes to provide the Road Program as the service, facility or activity.

3. Purpose of Council's providing the service, facility or activity

The purpose of Council providing the Road Program is to:

- (a) recognise that the use of the Extractive Industry Properties results in impacts caused to Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East that are damaging and disproportionately so when compared to other users of that road;
- (b) implement a program that ensures that Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East are appropriately maintained to the Standard given in the table below;
- (c) implement a program that ensures that Tim Dwyer Road, Greenwood Creek Road, Old Esk North Road, South Street and Arthur Street East are appropriately replaced to ensure that it, as far as practicable, continues to perform and function to the standard given in the table below; and
- (d) ensure that special rates and charges are levied by Council on the Extractive Industry Properties to facilitate the recovery of Council's costs of implementing the Road Program.

4. How the service, facility or activity will be provided by Council

Council will implement the Road Program over an estimated period of 20 years commencing as part of its asset management program in approximately July 2019.

Part 4: Identified rateable land, estimated cost and timeframe for providing service, facility or activity**1. Rateable land to which special rates or charges apply: section 94(3)(b) Local Government Regulation 2012**

Having regard to the purpose of Council providing the service, facility or activity, the rateable land in Council's local government area to which special rates or charges are proposed to be levied are:

Property Address: Hamilton Road EAST NANANGO 4615
 Land Address: 79 Tim Dwyer Road EAST NANANGO 4615
 Lot No: 169CSH697
 Assessment No: A22486-50000-000

2. Estimated cost of carrying out the Overall Plan: section 94(3)(c) Local Government Regulation 2012

The estimated cost of carrying out the Overall Plan is set out in the Schedule below.

Description	SBRC	Quarry	Total Cost	Percentage
Maintenance Costs	\$51,468	\$32,672	\$84,140	13.58%
Reseal Costs	\$0	\$0	\$0	0.00%
Additional Pavement	\$0	\$0	\$0	0.00%
Reconstruction costs	\$367,556	\$168,037	\$535,593	86.42%
Total	\$419,024	\$200,709	\$619,733	100%
Percentage	67.61%	32.39%		

3. Estimated time for carrying out the Overall Plan: section 94(3)(d) Local Government Regulation 2012

It is anticipated the Road Program will commence on 1 July 2019 and continue to 30 June 2039.

Council proposes to start levying special rates and charges on the Extractive Industry Properties at the budget meeting for the 2019/2020 financial year.

Under this Overall Plan, the levying of special rates and charges on the Extractive Industry Properties will occur over an estimated 20 year period.

Accordingly, the estimated time for carrying out the Overall Plan is 20 years.

It is intended that Council will adopt an annual implementation plan for each of the years the Overall Plan will be in effect in accordance with the Local Government Regulation.

An annual implementation plan for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service facility or activity to which the special rates or charges apply.

Council may review this Overall Plan from time to time and may by resolution, amend this Overall Plan or an annual implementation plan.

Attachments

- Appendix A: Development Conditions

Appendix A: Development Conditions

ROAD UPGRADES

ENG19. The applicant shall undertake the upgrades described below on the approved haul route to South Burnett Regional Council standards prior to commencement of use:

Summary of Works Required:

- Haul Route - The pavement shall be upgraded to provide a 6 metre wide gravelled pavement on an 8 metre formation, with a minimum gravel depth of 125mm;
- Where the haul route is existing bitumen seal with minimum 6.0m width, it is considered that the pavement does not require upgrading;
- Upgrading of intersections as required to accommodate haulage vehicles (e.g. swept paths and manoeuvring, and sight distance).

Advice:

An Operational Work application for roadworks is required. A maintenance period of one (1) year will apply to each Operational Work approval, and the applicant will be required to maintain the road for this period.

It is noted that the requirement for maintenance, after the maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.

Where applicable, maintenance costs are recouped by the levying of an annual special rate on the land or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

ADV.5 Sections of the haul route are not paved, with a single lane formation and no drainage infrastructure. It is expected to require:

- a) initial pavement works and ongoing maintenance since it is not designed for the proposed increased heavy traffic that the quarry would generate;
- b) extension of two (2) cross-drains in conjunction with widening of the road to accommodate quarry traffic;
- c) paving and sealing at the intersection with Greenwood Creek Road (for 50m on the southern approach of Tim Dwyer Road and 50 metres on the western approach of Greenwood Creek Road);
- d) ongoing watering at critical zones during operations; and
- e) improved sight distance at the intersection of Tim Dwyer Road and Greenwood Creek Road.

ADV.6 Greenwood Creek Road is unsealed and has isolated sections with grades greater than 8%. With the increased quarry traffic, formation widening, gravel resheeting and sealing of the sections with grades steeper than 8% are necessary.

6.2.4 R&D - 2599800 - Overall Plan - Wilsons Road, Dangore -Managing Impacts of Extractive Industry Operations

Document Information

ECM ID 2599800

Author Graduate Engineer (Works)

**Endorsed
By General Manager Infrastructure**

Date 3 June 2019

Précis

The overall plan for Wilsons Road, Dangore to manage impacts of extractive industry operations.

Summary

This document is an Overall Plan for the purposes of section 94(3) of the *Local Government Regulation 2012* (Qld) (**LGR**).

Council proposes to levy special rates and charges on rateable land in Council's local government area as identified in this Overall Plan which is or will be used in a way that specifically contributes to the need for the service, facility or activity identified in this Overall Plan. This Overall Plan relates to the extractive industry operation located at Wilsons Road, Gordonbrook.

As a document, this Overall Plan explains matters required to be stated in an Overall Plan under the Local Government Act 2009 (Qld) (**LGA**) and Local Government Regulation 2012.

More specifically, the Overall Plan is a scheme for accomplishing a purpose or project as identified in this document.

The purpose of this Overall Plan is to:

- (a) implement a road maintenance, road upgrading and road replacement program (**Road Program**) for Wilsons Road as described in this Overall Plan which is necessary to mitigate and manage the impacts on that road caused by the use of properties for extractive industry purposes (**Extractive Industry Properties**, listed in detail in Part four (4), item one (1) below); and
- (b) implement the Road Program over an estimated period of 20 years;
- (c) outline the costs of implementing the Road Program over the estimated period.

Officer's Recommendation

That Council receives and adopts this Overall Plan for Wilsons Road in accordance with section 94(4) of the Local Government Regulation.

Financial and Resource Implications

Extractive industry operations cause a significant increase in heavy vehicle traffic utilising Council's local road network which accelerates the deterioration of those roads at a rate far greater than would have been the case for ordinary traffic use. This land use specially contributes to the need for Council to expend considerable funds in order to maintain service and maintenance standards to that road network.

The Overall Plan represents Council's response to addressing these needs in a financially responsible way as it relates specifically to Wilsons Road and the Extractive Industry Properties.

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Consultation between Infrastructure, Corporate Services and Finance departments has occurred in order to develop this plan. Additionally consultation has occurred between the quarry property owners and operators of the Extractive Industry Properties.

The extractive industry approval was issued on 10 October 2018.

The land owner has been notified that a development approval for Extractive Industry has been granted, and that a Special Rates Charge will apply to the property to recover costs associated with the ongoing maintenance of the haul route. Additional advice was provided by South Burnett Regional Council via letter to the landowner dated 3 June 2019.

Legal Implications (Statutory Basis, Legal Risks)

The Local Government Act and Local Government Regulation enable Council to levy rates and charges subject to the requirements of that legislation. This includes special rates and charges and this Overall Plan will support Council levying these types of rates and charges on the Extractive Industry Properties.

Consultation with McCullough Robertson Lawyers has been undertaken to ensure that Council adheres to the legal requirements.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

This report outlines a plan for managing Council's assets associated to Wilsons Road in a financially responsible way.

It is intended that during the period the Overall Plan remains current, Council will also develop and adopt annual implementation plans every financial year in support of this Overall Plan as required by the Local Government Regulation.

Report

Part 1: Background

Wilson's Road is a gravel rural road and acts as a connector between Memerambi-Gordonbrook Road and Kingaroy Burrandown Road. Wilson's Road comprises of unsealed gravel from Memerambi-Gordonbrook Road 3.3km south to the quarry access.

The existing pavement is generally in poor to fair condition with limited gravel pavement.

A traffic count carried out in 2007 indicated that the Average Annual Daily Traffic (AADT) is 22 vehicles per day (vpd) with 25% heavy vehicles.

The developer of the Extractive Industry Properties is required to carry out upfront works prior to the commencement of the use of the quarry, as per the conditions of the development approval (Appendix A), to accommodate the expected increase in heavy vehicle traffic numbers and pavement loadings. Up to the 100,000t a year threshold, the quarry is expected to generate an additional (approximately) 23 truck trips per day (32t per loaded truck). This represents an increase in traffic numbers and pavement loadings, which will impact on the condition of the haul route, in terms of both reduced pavement life and increased maintenance. More specifically the use of the Extractive Industry Properties specially contributes to the need to implement the Road Program noted in this Overall Plan.

Council has options when determining the level of road upgrading required to be undertaken by the developer for a quarry application. One (1) option would be to condition road upgrading to be completed prior to the use commencing, which imposes an upfront capital cost on the developer, which can be significant.

In some circumstances, a reduced level of upgrading can be conditioned with the application of a Special Rate or Charge levied in accordance with the Local Government Regulation and in support of an adopted Overall Plan to cover the costs for Council of reduced pavement life and increased maintenance. The use of a Special Rate or Charge can be an attractive option and a benefit for the developer, as it reduces the upfront capital cost of the development, and allows them to develop the business over time to fund future road upgrading requirements.

This Overall Plan acknowledges the 100,000t/year threshold for the quarry operations.

Part 2: Local Government Act 2009 and Local Government Regulation 2012

Under the *Local Government Act 2009*, Council may levy rates and charges:

- (a) on land; and
- (b) for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council.

Council may levy special rates and charges on rateable land in Council's local government area. Unlike general rates, special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
 - i. specially benefits from the service, facility or activity; or
 - ii. has or will have special access to the service, facility or activity;
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

Council decides, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year. Council retains a broad discretion to levy special rates and charges and it can be done on any basis Council considers appropriate.

Part 3: The Scheme Constituting the Overall Plan

1. General

This Part describes:

- (a) the service, facility or activity Council proposes to provide under this Overall Plan;
- (b) the purpose of Council providing the service, facility or activity; and
- (c) how the service, facility or activity will be provided by Council.

2. The service, facility or activity to be provided: section 94(3)(a) Local Government Regulation 2012

Council proposes to provide the Road Program as the service, facility or activity.

3. Purpose of Council's providing the service, facility or activity

The purpose of Council providing the Road Program is to:

- (a) recognise that the use of the Extractive Industry Properties results in impacts caused to Wilsons Road that are damaging and disproportionately so when compared to other users of that road;
- (b) implement a program that ensures that the Wilsons Road is appropriately maintained to a Class 5A Rural Primary Access Road;
- (c) implement a program that ensures that the Wilsons Road is appropriately replaced to ensure that it, as far as practicable, continues to perform and function to a Class 5A Rural Primary Access Road; and
- (d) ensure that special rates and charges are levied by Council on the Extractive Industry Properties to facilitate the recovery of Council's costs of implementing the Road Program.

4. How the service, facility or activity will be provided by Council

Council will implement the Road Program over an estimated period of 20 years commencing as part of its asset management program in approximately July 2019.

Part 4: Identified rateable land, estimated cost and timeframe for providing service, facility or activity

1. Rateable land to which special rates or charges apply: section 94(3)(b) Local Government Regulation 2012

Having regard to the purpose of Council providing the service, facility or activity, the rateable land in Council's local government area to which special rates or charges are proposed to be levied are:

Property Address: Wilsons Road GORDONBROOK 4610
 Lot No: 49BO544
 Assessment No: A13574-00000-000

2. Estimated cost of carrying out the Overall Plan: section 94(3)(c) Local Government Regulation 2012

The estimated cost of carrying out the Overall Plan is set out in the Schedule below.

Description	SBRC	Quarry	Total Cost	Percentage
Maintenance Costs	\$3,110	\$42,530	\$45,640	15.91%
Reseal Costs	\$0	\$0	\$0	0.00%
Additional Pavement		\$0	\$0	0.00%
Reconstruction costs	\$106,735	\$134,545	\$241,280	84.09%
Total	\$109,845	\$177,075	\$286,920	100%
Percentage	38.28%	61.72%		

3. Estimated time for carrying out the Overall Plan: section 94(3)(d) Local Government Regulation 2012

It is anticipated the Road Program will commence on 1 July 2019 and continue to 30 June 2039.

Council proposes to start levying special rates and charges on the Extractive Industry Properties at the budget meeting for the 2019/2020 financial year.

Under this Overall Plan the levying of special rates and charges on the Extractive Industry Properties will occur over an estimated 20 year period.

Accordingly, the estimated time for carrying out the Overall Plan is 20 years.

It is intended that Council will adopt an annual implementation plan for each of the years the Overall Plan will be in effect in accordance with the Local Government Regulation.

An annual implementation plan for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service facility or activity to which the special rates or charges apply.

Council may review this Overall Plan from time to time and may by resolution, amend this Overall Plan or an annual implementation plan.

Attachments

1. Appendix A: Development Conditions

Appendix A: Development Conditions

ROAD UPGRADING

- ENG11 Provide Council with a statement of the weighbridge data for the material tonnage transported from the site at six (6) monthly intervals, for the previous six (6) monthly period. Such data is to be provided within 20 business days from the 30 June (end of financial year) and each period thereafter.
- ENG12 The applicant shall undertake the upgrades described below (where applicable) on approved haul routes to South Burnett Regional Council standards, for the relevant trigger levels shown below:

Trigger: Works to be completed prior to the commencement of the use.

Summary of Works Required:

- a) Signage shall be installed at the site entry and within 100m either side of the site entry to advise that “quarry trucks turn ahead”.
- b) Signage shall be installed at the intersection of Wilsons Road and Memerambi-Gordonbrook Road, and the southern side of the quarry access, to advise that “quarry trucks use this road”.
- c) Haul Route -The existing formation and pavement shall be shaped and gravel added, where necessary, to provide an all-weather 4 metre wide (minimum) gravel pavement on a 6 metre formation;

Trigger: Haulage of material in between 20,001 - 100,000 tonnes per annum of material averaged over any 2 consecutive annual periods, with the maximum amount of material to be hauled in any single 12-month period to be 100,000t.

Summary of Works Required:

- a) Haul Route - The pavement shall be upgraded to provide a 6-metre-wide gravelled pavement on an 8 metre formation
- b) Provide a gravel re-sheet to the road to bring the pavement depth up to a minimum 200mm. The gravel shall meet Councils requirements for unsealed roads.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified in (a) and (b)

Timing: Once the trigger level has been exceeded

TRAFFIC MANAGEMENT

ENG13 Extraction is to be managed through the implementation of a traffic management plan for the site, commensurate with the risks and campaign intensity, including but not limited to:

- reduced road speed limits;
- extraction during ‘dry’ weather only;
- route assessment and maintenance;
- implementing in-vehicle management to allow monitoring during haulage periods;

Advice: An Operational Work application for roadworks is required for the 20,000t – 100,000t trigger level. A maintenance period of one (1) year will apply to the

Operational Work approval, and the applicant will be required to maintain the road for this period.

At all other times, road maintenance costs are recouped by the levying of an annual special rate on the land or in some circumstances, by agreement between a major road user and Council.

This approach allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

ADV 5 The introduction of additional heavy vehicles on the road network results in increased impacts to the existing pavement, and hence road maintenance costs. Where applicable, road maintenance costs are recouped by the levying of an annual special rate on the land that generates the additional heavy vehicles, or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

6.2.5 R&D - 2599435 - Overall Plan - Manar Road, Boondooma - Managing Impacts of Extractive Industry Operations

Document Information

ECM ID 2599435

Author Graduate Engineer (Works)

Endorsed
By General Manager Infrastructure

Date 3 June 2019

Précis

The Overall Plan for Manar Road, Boondooma to manage impacts of extractive industry operations.

Summary

This document is an Overall Plan for the purposes of section 94(3) of the *Local Government Regulation 2012* (Qld) (**LGR**).

Council proposes to levy special rates and charges on rateable land in Council's local government area as identified in this Overall Plan which is or will be used in a way that specifically contributes to the need for the service, facility or activity identified in this Overall Plan. This Overall Plan relates to the extractive industry operation located at 1551 Manar Road, Boondooma.

As a document, this Overall Plan explains matters required to be stated in an Overall Plan under the *Local Government Act 2009* (Qld) (**LGA**) and Local Government Regulation.

More specifically, the Overall Plan is a scheme for accomplishing a purpose or project as identified in this document.

The purpose of this Overall Plan is to:

- a) implement a road maintenance, road upgrading and road replacement program (**Road Program**) for Manar Road as described in this Overall Plan which is necessary to mitigate and manage the impacts on that road caused by the use of properties for extractive industry purposes (**Extractive Industry Properties**, listed in detail in Part four (4), item one (1) below); and
- b) implement the Road Program over an estimated period of 20 years;
- c) outline the costs of implementing the Road Program over the estimated period.

Officer's Recommendation

That Council receives and adopts this Overall Plan for Manar Road in accordance with section 94(4) of the Local Government Regulation.

Financial and Resource Implications

Extractive industry operations cause a significant increase in heavy vehicle traffic utilising Council's local road network which accelerates the deterioration of those roads at a rate far greater than would have been the case for ordinary traffic use. This land use specially contributes to the need for Council to expend considerable funds in order to maintain service and maintenance standards to that road network.

The Overall Plan represents Council's response to addressing these needs in a financially responsible way as it relates specifically to Manar Road and the Extractive Industry Properties.

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Consultation between Infrastructure, Corporate Services and Finance departments has occurred in order to develop this plan. Additionally consultation has occurred between the quarry property owners and operators of the Extractive Industry Properties. The landowners are aware of the special rates charge, as in this instant they are also the applicant (Sabre).

The extractive industry approval was issued on 18 December 2018.

Legal Implications (Statutory Basis, Legal Risks)

The Local Government Act and Local Government Regulation enable Council to levy rates and charges subject to the requirements of that legislation. This includes special rates and charges and this Overall Plan will support Council levying these types of rates and charges on the Extractive Industry Properties.

Consultation with McCullough Robertson Lawyers has been undertaken to ensure that Council adheres to the legal requirements.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

This report outlines a plan for managing Council's assets associated to Manar Road in a financially responsible way.

It is intended that during the period the Overall Plan remains current, Council will also develop and adopt annual implementation plans every financial year in support of this Overall Plan as required by the Local Government Regulation.

Report

Part 1: Background

Manar Road is a narrow gravel rural road servicing around 15 rural properties, including 'Manar Park', which caters for motorbike trail riders. Manar Road comprises a 3m seal on a 5m formation for the first 4km from the Mundubbera-Durong Road, and is an unsealed gravel for the following 11km through to the quarry access.

The existing pavement is generally in poor condition with limited gravel pavement, and there are a number of concrete floodways in varying condition.

A traffic count carried out in 2016 indicated that the Average Annual Daily Traffic (AADT) is 15 vehicles per day (vpd) with 57% heavy vehicles, which are thought to be farm vehicles, logging transport vehicles, and patrons of 'Manar Park'.

The developer of the Extractive Industry Properties is required to carry out upfront works prior to the commencement of the use of the quarry, as per the conditions of the development approval (Appendix A), to accommodate the expected increase in heavy vehicle traffic numbers and pavement loadings. Up to the 100,000t a year threshold, the quarry is expected to generate an additional (approximately) 23 truck trips per day (32t per loaded truck). This represents an increase in traffic numbers and pavement loadings, which will impact on the condition of the haul route, in terms of both reduced pavement life and increased maintenance. More specifically the use of the Extractive Industry Properties specially contributes to the need to implement the Road Program noted in this Overall Plan.

Council has options when determining the level of road upgrading required to be undertaken by the developer for a quarry application. One (1) option would be to condition road upgrading to be completed prior to the use commencing, which imposes an upfront capital cost on the developer, which can be significant.

In some circumstances, a reduced level of upgrading can be conditioned with the application of a Special Rate or Charge levied in accordance with the Local Government Regulation and in support of an adopted Overall Plan to cover the costs for Council of reduced pavement life and increased maintenance. The use of a Special Rate or Charge can be an attractive option and a benefit for the developer, as it reduces the upfront capital cost of the development, and allows them to develop the business over time to fund future road upgrading requirements.

This Overall Plan acknowledges the 100,000 tonnes per year threshold for the quarry operations. The Manar Quarry is able to haul 100,000 tonnes per year averaged over three (3) years, with a maximum of 150,000 tonnes in a single year before an upgrade is triggered.

In this instance, the land owner was also the applicant, and is aware of the provision for the Special Rate Charge to cover road maintenance requirements.

Part 2: Local Government Act 2009 and Local Government Regulation 2012

Under the *Local Government Act*, Council may levy rates and charges:

- (a) on land; and
- (b) for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council.

Council may levy special rates and charges on rateable land in Council's local government area. Unlike general rates, special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
 - i. specially benefits from the service, facility or activity; or
 - ii. has or will have special access to the service, facility or activity;
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

Council decides, by resolution at Council's budget meeting for a financial year, what rates and charges are to be levied for that financial year. Council retains a broad discretion to levy special rates and charges and it can be done on any basis Council considers appropriate.

Part 3: The Scheme Constituting the Overall Plan

1. General

This Part describes:

- (a) the service, facility or activity Council proposes to provide under this Overall Plan;
- (b) the purpose of Council providing the service, facility or activity; and
- (c) how the service, facility or activity will be provided by Council.

2. The service, facility or activity to be provided: section 94(3)(a) Local Government Regulation 2012

Council proposes to provide the Road Program as the service, facility or activity.

3. Purpose of Council's providing the service, facility or activity

The purpose of Council providing the Road Program is to:

- (a) recognise that the use of the Extractive Industry Properties results in impacts caused to Manar Road that are damaging and disproportionately so when compared to other users of that road;
- (b) implement a program that ensures that the Manar Road is appropriately maintained to a Class 5B Rural Secondary Access Road;
- (c) implement a program that ensures that the Manar Road is appropriately replaced to ensure that it, as far as practicable, continues to perform and function to a Class 5B Rural Secondary Access Road; and
- (d) ensure that special rates and charges are levied by Council on the Extractive Industry Properties to facilitate the recovery of Council's costs of implementing the Road Program.

4. How the service, facility or activity will be provided by Council

Council will implement the Road Program over an estimated period of 20 years commencing as part of its asset management program in approximately July 2019.

Part 4: Identified rateable land, estimated cost and timeframe for providing service, facility or activity

1. Rateable land to which special rates or charges apply: section 94(3)(b) Local Government Regulation 2012

Having regard to the purpose of Council's providing the service, facility or activity, the rateable land in Council's local government area to which special rates or charges are proposed to be levied are:

Property Address: 1551 Manar Road BOONDOOMA 4613
Lot No: 7BO179
Assessment No: A41236-00000-000

2. Estimated cost of carrying out the Overall Plan: section 94(3)(c) Local Government Regulation 2012

The estimated cost of carrying out the Overall Plan is set out in the Schedule below.

TOTAL COSTS OVER INDICATED LIFE OF QUARRY

Description	SBRC	Quarry	Total Cost	Percentage
Maintenance Costs	\$70,945	\$129,055	\$200,000	13.94%
Reseal Costs	\$0	\$0	\$0	0.00%
Additional Pavement	\$0	\$0	\$0	0.00%
Reconstruction costs	\$702,622	\$532,276	\$1,234,898	86.06%
Total	\$773,567	\$661,331	\$1,434,898	100%
Percentage	53.91%	46.09%		

3. Estimated time for carrying out the Overall Plan: section 94(3)(d) Local Government Regulation 2012

It is anticipated the Road Program will commence on 1 July 2019 and continue to 30 June 2039.

Council proposes to start levying special rates and charges on the Extractive Industry Properties at the budget meeting for the 2019/2020 financial year.

Under this Overall Plan the levying of special rates and charges on the Extractive Industry Properties will occur over an estimated 20 year period.

Accordingly, the estimated time for carrying out the Overall Plan is 20 years.

It is intended that Council will adopt an annual implementation plan for each of the years the Overall Plan will be in effect in accordance with the Local Government Regulation.

An annual implementation plan for a financial year is a document setting out the actions or processes that are to be carried out in the financial year for the service facility or activity to which the special rates or charges apply.

Council may review this Overall Plan from time to time and may by resolution, amend this Overall Plan or an annual implementation plan.

Attachments

1. Appendix A: Development Conditions

Appendix A: Development Conditions

Road Upgrading

ENG23. Provide Council with a statement of the weighbridge data for the number of trucks exiting the site and material tonnage transported from the site at six (6) monthly intervals, for the previous six (6) monthly period. Data for the number of trucks is to be broken down into weekly periods. Such data is to be provided within 20 business days from the 30 June (end of financial year) and each period thereafter. Once the works to Manar Road and the associated maintenance period is over, such reporting is to be reduced to twelve (12) monthly reporting.

ENG24. The applicant shall undertake the upgrades described below (where applicable and as a direct result of the operation) on the approved haul route to South Burnett Regional Council standards, for the relevant trigger levels shown below:

- (1) Roadworks to be undertaken prior to commencement of the use;
 - (a) All works identified in the “Draft identified locations for works” prepared by Traffic and Transport Plus and received by Council on 11 May 2018.
 - (b) For the timber bridge at the creek crossing at ~Ch 2520, carry out widening, clearing, signage, and provide a layby location, to ensure adequate sight distance is available, and that safe two-way traffic operation is achieved.
 - (c) An initial grading of the haul route shall be carried out, and then annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel patching (initial and periodic) of the existing road pavement may be required to be carried out by the quarry operator, and the locations to be patched shall be determined in collaboration with Council. Rectification of damage also applies to the concrete floodways and creek crossings.
- (2) Roadworks required prior to extraction of over 100,000 tonnes per annum averaged over three (3) consecutive annual periods (Maximum of 150,000 tonnes in any 1 year, or 300 truckloads in any one calendar week occurring for three (3) consecutive years, or 450 truckloads in any one calendar week;
 - (a) Haul Route – a 4.0 wide pavement on a 6.0m formation, and a gravel re-sheet shall be provided in critical locations as agreed with Council.
 - (b) The pavement re-sheet shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.
 - (c) Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm. Rectification of damage also applies to the concrete floodways and creek crossings.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (3) Roadworks required prior to extraction of over 350,000 tonnes per annum averaged over three (3) consecutive annual periods (Maximum of 500,000 tonnes in any 1 year), or 1,050 truckloads in any one (1) calendar week occurring for three (3) consecutive years, or 1,500 truckloads in any one calendar week;
 - (a) Haul Route - The existing formation and pavement shall be shaped and re-sheeted with gravel added, where necessary, to provide an all-weather 6

- metre wide (minimum) gravel pavement on a 7 metre (minimum) formation (with the exception of the one (1) lane, two-way, creek crossings).
- (b) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements.
 - (c) The pavement shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.

Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (4) Roadworks required prior to the extraction of over 500,000 tonnes in any one (1) year, or greater than 1,500 truckloads in any one calendar week;
 - (a) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 150mm Type 3.4 subbase, with two (2) coat bitumen seal, to a schedule as agreed with Council.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

6.3 Design & Technical Services (D&TS)

Officer's Reports

6.3.1 D&TS - 2596654 - Application for Proposed Permanent Road Closure Part of Kent Street - Parkside Building Supplies Pty Ltd

Document Information

IR No 2596654

Author Senior Technical Officer – Works

Endorsed By Manager Works
General Manager Infrastructure

Date 22 May 2019

Précis

An application for permanent road closure over two portion of Kent Street, Wondai has been received, requesting Council to make comment on this proposal.

Summary

An application for permanent road closure over two portions of Kent Street, Wondai has been received. These sections of road are located at the Timber Mill that is owned by Parkside Building Supplies Pty Ltd. These sections of road are also currently unmaintained and unused by Council and has been fenced off by Parkside Building Supplies Pty Ltd.

Officer's Recommendation

That Council offers no objections to the permanent road closure over Kent Street, Wondai of land abutting Lot 3 FY843802, lot 12 SP137165 and Lot 14 SP131874 with reference to the attached maps A and B.

Financial and Resource Implications

Nil

Link to Corporate/Operational Plan

N/A

Communication/Consultation (Internal/External)

Communication and consultation have occurred internally with the following Council branches:

- Property
 - Roads and Drainage
 - Water & Wastewater
 - Planning & Land Management
-

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

Nil

Report

An application for permanent road closure over two portions of Kent Street, Wondai has been received. These sections of road are located at the Timber Mill that is owned by Parkside Building Supplies Pty Ltd. These sections of road are also currently unmaintained by Council and has been fenced off by Parkside Building Supplies Pty Ltd

Reference is made to the attached maps A and B indicating the proposed road closures in Kent Street, Wondai that abut Lot 3 FY843802, lot 12 SP137165 and Lot 14 SP131874

It is recommended to Council to respond advising that Council has no objections with respect to this application based on Council has no future use for the land.

Attachments

Attachment B: QLD Globe image with permanent road closure markings



6.3.2 D&TS - 2599652 - Adoption of Asset Management Policy

Document Information

IR No 2599620

Author Manager Infrastructure Planning

**Endorsed
By** General Manager Infrastructure

Date 4 June 2019

Précis

Adoption of the Asset Management Policy.

Summary

Council has an existing Asset Management Policy that was implemented in 2009 and revision of this policy is required to meet current reporting requirements.

Officer's Recommendation

That the Asset Management Policy be adopted.

Financial and Resource Implications

The implications associated with this policy is that it will meet the needs of the community balancing the levels of service, appetite for risk and the ability to finance the outcome.

Link to Corporate/Operational Plan

EXC2.2 - Appropriately resource the organisation to deliver Council's strategic objectives.

INF1 - Infrastructure that meets our communities needs.

Communication/Consultation (Internal/External)

Internal consultation has been undertaken with the Senior Management Team and Council.

Legal Implications (Statutory Basis, Legal Risks)

Council is required to meet the outcomes as stated in the Local Government Act 2009 and the Local Government Regulations 2012.

Policy/Local Law/Delegation Implications

This policy updates the existing Asset Management Policy that was adopted by Council in 2009.

Asset Management Implications

Effectively manage assets to maximise their value to Council in terms of achieving its corporate objectives by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout Council by training and development.
- Meeting Council's legislative and regulatory requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management practices that align with good industry practice.

Report

Council has an existing Asset Management Policy that was adopted in 2009 and it is proposed to be reviewed to meet the operational and reporting requirements of Council.

The implementation and the framework to support this policy in understanding asset management is illustrated in the below diagram:



Source: J. Sing (2011) mod. J Gorman (2013)

This Asset Management Policy articulates Council's overarching asset management intentions and guiding principles. It is a high-level document containing details of Council's asset management aspirations that will not change much over an extended period (e.g., 10 years).

This Asset Management Policy will demonstrate:

1. A commitment to comply with all regulatory requirements.
2. A commitment to the optimal and sustainable management of its assets via the process of continuous improvement across the organisation.

3. A set of guiding principles to inform organisational asset management decision making, e.g.:
 - a. Council will set levels of service that are financially sustainable for current and future generations.
 - b. Council will balance community expectations for services with their capacity and willingness to pay it.
 - c. Council will establish service funding priorities to allocate money to the right infrastructure in the right place at the right time.
 - d. Council will make informed, evidence-based investment decisions based on:
 - i. Required level of service (as opposed to the desired level of service)
 - ii. Whole-of-life costs
 - iii. Risk management considerations

The Senior Executive Team will ensure maximum value is derived from the asset portfolio by establishing a system of continuous monitoring, evaluation and direction of Council's asset management activities.

Attachments

1. Asset Management Policy



Asset Management Policy

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1. POLICY STATEMENT

The purpose of this policy is to set guidelines for implementing consistent asset management practices throughout South Burnett Regional Council (Council).

2. SCOPE

This policy applies to all Council departments, employees and contractors.

3. POLICY OBJECTIVES

Effectively manage assets to maximise their value to Council in terms of achieving its corporate objectives by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout Council by training and development.
- Meeting Council’s legislative and regulatory requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management practices that align with good industry practice.

4. BACKGROUND AND/OR PRINCIPLES

Background

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving our organisational objectives, including Council's Strategic Long Term Plan and Long Term Financial objectives.

Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound asset management practices enable sustainable service delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance.

Principles

Council's sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing and lifecycle management of assets by:

1. *Ensuring that the Councils capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;*
2. *Meeting all relevant legislative and regulatory requirements;*
3. *Demonstrating transparent and responsible asset management practices that align with good industry practices;*
4. *Implementing sound asset management plans and strategies and providing sufficient financial resources to accomplish them by:*
 - a. *Asset management plans will be completed for all major asset / service areas.*
 - b. *Expenditure projections from Asset Management Plans will be incorporated into Councils Long Term Financial Plan.*
 - c. *Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.*
 - d. *Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.*
 - e. *Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented.*
 - f. *Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.*
 - g. *Future service levels with associated delivery costs will be determined in consultation with the community.*
 - h. *Ensuring necessary capacity and other operational capabilities are provided and asset management responsibilities are effectively allocated;*

- i. Creating a corporate culture where all employees play a part in overall care for Councils assets by providing necessary awareness, training and professional development; and*
- j. Providing those we serve with services and levels of service for which they are willing and able to pay.*

5. GENERAL INFORMATION

The roles and responsibilities in relation to this policy are as per below:

- Councillors adopt the policy and provide leadership and stewardship of asset management principles and long term planning.
- The Chief Executive Officer has overall responsibility for developing asset management business processes, systems, organisational policies and procedures and reporting on the status and effectiveness of asset management within Council.
- General Managers and Managers are responsible for developing asset management plans, implementing asset management business processes, systems, organisational policies and procedures. They will form the base of the Asset Management Steering Group, with input from other employees as required.
- Employees with management or supervisory responsibilities will be held accountable for the management of assets within their areas of responsibility as determined under the asset management plans
- Employees will be tasked based on the relevant Core Asset Management Plans and will be responsible for the timely completion of allocated activities.

6. DEFINITIONS

Asset - 'an item, thing or entity that has potential or actual value to an organisation. The value will vary between different organisations and their stakeholders, and can be tangible or intangible, financial or non-financial.'¹

Asset Lifecycle – 'the stages involved in the management of an asset.'²

Asset Management - 'the coordinated activity of an organisation to realise value from its assets.'³

Asset Management System – 'the management system for asset management whose function it is to establish the asset management policy and asset management objectives.'⁴

Capital Renewal - Expenditure on an existing asset, which returns, restores, rehabilitates the service potential or the life of the asset up to that which it had originally. As it reinstates existing service potential, it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time, e.g. resurfacing or resheeting a material part of a road network, replacing a material section of a drainage network with pipes of the same capacity, resurfacing an oval.

¹ ISO 55000: 2014 p.2

² ISO 55000: 2014 p. 13

³ ISO 55000: 2014 p.14

⁴ ISO 55000: 2014 p. 15

Capital Upgrade - Expenditure, which enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally. It will increase operating and maintenance expenditure in the future because of the increase in the council's asset base, eg. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility.

New – Expenditure which creates a new asset providing a new service to the community that did not exist beforehand. As it increases service potential it may impact revenue and will increase future operating and maintenance expenditure.

7. LEGISLATIVE REFERENCE

- Local Government Act 2009
- Local Government Regulation 2012
- Local Government 2012 Financial Sustainability Guidelines
- Australian Accounting Standards
- International Asset Management Standards ISO 55001, 55002, 55003

8. RELATED POLICIES/PROCEDURES

- Debt Policy
- Disposal of Assets Policy
- Risk Management Policy

9. NEXT REVIEW

September 2022

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Development and adoption of policy	26 June 2009
2	Revision of policy	

 Mark Pitt
 CHIEF EXECUTIVE OFFICER

 Date

7. Portfolio - Community, Arts, Tourism and Health Services

7.1 Community, Arts, Tourism and Health Services Portfolio Report

Document Information

ECM ID 2597019

Author Cr Danita Potter

Date 7 June 2019

Précis

Community, Arts, Tourism and Health Services Portfolio Report

Summary

Cr Potter presented her Community, Arts, Tourism and Health Services Portfolio Report to Council.

Officer's Recommendation

That Cr Potter's Community, Arts, Tourism and Health Services Portfolio Report to Council be received.

7.2 Community Services (CS)

Officer's Reports

7.2.1 CS - 2599110 - Adoption of the revised Community Grants Program Policy

Document Information

ECM ID 2599110

Author Manager Social & Corporate Performance

**Endorsed
By General Manager – Corporate Services**

Date 3 June 2019

Précis

Adoption of the revised Community Grants Program Policy

Summary

In 2017, Council recognised the important contribution community organisations and individuals make to the South Burnett region through the adoption of the Community Grants Program Policy.

The Community Grants Program Policy combines all Council's grant, donation and sponsorship programs so that the process is easier for community groups to understand and access, in a fair and equitable way.

It was timely to review the Policy and the administrative processes.

The revised Community Grants Program includes the following categories:

- Community Event Sponsorship
- Community Hall Insurance Grant
- Councillor Discretionary Fund
- Elite Performance Youth Grant
- Healthy Communities Sponsorship
- In-kind Sponsorship
- Project/Program One-off Sponsorship
- Regional Arts Development Fund
- School Student Awards
- Indigenous Affairs Fund
- Subsidised Hire of Council Facilities

Officer's Recommendation

That Council adopt the Community Grants Program Policy.

Financial and Resource Implications

The direct financial or resource implications which arise from this report have been considered and are covered within the proposed annual budget for 2019/20.

Link to Corporate/Operational Plan

Corporate Plan 2018/19 to 2022/23:

EC2 - Sustainable community groups

EC3 - An active, safe and healthy community

Communication/Consultation (Internal/External)

Feedback was gathered over the past twelve (12) months from both internal and external stakeholders. This feedback was considered and the Policy adjusted accordingly. The revised draft Policy was circulated to Councillors and the Senior Management Team for feedback. The revised draft Policy was tabled at the Portfolio Review meeting in May for discussion and subsequently was further revised.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

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

The Regional Arts Development Fund Guidelines was reviewed in conjunction with the review of the Community Grants Program Policy.

Asset Management Implications

No direct asset management implications arise from this report.

Report

In 2017, Council recognised the important contribution community organisations and individuals make to the South Burnett region through the adoption of the Community Grants Program Policy.

The Community Grants Program Policy combines all Council's grant, donation and sponsorship programs so that the process is easier for community groups to understand and access, in a fair and equitable way.

It was timely to review the Policy and the administrative processes.

The revised Community Grants Program includes the following categories:

- Community Event Sponsorship
- Community Hall Insurance Grant
- Councillor Discretionary Fund
- Elite Performance Youth Grant
- Healthy Communities Sponsorship
- In-kind Sponsorship
- Project/Program One-off Sponsorship
- Regional Arts Development Fund
- School Student Awards

- Indigenous Affairs Fund
- Subsidised Hire of Council Facilities



ECM ID:
MINUTE NUMBER:
ADOPTED ON:

Community Grants Program Policy

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1. POLICY STATEMENT

Council recognises the important contribution community organisations and individuals make to the South Burnett Regional Council (Council) area. Through the provision of community grants program, Council demonstrates its commitment to investing in initiatives and partnerships that align with Council's corporate priorities encouraging individuals and groups to make a positive and ongoing contribution to the region.

This policy is to guide the administration of Council's Community Grants Program so to ensure the grants contribute to Council achieving its strategic goals, identified key initiatives, and align with the intent of the *Local Government Act 2009 (LGA2009)* and the *Local Government Regulation 2012 (LGR2012)*, which state that assistance will be used for a purpose that is in the public interest.

2. SCOPE

This policy applies to all grants, donations, sponsorship and other assistance made to:

- eligible not-for-profit community organisations delivering programs, activities and events within the Council area.
- eligible individual South Burnett residents to attend competitions or programs representing Queensland or Australia in their chosen performance field.

The provision of concessions and waivers relating to Building and Development Applications, Undetected Water Leaks, Provision of Recycled Water, Lease Payment Fees, Rates and Utilities Charges is **not** covered by this policy.

3. POLICY OBJECTIVES

To ensure that assistance delivered through the Community Grants Program is distributed to support the provision of programs, events and initiatives which respond to identified community need, contribute to the building of stronger and vibrant communities, meet relevant guidelines and are in accordance with Council's strategic objectives as identified in the South Burnett Regional Council Corporate Plan 2018/19 to 2022/23.

Council provides the Community Grants Program to be used for a purpose that is in the public interest.

4. BACKGROUND AND/OR PRINCIPLES

Council will determine annually, through the budget process, the amount of funding to be made available under this Program.

The Community Grants Program is competitive. Applications will be assessed on merit with no obligation by Council to fully expend the allocations identified in Council's annual budget.

Applications made to various grant categories within this Program for the same project will not be eligible to receive more than one (1) allocation of support per financial year.

Applicants are only eligible to receive one (1) grant per funding round from this Program.

Funding is not available for activities that have already commenced prior to approval.

5. GENERAL INFORMATION

This policy provides an overview of the Community Grants Program. Applicants are to complete in full the relevant Community Grants Program Application and Acquittal forms.

Assessment

Applications for funding will be assessed against the following criteria:

- Applicants capability to deliver the program, event or initiative within the South Burnett Regional Council area;
- Demonstrated South Burnett community need for the project;
- Demonstrated South Burnett community support of and involvement in the project/event;
- Eligibility and viability of applicant's not-for-profit organisation;
- Evidence of anticipated positive outcomes that will be of long term benefit to the South Burnett community;
- A letter of support from the Property Branch of Council must be provided with the application for a project or activity involving improvement / change to a Council asset; and
- Regional Arts Development Fund Guidelines (for RADF applications only).

Acquittal

The relevant Acquittal Form is to be completed for each funded program, event or initiative within six (6) weeks of the completion date the program, event or initiative. The approved funding must be spent by the organisation or individual within twelve (12) months of the approval of the grant or the funding returned to Council.

5.1 Community Events Sponsorship

This grant provides sponsorship funding to assist not-for-profit community organisations to deliver community events which build community capacity. Council will determine on a case by case basis the requirements for acknowledgement of sponsorship. Successful applicants will need to reapply each year for assessment on merit. The fund will provide individual event sponsorship of up to \$3,000, excluding costs associated with marketing and advertising.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year.

5.2 Community Hall Insurance Grant

This grant provides funding to assist not-for-profit community organisations to pay the insurance costs associated with the management of community halls within the South Burnett Regional Council area.

Grants are available for up to \$1,000 to eligible applicants.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year.

5.3 Councillor Discretionary Fund

Pursuant to section 202 of the *LGR2012*, a Councillor may use any Councillor Discretionary Fund in the following ways:

- a) spend for a community purpose;
- b) allocate for capital works of the local government that are for a community purpose, but only with the approval of -
 - (i) if the Councillor is the Mayor - the Deputy Mayor and the Chief Executive Officer; or
 - (ii) otherwise - the Mayor and the Chief Executive Officer;
- c) allocate to a community organisation for a community purpose.

Council's Councillor Discretionary Fund provides Council with the ability to provide small miscellaneous discretionary grants to eligible not-for-profit community organisations in response to requests which are received from time to time.

This fund recognises that small activities, projects and events, deserving of support from Council, come up in an ad hoc way throughout the year. Requests for assistance are assessed by the relevant Councillor with approval by the Manager Social & Corporate Performance.

Grants are available for up to a total of \$1,000 to eligible applicants.

Applications can be made throughout the financial year and must be received by Council a minimum of three (3) weeks prior to the activity/event.

Applicants must indicate on the request if they are seeking support from multiple Councillors Discretionary Funds for the same activity/project/event.

5.4 Elite Performance Youth Grant

This grant is provided to encourage excellence in sport, the arts and education providing opportunities for the professional development for youth (up to 25 years).

The grant provides assistance for South Burnett residents to attend competitions or programs representing Queensland or Australia in their chosen performance field (No funding is available for South Burnett or Wide Bay representation levels).

Successful applicants are only eligible to receive one (1) allocation per financial year and can apply for up to:

- \$500 if representing Queensland; or
- \$500 if representing Australia within Australia; or
- \$1000 if representing Australia competing in another country.

Applications from multiple members of a team or group will be bundled and considered as a whole with funding available up to \$2,000 per team or group.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria with approval by the Manager Social & Corporate Performance.

Applications can be made throughout the financial year.

5.5 Healthy Communities Sponsorship

This grant is to support projects and activities that increase the number of South Burnett residents engaged in physical and/or healthy programs and activities.

Programs and activities are eligible if:

- Participant improvement data is able to be monitored and provided in the acquittal report; and
- Participant contribution is identified in the budget.

The grant will provide sponsorship for projects and activities up to \$3,000.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year.

5.6 In-kind Sponsorship

This in-kind grant provides sponsorship to assist not-for-profit community organisations to deliver community activities and events which build community capacity.

In-kind services include:

- Supply of gazebo marquee imprinted with Council's branding;
- Supply of minor works;
- Supply of road signage and barriers;
- Supply of skip bins; and/or
- Supply of wheelie bins.

Council will determine on a case by case basis the requirements for acknowledgement of sponsorship. The fund will provide individual event sponsorship of up to \$2,000.

The in-kind services provided by Council are dependent on operational priorities, availability of resources and over all annual budget allocation with approval by the Manager Social & Corporate Performance. Applications can be made throughout the financial year and must be received by Council a minimum of four (4) weeks prior to the activity/event.

5.7 Project / Program One-off Sponsorship

This grant provides funding for a project/program to assist not-for-profit community organisations to deliver one-off projects that meet an identified need and build community capacity.

Council will determine on a case by case basis the requirements for acknowledgement of sponsorship. The fund will provide sponsorship for an individual project/program of up to \$3,000.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year.

5.8 Regional Arts Development Fund

This fund is a partnership between South Burnett Regional Council and Arts Queensland to:

- Support skills development of South Burnett professional artists, emerging artists and arts practitioners; and
- Increase local participation in the arts in the South Burnett region.

Please refer to Council's 'Regional Arts Development Fund Guidelines' and discuss your activity with the RADF Liaison Officer prior to completion of an application.

Availability of this funding is dependent on Council being successful annually with an application to Arts Queensland.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year dependent on Arts Queensland requirements and available funding.

5.9 School Student Awards

This grant provides sponsorship funding for student awards in conjunction with a school's annual awards night. Council will determine on a case by case basis the requirements for acknowledgement of sponsorship. Successful applicants will need to reapply each year for assessment on merit. The fund will provide awards sponsorship of up to \$300 per school, maximum \$150 per award. The awards are to reflect Council's values of ACHIEVE – Accountability, Community, Harmony, Innovation, Ethical Conduct, Vision and Excellence.

Applications will be assessed by the Community Grants Program Assessment Panel against the Community Grants Program Policy based on the Assessment Criteria. A recommendation will be made by the Community Grants Program Assessment Panel with approval by the Manager Social & Corporate Performance.

The fund will provide two (2) funding rounds in August and February each financial year.

5.10 Indigenous Affairs Fund

This fund recognises that small activities, projects and events, deserving of support from Council, come up in an ad hoc way throughout the year. Requests for assistance are assessed by the Indigenous Affairs Portfolio Councillor with approval by the Manager Social & Corporate Performance.

Applications can be made throughout the financial year and must be received by Council a minimum of three (3) weeks prior to the activity/project/event.

5.11 Subsidised Hire of Council Facilities

Council sets annually the hire fees associated with the halls owned and operated by Council. Please refer to Council's fees and charges.

6. DEFINITIONS

Community Grants Program Assessment Panel (Panel) is comprised of six (6) Councillors to assess on merit each application to a funding round making recommendations to the Manager Social & Corporate Performance. The Panel will consist of the Councillors representing Divisions 1, 2, 3, 4, 5, and 6. The Chair of the Panel is the Councillor holding the Portfolio for the Community Grants Program.

Eligible Individuals must reside within the South Burnett Regional Council area. Individuals who have not acquitted under any Council funded program are not eligible for further funding until the outstanding acquittal report is submitted and accepted by Council. Applicants shall have no outstanding debt with Council (including rates).

Incorporated Not-for-profit Organisations are incorporated under Queensland legislation, community based, providing services and activities of benefit to the South Burnett Regional Council area and whose primary purpose is not directed at making a profit. Incorporated not-for-profit organisations operating gaming machines or with liquor selling facility or who identify as a political party or are affiliated with State or Federal Government (excluding funding for schools for awards) will not be eligible for assistance. Incorporated not-for-profit organisations who have not acquitted under a Council funded program are not eligible for further funding until the outstanding acquittal report is submitted and accepted by Council. Applicants shall have no outstanding debt with Council (including rates).

Not-for-profit Organisations are community based organisations providing services and activities of benefit to the South Burnett Regional Council area and whose primary purpose is not directed at making a profit. Not-for-profit organisations operating gaming machines or with liquor selling facility or who identify as a political party or are affiliated with State or Federal Government (excluding funding for schools for awards) will not be eligible for assistance. Not-for-profit organisations who have not acquitted under a Council funded program are not eligible for further funding until the outstanding acquittal report is submitted and accepted by Council. Applicants shall have no outstanding debt with Council (including rates).

7. LEGISLATIVE REFERENCE

Local Government Act 2009
Local Government Regulation 2012

8. RELATED POLICIES/PROCEDURES

Community Grants Program Procedure
 Councillor Code of Conduct Policy
 Employee Conflicts of Interest Policy
 Regional Arts Development Fund Guidelines
 Employee Conflict of Interest Policy

9. NEXT REVIEW

May 2021

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Adoption of Policy	19 April 2017
2	Revised Policy – April May 2018	16 May 2018
3	Revised Policy – May June 2019	Proposed 12 June 2019

 Mark Pitt
CHIEF EXECUTIVE OFFICER

 Date

7.2.2 CS - 2599336 - Adoption of the Regional Arts Development Fund Guidelines

Document Information

ECM ID 2599336

Author Manager Social & Corporate Performance

Endorsed By General Manager – Corporate Services

Date 3 June 2019

Précis

Adoption of the Regional Arts Development Fund Guidelines

Summary

South Burnett Regional Council's Regional Arts Development Fund (RADF) program supports skills development of South Burnett professional artists, emerging artists and arts practitioners.

Since 2008, Council has successfully partnered with Arts Queensland to deliver this arts and culture program to our community.

It is prudent to periodically review the RADF Guidelines to ensure they remain relevant and effective in guiding the delivery of the program.

Officer's Recommendation

That Council adopt the South Burnett Regional Council Regional Arts Development Fund Guidelines.

Financial and Resource Implications

Total funding allocation for each financial year to be made available through funding rounds under Council's Community Grants Program.

Administration costs associated with the provision of the fund to be finalised in each financial year budget process.

Link to Corporate/Operational Plan

Corporate Plan 2018/2019 to 2022/2023:

EC2 - Sustainable community groups

EC3 - An active, safe and healthy community

EXC4 - Effective advocacy and strategic partnerships

Communication/Consultation (Internal/External)

Feedback was gathered over the past twelve (12) months from both internal and external stakeholders. This feedback was considered and the Guidelines adjusted accordingly. The revised draft Guidelines was circulated to Councillors and the Senior Management Team for feedback. The revised draft Guidelines was tabled at the Portfolio Review meeting in May for discussion and subsequently was further revised.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

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

The Community Grants Program Policy was reviewed in conjunction with the review of the Regional Arts Development Fund Guidelines.

Asset Management Implications

No direct asset management implications arise from this report.

Report

South Burnett Regional Council's Regional Arts Development Fund (RADF) program supports skills development of South Burnett professional artists, emerging artists and arts practitioners.

Since 2008, Council has successfully partnered with Arts Queensland to deliver this arts and culture program to our community.

It is prudent to periodically review the RADF Guidelines to ensure they remain relevant and effective in guiding the delivery of the program.



ECM ID: "ECM ID"
MINUTE NUMBER: [Minute Number]
ADOPTED ON/SIGN OFF DATE: [Date]

Regional Arts Development Fund Guidelines

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SECTION A – ABOUT RADF

Purpose

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across the state.

RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland.

RADF is a flexible fund, enabling local councils to tailor RADF programs to suit the needs of their communities

Objectives

RADF objectives are to support arts and cultural activities that:

- Provide public value for Queensland communities.
- Build local cultural capacity, cultural innovation and community pride.
- Deliver Queensland Government's objectives for the community.

South Burnett Regional Council RADF Objectives

- Support skills development of South Burnett professional artists, emerging artists and arts practitioners; and
- Increase local participation in the arts in the South Burnett region.

The Regional Arts Development Fund is a partnership between the Queensland Government and South Burnett Regional Council to support local arts and culture in regional Queensland.



Who can apply for a South Burnett RADF grant?

The following categories of individuals and organisations can apply for a grant:

- Individual professional artists, emerging professional artists, artists, cultural workers or project coordinators who:
 - Are based in the South Burnett Regional Council area, or if based outside the South Burnett Regional Council area are able to demonstrate how the project/activity will directly benefit arts and culture in the South Burnett Regional Council area; and
 - Are permanent residents or Australian citizens; and
 - Have an Australian Business Number (ABN) or who will be auspiced by an incorporated organisation or individual with an ABN.
- Incorporated arts and cultural organisations based in the South Burnett Regional Council area, or those based outside the South Burnett Regional Council area that are able to demonstrate how the project will directly benefit arts and culture in the South Burnett Regional Council area.
- Unincorporated organizations, auspiced by an incorporated body, that are based in the South Burnett Regional Council area, or those based outside the South Burnett Regional Council area that are able to demonstrate how the project will directly benefit arts and culture in the South Burnett Regional Council area.

Australian Business Number (ABN)

If RADF applicants do not possess a valid ABN, they must be auspiced by an individual or incorporated organisation with a valid ABN (Sponsor) who will manage the grant on behalf of the applicant.

The Sponsor is responsible for providing a financial report on completion of the project/activity. It is not responsible for the artistic direction of the project/activity.

What does South Burnett Regional Council's RADF not support?

- Applicants who submit incomplete applications.
- Applicants who have failed to acquit previous RADF grants.
- Projects for which artists are paid less than the recommended rates.
- Activities that commence before Council approval is given because South Burnett Regional Council's RADF should not be used as a 'top-up' fund.
- Craft workshops - UNLESS a professional artist or artist is employed to work with the craft group to apply their skills in an innovative way to achieve an arts development outcome.
- School arts activities EXCEPT where those activities form part of broader community cultural development processes or are part of professional arts development.
- Framing or freight - only a small proportion of these costs can be covered as part of presentation costs for significant exhibitions. As a guide only, 10% of the total framing and freight costs would be considered a small proportion.
- Catering costs, openings, launches and parties are not covered by South Burnett Regional Council's RADF grants, even if they are part of an exhibition or community project.
- Entertainment - funding is not available to pay for entertainment at events, UNLESS there is a developmental aspect included, e.g. musicians performing at a community event run a series of developmental workshops for community members prior to the event.
- Eisteddfods - these are essentially competitions.

- Summer/Winter schools - If an individual is funded to attend a McGregor Summer/Winter School or equivalent institution they will not be eligible to apply to attend that event for the following two (2) years.
- Publishing costs associated with the activity, project or course.
- Purchase of capital items, e.g. equipment, buildings or vehicles.
- Recurrent funding for arts organisations - operational expenses are ineligible under the Program including wages for permanent staff and office expenses. However, local arts and cultural organisations that have regular community activities may apply for funding annually for different projects which have a project management component.
- Accredited study, training or university courses – South Burnett Regional Council does not fund the primary training of artists, only their professional development once they are practicing.
- The Program supports up to 100% of any project/activity – capped at \$3,000 per project/activity

SECTION B – OBJECTIVES OF SOUTH BURNETT REGIONAL COUNCIL'S RADF PROGRAM

1. Local Delivery and Participation in the Arts

Objective - *To support local creatives to deliver cultural activities within the South Burnett region:*

Funding of 100% total project cost can be used towards:

- Professional or emerging artist fees or artswoker fees, for preparation and delivery time
- Local travel
- Accommodation within region if required
- Venue hire

Funding does not cover:

- Course Materials not covered by the registration/participation fee
- Catering
- Administrative costs
- Promotions & Marketing

Conditions:

Participants are expected to make a reasonable contribution towards costs. Applicants must demonstrate clear evidence of local community support for a project/activity by providing letters of support and lists of interested participants, where applicable. Applicants are expected to hold valid Public Liability Insurance.

2. Technical & Professional Skills Development

Objective - *To facilitate access to affordable development workshops and training, by subsidising the costs of:*

- *bringing professional tutors to the South Burnett region to teach creative groups valuable skills or*
- *attendance by local professional and emerging artists at summer schools, workshops or conferences*

Funding of 100% total project cost can be used towards:

- Tutor Fees for preparation and delivery time
- Tutor travel to South Burnett
- Tutor Accommodation

- Venue Hire
- Registration fee for South Burnett professional artists, emerging artists and arts practitioners to attend summer schools / conferences / workshops

Funding does not cover:

- •Administrative costs
- •Course Materials not covered by the registration/participation fee
- •Catering
- •Promotions & Marketing
- •Accommodation, meals and travel associated with attendance at summer schools / conferences / workshops

Conditions:

Participants are expected to make a reasonable contribution towards costs. Applicants must demonstrate clear evidence of local community support for a project/activity by providing letters of support and lists of interested participants, where applicable. Tutors are expected to hold valid Public Liability Insurance. Tutors must complete an eligibility checklist and supply a quote.

Frequency of Rounds

The RADF program will offer two (2) funding rounds per financial year, as per the Community Grants Program Policy, subject to Council's successful application to Arts Queensland.

Regular Applicants

An individual, group or organisation can only be successful for one (1) grant per round. Refer to the Community Grants Program Policy for further information.

How are South Burnett RADF Grants Assessed?

Once the funding round has closed, the RADF Liaison Officer copies, collates and sends all applications (including completed preliminary assessment and checklist) to the Community Grants Program Assessment Panel for final assessment. Should further information be required to undertake the preliminary assessment, the RADF Liaison Officer may contact the applicant or an arts expert in the relevant stream of the arts.

Who can assist me with my application?

Council recommends that before you attempt to complete the RADF application form, you make contact with the RADF Liaison Officer who can provide support to applicants with further understanding of the program and how best to complete the application.

The RADF Liaison Officer is the primary contact between Council and Arts Queensland and ensures the appropriate administration of the South Burnett Regional Council RADF Program.

Who should I contact for more information about the RADF Program?

For more information about the Program, please contact the RADF Liaison Officer, via email info@southburnett.qld.gov.au or phone (07) 4189 9100.

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

8. Portfolio - Planning & Property

8.1 Planning and Property Portfolio Report

Document Information

ECM ID 2596981

Author Cr Terry Fleischfresser

Date 7 June 2019

Précis

Planning and Property Portfolio Report

Summary

Cr Fleischfresser presented his Planning and Property Portfolio Report to Council.

Officer's Recommendation

That Cr Fleischfresser's Planning and Property Portfolio Report to Council be received.

8.2 Planning (P&LM)

Officer's Reports

- 8.2.1 P&LM - 2579838 - Reconfiguration of a Lot application - Dividing land into parts - Long term lease in favour of Proston Golf Club over existing Golf Course at Proston-Boondooma Road Proston - Lot 60 BO424 - Applicant: Council - RAL19/0004**

Document Information

ECM ID 2579838 or RAL19/0004

Author David Zanker, Reel Planning

**Endorsed
By Manager Planning & Land Management
General Manager Corporate Services**

Date 7 June 2019

Précis

Reconfiguring a Lot (Dividing land into parts by lease) at 81 Proston Boondooma Road, Proston - Lot 60 on BO424.

Summary

The application is for reconfiguring a lot for dividing land into parts by agreement (1 into 2 lots). The purpose of the reconfiguration of lots is to create a lot (by lease) for the existing use of outdoor sport and recreation being the Proston Golf Course.

The Reserve for Recreation at Proston-Boondooma Road, Proston, has been occupied by the Proston District Golf Club for several years. Council proposes to approve a long-term lease for the Golf Club, which provides a security of tenure for the Club and will allow for possible grant funding for continued improvements at the course. Council's wastewater ponds encroach on part of the Reserve, which is excluded from the lease.

The site is located within the Recreation and Open Space Zone with an area of approximately 24.4 hectares and obtains access via a crossover at Proston Boondooma Road. Access to Council's wastewater ponds will be via an unsealed road. It is anticipated that access will be maintained by the current unformed road.

Officer's Recommendation

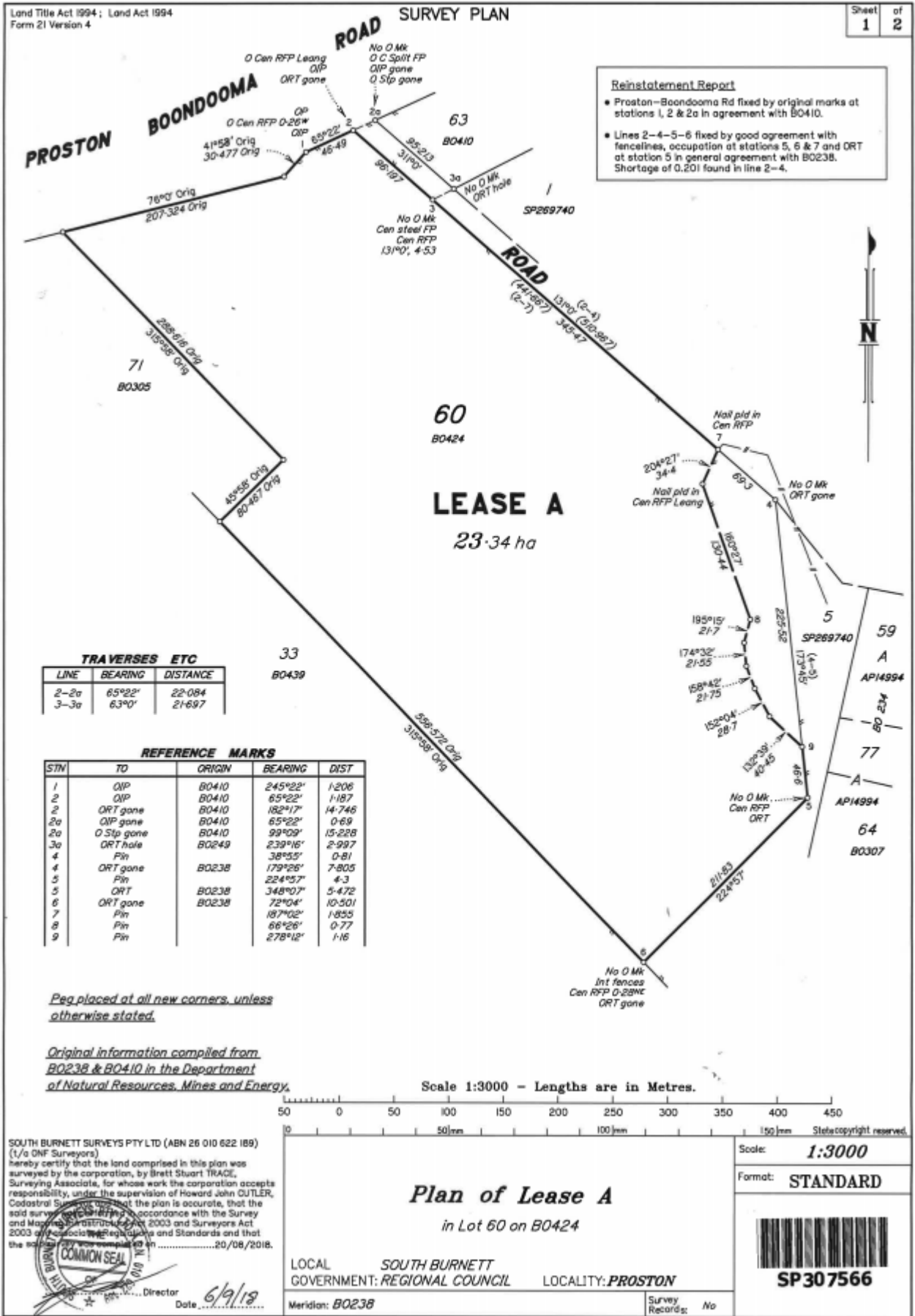
That Council *approve* the Development Application for Reconfiguring a Lot (Dividing land into part by lease) located at 81 Proston Boondooma Road, Proston described as Lot 60 on BO424 subject to the following conditions:

GENERAL

GEN1 The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

Plan No.	Title and Detail Description	Dated
SP307556	Plan of Lease A in Lot 60 on BO424	6/09/2018

Approved Plan



Referral Agency Response

RA6-N



Department of
**State Development,
Manufacturing,
Infrastructure and Planning**

Our reference: 1904-10720 SRA
Your reference: RAL19/0004

16 April 2019

The Chief Executive Officer
South Burnett Regional Council
PO Box 336
KINGAROY QLD 4610

Email: info@southburnett.qld.gov.au

Dear Sir/Madam

Referral agency response—with conditions
(Given under Section 56 of the *Planning Act 2016*)

The development application described below was properly referred to the Department of State Development, Manufacturing, Infrastructure and Planning (the department) on 16 April 2019.

Applicant details

Applicant name:	South Burnett Regional Council
Applicant contact details:	PO Box 336 Kingaroy QLD 4610 latkinson@southburnett.qld.gov.au

Location details

Street address:	81 Proston Boondooma Road, Proston QLD 4613
Real property description:	Lot 60 on BO424
Local government area:	South Burnett Regional Council

Application details

Development Permit	Reconfiguration of a Lot (Lease agreement exceeding 10 years - over the existing Proston Golf Course)
--------------------	---

Referral triggers

The development application was referred to the department under the following provision of the *Planning Regulation 2017*:

- Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 (10.9.4.2.1.1) – Reconfiguring a lot near a State transport corridor

Condition

Under section 56(1)(b)(i) of the *Planning Act 2016* (the *Planning Act*), the condition set out in Attachment 1 must be attached to any development approval.

Reasons for decision to impose condition

The department must provide a reason for the decision to impose a condition. This reason is set out in Attachment 2.

Approved plan

The department requires that the plan set out below and enclosed must be attached to any development approval.

Drawing title	Prepared by	Date	Reference no.	Version/issue
Reconfiguration of a Lot (Lease agreement exceeding 10 years)				
Plan of Lease A in Lot 60 on B0424 (Sheets 1 and 2, of 2)	-	endorsed date 6-9-2018.	reference 49000128 / SP307566	-

A copy of this response has been sent to the applicant for their information.

For further information please contact Alice Davis, Acting Principal Planning Officer, on (07) 5644 3223 or via email WBBSARA@dsmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Luke Lankowski
Manager, Planning – Wide Bay Burnett

cc: South Burnett Regional Council, via email latkinson@southburnett.qld.gov.au

enc: Attachment 1—Conditions to be imposed
 Attachment 2—Reasons for decision to impose conditions
 Approved plans and specifications

Attachment 1 – Condition to be imposed

No.	Conditions	Condition timing
Reconfiguration of a Lot (Lease agreement exceeding 10 years)		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1: Reconfiguring a lot near a State transport corridor— The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	The development must be carried out generally in accordance with the following survey plan: Plan of Lease A in Lot 60 on B0424, endorsed date 6-9-2018, reference 49000128 / SP307566 (Sheets 1 and 2, of 2).	At all times

1904-10720 SRA

Attachment 2—Reason for decision to impose condition

The reason for this decision is:

- To ensure the development is carried out generally in accordance with the plans of development submitted with the application.



<p>Land Title Act 1994; Land Act 1994 Form 2B Version 1</p> <p style="text-align: center;">(Dealing No.)</p>	<p>WARNING : Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.</p> <p style="text-align: right;">Sheet 2 of 2</p> <p>1. Lodged by _____</p> <p>(Include address, phone number, reference, and Lodger Code)</p>																		
<p>2. Certificate of Registered Owners or Lessees.</p> <p>I/We SOUTH BURNETT REGIONAL COUNCIL GAZETTED ON 31/03/1984 PAGE 1341</p> <p>(Names in full)</p> <p>* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.</p> <p>* as Lessees of this land agree to this plan.</p> <p>Signature of *Registered Owners *Lessees.</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Title Reference</th> <th rowspan="2">Description</th> <th colspan="3">Created</th> </tr> <tr> <th>New Lots</th> <th>Road</th> <th>Secondary Interests</th> </tr> </thead> <tbody> <tr> <td>49000128</td> <td>Lot 60 on CF80424</td> <td></td> <td></td> <td>Lease A</td> </tr> </tbody> </table>	Title Reference	Description	Created			New Lots	Road	Secondary Interests	49000128	Lot 60 on CF80424			Lease A					
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49000128	Lot 60 on CF80424			Lease A															
<p>* Rule out whichever is inapplicable</p> <p>3. Planning Body Approval.</p> <p>_____ hereby approves this plan in accordance with the: § _____</p> <p>Dated this _____ day of _____</p> <p>_____</p> <p>_____</p> <p>* Insert the name of the Planning Body § Insert applicable approving legislation. § Insert designation of authority or delegation</p>	<div style="border: 2px solid red; padding: 5px; margin: 10px;"> <p>PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE</p> <p>SARA ref: 1904-0200 SRA</p> <p>Date: 16 April 2019</p> </div> <div style="border: 1px solid black; padding: 5px; margin: 10px;"> <p>4. Building Format Plans only.</p> <p>I certify that:</p> <ul style="list-style-type: none"> * As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or roads. * Part of the building shown on this plan encroaches onto adjoining * lots and road <p>Coastal Surveyor/Director * Date _____</p> <p>* Delete words not required</p> </div> <table border="1" style="width:100%; border-collapse: collapse; margin: 10px;"> <thead> <tr> <th>Lot#</th> <th>Orig</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table> <p>7. Orig Grant Allocation :</p> <p>8. Passed & Endorsed :</p> <p>By : South Burnett Surveys Pty Ltd Date : 5-9-2018 2-10-2018 Signed : _____ Designation : Liaison Officer</p> <table border="1" style="width:100%; border-collapse: collapse; margin: 10px;"> <thead> <tr> <th colspan="2">9. Lodgement Fees :</th> </tr> </thead> <tbody> <tr> <td>Survey Deposit</td> <td>\$ _____</td> </tr> <tr> <td>Lodgement</td> <td>\$ _____</td> </tr> <tr> <td>... New Titles</td> <td>\$ _____</td> </tr> <tr> <td>Photocopy</td> <td>\$ _____</td> </tr> <tr> <td>Postage</td> <td>\$ _____</td> </tr> <tr> <td>TOTAL</td> <td>\$ _____</td> </tr> </tbody> </table> <p>11. Insert Plan Number SP307566</p>	Lot#	Orig			9. Lodgement Fees :		Survey Deposit	\$ _____	Lodgement	\$ _____	... New Titles	\$ _____	Photocopy	\$ _____	Postage	\$ _____	TOTAL	\$ _____
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<p>3. Plans with Community Management Statement :</p> <p>CMS Number : _____</p> <p>Name : _____</p>	<p>4. References :</p> <p>Dept File : _____</p> <p>Local Govt : _____</p> <p>Surveyor : 7651</p>																		

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Department of
**State Development,
 Manufacturing,
 Infrastructure and Planning**

Department of State Development, Manufacturing, Infrastructure and Planning (the department)

Statement of reasons for application 1904-10720 SRA

(Given under section 56 of the *Planning Act 2016*)

Departmental role: Referral agency

Applicant details

Applicant name: South Burnett Regional Council

Applicant contact details: PO Box 336
 Kingaroy QLD 4610

Location details

Street address: 81 Proston Boondooma Road, Proston QLD 4613

Real property description: Lot 60 on BO424

Local government area: South Burnett Regional Council

Development details and assessment matters

Nature of approval	Level of assessment	Development description	Applicable State Development Assessment Provisions
Development Permit	Impact	Reconfiguring a Lot (long term lease)	FastTrack5 qualifying criteria checklist 2 – State transport corridor (reconfiguring a lot)

Reasons for the department's response

- The development will have no impact on the state-controlled road network, as the development will facilitate the Proston Golf Course to continue existing operations
- The development complies with the FastTrack5 qualifying criteria checklist 2.

Response details

Nature of response	Date of response
Any development approval is subject to stated development conditions	16 April 2019

Relevant material

- *Planning Act 2016*
- *Planning Regulation 2017*
- *Development Assessment Rules*, version 1.1
- *State Development Assessment Provisions*, version 2.4
- common material.

Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

GO2 Balanced development that preserves and enhances our region

GO2.1 - Implement Council's planning scheme to support sustainable development of business, industry and community liveability

Communication/Consultation (Internal/External)

Refer to section 9 of this Report.

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

Report

Applicant: SOUTH BURNETT REGIONAL COUNCIL
Owner: SOUTH BURNETT REGIONAL COUNCIL as Trustee
Property Address: 81 PROSTON BOONDOOMA ROAD, PROSTON
Real Property Description: LOT 60 ON BO424
Approvals Sought: RECONFIGURING A LOT (Dividing land into parts by agreement) (1 into 2)

Proposal Description:

Planning Scheme: South Burnett Regional Planning Scheme 2017
Planning Scheme Zone: Recreation and Open Space Zone
Preferred Land Use Area: N/A
Area of Land: 24.4ha
Existing Land Use: Golf Course (Outdoor sport and recreation)
Surrounding Land Uses: The surrounding area predominantly comprises of large rural lots, with some rural residential lots occurring to the north. Where land is zoned Rural Residential, smaller lots containing detached dwellings with associated outbuildings. The subject site is located to the west of the Proston township.
Services: Maintain the use of existing services
Access: Access to the golf course is via an existing crossover at Proston Boondooma Road. An unsealed road along the eastern boundary of the site provides access to the wastewater ponds.
Topography: Undulating
Application Deemed Properly Made: 2019
Confirmation Notice Issued: 19 March 2019
Information Request Issued: 2 April 2019
Information Response Received: 11 April 2019
Further Issues Issued: Nil
Response to Further Issues: Nil
Referrals Required/Received: State Transport Corridors
Application Process: Impact Assessment
Public Notification: 29 April 2019 to 21 May 2019
Properly Made Submissions: Nil
Public Notice Compliance: Received – 22 May 2019

1.0 EXECUTIVE SUMMARY

This report carries out an independent town planning assessment of the proposed development. The Applicant, South Burnett Regional Council, seeks to Reconfigure a Lot by Dividing land into parts by agreement of the current allotment situated at 81 Proston Boondooma Road, Proston, formally described as Lot 60 on BO424.

The current use of the premises for a golf course is an anticipated use within the Recreation and Open Space Zone of the South Burnett Regional Planning Scheme 2017. The proposed development will not impact on the future viability for recreational uses on the land. Furthermore, there are no specified minimum lot size or dimensions prescribed within the relevant Zone. Provided Council are satisfied with the lot sizes and appropriateness of access to the parts, the proposal can be supported subject to conditions.

Accordingly, the application is a Development Permit for Reconfiguring a Lot. The application was lodged and has been assessed against the South Burnett Regional Planning Scheme 2017.

2.0 SITE AND LOCALITY

2.1 Site Description

The subject site is formally described as Lot 60 on BO424 refer to **Figure 1**. The site is irregular in shape and has a total site area of 24.4ha. The site is located in the Recreation and Open Space Zone and is not burdened or benefited by any easements.

The site contains an outdoor sport and recreation use (Golf Club) and ancillary building which is currently occupied by the Proston District Golf Club. Vehicle access to the existing Golf Club facilities is via an existing vehicle crossover at Proston Boondooma Road which is a state-controlled road. The site also contains three (3) waste water ponds toward the south east corner of the site. Based on aerial imagery from the year 2017, vehicle access to the wastewater ponds is via an unnamed/unsealed road.



Figure 1: Aerial of Subject Site

2.2 Surrounding Land Uses

The immediate locality is made up of large rural land parcels as well as some rural residential land parcels. More specifically:

North, South and East: Rural lots containing residential dwellings and associated outbuildings

South East: Waste treatment ponds under the care and control of the South Burnett Regional Council

West: Large Rural Lot containing a residential dwelling

3.0 APPLICATION AND PROPOSAL DETAILS

3.1 Application Type

The application seeks a Development Permit for a Reconfiguring a Lot by dividing land into parts by agreement. Approval of the Development Permit will allow the lease to be registered against the property.

3.2 The Proposal

The proposed development involves the reconfiguration of one (1) existing 24.4 hectare lot into two (2) parts. The resultant lease areas are listed below:

- Lease A - Reserve for Recreation 23.34Ha
- Balance – Land Waste Water Facility 1.06Ha

The balance lot currently occupied by the wastewater facility will obtain vehicle access via an unformed road with a width of approximately 22m. Lot A will continue to gain access via the existing crossover to Preston Road.

3.3 Application History

Confirmation Notice

A confirmation notice acknowledging the application was issued on 19 March 2019. The development proposal creates a lot within the Recreation and Open Space Zone of the South Burnett Regional Council Planning Scheme. Where creating a lot where located within this zone, the proposed development triggers Impact assessment and is required to be publicly notified.

As the proposal creates an additional lot where adjoining a State controlled Road, the proposal is required to be referred to the Department of State Development, Infrastructure and Planning. The referral trigger is as follows:

- Schedule 10, Part 9, Division 4, Subdivision 2, Table 1.

Council Information request

An information request was issued by Council on 2 April 2019. The information request identified the level of assessment and requested that further information is required. A response to the strategic framework of the South Burnett Regional Council Planning Scheme 2017 was requested.

Additionally, information was required to identify the intended use of the lease area, and how the development does not conflict with the overall outcomes of the zone or impact upon the surrounding uses. Further clarification was requested seeking how the lease will be managed, operated and details of any works to the lease area such as servicing or infrastructure works necessary to facilitate the lease.

3.4 Referral Agencies

The site adjoins a state-controlled road and is within 25m of a state-controlled road, any development on the site will require referral to the state and be assessed against the relevant State Development Assessment Provisions.

The Department of State Development, Infrastructure and Planning provided a referral agency response on 16 April 2019 (attached) and did not include any condition relating to the Boondooma Proston Road with the approval.

4.0 TOWN PLANNING CONTEXT

This section provides an overview of the town planning context at the date the application was made.

4.1 State and Regional Planning Context

A summary of the applicable State and regional planning instruments is provided in **Table 1**.

Table 1 - State and Regional Planning Instruments Overview

State and Regional Planning Instruments	
Wide Bay Burnett Regional Plan	Regional Landscape and Rural Production Area
State Planning Policy <ul style="list-style-type: none"> ▪ The SPP is reflected in the South Burnett Regional Planning Scheme 2017 	Agriculture <ul style="list-style-type: none"> - Important Agricultural Areas Bushfire <ul style="list-style-type: none"> - Medium Potential Bushfire Intensity - Potential Impact Buffer

4.2 Local Planning Context

A summary of the applicable provisions of the South Burnett Regional Council Planning Scheme 2017 is provided in **Table 2**.

Table 2 – Summary of Local Planning Instrument

Current Planning Scheme

Planning Scheme	South Burnett Regional Council Planning Scheme 2017
Zone	Recreation and Open Space Zone
Applicable Overlays	<ul style="list-style-type: none"> ▪ Agricultural Land Classification Overlay (Important Agricultural Areas; Agricultural Land Class B). ▪ Bushfire Hazard Overlay (Potential Impact Buffer, Medium Potential Bushfire Intensity) ▪ Flood Hazard Overlay
Level of Assessment	Impact Assessment
Applicable Codes	The Planning Scheme

5.0 PLANNING ASSESSMENT

5.1 Level of Assessment

The South Burnett Regional Council Planning Scheme 2017 does not specify minimum lot dimensions for the Recreation and Open Space Zone, as such an RAL triggers **Impact assessment**. The proposal must address the Strategic framework and other relevant assessment benchmarks of the planning scheme. The development will also require public notification.

5.2 Common Material – Technical Reports

There were no technical reports submitted as part of this application.

5.3 State and Regional Planning Instruments

There are no matters of state significance that affect this site.

5.3.1 Wide Bay Burnett Regional Plan

The Wide Bay Burnett Regional Plan (WBBRP) designates the site in the Regional Landscape and Rural Production Area (RLRPA), which identifies land with one or more of the values identified, including significant ecosystems, natural economic resources including extractive resources and land that forms strategic and regionally significant inter-urban breaks. The proposal does not considerably conflict with the Regional Plan.



Figure 2: Regional land use categories – Source: Queensland Government DA mapping system

5.4 South Burnett Regional Planning Scheme 2017 (v1.2)

5.4.1 Strategic Framework

The Strategic Framework sets the policy direction for the Shire and describes the desired strategic outcomes the planning scheme is seeking to achieve across a range of economic, environmental and social themes. The strategic framework covers the following six themes:

- (i) Settlement pattern;
- (ii) Rural futures;
- (iii) Strong economy;
- (iv) Natural systems and sustainability;
- (v) Strong communities;
- (vi) Infrastructure and servicing;

Overall, the proposal complies with the policy intent of each strategic framework theme. The following strategic themes are considered relevant to the proposal:

5.4.1.1 Settlement Pattern

The Strategic Framework identifies Proston as a sizeable community with few local services within the Southern Burnett Regional council area.

While the framework discourages further intensification, the development will not exacerbate isolation or pose servicing difficulties. The purpose of the development is to secure the tenure and provide greater opportunities of the existing Proston Golf course which offers an outdoor recreational use where located within the recreation and open space zone.

5.4.1.2 Strong Economy

The proposed development contributes to the economic development of Proston. The use of Gulf course will continue to provide an opportunity for sport and recreation which supports the local community which offers employment opportunities.

5.4.1.3 Strong Communities

The development formalises a lease which facilitates the use of the existing outdoor sport and recreation use. The outdoor sport and recreation use offers opportunities to the community to recreate and socialise.

5.4.1.4 Infrastructure & Servicing

No additional services are warranted as a result of the reconfiguration of a lot. Existing water supply and access arrangements will continue to be utilised.

5.4.2 Recreation and Open Space Zone Code

The Purpose of the Recreation and Open Space Zone Code is to provide a variety of cultural, educational, leisure, recreation and sporting uses and activities. Anticipated uses within the zone include parks, playgrounds or playing fields for the use of residents and visitors, as well as facilities and infrastructure to support these uses.

The following table sets out the overall outcomes for the for the Recreation and Open Space Zone code.

(2) Recreation and Open Space Zone Code Overall Outcomes:	
(a) A range of functional and accessible open spaces, including a network of regional, district and local public and private parks and linkages, are available for the use and enjoyment of residents	Complies The reconfiguration of a lot facilitate the existing outdoor sport and recreation use. Whilst not a local or private park the open space is available for

and visitors.	residents and visitors to access.
(b) Areas that provide for active sport and recreation to meet community needs are planned and designed to enhance community liveability and provide a visual break in developed areas.	Complies The existing use is a golf course and provides opportunities for outdoor sport and recreation for the community. The proposal will not result in any impact upon the visual amenity of the locality.
(c) Impacts on adjacent areas from development and activities within the zone are managed through buffering to adjacent sensitive land use (as defined in the Regulation) and appropriate design, siting and operation of facilities and infrastructure.	Not Applicable Buffering is not considered to be relevant for the use of the land given it is to be maintained.
(d) Ancillary structures and buildings such as clubhouses, canteens, stands, shelters, amenity facilities, picnic tables and playgrounds are accommodated while retaining public accessibility to active and passive recreation.	Complies The proposal will maintain accessibility of existing club house and ancillary buildings.
(e) Adverse impacts on ecological values are avoided or minimised where recreation and open spaces areas include natural habitats such as bushland, wetlands or waterways, or act as a buffer between natural and developed areas.	Complies and to be conditioned The proposal will facilitate the existing use without impacting upon any ecological value.
(f) Areas for active sport and recreational pursuit such as playing fields, equestrian facilities, showgrounds, public swimming pools and outdoor courts are protected from intrusion of sensitive land use (as defined in the Regulation) that could compromise the operational capacity of established facilities.	Complies The subject site is situated on a large site and is surrounded by large lots within the Rural zone.
(g) Land susceptible to flooding or drainage problems, including high ground water tables, is protected from inappropriate sport and recreation activities or facilities.	Complies Whilst the site is affected by the Flood hazard overlay, the existing development is not located on or nearby hazardous areas. The proposal does not involve the construction of additional built form.
(h) Sites that are contaminated or pose a health risk from prior activities are remediated prior to being developed for sensitive land use (as defined in the Regulation).	Not applicable The proposal does not involve the development of sensitive land uses.

5.4.3 Recreation and Open Space Code

Performance outcomes	Assessment benchmarks	Response
All other reconfiguration		
<p>PO1 The needs of the community for active and passive recreation and open space are met.</p>	<p>AO1.1 Development provides readily accessible community, recreation and leisure activities.</p> <p>and</p> <p>AO1.2 Ancillary structures are limited to shelters, picnic facilities, interpretation facilities, clubhouses, kiosks, stands and amenities blocks</p>	<p>Complies The existing Golf club and associated facilities provide the community with outdoor sport and recreation opportunities.</p> <p>The proposal will facilitate the ongoing use of the Proston Golf Club.</p>
<p>PO2 Development for open space and recreation facilities contributes to the open space landscape character of the zone and avoids detrimental impact on the natural environment.</p>	<p>AO2.1 Site coverage does not exceed 10% of the site area.</p> <p>and</p> <p>AO2.2 All buildings are set back a minimum 6m from the frontage of the site.</p> <p>and</p> <p>AO2.3 Buildings and structures do not exceed the height of existing structures or if remote from other buildings: (a) not more than 8.5m in height above ground level; or (b) not more than 11.5m in height above ground level and set back a minimum of 10m from all site boundaries.</p> <p>and</p> <p>AO2.4 Any roads or driveways through the site have a maximum width of 7m.</p> <p>and</p> <p>AO2.5 Development protects all mature native vegetation.</p>	<p>Complies The proposal is for Reconfiguring a Lot and does not introduce any built form which requires assessment nor results in a reduction in building setbacks or increased site cover.</p>
<p>PO3 The amenity of the local area is not adversely affected.</p>	<p>AO3.1 The building setback from a boundary abutting a residential area is a minimum of 3m or half the height of the building at that point, whichever is greater.</p> <p>and</p> <p>AO3.2 New building plant or air-conditioning equipment is located central to the building and screened from view of the street or adjoining residential uses.</p>	<p>Complies The proposal is for Reconfiguring a Lot and does not introduce any built form.</p> <p>Existing site access, and car parking and general on site manoeuvrability is to be maintained.</p> <p>Hours of operation for the existing land use is not altered as a result of the RAL proposal.</p>

Performance outcomes	Assessment benchmarks	Response
	<p>and</p> <p>AO3.3 Site access and car parking, servicing or outdoor storage areas are set back from any boundary adjoining residential land a minimum of 3m and provided with a landscaped buffer.</p> <p>and</p> <p>AO3.4 Hours of operation of outdoor activities are restricted to 7am to 10pm</p> <p>and</p> <p>AO3.5 Where adjoining residential land, loading and unloading of goods occurs only between the hours of 7am and 6pm Monday to Friday and 8am to 5pm Saturday</p> <p>and</p> <p>AO3.6 Outdoor lighting is designed, installed and maintained in accordance with the parameters and requirements of AS4282 – Control of the Obtrusive Effects of Outdoor Lighting.</p> <p>and</p> <p>AO3.7 A 1.8m high solid screen fence and 1.5m wide strip of screen landscaping are provided along all boundaries shared with an adjoining residential use</p>	
PO4 Development is adequately serviced.	AO4.1 Reticulated water and sewerage is provided. Where not available, on site water storage and an approved waste disposal system is provided.	Complies subject to conditioning The Golf Club will be required to enter in a Waste Water Users Agreement to use waste water to irrigate the Golf Course.
PO5 Buildings and ancillary structures are responsive to the natural features and constraints of the land.	AO5.1 Land with a gradient in excess of 1:8 on 50% or more of the allotment is not developed for any purpose.	Not Applicable
PO6 Development is located and designed to ensure that land uses are not exposed to:	AO6.1 Development does not occur: In areas that pose a health risk from previous activities; and	Complies The reconfiguration of a lot will facilitate the ongoing use of the site.

Performance outcomes	Assessment benchmarks	Response
<p>(a) Areas that pose a health risk from previous activities; and (b) Unacceptable levels of contaminants.</p>	<p>On sites listed on the Contaminated Land Register or Environmental Management Register. or AO6.2 Areas that pose a health risk from previous activities and contaminated soils which are subject to development are remediated prior to plan sealing, operational works permit, or issuing of building works permit.</p>	
<p>PO15 Development is not placed at unacceptable risk from bushfire, does not increase the extent or severity of bushfire and maintains the safety of people and property from bushfire.</p>	<p>AO15.1 Development does not occur in areas mapped as Very High or High Potential Bushfire Intensity Areas on the SPP Interactive Mapping (Plan Making). or AO15.2 A written assessment by a suitably experienced or qualified person confirms that the site is of Low Potential Bushfire Hazard. or AO15.3 For areas mapped as Medium Potential Bushfire Intensity Areas on the SPP Interactive Mapping (Plan Making), bushfire risk is mitigated through a Bushfire Management Plan incorporating: (a) Lot design and the siting of buildings and uses so: (i) high intensity uses are located on the least bushfire prone area on the site and activities least susceptible to fire are sited closest to the bushfire hazard; and (ii) efficient emergency access is optimised; and (iii) bushfire risk is effectively minimised having regard to aspect, elevation, slope and vegetation. (b) Including firebreaks that provide adequate:</p>	<p>Complies subject to conditioning Development does not occur on land identified as Very High or High Potential Bushfire Intensity Areas. It is recommended that the proposal be conditioned to ensure the road suitably completed to the planning scheme standards prior to the commencement of the RaL. It is noted that the site is not reticulated to a local water supply. We recommend that the proposal be conditioned to provide one tank within 100m of each building that has: (i) fire brigade tank fittings; and (ii) 25,000 litres dedicated for fire fighting purposes.</p>

Performance outcomes	Assessment benchmarks	Response
	(i) setbacks between buildings/ structures and hazardous vegetation; and (ii) access for fire fighting or other emergency vehicles; and (c) Road access for fire-fighting appliances and firebreaks are provided through a perimeter road that separates the use from areas of bushfire hazard and that road has a minimum cleared width of 20 metres; and (d) Where a reticulated water supply is not available and development involves buildings with a gross floor area greater than 50m ² , one tank within 100m of each building that has: (i) fire brigade tank fittings; and (ii) 25,000 litres dedicated for fire fighting purposes	
PO16 Community infrastructure in any area mapped as Very High to Medium (Potential Intensity) Areas are able to function effectively during and immediately after bushfire events.	No outcome specified	Complies The proposal does not introduce any uses on the site for community infrastructure.

5.4.4 Reconfiguring a Lot Code

Performance outcomes	Assessment benchmarks	Response
All other reconfiguration		
<p>PO7 Allotments are of sufficient size and dimensions to meet the requirements of the users and provide for servicing of the intended use.</p>	<p>AO7.1 Development provides that allotment area, dimension and shape are in accordance with the standards in Table 9.4.2.</p> <p>and</p> <p>AO7.2 The minimum allotment size for any rear allotment shall be calculated exclusive of the area of the access corridor of the allotment.</p> <p>and</p> <p>AO7.3 Irregularly shaped allotments are designed to allow a building area of 15m by 10m to be setback 6m from the site frontage.</p>	<p>Complies.</p> <p>There are no minimum lots size or dimensions requirements for development in the Recreation and Open space zone.</p> <p>The lot sizes will be sufficient to accommodate the existing gold club.</p>
<p>PO8 Lots have lawful, safe and practical access.</p>	<p>AO8.1 Access is provided via either: Direct road frontage; Access strip with a minimum width of 3.5m (for rear lots only); or Access easement with a minimum width of 6m (where lots only have legal road frontage that does not provide, safe or practical access to the existing street network).</p> <p>and</p> <p>AO8.2 Newly created lots do not have direct access to sub-arterial or higher order roads.</p> <p>and</p> <p>AO8.3 Except in the Rural Zone, new lots, are provided with access to a sealed road.</p>	<p>Complies – Subject to condition</p> <p>The Golf club achieves access via an appropriate access way at Proston Boondooma Road. Access to the rear lot is currently achieved via an unsealed road.</p> <p>An unformed road alongside the east boundary will provide a sufficient vehicle access to the lot dedicated to the future Waste water facility. It is recommended that the proposal be conditioned to ensure the road suitably completed to the planning scheme standards prior to the commencement of the RaL.</p>

Performance outcomes	Assessment benchmarks	Response
<p>PO9 The number of rear lots is minimised having regard to the outlook, topography of the site, intended land use and general amenity of the area.</p>	<p>AO9.1 Only one rear lot is provided behind each full street frontage regular lot. and AO9.2 No more than two rear lot access strips directly adjoin each other. and AO9.3 No more than two rear lots gain access from the head of a cul-de-sac. and AO9.4 Rear lots are only created where the site gradient is greater than 5%.</p>	<p>No Applicable. No rear lots are proposed.</p>
<p>PO10 The design and construction of new roads: Maintain safe and efficient access to the transport network; Creates integrated neighbourhoods; and Are constructed to a standard that is commensurate with the intended use of allotments.</p>	<p>AO10.1 Intersection shall be spaced at no less than 45m from any other intersection. and AO10.2 Any intersections with existing roads shall be treated with a T-intersection or a roundabout. and AO10.3 The road layout indicates connections to adjoining development sites. and AO10.4 Other than in the Rural or Rural Residential Zones, new streets are provided with layback kerb and channel. or AO10.5 In the Rural Residential Zone, new streets are provided with concrete flush kerbs and swale drains.</p>	<p>Not Applicable No intersections are proposed</p>
<p>PO11 The provision of services is resistant to inclement weather and does not degrade the character of the area.</p>	<p>AO11.1 Where the reconfiguration involves the opening of a new road, all electricity and telecommunications services are located underground.</p>	<p>Complies – subject to conditioning</p>

Performance outcomes	Assessment benchmarks	Response
PO12 Reconfiguration facilitates integration of walking and cycling networks that provide a safe and convenient environment for users having regard to appropriate gradients and distances to be travelled.	No outcome specified.	Not Applicable. Walking and cycling networks are not considered significant to the reconfiguration of development that is situated within a Rural setting out of the townships.
PO13 Public open space is provided in response to community need.	AO13.1 Public open space is provided in accordance with the Priority Infrastructure Plan.	Not Applicable. Public open space is not required as part of this proposal.
PO14 Reconfiguration into allotments less than 400m ² in the Medium Density Residential zone is facilitated where design outcomes are consistent with expectations for the zone.	AO14.1 Reconfiguration in the Medium Density Residential zone involving allotments less than 400m ² where creating allotments for individual units in an approved and completed multiple dwelling or dual occupancy.	Not Applicable. Development is not proposed in the Medium Density Residential zone.
PO15 Reconfiguration into allotments less than 400m ² in the Medium Density Residential zone is to provide for suitable living environments.	For allotments less than 400m ² – AO15.1 All lots are orientated to within 200 of north. AO15.2 All lots are to be sized and shaped to accommodate a 10m x 20m rectangle.	Not Applicable. Development does not involve lots less than 400m ² .
Section 4 All reconfiguring a lot subject to an overlay		
Agricultural Land overlay		
PO16 The productive capacity and utility of agricultural land for rural activities is maintained.	AO16.1 In the Rural zone only, no additional allotments are created in the area identified as agricultural land on SPP Interactive Mapping (Plan Making); or AO16.2 In the Rural zone only, a Farm management plan prepared by a suitably qualified agronomist demonstrates that the existing productivity of the land area is not reduced.	Complies No new lots are created within the Rural Zone.
Bushfire hazard overlay		

Performance outcomes	Assessment benchmarks	Response
<p>PO19 Development is not placed at unacceptable risk from bushfire, does not increase the extent or severity of bushfire and maintains the safety of people and property from bushfire.</p>	<p>AO19.1 Development does not occur in areas mapped as Very High, High or Medium Potential Bushfire Intensity Areas on the SPP Interactive Mapping (Plan Making).</p> <p>or</p> <p>AO19.2 A written assessment by a suitably experienced or qualified person confirms that the site is of Low Potential Bushfire Hazard.</p> <p>or</p> <p>AO19.3 Bushfire risk is mitigated through a Bushfire Management Plan incorporating:</p> <p>(a) Lot design that</p> <p>(i) Locates high intensity uses on the least bushfire prone area on the site and activities least susceptible to fire closest to the bushfire hazard; and</p> <p>(ii) Optimises efficient emergency access; and</p> <p>(iii) Considers the bushfire risk associated with aspect, elevation, slope and vegetation.</p> <p>(b) Firebreaks to protected vegetation included in the subdivision layout providing access for fire fighting or other emergency vehicles</p> <p>and</p> <p>AO19.4 Road layouts facilitate easy and safer access and movement by emergency vehicles in the event of encroaching fire and provides that an alternative safe access (if one direction is blocked in the event of fire) is maintained at all times.</p>	<p>Complies - Subject to Conditioning Safe and efficient access is provided to all lots.</p>
Flood hazard overlay		
<p>PO20 Development is not exposed to risk from flood events by responding to flood potential and maintains personal safety at all times</p>	<p>AO20.1 All new allotments include an area of sufficient size to accommodate the intended land use outside the area identified on Overlay Map 03.</p>	<p>Complies The proposed lots allow for sufficient area for the intended use.</p>

Performance outcomes	Assessment benchmarks	Response
<p>PO21 Development directly, indirectly and cumulatively avoids any significant increase in water flow, velocity or flood level, and does not increase the potential for flood damage either on site or other properties.</p>	<p>AO21.1 Works associated with the proposed development do not:</p> <ul style="list-style-type: none"> (a) involve a net increase in filling greater than 50m³ ; or (b) result in any reductions of on-site flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or (c) change flood characteristics outside the site in ways that result in: <ul style="list-style-type: none"> (i) loss of flood storage; (ii) loss of/changes to flow paths; (iii) acceleration or retardation of flows; or (iv) any reduction in flood warning times. 	<p>Not applicable The proposal is for an RaL</p>

6.0 PLANNING CONSIDERATIONS

As shown in **Figure 3** below, the site is within the Recreation and Open Space Zone. The existing Outdoor sport and recreation (Golf club) is an anticipated use of the Recreation and Open Space Zone within the Planning scheme. The proposal and the continued use of the premises will not impact upon the future viability of the land of Recreation and Open Space.

Development in the immediate locality comprises of several small rural lots to the east and large rural lots to the west.

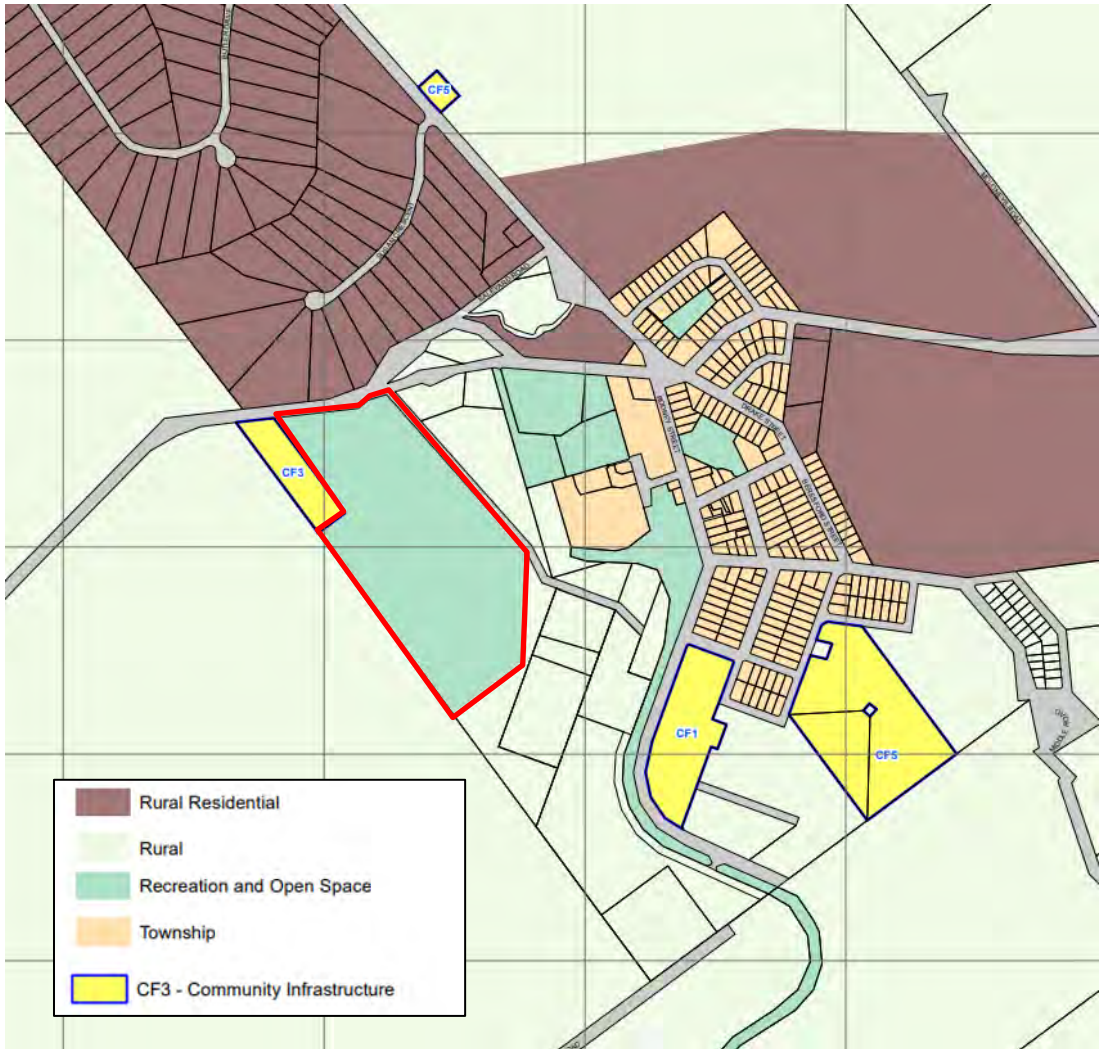


Figure 3: Zoning Map

As shown in **Figure 3**, the site is affected by the Bushfire hazard Overlay. The majority of the land is mapped by potential impact buffer with parts containing Medium potential bushfire intensity. It is anticipated that development will be located outside of this the Medium potential bushfire Intensity.

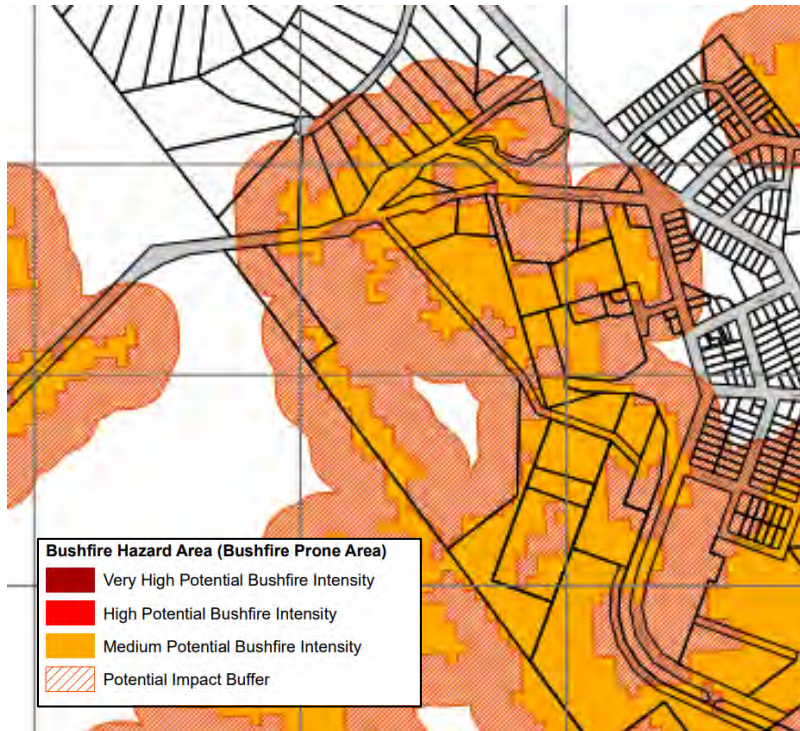


Figure 4: Bushfire Hazard Overlay

The golf club will continue to gain access from Proston Boondooma Road. It is noted that the unformed road may provide access to the rear lot, however is constrained by the bushfire hazard overlay. Access is required to be of a sufficient width for emergency service vehicles.

7.0 RELEVANT MATTERS

See recommended conditions.

8.0 CONTRIBUTIONS / CHARGES

Infrastructure charges - Not applicable.

9.0 CONSULTATION

Public notification was undertaken from 29 April 2019 to 21 May 2019. During the public notification process, no submissions were received.

10.0 CONCLUSION

The golf club will continue to gain access from Proston Boondooma Road whilst a new road will need to provide access to the rear lot. A condition of approval requiring the new road to be completed in accordance with council’s standard design guidelines should accompany the decision.

The proposal has demonstrated that the lots can avoid site constraints. The recreation reserve area will continued to be used for outdoor sport and recreation purposes which is appropriate for its zoning.

It is recommended that the application be approved subject to the conditions provided herein.

11.0 GROUNDS FOR APPROVAL

- The lot size and configuration does not remove, restrict, or inhibit opportunities for the outdoor sport and recreation use.
- The resulting lot will continue to be used for outdoor sport and recreation and does not inhibit future opportunities to use the land to be utilised for other outdoor sport and recreation uses from occurring.

Overall, there are no identified conflicts with the planning scheme or that council could not resolve through conditions

8.2.2 P&LM - 2553173 - Material change of use application for Alkaloids Processing Plant (Staged) at Oil Seed Road & Postles Road Memerambi - Lot 100 SP285938 - Applicant: Alkaloids of Australia Pty Ltd C/- ONF Surveyors - MCU18/0020

Document Information

ECM ID 2553173 - MCU18/0020

Author David Zanker, Reel Planning

**Endorsed
By Manager Planning & Land Management
General Manager Corporate Services**

Date 7 June 2019

Précis

Special Industry (Alkaloids Processing Plant) at Postles Road Memerambi - Lot 100 SP285938 - Applicant: Alkaloids of Australia Pty Ltd

Summary

The application is for an extension to an alkaloids processing plant, defined as a Special Industry under the South Burnett Regional Council Planning Scheme. The processing plant extracts medical grade Alkaloid from the Duboisia plant, a native plant grown on plantations throughout the region.

The subject site is located within the Memerambi township, a small, predominantly residential town located 10km north of Kingaroy. The site is split zoned, with the western portion located in the Rural zone and the eastern portion located in the Special Industry zone. It is bound by Postles Road to the south and Oil Seed Road to the east. Beyond Oil Seed Road, further to the east, is the Bunya Highway, and the Memerambi township. Land to the north of the site is within the Township zone, but appears to be largely undeveloped; land to the west and south of the site is in the Rural zone, and is comprised of unimproved lots, agriculture and some rural residential activities.

The subject site is approximately 7.54ha in area, and currently accommodates an Alkaloid processing plant in the south eastern section of the site, on land in the Special industry zone. The processing plant it currently comprised of several buildings, sheds, and chemical and gas storage structures. The facility currently gains access via two (2) crossovers to Postles Road.

Officer's Recommendation

That Council *approve* the Development Application for a Material Change of Use – Special Industry (Alkaloids Processing Plant) located at Postles Road Memerambi described as Lot 100 SP285938 subject to the following conditions:

GENERAL

GEN1 The subject site is to developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

Plan No.	Title and Detail Description	Dated
W-01	Site Plan / Development Layout	14/11/2018
W-02	Floor Plan / Ground Rev 2	14/11/2018
W-03	Floor Plan / Mezzanine Rev 2	14/11/2018
W-04	Elevations Rev 2	14/11/2018
W-05	Section Rev 2	14/11/2018

- Traffic Impact Statement prepared by Englnfra Consulting dated 4 April 2019,
- Bushfire Hazard Assessment and Management Plan prepared by Englnfra Consulting dated 16 December 2018,
- Stormwater and Flood Assessment Report prepared by Technical Services Australia dated 12 March 2019.

Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail

PLANNING

PLN1 Unless stated otherwise, all conditions are to be complied with prior to commencement of the use and compliance maintained at all times while the use continues. Written notification shall be provided to Council of the commencement of the use confirming compliance with conditions of this approval and recommendations and mitigation measures proposed in the specialist reports approved as part of the approval.

PLN2 The approved use is a Special Industry (Alkaloids Processing Plant) and ancillary activities including administration, research and education.

PLN3 The development herein approved may not start until the following development permits have been issued and complied with as required:

- Development Permit for Building Work
- Permit for Plumbing and Drainage Works
- Development Permit for Operational Works (Site works, road widening, drainage, landscaping. Access driveways, stormwater disposal)

PLN4 Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein and the following:

- Where decommissioning of existing plant and equipment occurs over the currency of this approval, any associated buildings or structures are to be maintained in situ at all times as per this development permit; **OR**
- Buildings and structures that are decommissioned are to be demolished and removed off site and not replaced with new or intensified production facilities without further development approval where necessary, under the South Burnett Planning Scheme or the *Planning Act 2016*.

Timing: As indicated and to be maintained at all times.

PLN5 Following the installation of all mechanical plant and equipment (e.g. air conditioning, mechanical ventilation and refrigeration equipment and heat pump hot water systems), submit certification to Council that the plant and equipment is adequately noise-attenuated and is in accordance with the *Environmental Protection Act 1994* or higher standard for noise attenuation.

Timing: Prior to issue of Certificate of classification/ final inspection certificate or prior to commencement of the use, whichever comes first, and then to be maintained.

PLN6 Spillage - Clean Up Spilt Waste Contaminants Any spillage of wastes, contaminants or other materials must be cleaned up as soon as practicable to prevent off-site contamination. Such spillages must be cleaned up in accordance with documented emergency response and clean up procedures.

Appropriate materials and equipment are to be available on site at all times to contain and clean up spills of potentially polluting materials. An inventory of all clean up and containment materials and equipment, and documented emergency response and clean up procedures must be kept on site.

Timing: At all times

PLN7 Provide a roofed and screened waste enclosure to accommodate the type and quantity of bulk waste/recycling bins required to service the development. Bins must be located in an area which allows them to be manoeuvred from the bin storage area to the designated internal collection point.

PLN8 Prior to the use commencing operation, confirmation must be provided to Council of the number and type of refuse containers provided on site and the commercial waste collector has been engaged.

PLN9 All materials listed as dangerous goods under The Australian Code For The Transport Of Dangerous Goods By Road and Rail (ADG Code) must be stored and handled on site in accordance with the relevant Australian Standard which applies to the Dangerous Goods Class of the material.

PLN10 All metal grilles, metal plates or similar subject to vehicular traffic must be acoustically damped to prevent environmental nuisance.

Timing: Prior to issue of Certificate of Classification/Final Inspection Certificate or prior to commencement of use, whichever comes first.

PLN11 Design all external lighting in accordance with *AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting"*.

Artificial illumination is not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjacent premises to minimise the protrusion of light outside the street.

Submit the Council, within three months from the use commencing, certification from a suitably qualified person that all exterior lighting has been installed in accordance with *AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting"*.

PLN12 Provide landscape screening with a minimum depth of 1m along the full Postles Road frontage of the site.

PLN13 Noise from the operational phase of the activity to which this approval relates must not cause or be likely to cause an environmental nuisance at any sensitive receptor that

exceeds whichever is the lower of the following when measured at the closest sensitive receptor:

- The Acoustic Quality Objectives listed in the *Environmental Protection (Noise) Policy 2008*, or
- The background noise level plus 5dB(A) from 6am to 6pm, the background noise level plus 3dB(A) from 6pm to 10pm or the background noise level from 10pm to 6am measured as $L_{Aeq,adj,T}$.

PLN14 Submit to Council for endorsement within three months from the use commencing a Noise Management Plan prepared by a suitably qualified person that, at a minimum, includes the following:

- Description and location of fixed mechanical plant and other regulated noise devices that will be used on site either during normal operating hours or 24 hours a day;
- Description of specific mitigation treatments, management methods and procedures that will be implemented to control noise during site activity and operations;
- Procedure for notifying neighbouring residents of activities that are likely to affect their amenity through noise and vibration;
- A complaints management procedure that must include the following:
 - A contact person with whom complaints can be lodged;
 - A clearly defined procedure for responding to and investigating complaints; and
 - A notification protocol to all complainants of the outcome of complaints investigations.

PLN15 The approved activity must operate in a manner that minimises dust generation from the site, including wind-blown and traffic-generated dust as far as practicable. The operator must identify and implement all practicable dust mitigation measures, including cessation of relevant works, as appropriate, such that emissions of visible dust are minimised during severe weather conditions.

ENGINEERING WORKS

ENG 1 Submit to Council, an Operational Work application for all civil works including earthworks (if required), roadworks, access and car parking.

ENG 2 Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

ENG 3 Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, Australian Standards.

ENG 4 Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

ENG 5 Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the Approved Plans and specifications and to Council's requirements, prior to commencement of the use.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

ENG 6 Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

- ENG 7 Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

STORMWATER MANAGEMENT

- ENG 8 Provide stormwater management generally in accordance with the “Stormwater and Flood Assessment Report” prepared by TSA, dated 12 March 2019.
- ENG 9 Design and construct stormwater drainage to ensure that the development will achieve "no nuisance" as described in the Queensland Urban Drainage Manual (QUDM) to all downstream properties including road reserves and the like for design storms up to ARI100.
- ENG 10 Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG 11 Design and construct all internal stormwater drainage works to comply with the relevant Section/s of AS/NZS 3500.3.2.
- ENG 12 Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

LAWFUL POINT OF DISCHARGE

- ENG 13 Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

FLOODING - GENERAL

- ENG 14 The “Stormwater and Flood Assessment Report” prepared by TSA dated 12 March 2019 identified that local flooding impacts on the southern side of the shed can be expected, and could be mitigated via minor local drainage work. The necessary drainage work shall be carried out, and approved by an RPEQ, prior to the commencement of the use.

WATER SUPPLY

- ENG 15 Provide a suitable volume of water supply to meet the requirements of the development independent of the Council's water reticulation system.

PARKING AND ACCESS - GENERAL

- ENG 16 Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG 17 Design and construct all carparking and manoeuvring areas with concrete, asphalt or a two-coat bitumen seal.
- ENG 18 Provide a minimum of 50 car parking spaces including a minimum of 1 person with disability (PWD) car parking spaces.
- ENG 19 Design & construct all person with disability (PWD) car parking spaces in accordance with AS2890.6.
- ENG 20 Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

- ENG 21 Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
- ENG 22 Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

PARKING AND ACCESS - SERVICING

- ENG 23 Design along the route to and from all loading bay facilities and the external road network, all access driveways, circulation driveways, parking aisles and the like with a layout that accommodates the turning movements of an Articulated Vehicle, and ensure that all vehicles are able to enter and exit the site in a forward direction.
- ENG 24 Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

VEHICLE ACCESS

- ENG 25 Construct any new crossovers, between the property boundary and the edge of the Postles Road road pavement, having a minimum width to facilitate two-way traffic, generally in accordance with IPWEAQ Std Dwg RS-056, Rev F. Ensure that crossover splay is designed to accommodate the turning movements of largest expected vehicle.
- ENG 26 Access for heavy vehicles to the subject site from the Bunya Highway shall be via Memerambi-Cemetery Road, Oil Seed Road and Postles road only and *vice versa*.

ROADWORKS

- ENG 27 Design and construct the following upgrades to the existing road network:

Section	Required Upgrade Works
Memerambi-Cemetery Road from Bunya Highway Intersection to Oil Seeds Road Intersection.	Widen to 6.0m unsealed gravel pavement where necessary, with a minimum of 100mm-compacted gravel pavement depth.
Intersection of Memerambi-Cemetery Road and Oil Seeds Road.	Upgrade to a basic type T intersection layout with 15-metre radius curves, and 7 metre unsealed pavement width and additional 100mm compacted pavement depth on each leg to the tangent points, and 1 in 10 transitions.
Oil Seeds Road from Memerambi-Cemetery Road Intersection to Postles Road Intersection.	Widen to 6.0m unsealed gravel pavement, with the addition of 100mm compacted gravel pavement depth, and straighten the existing horizontal alignment generally on the existing formation. Upgrade the existing floodway north of the Memerambi-Cemetery Road with a 7.0m wide reinforced concrete invert and horizontal length of 4.0 metres.
Intersection of Oil Seeds Road and Postles Road	Upgrade to a basic type T intersection layout with 15 metre radius curves, and 7 metre unsealed pavement width and additional 100mm compacted pavement depth on each leg to the tangent points, and 1 in 10 transitions.
Postles Road from Oil Seeds Road Intersection to New Site Access shown on Approved Plan W-01 dated 14/11/2018.	Widen Postles Road from Oil Seeds Road to a minimum 6.0 metre unsealed gravel pavement width and additional 100mm compacted pavement depth and straighten the horizontal alignment

	across the existing cross road drainage pipe near gate 2 by widening on the southern side. Replace the existing crossroad drainage pipe in Postles Road with a 375mm RCP to a minimum 9.6m in length to support the pavement widening.
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EARTHWORKS - GENERAL

ENG 28 Earthworks per site involving filling or excavation more than 1m above ground level, or more than 1m below ground level, or a nett quantity of material greater than 50m³, requires an Operational Work application. Note that this excludes material required for buildings.

ENG 29 Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EARTHWORKS - RETAINING STRUCTURES AND BATTERS

ENG 30 Ensure retaining walls and earthworks batters designs do not adversely affect adjoining properties or services within the vicinity.

ENG 31 Ensure batters do not exceed a maximum slope of 25% (1 in 4).

ENG 32 Contain any batters wholly within the proposed development site. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).

ENG 33 Design and construct all retaining walls and associated footings in accordance with AS4678 Earth Retaining Structures and without encroachment onto adjoining properties or public land.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG 34 Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG 35 Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE

ADV1 Section 85(1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within a period of ten (10) years the approval will lapse.

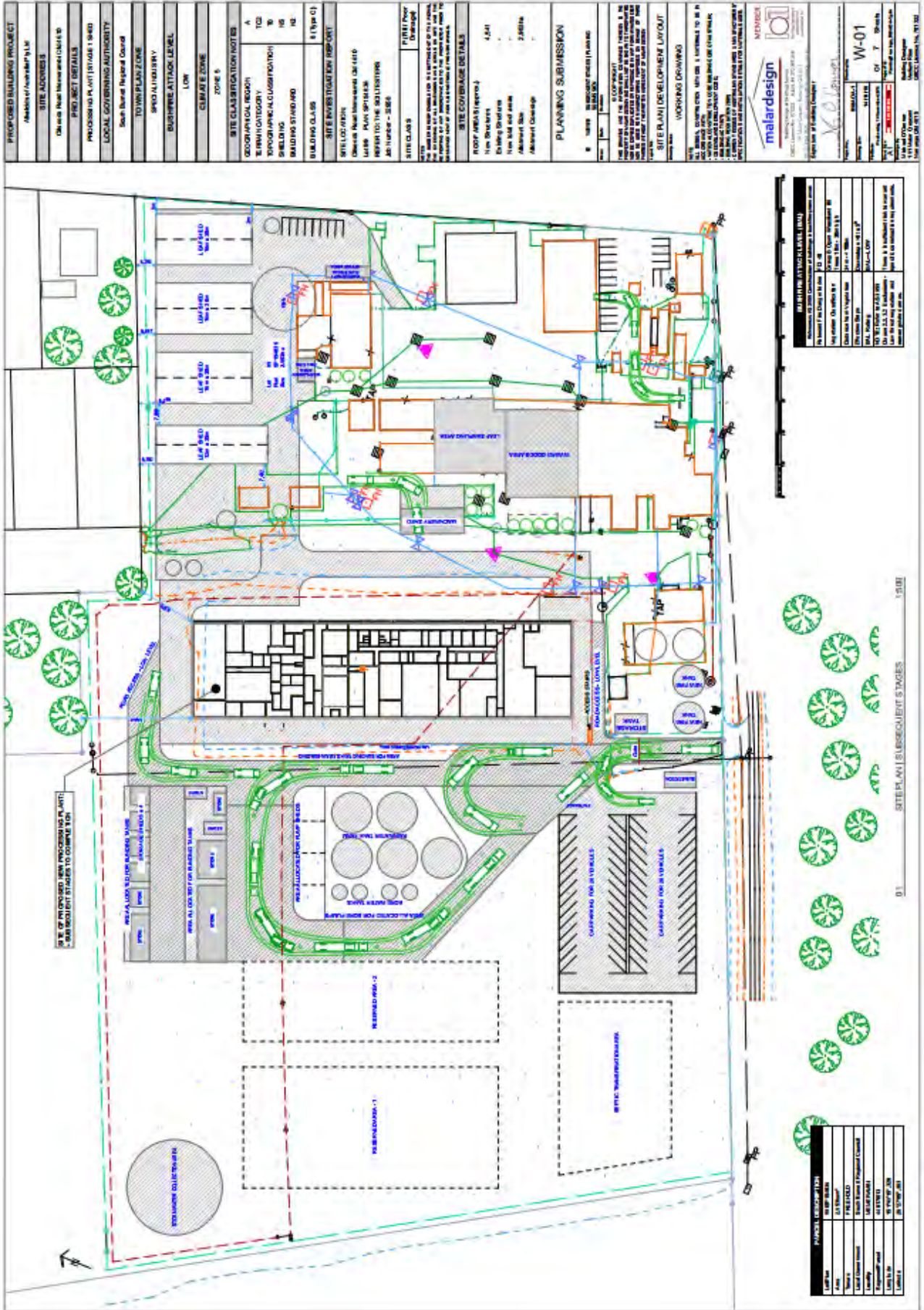
ADV2 The General Environmental Duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke, beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.

ADV3 Any storage of flammable and/or combustible liquids must comply with the minor storage provision of *Australian Standard AS1940 The Storage and Handling of Flammable and Combustible Liquids*.

ADV4 All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the “cultural heritage duty of care”). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsima.qld.gov.au

ADV5 Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

Approved Plans



Approved Plans



Approved Plans



Approved Plan

06 ELEVATION | EAST 1:200

07 ELEVATION | NORTH 1:200

08 ELEVATION | WEST 1:200

09 ELEVATION | SOUTH 1:200

MEMBER
malar design
 10/100 Burnetts Road, South Burnett Regional Council, QLD 4670
 Tel: 07 4670 1000 Fax: 07 4670 1001
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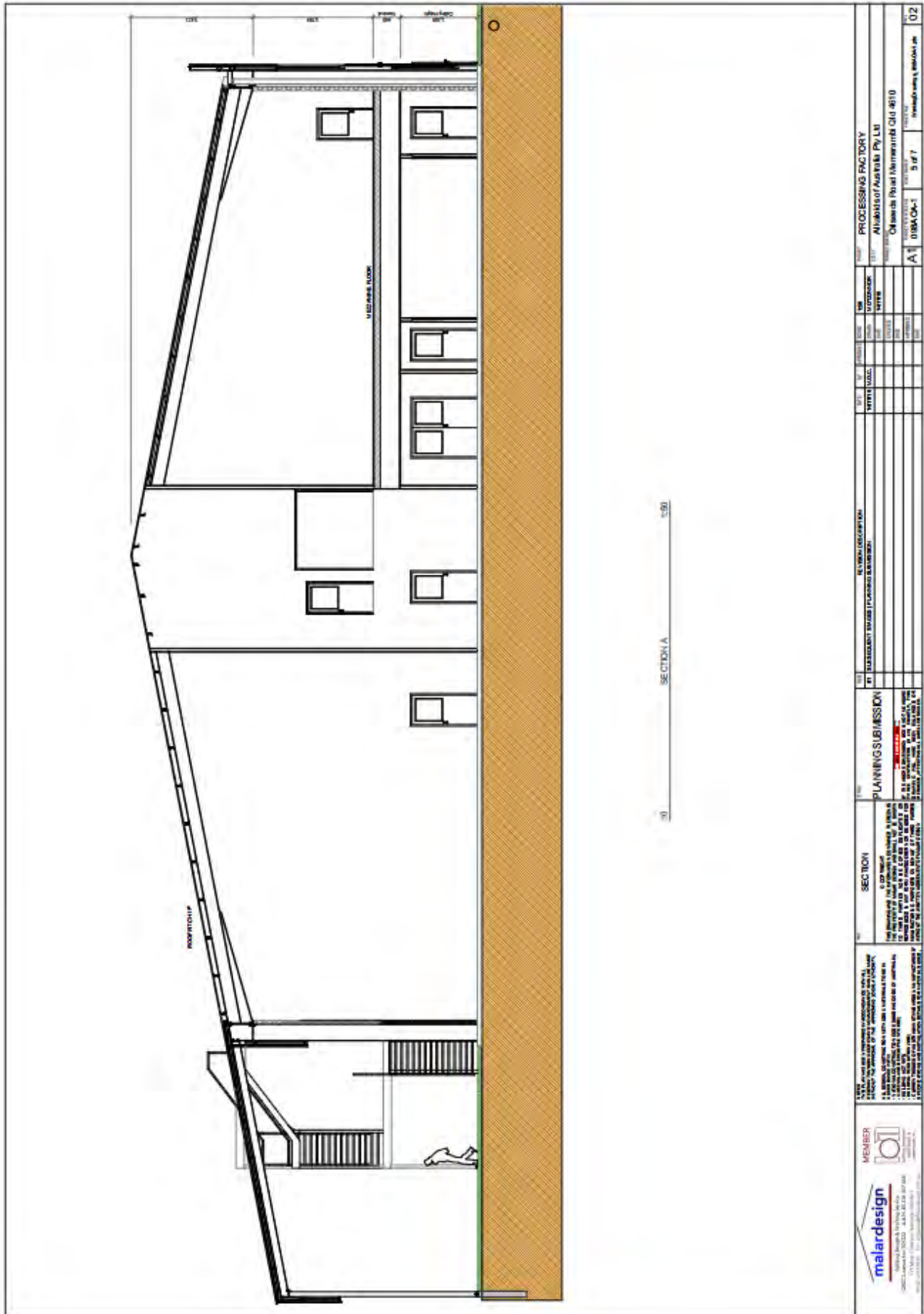
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 01 OF 02 SHEETS
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PLANNING SUBMISSION
 PROJECT DESCRIPTION
 PROCESSING FACTORY (PROCESSED SOYBEAN SEEDS)

NO.	DATE	DESCRIPTION
01	10/10/2018	PROCESSED SOYBEAN SEEDS
02	10/10/2018	PROCESSED SOYBEAN SEEDS
03	10/10/2018	PROCESSED SOYBEAN SEEDS
04	10/10/2018	PROCESSED SOYBEAN SEEDS
05	10/10/2018	PROCESSED SOYBEAN SEEDS
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PROJECT: PROCESSING FACTORY
 CLIENT: AUSTRALIA PLY LTD
 ADDRESS: CHANNING ROAD WARRUMBIRRI QLD 4670
 DRAWING NO: 01 OF 1
 SHEET NO: 02

Approved Plan



Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

GO2 Balanced development that preserves and enhances our region

GO2.1 - Implement Council's planning scheme to support sustainable development of business, industry and community liveability

Communication/Consultation (Internal/External)

Refer to section 3.4 of this Report.

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

The application will require the upgrade to the road network serving the proposal.

Report

Applicant:	ONF Surveyors
Owner:	Alkaloids of Australia Pty Ltd
Property Address:	POSTLES ROAD, MERAMBI
Real Property Description:	LOT 100 SP285938
Approvals Sought:	Special Industry (Alkaloid Processing Plant)

Proposal Description:

Planning Scheme:	South Burnett Regional Planning Scheme 2017
Planning Scheme Zone:	Special Industry Zone and Rural Zone
Area of Land:	7.54 hectares
Existing Land Use:	Alkaloid Processing Plant and Vacant Rural Land
Surrounding Land Uses:	Residential and commercial uses to the north and east, rural and agricultural to the south and west.
Services:	Electricity
Access:	Access is currently obtained via two (2) separate crossovers to Postles Road.
Topography:	The site is flat.
Application Deemed Properly Made:	20 November 2018
Confirmation Notice Issued:	29 November 2018
Information Request Issued:	30 November 2018
Information Response Received:	29 March 2019
Further Issues Issued	Nil
Response to Further Issues	Nil
Referrals Required/Received:	Nil
Application Process:	Impact Assessment
Public Notification:	Yes
Properly Made Submissions:	0
Public Notice Compliance:	1 May 2019

1.0 EXECUTIVE SUMMARY

This report carries out an independent town planning assessment of the proposed development. Alkaloids of Australia Pty Ltd, seeks a Material Change of Use for the Expansion of existing Special Industry (Alkaloids processing plant) at Postles Road, Memerambi, formally described as Lot 100 on SP285938.

The application was lodged and has been assessed against the South Burnett Regional Planning Scheme 2017.

2.0 SITE AND LOCALITY

2.1 Site Description

The subject site is formally described as Lot 100 on SP285938, refer to **Figure 1**. The site is irregular in shape and has a total site area of approximately 7.5 hectares. The site is not burdened or benefited by any easements and has access to adequate infrastructure to service the use.



Figure 1: Aerial of Subject Site

The site currently contains an existing Alkaloid processing plant, which creates medical grade Alkaloid from the Duboisia plant, a native Australian crop which is grown extensively in the region.

The facility is comprised of a number of buildings, sheds, and storage area, all of which are located in the south eastern section of the site on a hardstand area. Access to the facility is gained via two (2) crossovers to Postles Road.

The site is bound by two road frontages being Postles Road on the southern boundary and Oil Seed Road to the east.

2.2 Surrounding Land Uses

The site sits on the western fringe of the Memerambi township. Memerambi is a predominantly residential township located on the Bunya Highway, 10km north of Kingaroy. The majority of development is located on the eastern side of the highway, with a general store and some businesses sited on the eastern frontage. The Alkaloid processing plant development footprint, is contained mostly on the western side of the Subject site.

Residential and rural residential uses are located to the north and south of the proposed location of the development plant areas.

Land to the west and north west of the plant quickly transitions into agricultural uses.

3.0 APPLICATION AND PROPOSAL DETAILS

3.1 Application Type

The application seeks a Development Permit for a Material Change of Use for the Expansion of existing Special Industry (Alkaloid processing plant). As identified below in Figure 2, the subject site is located within the Special Industry Zone and Rural Zone of the South Burnett Regional Council Planning Scheme 2017.

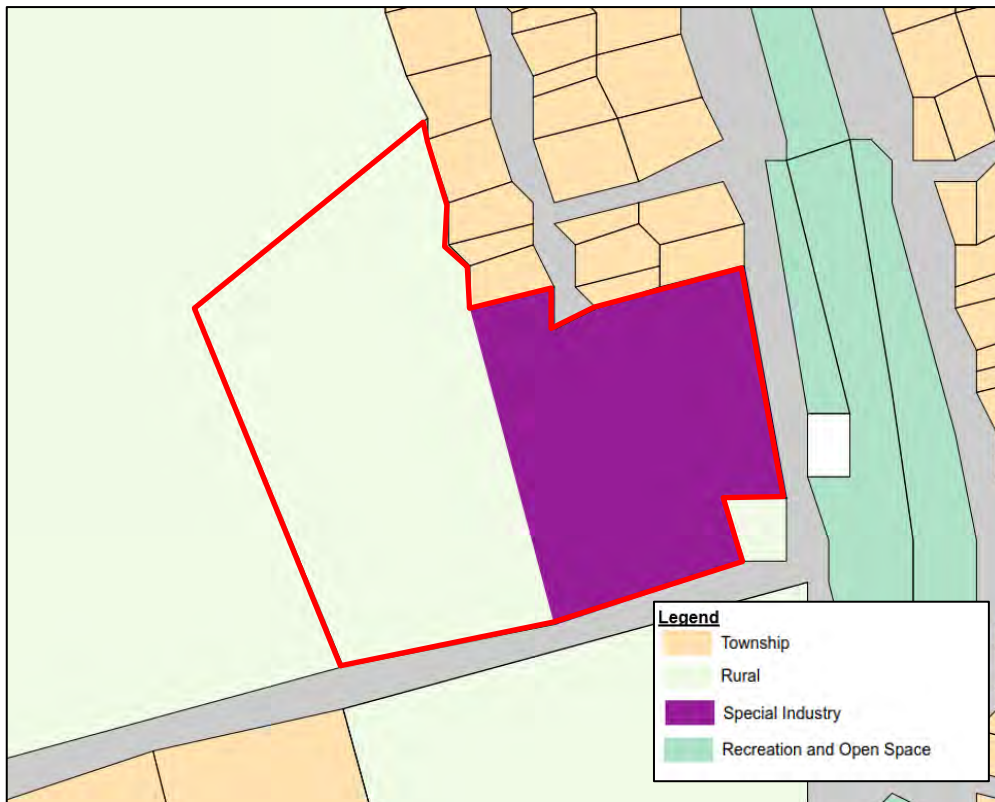


Figure 2: Rural Zoning and subject site (outline in red)

Development of a Special Industrial use in the Rural Zone is prescribed by the Planning Scheme as Impact Assessable development. The proposed shed is located in the Special Industry zone while the proposed car-parking, additional storage sheds and vehicle manoeuvring area is in the Rural zone resulting in the whole application being subject to Impact Assessment and public notification.

3.2 The Proposal

The proposed development seeks to expand the existing Alkaloids processing plant into an approved shed, which is in the Special Industry zone. The proposed shed is currently under construction and did not trigger planning approval as it will be utilised for the drying of leaf material in the interim. Fit out of the shed with new up to date equipment is proposed to occur over the next couple of years and once the new processing plant is operating, the existing processing plant will be decommissioned.

The construction of the shed did not require an application under the Planning Scheme as construction of a shed alone is accepted development under State regulations and not regulated in either zone under the planning scheme. The Shed however does not have an approved use for Special Industry and is now included in this development permit for Material Change of Use.

It is understood that the shed is currently used for the storage of Duboisia, a native plant which is grown in the region, and is the raw material used in the production undertaken at the processing plant. The proposal involves the transition of the processing operations into the shed, this will allow the business to expand and update current operations.

3.3 Application History

Confirmation Notice

A confirmation notice acknowledging the application was issued by the South Burnett Regional Council on 29 November 2018. The confirmation notice stated that the application required Impact Assessment and by extension Public Notification.

Council Information request

An information request was issued to the applicant on 30 November 2018. The information request items related to provision of a more detailed assessment against the relevant planning benchmarks, and further detail on the operational aspects of the proposal including Traffic Impact Assessment, Bushfire Hazard Assessment and Management Plan and Stormwater and Flood Assessment Report.

On 29 March 2019 correspondence was received by Council from the applicant in response to the matters raised within the information request. This response appropriately addressed all matters.

3.4 Public Notification

Public notification was undertaken in accordance with the *Development Assessment Rules* between 2 April 2019 to 30 April 2019. A notice was published in the South Burnett Times and on the premise on Tuesday 2 April 2019. The owner of all adjoin premises were notified on 29 March 2019 of the proposal. Council received the notice of compliance advising that the public notification was undertaken in compliance with the Development Assessment Rules on 1 May 2019.

Council received no properly made submission.

3.5 Referral Agencies

The application did not require referral to any referral agencies under *Schedule 20, Column 1, Item 19 Special Industry* of the *Planning Regulation 2017* as the annual throughput of product is not equal to or more than 10,000 tonnes.

The proposal did not trigger an environmental license as it did not exceed the thresholds nominated in *Schedule 2, Part 2, Sections 7 & 8* of the *Environmental Protection Regulation 2008* as referenced below:

- Schedule 2, Part 2, Section 7 – Chemical Manufacturing
 - Item 3 – Manufacturing, in a year, a total of 200t or more of any of the following:
 - (c) medicines, pharmaceutical products, poisons or veterinary chemical products
- Schedule 2, Part 2, Section 8 – Chemical Storage
 - 50t or more of chemicals or dangerous goods or 200t or more of chemicals that are solids or gases.

4.0 TOWN PLANNING CONTEXT

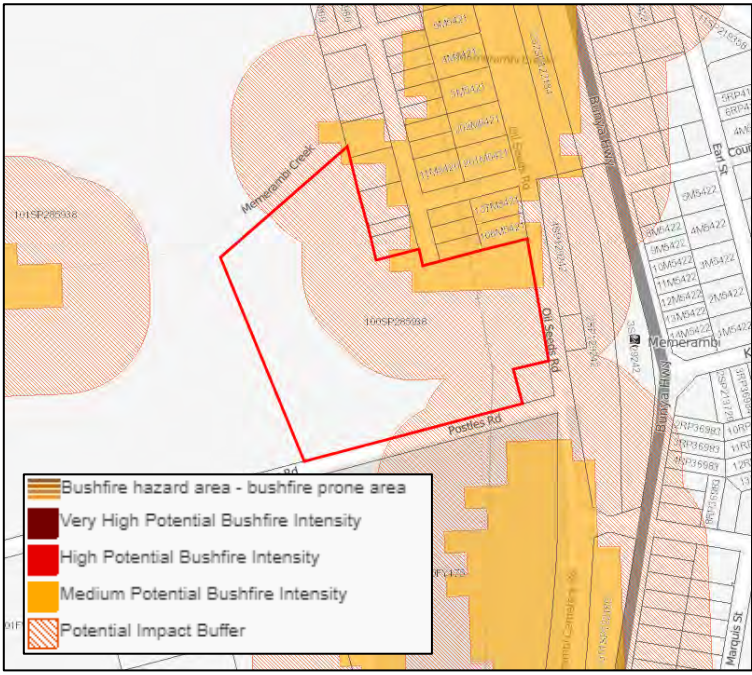
This section provides an overview of the town planning context at the date the application was made.

4.1 State and Regional Planning Context

A summary of the applicable State and regional planning instruments is provided in **Table 1**.

Table 1 - State and Regional Planning Instruments Overview

State and Regional Planning Instruments	
Wide Bay Burnett Regional Plan	Regional Landscape and Rural Production Area
State Planning Policy <ul style="list-style-type: none"> The SPP is reflected in the South Burnett Regional Planning Scheme 2017 	Natural Hazards Risk and Resilience Medium Potential Bushfire Intensity Potential Impact Buffer

INTERIM DEVELOPMENT ASSESSMENT REQUIREMENT	ASSESSMENT
<p>Natural Hazards</p> <p>Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district:</p> <p>(3) Development other than that assessed against (1) above, avoids natural hazard areas or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.</p> <p>All natural hazard areas:</p> <p>(4) Development supports and does not hinder disaster management response or recovery capacity and capabilities.</p> <p>(5) Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.</p> <p>(6) Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.</p> <p>(7) The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.</p>	<p>Complies –</p> <p>As identified below, part of the site is mapped as being identified as subject to bushfire hazard. The proposed extension will be located in the potential impact buffer, in an area void of any vegetation, and separated from vegetation by hardstand areas and buildings.</p> <p>Adequate mitigation measures are included in the Bushfire Hazard Assessment & Management Plan.</p> 

4.2 Local Planning Context

A summary of the applicable provisions of the South Burnett Regional Council Planning Scheme 2017 is provided in **Table 2**.

Table 2 – Summary of Local Planning Instrument

Current Planning Scheme	
Planning Scheme	South Burnett Regional Council Planning Scheme 2017
Zone	Rural zone and Special Industry Zone
Applicable Overlays	<ul style="list-style-type: none"> ▪ Bushfire hazard overlay <ul style="list-style-type: none"> - Medium potential bushfire intensity - Potential impact buffer ▪ Flood hazard overlay <ul style="list-style-type: none"> - Flood hazard area ▪ Agricultural overlay <ul style="list-style-type: none"> - Important agricultural areas - Class A agricultural land
Level of Assessment	Impact Assessment
Applicable Codes	The Planning Scheme

5.0 PLANNING ASSESSMENT

5.1 Common Material – Technical Reports

The following technical reports were submitted as part of the application:

- Bushfire Hazard Assessment and Management Plan;
- Flood Hazard Assessment Report;
- Stormwater Report; and
- Traffic Impact Assessment.

5.2 State and Regional Planning Instruments

There are no matters of state significance that affect this site.

5.2.1 Wide Bay Burnett Regional Plan

The Wide Bay Burnett Regional Plan (WBBRP) designates the site in the Regional Landscape and Rural Production Area (RLRPA), which identifies land with one or more of the values identified, including significant ecosystems, natural economic resources including extractive resources and land that forms strategic and regionally significant inter-urban breaks. The proposal does not considerably conflict with the Regional Plan.

5.3 South Burnett Regional Planning Scheme 2017 (v1.2)

Impact Assessment requires assessment against relevant sections of the Planning Scheme. Part of the proposed works are considered Accepted Development within the Special Industry zone and a detailed assessment against the Special Industry Zone is not required. The following aspects of the Planning Scheme are deemed relevant:

- Strategic Framework;
- Rural Zone Code;
- Bushfire Hazard Overlay Code;
- Flood Hazard Overlay Code; and
- Agricultural Overlay Code.

5.3.1 Strategic Framework

The Strategic Framework identifies the policy direction for the Planning Scheme and is broken into to six themes that collectively represent the policy intent. The subject site is identified as being within the Rural Designation of the Strategic Framework.

There is not considered to be a conflict with the Overall Outcomes of Rural Zone Code. The Strategic Framework is addressed regardless as per impact assessment procedure. A summary of assessment against each theme is provided below.

Settlement pattern

Memerambi is considered a village, with limited historical growth. As such, expansion of residential uses and the development footprint is generally discouraged. Provision of a country town lifestyle, access to services, and employment and economic activity at a local level is prioritised within villages. Whilst the proposal slightly increases the village footprint, the potential economic and employment growth it will create for the immediate locality and wider region is considered sufficient to overcome the issue of increased development footprint.

Rural futures

The processing facility will directly support the local Duboisia cropping industry, strengthening and diversifying the rural capacity of the region, whilst simultaneously providing a use that will diversify the economy and employment of the region.

Strong economy

As outlined above, the proposal provides a secondary industry use that is intrinsically linked to local primary industries, supporting their continued viability, whilst also diversifying and strengthening the local economy through a value adding process.

Natural systems

This section of the Strategic Framework is mostly irrelevant as the subject site is not in an area of high natural value. Notwithstanding, the development will be appropriately conditioned to ensure water quality of the site is maintained.

Strong communities

The proposal will not impact upon the health or safety of the community, providing adequate separation distances to nearby sensitive uses.

Infrastructure and servicing

It is not anticipated that infrastructure upgrades will be required to facilitate the proposal. The existing infrastructure is deemed to adequately service the site, and the traffic impact assessment demonstrates that the use will not detrimentally impact on the road network provide road upgrade works are undertaken.

5.3.2 Rural Zone Code

Despite not providing a primary industry use, it is deemed that the proposal will contribute to the rural function of the area. As such, it is considered that the proposal supports the overall outcomes sought in the Rural zone.

(2) Rural Zone Code Overall Outcomes:	
(a) Land that is essential to the economic viability of productive Agricultural Land Classification Class A or Class B and rural land uses within the region is conserved.	Complies. The proposal will not compromise the economic viability of productive land, despite the site containing a small portion of Class A Agricultural Land. The siting of the Class A land along the southern boundary, adjoining Postles Road means that it will not be able to be used for productive purposes in the future. Additionally, the proposal provides a use that supports primary production in the locality.
(b) Development comprises a wide range of existing and new rural pursuits, including cropping, intensive horticulture and animal industries, animal husbandry and keeping and other compatible primary production uses.	Does not comply. The proposal provides for the extension of an existing secondary industry. The use is complementary to primary industries in the locality, providing a value adding method to the local Duboisia crop. Despite not providing a primary industry, the proposal will benefit these industries and the region in line with the

	Strategic framework.
(c) On farm value adding in the form of small scale agri-tourism is supported where associated with the rural use of the site.	Not Applicable. The proposal is for a special industry.
(d) Infrastructure is provided at a standard normally expected in rural locations.	To be conditioned. The site is adequately serviced to accommodate its current operations. If upgrades are required they will be included in the conditions of approval.
(e) Areas of land used for primary production are conserved and not unnecessarily fragmented.	Complies. The site is not utilised for primary production, future expansion of the industry into the rural zone will not fragment significant amounts of productive land.
(f) The viability of existing and future rural uses and activities are protected from the intrusion of incompatible uses.	Complies in part. The extension of the industry use will see some land in the rural zone be excluded from productive uses. The use will not compromise the ability of productive land uses on adjoining land. As such, the minor encroachment of the industrial use onto rural land is not considered to impact on the viability of rural uses.
(g) Uses that require isolation from urban areas as a consequence of their impacts such as noise or odour may be appropriate where land use conflicts are minimised.	Not applicable.
(h) Development embraces sustainable land management practices and contributes to the rural amenity and landscape of the area.	Complies in part. The proposed extension into the rural zone is limited and will not detrimentally effect the rural amenity of the immediate locality.
(i) Development is reflective of and responsive to the surrounding character of the area, natural hazards and the environmental constraints of the land.	Complies. The development (albeit an expansion) maintains the existing use on the site.
(j) Sites that are contaminated or pose a health risk from prior activities are remediated prior to being developed for sensitive land use (as defined in the Regulation).	Not Applicable. The subject land is not contaminated and will continue the current operations on the site.
(k) Residential or other sensitive land use (as defined in the Regulation) are not intensified in the identified separation area around the Swickers Kingaroy Bacon Factory on Overlay Map 11.	Not Applicable. The subject land is not identified as being in proximity to the Swickers Kingaroy Bacon Factory on OM11.
(l) New residential development of historic or remote residential subdivisions is inconsistent with the purpose of this zone code.	Not Applicable. The use does not involve a new residential component.
(m) Non-rural development is appropriate only where directly associated with the rural use of the zone and does not compromise the rural use of the land.	Complies The industry use is for the processing of the local crop, Duboisia.

(n) Natural features such as creeks, gullies, waterways, wetlands and bushland are retained, managed, enhanced and buffered from adjacent development.	Complies. The expansion of the feedlot is not located within areas identified as a waterway or wetland. The identified mapped vegetation is not impacted upon.
(o) Water supply catchments are protected from activities that may endanger water quality.	Complies to be conditioned. Water supply catchments will not be affected as result of the proposal. Reasonable conditions will be imposed to ensure this.

5.3.3 Bushfire Overlay

The site is partially within the bushfire overlay. A Bushfire Hazard Assessment and Management Plan prepared for the site by EngIngra Consulting has demonstrated that the site is exposed to minimal risk from bushfire and that existing site mitigation and management measures are adequate to address the risk.

5.3.4 Flood Overlay

A Flooding and Stormwater Assessment Report prepared by TSA Engineers provides a recommendation that the shed floor level be at RL440.2m. The site sits at approximately RL440m, as such this recommendation is easily implementable. No other recommendations were given as a result of this study, indicating the proposal will not create a flood risk.

5.3.5 Agricultural Overlay

As shown in the figure below, the site contains some Class A Agricultural Land along the southern boundary. This segment of Class A land has been fragmented by the road, and greatly reduced by previous development. As such, the potential to establish agricultural activities on it has been significantly reduced, and its conversion to industrial use is considered inconsequential to the intent of the overlay.



Figure 3: Agricultural Overlay

6.0 PLANNING CONSIDERATIONS

The applicant has requested that an extended currency period of ten (10) years to complete the development and commence the use. The extended currency period is considered reasonable to complete construction of the shed and all required plant and equipment and commence the use within the shed as an extension to the existing facility.

Other pertinent planning considerations in relation to the application are the potential conflict with the Rural zone, and the potential impact on the Memerambi township, by way of emissions. The assessment sections above adequately addresses the Rural zone code and no significant conflicts are identified that would warrant a refusal.

An assessment of the application material submitted provided very little information on processing outputs and emissions for consideration of impacts. As such, the following addresses the questions of impacts.

Consideration of Impacts discussion

Impacts are defined as changes to light, noise, air emissions or water quality that has the potential to affect amenity, the impacts are considered to be either directly from processing activities or the transport of goods to and from the site.

The proposal will involve the expansion of a niche industrial use within the Memerambi township that is acknowledged to be a production industry that supports other primary agro business in the region.

The primary concern with intensification of industrial uses in residential and peri-urban areas, is the potential impacts such uses may have on nearby sensitive uses. It is understood that the alkaloids processing plant will not result in air or noise emissions that may affect the township or residential uses.

Additional impacts may result from increased traffic movement to and from the site, impacting on the function of the road network, and by extension other local business and residents. A traffic

impact statement provided by the applicant anticipates that the expansion will not result in additional traffic to the site. Notwithstanding, engineering conditions which require upgrade of the local road network will be imposed.

In light of the above, the proposal provides a use that does not conflict with the function of Memerambi township, and does not impact upon nearby sensitive uses, or where there is a potential impact, the inclusion of reasonable and relevant conditions can resolve that impact appropriately.

Additionally, the co-location of the processing plant and Duboisia cropping provides an efficient industrial model which will support agricultural and industrial employment in the locality.

7.0 RELEVANT MATTERS

See recommended conditions.

8.0 CONTRIBUTIONS / CHARGES

Adopted infrastructure charges do not apply to the proposal.

9.0 CONSULTATION

Public notification was undertaken in accordance with the requirements of the *Planning Regulation 2017*. No submissions were received on the application.

10.0 CONCLUSION

The proposed extension of the Alkaloids processing plant will result in the expansion of an industrial use into the Rural zone. Despite this minor loss of Rural land, the extension does not present a conflict with the Rural zone code as it supports rural land uses throughout the region and does not greatly reduce the rural capacity of the land.

It is recommended that the application be approved subject to the conditions provided herein.

11.0 GROUNDS FOR APPROVAL

The proposal complies with the relevant statutory planning instrument, being the South Burnett Regional Council Planning Scheme Version 1.2. In particular the proposal achieves the following:

- The proposal complies with the overall outcomes of the Rural zone code, providing an industrial use that supports local primary industry;
- The proposal complies with overall outcome (a) of the Rural zone code, expanding an industrial use onto land in the Rural zone which is mostly not of high agricultural value;
- The proposal complies with overall outcome (f) of the Rural zone code, providing an industrial use that will not prejudice the viability of rural pursuits on the site or adjoining sites;
- The proposal complies with overall outcome (m) of the Rural zone code, providing an industrial use that is directly associated with the Duboisia cropping in the region;
- The proposal is able to overcome any environmental constraints present on the land.

8.2.3 P&LM - 2598413 - Fast-track opt-out work declaration for South Burnett Regional Council area pursuant to section 39(1) of the Plumbing and Drainage Regulation 2019.

Document Information

ECM ID 2598413

Author Manager Planning & Land Management

**Endorsed
By General Manager Corporate Services**

Date 7 June 2019

Précis

Fast-track opt-out work declaration for South Burnett Regional Council area pursuant to section 39(1) of the *Plumbing and Drainage Regulation 2019*.

Summary

The *Plumbing and Drainage Act 2018* (the new Act) was passed by the Queensland Parliament on 11 September 2018. The *Plumbing and Drainage Regulation 2019* (the new Regulation) was approved by the Governor in Council on 4 April 2019. The new Act will commence on 1 July 2019, along with the new Regulation and modernised Queensland Plumbing Wastewater Code.

From 1 July 2019, permit applications are divided into two streams: fast-track and standard. Timeframes for local government/public entity plumbing application approvals are significantly reduced.

The fast-track application process is applicable to new residential dwellings, sheds or domestic out-buildings (class 1a and 10a buildings) that are considered lower risk domestic plumbing and drainage work as they connect directly to the water and sewerage supply and do not require additional approvals. The approval timeframe will be reduced from 20 to 2 business days.

The standard application process is applicable to all other applications for other types of buildings, including multi-unit residential and commercial buildings (class 2 - 9 buildings). The approval timeframe will be reduced from 20 to 10 business days.

Council may, by resolution 'opt out' of the fast-track application process and deal solely with permit applications under the mandatory standard applications process. After a declaration is made, all permit applications will be assessed under the standard application process.

This provides Council with flexibility to choose the approval model that best suits the available resources. Council may, at a later date and 'by resolution', choose to opt back in to the fast-track application process.

Officer's Recommendation

That Council *resolve* pursuant to section 40(1) of the *Plumbing and Drainage Regulation 2019*, not to deal with any application to carry out permit work in the South Burnett Regional Council area from 1 July 2019 as a fast-track application.

Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

GO2 Balanced development that preserves and enhances our region

Communication/Consultation (Internal/External)

No consultation is required under the new Act or Regulation.

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

Report

The new Regulation provides Council with the flexibility to tailor the plumbing and drainage application process to meet the needs of the community and available resources. With the introduction of the new Regulation Council may decide to opt-out of the fast-track approval process. The new Regulation does not provide requirement that has to be met by Council to trigger the opt-out resolution.

If Council makes a fast-track opt-out declaration for its area, Council must:

- a) publish the declaration on its website; and
- b) give a copy of the declaration to
 - (i) the chief executive; and
 - (ii) ensure a copy of the declaration may be inspected, free of charge, at the local government's public office.

It is considered that Council does not currently have sufficient resources to commit to a fast-track process given that one plumbing inspector has to deal with all permit work applications and undertake the mandatory inspections required to confirm that plumbing and drainage work complies with the relevant legislative requirements.

Council issued 73 approvals for plumbing and drainage work since the beginning of January this year noting that the approval timeframe under the current legislation is 20 business days. With the reduction in the approval timeframe to 10 business days there will be a subsequent increase in the office hours of the plumbing inspector required to meet the reduced timeframe to assess applications. It would therefore be unreasonable to expect the plumbing inspector to deal with fast-track applications in addition to the standard application process that has been reduced to 10 business days.

Council will implement measures to ensure that applications that are submitted after 1 July 2019 meet the requirements of the new Act and Regulation to be properly made. This includes providing a checklist to applicants and customer contact staff to undertake an administrative check of the

application documents prior to submission and informing plumbers who undertake work in the Council area that Council will not accept application that do not include the required documentation and information.

Council will further encourage applicants to submit applications electronically to a dedicated email that is monitored by the plumbing inspector's administrative support officer. This will ensure a faster turnaround to the administrative check process and provide feedback to applicants prior to accepting an application.

8.3 Property (P)

Officer's Reports

8.3.1 P - 2598631 -Taromeo Rural Fire Brigade lease renewal report

Document Information

ECM ID 2598631

Author Senior Lease & Property Management Officer

Endorsed

By Manager Property
General Manager Finance

Date 4 June 2019

Précis

Renewal of lease for Taromeo Rural Fire Brigade over part of Lot 31 on SP117095, situated on the Brisbane Valley Rail Trail land, Hart Street, Blackbutt.

Summary

The Public Safety Business Agency (PSBA), acting on behalf of the Taromeo Rural Fire Brigade (TRFB), in accordance with Clause 32 of their lease over Lease A on SP228764, is seeking to exercise their option to renew the lease. The TRFB have indicated they may require additional land for expansion, which will require a new survey. The lease renewal will be on the same terms and conditions of the current lease for a term of ten (10) years with a rent of \$1 if demanded.

Officer's Recommendation

That, in accordance with Section 236 of the *Local Government Regulation 2012*, Council renew the lease with the State of Queensland (Represented by Public Safety Business Agency) for the Taromeo Rural Fire Brigade over Lease A on SP228764, plus an additional area of land for expansion if required.

Financial and Resource Implications

Leasing of the land will generate no income for Council, given the nominal rent arrangements. Council will incur no costs to establish the lease, for example legal or survey costs, as the Public Safety Business Agency will prepare all necessary documentation as required.

Link to Corporate/Operational Plan

ENHANCING OUR COMMUNITY

Building a vibrant, healthy, supportive and inclusive community

EC3 An active, safe and healthy community

EC3.3 – Advocate for improvements in community safety

Communication/Consultation (Internal/External)

Council's Manager of Natural Resource Management, as the manager of the Brisbane Valley Rail Trail, offers no objection to the TRFB continuing occupation at their current location and possible expansion.

As the renewal is in accordance with the terms of a current lease, Council will advise the Department of Transport and Main Roads (TMR) of the renewal of the lease. Additional area for expansion will be also be negotiated with TMR.

Legal Implications (Statutory Basis, Legal Risks)

The lease renewal is in accordance with lease Clause 32 Option to Renew. Clause 32 provides mechanisms to effect the renewal through either the signing of a new Form 7 lease, deed of extension or Form 13 Amendment of Lease. It is the PSBA's responsibility to determine which mechanism will be used to renew the lease.

If additional area is required for expansion, PSBA will be required to provide a new survey plan and abide by any regulations governing registration of survey plans.

Under section 236 of the *Local Government Regulation 2012*, Council is permitted to dispose of a valuable non-current asset other than by tender if it is being disposed to a government agency or a community organisation. 'Dispose' refers to an interest in a non-current asset such as land.

Schedule 8 of the *Local Government Regulation 2012* defines a government agency as:

- a) the State, a government entity, a corporatised business entity or another local government;
or
- b) another Australian government or an entity of another Australian government; or
- c) a local government of another State.

The Public Safety Business Agency is a government agency for application of Section 236.

Council holds a leasehold interest in the land and will inform Department of Transport and Main Roads of the TRFB exercising its option to renew the lease, and negotiate the additional area for expansion if required.

Policy/Local Law/Delegation Implications

Renewing the lease is in accordance with Council's Disposal of Real Estate Policy whereby disposal reduces operating costs, such as building or property maintenance costs and provides for economic development.

It is also a requirement under the policy that Council's contribution is acknowledged by the recipient.

Asset Management Implications

Council will not have any ongoing asset management if the lease is renewed.

Report

Property Details:

Description: Lease A on SP228764, being part of Lot 31 on SP117095
Area: 897 square metres
Tenure: Leasehold – Council as Lessee
Owner: Department of Transport and Main Roads
Zone: Recreation and Open Space under the South Burnett Regional Council Planning Scheme v.1.2

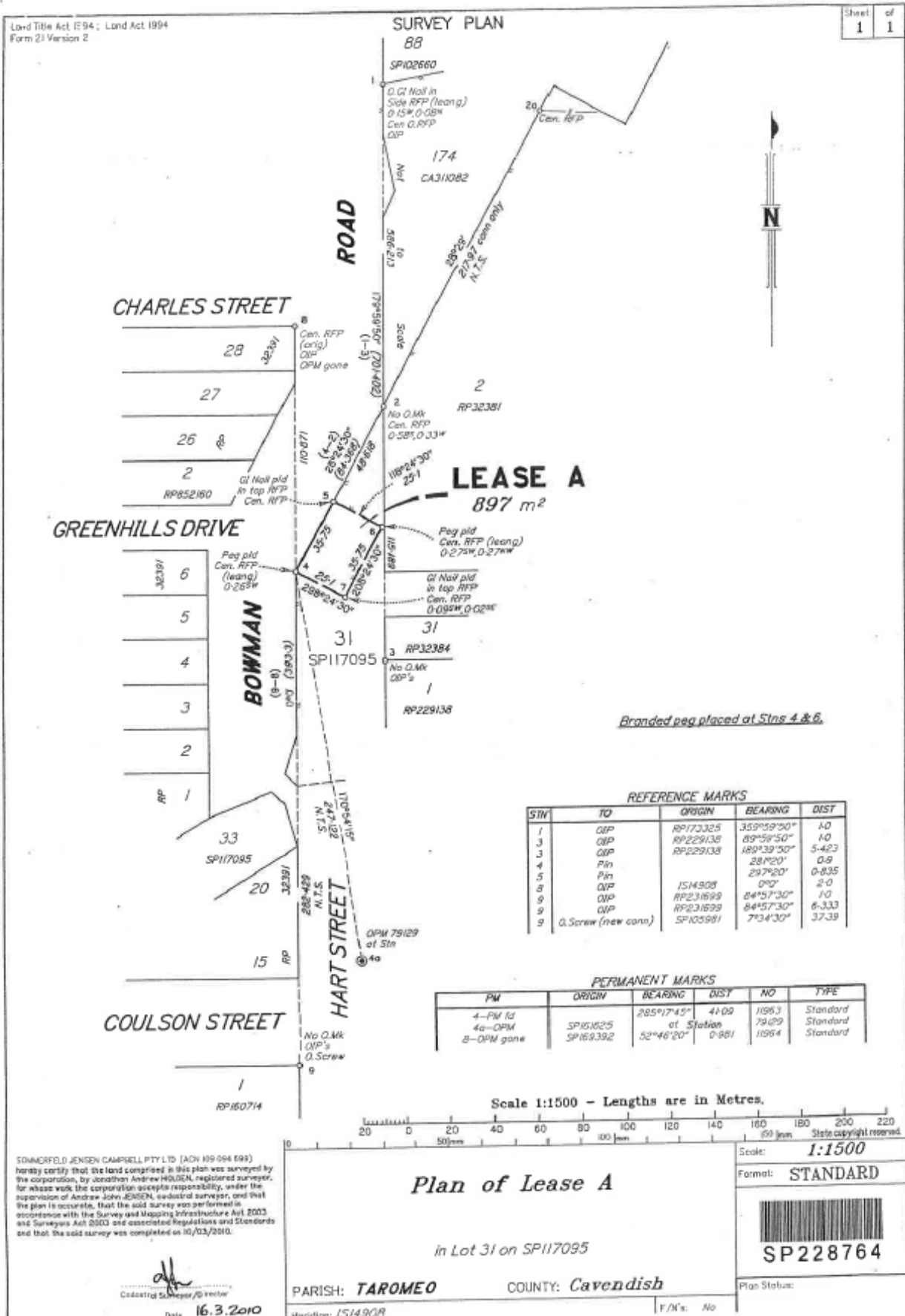
The current lease with Council provides for renewal rights under Clause 32. The PSBA have indicated they wish to exercise the right for a new lease under that Clause. However, the TRFB have indicated a possible expansion of their facility in the future and the renewal of the lease provides the opportunity to include additional area of the lease for that possible expansion. The extent of the additional land is yet to be determined but Council will ensure it does not impede any existing or planned infrastructure or facilities provided by Council.

A new lease will provide security of tenure for the TRFB. The improvements will continue to be maintained by the TRFB. Council does not require the area of the lease for any purpose at this time and will ensure any additional land is also not required for operation purposes.

By entering into a new lease, Council supports the TRFB's continued commitment to the Blackbutt community.

Attachments

1. Copy of Survey Plan
2. Aerial Photograph





South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

Taromeo Rural Fire Brigade
Blackbutt

6/06/2019
1:500



8.3.2 P - 2598621 - Renewal of Lease for Nanango Lions Club meeting report

Document Information

ECM ID 2598621

Author Senior Lease & Property Management Officer

Endorsed

By Manager Property
General Manager Finance

Date 4 June 2018

Précis

Proposed renewal of lease over Lot A on SP119875 being part of Lot 2 on RP87321 to the Lions Club of Nanango Inc at George Street, Nanango.

Summary

The Lions Club of Nanango Inc. (Nanango Lions) holds a lease over part of 4 George Street, Nanango, described as Lot A on SP119875 being part of Lot 2 on RP87321. The lease expires on 31 July 2019 and the Lions Club have advised they wish to enter in to a new lease.

Officer's Recommendation

That, in accordance with Section 236 of the *Local Government Regulation 2012*, Council enter into a lease with the Lions Club of Nanango Inc. on land described as Lease A on SP119875 situated at 4 George Street, Nanango.

Financial and Resource Implications

Rent for the lease will be a concessional rent applied to all community and not for profit groups of \$75.00 per year (excluding GST). The Nanango Lions will be responsible for all other charges levied against the property including rates, water and waste charges, and electricity, telephone and data charges.

Ongoing management of the lease will be undertaken by Senior Lease Officer within the Property department of Council.

Link to Corporate/Operational Plan

ENHANCING OUR COMMUNITY – Building a vibrant, healthy, supportive and inclusive community

EC2 Sustainable community groups

EC2.1 – Facilitate the implementation of Council's Sport and Recreation Plan

EC3 An active, safe and healthy community

EC3.2 – Enhance community culture through the support of initiatives and the provision of community facilities.

Communication/Consultation (Internal/External)

Council approached the Nanango Lions to advise the lease will be expiring and determine if a new lease is required. Nanango Lions confirmed their wish for continued occupation and requested a new lease.

Legal Implications (Statutory Basis, Legal Risks)

Pursuant to section 236 of the *Local Government Regulation 2012*, Council is permitted to dispose of a valuable non-current asset other than by tender if it is being disposed to a community organisation.

Schedule 8 of the *Local Government Regulation 2012* defines a community organisation as

- (a) an entity that carries on activities for a public purpose; or
- (b) another entity whose primary objective is not directed at making a profit.

Therefore, the Nanango Lions is deemed to be a community organisation given they are an incorporated body. All funds generated by the Club are put towards the purpose of the organisation.

Policy/Local Law/Delegation Implications

Offering the property for lease is in accordance with Council's Disposal of Real Estate Policy whereby disposal reduces operating costs, such as building or property maintenance costs and provides for economic development.

It is also a requirement under the policy that Council's contribution is acknowledged by the recipient.

Asset Management Implications

Offer of lease to the Nanango Lions formalises ongoing occupation of the property and outlines roles and responsibilities of each party.

Report

Property Details:

Description: Lease A on SP119875, being part of Lot 2 on RP87321

Area: 398 square metres

Tenure: Freehold

Owner: South Burnett Regional Council

Zone: Low Impact Industry under the South Burnett Regional Council Planning Scheme v.1.2

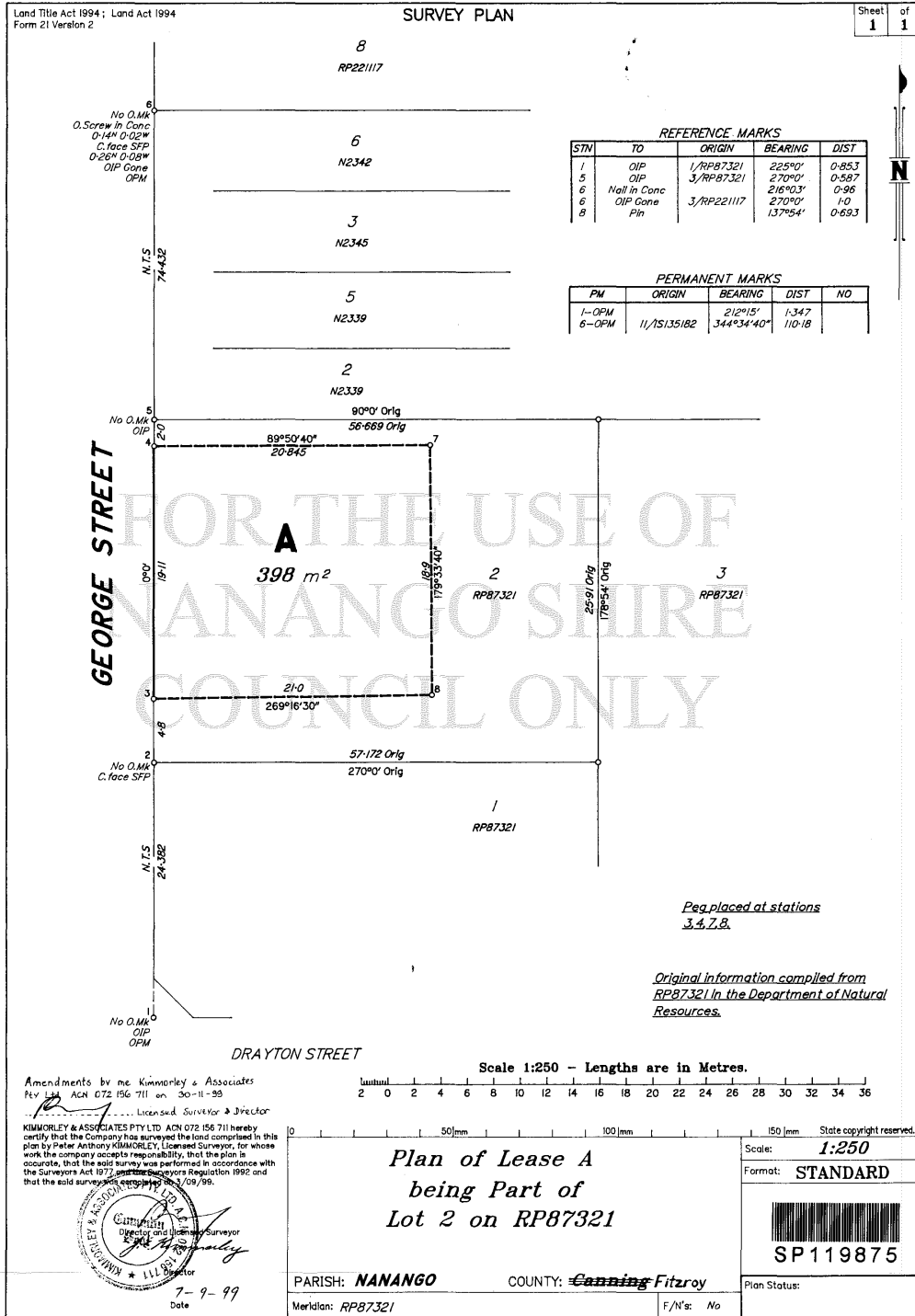
The Nanango Lions Club has leased 4 George Street, Nanango (the old Nanango Post Office building) for the past 20 years. During that time, the building has been maintained by Nanango Lions. A new lease will provide security of tenure and continued opportunities for seeking grant funding for ongoing maintenance. The improvements are assets of the Council and maintenance will continue to be the responsibility of the Club.

By entering into a new lease with the Nanango Lions, Council supports the Club's continued growth and commitment to the Nanango community.

The area of the lease is not required by Council for any purpose at this time.

Attachments

1. Copy of Survey Plan



Copyright protects this plan. Unauthorised reproduction or amendment is not permitted. Contact the surveyor or Consulting Surveyors Queensland for information.

9. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation

9.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Document Information

ECM ID 2596739

Author Cr Roz Frohloff

Date 7 June 2019

Précis

Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Summary

Cr Frohloff presented her Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Officer's Recommendation

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

10. Portfolio - Natural Resource Management, Rural Services, Parks and Indigenous Affairs

10.1 Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Document Information

ECM ID 2596982

Author Cr Kathy Duff

Date 7 June 2019

Précis

Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Summary

Cr Duff presented her Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

That Cr Duff's Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report to Council be received.

10.2 Natural Resource Management & Parks (NRM&P)

Officer's Reports

10.2.1 NRM&P - 2599341 - Council consideration on a request to consent to the removal of a portion of land from the rail trail sub-lease over Lot 11 on SP129243 (Crawford)

Document Information

IR No 2599341

Author Manager NRM and Parks

Endorsed By General Manager - Corporate Services

Date 3 June 2019

Précis

Council consideration on a request to consent to the removal of a portion of land from the rail trail sub-lease over Lot 11 on SP129243 (Crawford)

Summary

Council is in receipt of a request from G Crumpton & Sons & Co Pty Ltd to consent to the removal of a portion of land from the rail trail sub-lease, which Council holds with the Department of Transport and Main Roads over Lot 11 on SP129243.

G Crumpton & Sons & Co Pty Ltd's Peanut Seed Treatment Plant is located on this land. G Crumpton & Sons have held leases over the area (Part of Lot 11 on SP129243) since 1972; however, the entire parcel of land was included in the sub-lease Council established over the rail trail.

Officer's Recommendation

That Council offer no objection to the removal of a portion of land currently occupied by G Crumpton & Sons & Co Pty Ltd from the rail trail sub-lease Council holds with the Department of Transport and Main Roads over Lot 11 on SP129243.

Financial and Resource Implications

Nil – G Crumpton & Sons & Co Pty Ltd will be responsible for pursuing arrangements with the Department of Transport and Main Roads and all survey and other costs associated with this process.

Link to Corporate/Operational Plan

GO1 A strong and sustainable regional economy

Communication/Consultation (Internal/External)

- G Crumpton & Sons & Co Pty Ltd
- Department of Transport & Main Roads.

Legal Implications (Statutory Basis, Legal Risks)

The area in question would be removed from Council's sub-lease and G Crumpton & Sons & Co Pty Ltd would assume responsibility for the area.

Policy/Local Law/Delegation Implications

Not applicable

Asset Management Implications

No asset management implications

Report

G Crumpton & Sons (a family partnership) held a sub-lease with Queensland Rail Limited over Lot 11 SP 129243 (Crawford Road, Crawford – former railway station yard), that was owned by The State of Queensland [Represented by Department of Transport and Main Roads (DTMR)]. The lease's expiry date was 31 January 2015. Note that the first lease commenced 1 February 1972.

G Crumpton & Sons were advised that after Queensland Rail surrendered their sub-lease with DTMR (following the rail pull-up program); G Crumpton & Son's sub-lease would transfer to the DTMR. This did not happen and when Queensland Rail surrendered their sub-lease with the DTMR, G Crumpton & Sons' sub-lease was cancelled.

The allotment has subsequently been included in the SBRC rail trail lease.

G Crumpton & Sons had (and still have) their Peanut Seed Treatment Plant located on this land [now operated by G Crumpton & Sons & Co Pty Ltd ("GCSC")].

GCSC wish to survey off the land required for the Seed Treatment Plant from Lot 11 SP 129243 and GCSC's preference, is to purchase the surveyed off land from DTMR. (If purchasing is not an option, then at least have the sub-lease for the area).

The area of land is not part of the current rail trail and surplus to Council's requirements.

It is proposed Council advise DTMR that Council have no objection to the removal of a portion of this allotment from the rail trail sub-lease.

Attachments



Approx section of land from Lot 11 SP 129243 that GCSC want to survey off and purchase from DTMR.

11. Portfolio - Finance, ICT & Human Resources

11.1 Finance, ICT and Human Resources Portfolio Report

Document Information

ECM ID 2596983

Author Cr Ros Heit

Date 7 June 2019

Précis

Finance, ICT and Human Resources Portfolio Report

Summary

Cr Heit presented her Finance, ICT and Human Resources Portfolio Report to Council.

Officer's Recommendation

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

11.2 Finance (F)

Officer's Reports

11.2.1 F - 2599618 - Monthly Financial Statements

Document Information

ECM ID 2599618

Author Manager Finance

**Endorsed
By General Manager Finance**

Date 4 June 2019

Précis

Monthly Financial Report as at 31 May 2019.

Summary

The following information provides a Council's position as at 31 May 2019.

Officer's Recommendation

That the Monthly Financial Report as at 31 May 2019 be received and noted.

Key Performance Indicators - Monthly Reporting

Ratio	Description	Formula	SBRC's Target	Status	May-19	Comments
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{\text{Total Operating Expense} - \text{Depreciations}} / \text{Number of Periods}$	Target greater than or equal to 1 months	✓	11.4	
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{\text{Total Operating Expense} - \text{Depreciations}} / \text{Number of Periods}$	Target greater than or equal to 1 months	✓	5.5	
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	✗	5.90	High Cash and Receivables balance pushes this ratio above the upper bound limit
Funded Long Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non} - \text{Current Borrowings}}$	Target greater than or equal to 50%	✓	78%	
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	4.7%	
Cash Balance - \$M	Total Cash that Council held	$\text{Cash Held at Period End}$	Target greater than or equal to \$24M	✓	47.05	
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non} - \text{Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	3.9%	
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	1.9%	

Statement of Financial Position

as at 31 May 2019

	2019 \$	Original Budget \$	Amended Budget \$
Current Assets			
Cash and Cash Equivalents	47,049,207	43,021,415	43,317,248
Trade and Other Receivables	6,877,898	4,858,960	5,042,486
Inventories	991,732	1,164,711	1,164,711
Investments	-	-	-
Total Current Assets	54,918,837	49,045,087	49,524,445
Non-Current Assets			
Trade and Other Receivables	1,896,340	1,999,654	1,999,654
Property, Plant and Equipment	938,393,034	946,617,628	942,021,131
Intangible Assets	8,647,221	8,678,362	8,622,389
Total Non-Current Assets	948,936,595	957,295,644	952,643,174
TOTAL ASSETS	1,003,855,432	1,006,340,731	1,002,167,619
Current Liabilities			
Trade and Other Payables	3,109,853	3,427,717	3,343,070
Borrowings	2,623,849	3,234,879	2,747,723
Provisions	3,454,683	3,582,934	3,582,934
Unearned Revenue	127,440	-	1,727,700
Total Current Liabilities	9,315,825	10,245,529	11,401,427
Non-Current Liabilities			
Borrowings	36,317,358	41,029,888	36,637,047
Provisions	13,607,270	13,700,835	13,700,835
Unearned Revenue	1,835,858	-	1,840,794
Total Non-Current Liabilities	51,760,486	54,730,723	52,178,676
TOTAL LIABILITIES	61,076,311	64,976,253	63,580,103
NET COMMUNITY ASSETS	942,779,121	941,364,479	938,587,516
Community Equity			
Retained Surplus/(Deficiency)	435,156,641	433,691,086	430,914,123
Asset Revaluation Surplus	507,622,481	507,673,393	507,673,393
TOTAL COMMUNITY EQUITY	942,779,121	941,364,479	938,587,516

Statement of Comprehensive Income

as at 31 May 2019
92% of Year Complete

	2019 \$	Original Budget \$	Amended Budget \$	Variance %
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	47,764,698	47,493,748	47,607,974	100%
Fees and Charges	4,170,498	3,790,662	3,964,652	105%
Rental Income	462,540	473,693	473,693	98%
Interest Received	1,146,971	1,005,453	1,205,453	95%
Sales Revenue	3,335,165	3,474,362	4,150,751	80%
Other Income	799,342	417,562	814,442	98%
Grants, Subsidies, Contributions and Donations	5,603,341	7,412,560	10,423,230	54%
	<u>63,282,554</u>	<u>64,068,040</u>	<u>68,640,194</u>	
Capital				
Grants, Subsidies, Contribution and Donations	7,762,731	6,544,702	4,477,338	173%
Total Revenue	<u>71,045,286</u>	<u>70,612,742</u>	<u>73,117,532</u>	
Expenses				
Recurrent Expenses				
Employee Benefits	21,062,659	23,530,179	23,334,322	90%
Materials and Services	22,308,274	21,685,237	24,850,067	90%
Finance Costs	1,900,821	2,150,197	2,075,349	92%
Depreciation and Amortisation	15,225,290	15,577,986	16,572,514	92%
	<u>60,497,044</u>	<u>62,943,599</u>	<u>66,832,252</u>	
Capital Expense	1,164,216	-	938,000	0%
Total Expense	<u>61,661,260</u>	<u>62,943,599</u>	<u>67,770,252</u>	
Net Result	<u>9,384,026</u>	<u>7,669,143</u>	<u>5,347,280</u>	
Net Operating Result	<u>2,785,510</u>	<u>1,124,441</u>	<u>1,807,942</u>	

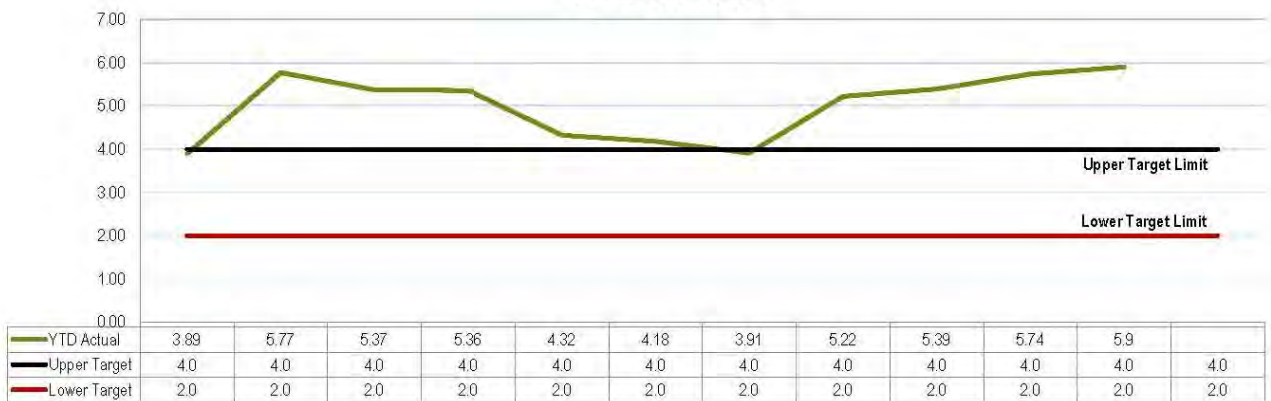
CASH RATIO



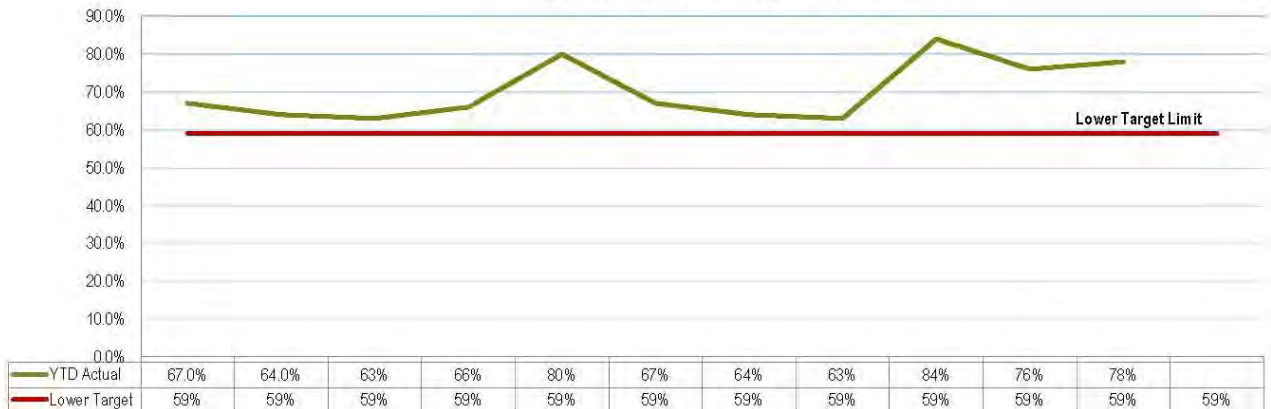
OPERATING CASH RATIO



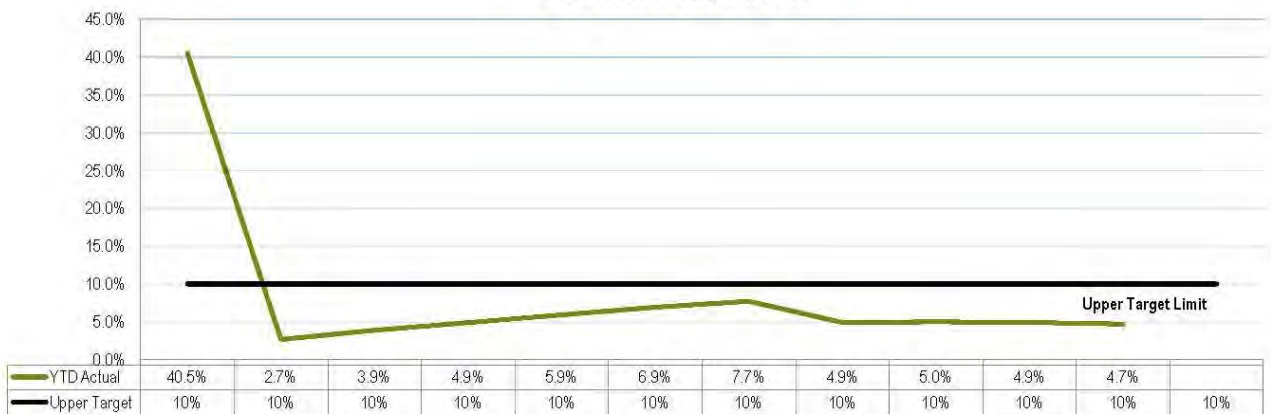
CURRENT RATIO



FUNDED LONG-TERM LIABILITIES



DEBT SERVICING RATIO



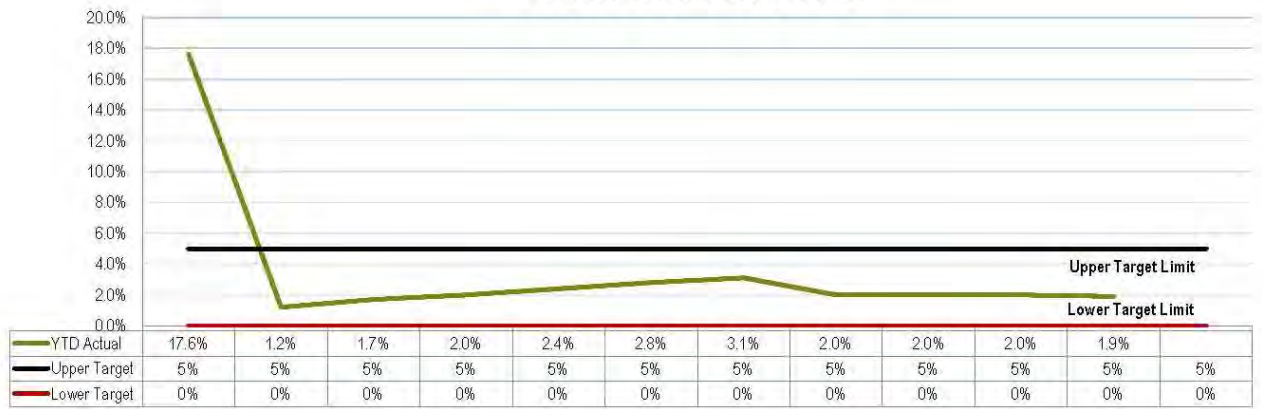
CASH BALANCE (M)



DEBT TO ASSET RATIO



INTEREST COVERAGE RATIO



Financial and Resource Implications

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held on 25 June 2018.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices.

Communication/Consultation (Internal/External)

Monitored by budget managers.

Legal Implications (Statutory Basis, Legal Risks)

Monthly financial report prepared in accordance with Section 204 of the *Local Government Regulation 2012*.

Policy/Local Law/Delegation Implications

Budget prepared taking into account the Revenue Policy, Debt Policy and Investment Policy actual result is compared to budget.

Asset Management Implications

Depreciation levels adopted with budget with assets in all asset classes maintained to appropriate standards and service levels.

11.2.2 F- 2586072 - Revised Fees and Charges Schedule

Document Information

ECM ID 2586072

Author General Manager Finance

**Endorsed
By** Chief Executive Officer

Date 3 June 2019

Précis

Revised fees and charges for Animals (Domestic) and Plumbing for the South Burnett Regional Council.

Summary

All other fees and charges effective from 1 July 2019 were adopted on 15 May 2019.

The Animals (Domestic) fees and charges in the attached schedule have revised because of the increase in the contract for the Provision and Operation of Animals (Cats and Dogs) Housing Facility 2019.

The Plumbing fees and charges have been revised with regard to legislative changes to the Plumbing and Drainage Act and Regulation.

As per section 98(1) of the *Local Government Act 2009* South Burnett Regional Council maintains a register of Cost Recovery Fees (available on Council's website from 1 July 2019).

Officer's Recommendation

That:

- the revised Animals (Domestic) fees and charges replace the fees and charges previously adopted on 15 May 2019;
- the Plumbing fees and charges pursuant to legislative changes to the Plumbing and Drainage Act and Regulation be received and adopted; and
- the Register of Fees and Charges 2019/2020 be received and adopted effective from 1 July 2019 continuing in place until further reviewed by Council.

Financial and Resource Implications

Fees and Charges are a revenue source used to fund Councils service delivery. This revenue is included in each annual budget. Appropriate levels of funding from user fees reflect the cost of providing the service and are essential for long-term financial sustainability.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices.

Communication/Consultation (Internal/External)

Input was requested from each officer who has responsibility for implementing their section of the Fees and Charges as well as the respective Managers and General Managers.

Legal Implications (Statutory Basis, Legal Risks)

Fees and Charges proposed in accordance with the *Local Government Act 2009*.


Policy/Local Law/Delegation Implications

Fees and Charges proposed in accordance with any Policy, Local Law and Delegations.

Asset Management Implications

Fees and charges reflect the operational aspects of assets.


IR Number: 2586072
Adopted:



SOUTH BURNETT
REGIONAL COUNCIL

Register of Fees and Charges
Register of Fees and Charges

2019/2020



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Animals - Domestic	Halls - Category A	Right to Information and Information Privacy
Animals - Other	Halls - Category B	Roads
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Register of Fees and Charges 2019/2020						
Type of Charge	2018/2019	2019/2020	GST	Head of Power	Reg/Com	
Animals - Domestic						
Impounding						
Release Fee: Cats and Dogs						
Drop Off (If able to find owner prior to taking to Animal Housing Facility)	\$ 58.00	\$ 59.00	N	Local Government Act 2009 S97 (2)(d)		R
First Impounding	\$ 105.00	\$ 105.00	N	Local Government Act 2009 S97 (2)(d)		R
Second Impounding	\$ 157.00	\$ 160.00	N	Local Government Act 2009 S97 (2)(d)		R
Third Impounding (Fee plus possible fine of minimum 2 penalty units)	\$ 175.00	\$ 180.00	N	Local Government Act 2009 S97 (2)(d)		R
Fourth Impounding		Legal Action				
Dogs - Unregistered	\$ 213.00	\$ 215.00	N	Local Government Act 2009 S97 (2)(d)		R
Sustenance Fee	\$ 8.00	\$ 10.00	Y			C
Veterinary and Other Costs	At Cost	At Cost	Y			C
(Payment prior to release of impounded animal of actual Veterinary and other costs incurred in impounding the animal)						
Delivery of Cat/Dog Cage and/or the Collection of Stray Cat/Dog	At Cost	At Cost	Y			C
Permits						
To Keep Excess Animals (e.g. three (3) Dogs) in a Registrable Area						
Application for Permit	\$ 175.00	\$ 179.00	N	Local Government Act 2009 S97 (2)(a)		R
Registration - Dogs						
Defined Area						
Defined Area Entire Dog	\$ 155.00	\$ 170.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Defined Area Entire Dog - Microchipped	\$ 119.00	\$ 131.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Defined Area Desexed Dog	\$ 60.00	\$ 66.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Defined Area Desexed Dog - Microchipped	\$ 30.00	\$ 33.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Aged Pensioner (Desexed and Microchipped Dogs Only)	\$ 15.00	\$ 16.50	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Puppy (Dogs under 6 months of age - Registered until 30 November)	\$ 30.00	\$ 33.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Assistance Dogs for the Blind/Deaf/Companion	No Charge	No Charge				
Breeders and Show Dog						
Breeders and Show Dog Permit	\$ 285.00	\$ 285.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Non-Defined Area						
Non-Defined Area Entire Dog	\$ 25.00	\$ 26.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Non-Defined Area Desexed Dog	\$ 9.00	\$ 10.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Aged Pensioner (Desexed and Microchipped Dogs Only)	\$ 9.00	\$ 10.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Puppy (Dogs under 6 months of age - Registered until 30 November)	\$ 9.00	\$ 10.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
ID Tag/Replacement Tag	\$ 8.00	\$ 9.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Working Dog - Tag Cost Only (Completion of Statutory Declaration required)	\$ 8.00	\$ 9.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, Pt1, S44 (2)		R
Assistance Dogs for the Blind/Deaf/Companion	No Charge	No Charge				

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Register of Fees and Charges 2019/2020						
Type of Charge	Basis and/or Duration	2018/2019	2019/2020	GST	Head of Power	Reg/Com
Animals - Domestic						
Regulated Dogs						
Declared Restricted Dog		\$ 284.00	\$ 312.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, PH, S44 (2)	R
Declared Menacing Dog		\$ 341.00	\$ 375.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, PH, S44 (2)	R
Declared Dangerous Dog		\$ 662.00	\$ 750.00	N	Animal Management (Cats and Dogs) Act 2008 Ch3, PH, S44 (2)	R
Traps						
Cat Trap Bond		\$ 50.00	\$ 51.00	Y		C
Cat Trap Hire	every two weeks or part thereof	\$ 15.00	\$ 17.00	Y		C
Registration						
All fees are waived for the initial registration for the first registrable year for dogs purchased through the RSPCA re-homing facility.						
If newly obtained dog is registered in the first 6 months of the registration period then full registration fee applies.						
If newly obtained dog is registered in the last 6 months of the registration period then 50% of registration fee applies.						
Reciprocal registration applies for an animal currently registered in another shire and transferring to the South Burnett. No fee applies for remainder of current registration period.						
Deceased Dog						
Deceased Animal Refund - 50% refund of the initial registration fee where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first 6 months of the registration period						
Desexing/Microchipping - New Animal or Renewal						
If the dog is registered (as Entire and/or Non-Microchipped) and the animal is subsequently desexed/microchipped within 6 months of being registered then there will be a reimbursement of the difference between the registration fee paid and the revised fee upon production of the necessary supporting documentation/certificates.						

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Register of Fees and Charges 2019/2020						
Type of Charge	2019/2020	GST	Basis and/or Duration	Head of Power	Regl/Comm	
Plumbing						
Application for Permit						
Class 1 and 10a Buildings - Sewered Area						
Lodgement of Application	\$ 168.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a)		R
Approval and Inspection (1 Fixture only) per fixture	\$ 712.00	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Approval and Inspection (2 or More) per fixture	\$ 109.50	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Class 1 and 10a Buildings - Non-Sewered Area						
Lodgement of Application	\$ 168.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(e)		R
Household Sewerage Treatment Plant/Septic/Grey Water Application Fee	\$ 120.50	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(e)		R
Approval and Inspection (1 Fixture only) per fixture	\$ 590.00	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Approval and Inspection (2 or More) per fixture	\$ 109.50	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water - Inspection Fee	\$ 245.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Alteration to Land Application Area	\$ 338.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Commercial and Multi Unit Residential Class 2 - 9 Buildings						
Lodgement of Application	\$ 168.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(e)		R
Approval and Inspection (1 Fixture only) per fixture	\$ 1,560.00	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Approval and Inspection (2 to 20 Fixtures) per fixture	\$ 109.50	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Approval and Inspection (Over 20 Fixtures) per fixture	\$ 74.60	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Inspection of Main Sanitary Drains, Hydrant and Water Mains per metre	\$ 9.30		/per metre	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		
Inspection of Manholes per manhole	\$ 115.00		/per manhole	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water - Inspection Fee	\$ 245.00			Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		
Application for Amended Permit						
If Term of Permit has ended - Fees as Per New Application						
Amendments Class 1 and Class 10a - Change of Floor Plans/Fixture Layout of Existing Building	\$ 111.15	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Amendments Class 1 and Class 10a - Change of On-Site Sewerage Facility						
Minor Amendments Class 2-9	\$ 245.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Major Amendments Class 2-9	\$ 278.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Extending Term of Permit Only	\$ 784.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Extending Term and Amendment of Permit Combined Application - Total of Applicable Fee	\$ 318.00	N		Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(a), (e)		R
Public Sector Entity Inspections						
Where Permit is issued by a Public Sector Entity						
Inspection 1 Fixture only	\$ 245.00	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(e)		R
Inspection 2 or More Fixtures per fixture	\$ 88.00	N	/per fixture	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97 (2)(e)		R

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Register of Fees and Charges 2019/2020

Type of Charge	2019/2020	GST	Basis and/or Duration	2019/2020	Head of Power	Reg/Coin
Plumbing						
Miscellaneous						
Plumbing Search - House Drainage Plans within the Property (Owner/Private Certifier Information Request)	\$	50.00	N	Planning Act 2016 s264, LGA s97(2)(a)		R
Re-inspection Fee	\$	245.00	N	Plumbing & Drainage Regulation 2019 s44(1)(b)(iv), LGA s97(2)(e)		R
Backflow Prevention Devices						
Backflow Prevention Device Application Fee per device	\$	235.00	N	/per device Plumbing and Drainage Regulation 2019 s101		R
Service Reports Register						
Service Reports for On-Site Sewerage Facility/Grey Water Use	\$	55.00	N	/per fitting Plumbing and Drainage Regulation 2019 s114		R
Backflow Prevention Device Registration Fee (Per Fitting)	\$	55.00	N	/per fitting Plumbing and Drainage Regulation 2019 s101		R
Refund of Fees						
If Application Lapses Due to Not Responding to Information Request		Nil		Plumbing and Drainage Regulation 2019 s45(4)(b)		R
If Application is Cancelled Prior to the Carrying Out of Inspections		50%				R
Refunds Do Not Apply to Lodgement Fees		Nil				R

11.2.3 F - 2597386 - Investment Policy 2019/2020

Document Information

ECM ID 2597386

Author Manager Finance

**Endorsed
By** General Manager Finance

Date 27 May 2019

Précis

To adopt the Investment Policy 2019/2020.

Summary

Section 104 of the *Local Government Act 2009* (the Act) requires local governments to establish a system of financial management to ensure it is financially sustainable. One of three policies required in the system of financial management is the Investment Policy and is particularly mentioned at Section 104(5)(c)(i) of the Act. These policies must be regularly reviewed and updated as necessary.

This extract from Section 191 of the *Local Government Regulation 2012* outlines the requirements of the Investment Policy.

“(2) *The investment policy must outline:*

- (a) *the local government’s investment objectives and overall risk philosophy; and*
- (b) *procedures for achieving the goals related to investment stated in the policy”.*

The following Policy has therefore been reviewed and developed for Council consideration and will be reviewed annually or amended as required.

Officer's Recommendation

That the Investment Policy 2019/2020 be adopted.

Financial and Resource Implications

Return from investments is one of Council’s revenue sources. Prudent management of investments will help improve Council’s financial performance.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Ensure Council’s financial management planning is based on realistic, sustainable, equitable policies and practices.

Communication/Consultation (Internal/External)

Investment decisions are based on operational liquidity and cash flow projections. The investment portfolio is presented to the Audit Advisory Committee and the Council Portfolio on a quarterly basis.

Legal Implications (Statutory Basis, Legal Risks)

Investment management guidelines stipulated in the policy meet the requirements of the *Statutory Bodies Financial Arrangements Act 1982* (SBFA) and its regulation. Appropriate standards and guidelines are referred to for the management of investment and capital risks.

Policy/Local Law/Delegation Implications

The policy stipulates the authority for Council's investment portfolio management. It is subject to regular review and as necessary.

Asset Management Implications

Cash flow management impacts on the availability of funds for capital expenditure.



Investment Policy 2019/2020

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1. POLICY STATEMENT

1.1. Ethics and Conflicts of Interest

1.1.1. Prudent Person Standard

The standard of prudence is to be used by Investment Officers when managing the portfolio. Investments will be managed with the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are reviewed and overseen regularly.

Investment Officers are to manage the portfolios not for speculation, but for investment and in accordance with the principle of this policy. Investment Officers are to avoid any transaction that might prejudice South Burnett Regional Council (Council). They will consider the safeguarding of capital and the achievement of income objectives when making an investment decision.

1.1.2. Conflicts of Interest

The Investment Officer shall refrain from personal activities that would conflict with the proper execution and management of Council's Investment Portfolio and declare to the Chief Executive Officer any conflict of interest that may arise. This includes activities that would impair the Investment Officer's ability to make impartial decisions.

1.1.3. Delegation of Authority

Authority for implementation of this policy is delegated by Council to the Chief Executive Officer in accordance with the *Local Government Act 2009*, Section 257(1)(b) – Delegation by Local Government. Authority for the day-to-day management of Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Manager Finance and subject to regular reviews with the General Manager Finance and Chief Executive Officer.

2. SCOPE

For the purpose of this policy, investments are defined as financial or monetary arrangements that are undertaken or acquired to generate income or favourable future returns and pertain to the cash investments of Council. This policy applies to the investment of all surplus cash funds held by Council.

3. POLICY OBJECTIVES

3.1. Investment Objectives

To set guidelines and boundaries for the investment of Council surplus cash balances which meet the requirements of the *Statutory Bodies Financial Arrangements (SBFA) Act 1982* (SBFA) and its *Regulation*, support Council's investment and risk philosophy and provide a sequential process to be followed in undertaking investment activities.

Investment activities will focus on preservation of capital, liquidity, and return.

3.1.1. Preservation of Capital

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

3.1.2. Credit Risk

The Investment Officer will evaluate and assess credit risk prior to investment.

3.1.3. Interest Rate Risk

The Investment Officer shall seek to minimise the risk of a change in the market value of the portfolio due to a change in interest rates.

3.1.4. Maintenance of Liquidity

The Investment Officer shall maintain sufficient liquidity to meet all reasonable anticipated operational cash flow requirements of Council.

3.1.5. Return on Investments

The portfolio is expected to achieve a market average rate of return and take into account Council's risk tolerance.

4. BACKGROUND AND/OR PRINCIPLES

The intent of this document is to outline Council's policy and guidelines regarding the investment of surplus cash funds, with the objective of maximising earnings within the approved investment guidelines and ensure the security of funds invested.

5. GENERAL INFORMATION

5.1. Portfolio Implementation

5.1.1. Authorised Personnel

The Manager Finance and delegated Investment Officers are authorised to invest Council's operational funds in investments consistent with this policy and legislation.

5.1.2. Internal Controls

The General Manager Finance of Council shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft or inappropriate use.

The internal controls will address the following:

- control of collusion;
- separate the transaction authority from accounting and record keeping;
- clearly delegate authority to Investment Officers;
- compliance and oversight of investment parameters;
- reporting of breaches; and
- safekeeping of records.

5.2. Investment Parameters

5.2.1. Funds Available for Investment

For the purposes of this policy, funds available for investment are the cash or cash equivalent funds available at any time excluding any moneys held by Council in trust on behalf of external parties.

The funds available for investment should match the cash flow needs of Council allowing for working capital requirements. The investment strategy takes into account the Council's operating needs. Once the Manager Finance has determined that the cash flow forecast is achievable and can meet operational requirements, then the surplus cash funds may be invested for a specified term.

It is the responsibility of the Manager Finance to assess the cost of direct investment management by Council relative to the return generated. This should be compared with the cost of investing funds with a capital guaranteed cash fund for example the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund.

A minimum of \$5 million is to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allows for investment with QTC Capital Guaranteed Cash Fund or Queensland Investment Corporation (QIC)s Cash Fund without further approval.

5.2.2. Authorised Investments

Without specific approval from Council or the Treasurer, investments are limited to those prescribed by Part 6 of the Act for local governments with Category 1 investment power, which include:

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

5.2.3. Prohibited Investments

This policy prohibits any investment carried out for speculative purposes. The following investments are prohibited by this policy:

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

5.2.4. Portfolio Investment Parameters and Credit Requirements

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

Short Term Rating (Standard and Poor's) or equivalent	Individual Counterparty Limit	Total Limit (Max % of Portfolio)
A1+	30%	100%
A1	15%	50%
A2 – Financial Institutions only	10%	30%
A3 – Financial Institutions only	5%	10%
Unrated	Nil	Nil
QIC/QTC Pooled Cash Management Fund	100%	100%

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

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

5.2.5. Maturity

The maturity structure of the portfolio will reflect a maximum term to maturity of one year and includes an interest rate reset of no longer than six (6) months (185 days).

5.2.6. Liquidity Requirement

Given the nature of the funds invested, no more than 20 percent of the investment portfolio will be held in non-liquid securities and at least \$5 million of the portfolio is to be on call or will mature within 0-7 days.

5.2.7. Approved Lists

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

- Approved Banks; and
- Approved Credit Unions.

5.2.8. Breaches

Any breach of this policy is to be reported to the General Manager Finance and Chief Executive Officer and, if required, rectified as soon as practicable. The Finance Portfolio Councillor will report any breach that needs to be rectified to Council at the next meeting.

Where Council holds an investment that is downgraded below the minimum acceptable rating level, as prescribed under Regulation for the investment arrangement, Council shall within 28 days after the change becomes known to the local government, either obtain Treasurer's approval for continuing with the investment arrangement or sell the investment arrangement (including, for example, withdrawing a deposit).

5.2.9. Safekeeping of records

Each transaction will require written confirmation by the bank. All security documents will be held by Council.

5.2.10. Dealers and Brokers

All transactions undertaken on behalf of the investment portfolio will be executed by Council directly. This policy prohibits dealings with securities brokers.

5.3. Investment Guidelines

Council's investment portfolio should be realisable, without penalty, in a reasonable timeframe. The term to maturity of Council's fixed term investments should not exceed one (1) year. The Manager Finance may reduce these maturity limits to a shorter period.

Treasury and Council approval is required for investments with a period of greater than 12 months. This means approval is required from Council prior to submission to the Treasurer for approval.

5.3.1. Short Term Debt Ratings

Short term refers to investments with an initial maturity of less than one (1) year.

Standard and Poor's short term ratings or equivalents to Moody's and Fitch.

	Standard & Poor	Moody's	Fitch
Superior	A1+	P-1	F1+
	A1		F1
Strong	A2	P-2	F2
Acceptable	A3	P-3	F3

5.4. Reporting

The Manager Finance will prepare a monthly report and evaluation of the transactions, performance and compliance of the investment portfolio. The report will include:

- interest rate of all deposits; and
- list of all deposits and the Financial Institution where held.

On a quarterly basis, the Manager Finance will provide a detailed report on the investment portfolio. The report is to list deposits held by institute, maturity date, interest rate and dollar amount invested. This report will be presented to the Audit Advisory Committee and Council Portfolio Briefing.

On an annual basis, this policy will be reviewed and amended, where required; any amendments are to be approved by Council prior to the implementation of the revised investment policy.

6. DEFINITIONS

At Call	Where the investment can be redeemed and the money invested can be retrieved by the investor from the financial institution within 30 days without penalty.
Capital Guaranteed	An investment fund that guarantees return of the full capital value of the investment.
Category 1	Investment power that permits a local government to invest in a range of highly secure investments either at call or for a fixed time of not more than one (1) year.
Conflict of Interest	A situation where an official's private interests may benefit from decisions or actions that they are entrusted to take.
Investment Officer	Individual responsible for the management of the investment portfolio. Could be an employee of Council.
Investment Portfolio	Pool of investments held by Council.
Market Risk	The risk that the value of an investment will decrease due to movements in market factors such as interest rates, foreign exchange rates, equity prices and commodity prices.
Preservation of Capital	An investment strategy with the primary goal of preventing losses in an investment's total value. In modern portfolio theory terms, it refers to a guaranteed investment of principal, which would provide a return of at least inflation.
Yield	The annual rate of return on an investment.

7. LEGISLATIVE REFERENCE

Banking Act 1959 (Cwth)

Local Government Act 2009

Local Government Regulation 2012

Statutory Bodies Financial Arrangements Act 1982

Statutory Bodies Financial Arrangements Regulation 2007

8. RELATED POLICIES/PROCEDURES

Revenue Policy
Revenue Statement
Debt Recovery Policy

9. NEXT REVIEW

May 2020

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Policy Development	21 July 2010
2	Schedule Review	13 July 2011
3	Schedule Review	11 July 2012
4	Schedule Review	3 July 2013
5	Schedule Review	25 July 2014
6	Schedule Review	29 June 2015
7	Schedule Review	27 June 2016
8	Schedule Review	26 June 2017
9	Schedule Review	25 June 2018
10	Schedule Review	

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

11.2.4 F - 2597431 - Debt Policy 2019/2020

Document Information

ECM ID 2597431

Author Manager Finance

**Endorsed
By** General Manager Finance

Date 27 May 2019

Précis

Local Governments must prepare a Debt Policy as part of its system of financial management. The attached Debt Policy has been prepared for Council consideration.

Summary

Section 104 of the *Local Government Act 2009* requires Local Governments to establish a system of financial management to ensure it is financially sustainable. One of three policies required in the system of financial management is the Debt Policy and is particularly mentioned at section 104(5) (c) (ii) of the *Local Government Act*. These policies must be regularly reviewed and updated.

The *Local Government Regulation 2012* at section 192 requires the Debt Policy to be prepared and adopted for a financial year. The policy must state the new borrowings for the current financial year and the next nine (9) financial years.

The following Debt Policy has therefore been reviewed and developed for Council consideration. The proposed borrowings for the current year plus the next nine (9) financial years have been formulated to support the financial needs of Council to achieve the long term Asset Management Plan.

All new borrowings have been factored into the long term financial forecast.

Officer's Recommendation

That the Debt Policy 2019/2020 as attached be adopted.

Financial and Resource Implications

Debt Service Payments as well the liabilities for all current and new borrowings have been factored into Council's Long Term Financial Forecast and the 2019/2020 Budget. The operation and maintenance costs of the assets have been included in the long term financial forecast.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices.

Communication/Consultation (Internal/External)

It is expected that the identified projects would be subject to further consideration by Council taking into account community expectations, need and financial sustainability. The forward identified borrowings may change in line with Council's strategic priorities.

Legal Implications (Statutory Basis, Legal Risks)

Borrowings are subject to a further and separate assessment by the Queensland Treasury Corporation (QTC) and the Department of Infrastructure, Local Government and Planning.

Policy/Local Law/Delegation Implications

The Debt Policy is consistent with the Long Term Financial Forecast and the 2019/2020 Budget.

Asset Management Implications

The identified projects for the forward borrowing program will have ongoing asset management implications, depreciation, renewal as well as operation and maintenance. These implications will be managed through the long term Asset Management Plans.



Debt Policy 2019/2020

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1. POLICY STATEMENT

1.1. Purpose of the Borrowings

Loan funds can be raised to finance a range of infrastructure assets over the maximum timeframes stated.

Borrowings will only be used to finance current and future capital works. No borrowings will be used to finance recurrent expenditure or the operational activities of the South Burnett Region Council (Council).

1.2. Inter-Generational Projects

Spreading the cost of these capital projects over a long-term will minimise the revenue impact on the community, as well as addressing the need and cost benefit of providing for infrastructure development immediately to meet expected future demographic needs. Council, when required, will increase existing debt levels through additional borrowings to fund these projects.

1.3. Asset Management

The *Local Government Regulation 2012* requires Councils to effectively plan and manage their infrastructure assets, focusing particularly on ensuring the sustainable management of the assets mentioned in the local government's asset register and infrastructure of the local government. This may require Council to consider borrowings to fund identified priority infrastructure projects.

1.4. Risk Management

Council is committed to the management of risk so it is important that management policies, procedures and practices are in place to minimise Council's exposure to risk. Council will take into account the adopted Enterprise Risk Management Framework, Long-Term Financial Forecast and relevant Financial Sustainability Ratios and Measures.

1.5. Debt Pool Payments

Debt Service Payments for existing and new debt will be repaid to the Queensland Treasury Corporation (QTC) Debt Pool annually in advance in September each year.

1.6. Loan Repayment Term Proposed for New Loans

Roads	10 - 20 years
Waste	15 – 20 years dependent on asset
Water	15 – 20 years
Sewerage	15 – 20 years
General	between 6 and 20 years dependent on asset

All external borrowings will be raised at the most competitive rates available, in accordance with the requirements of the State Government with the QTC the primary provider of loan funding.

When seeking long-term funding for the construction of infrastructure assets, Council will, wherever possible, use cash which is restricted for specific purposes as determined by Council.

1.7. Proposed New Borrowings

New borrowings planned for the current year and the following nine (9) financial years are as per 'Projected Borrowings 2019/2020-2028/2029'.

1.8. Loan Drawdowns

QTC and the Department of Local Government, Racing and Multicultural Affairs approve proposed borrowing for a particular financial year. In order to minimise finance costs, loan drawdowns should be deferred as long as possible after taking into consideration Council's overall cash flow requirements.

1.9. Existing Loans

All existing loans are held by the QTC within the appropriate Debt Pool to minimise exposure and to ensure optimal performance of the loans for repayment timeframe and interest rate. The Debt Pool is revised at least annually to take into account new and existing loans.

2. SCOPE

This policy is effective from the date of Council's resolution and will apply to the financial year from 1 July 2019 to 30 June 2020. The policy applies to all of Council's departments and provides guidance on the current financial year and the following nine (9) financial year's borrowing programs.

3. POLICY OBJECTIVES

To ensure the sound management of Council's existing and future debt as well as the prudent use of debt to meet community demand for infrastructure and sustainable service delivery after assessing and minimising all associated risks in accordance with the annually revised and adopted Long-Term Financial Forecast.

4. BACKGROUND AND/OR PRINCIPLES

The *Local Government Regulation 2012* requires a Local Government's Debt Policy to state the details of new borrowings planned for the current financial year and the next nine (9) financial years and the period over which the local government plans to repay existing and new borrowings.

Section 104 of the *Local Government Act 2009* (the Act) requires a local government to develop a Debt Policy as part of its financial management system. The Act also defines Council as a statutory body and subsequently Council's borrowing activities continue to be governed by the *Statutory Bodies Financial Arrangements Act 1982* (SBFA).

5. GENERAL INFORMATION

Projected Borrowings 2019/2020-2028/2029 can be found in Attachment A.

6. DEFINITIONS

- Loan Drawdowns** Refers to the time at which the loan is funded from QTC and provided to Council.
- Current Financial year** Refers to the year 1 July 2019 – 30 June 2020.

7. LEGISLATIVE REFERENCE*Local Government Act 2009**Local Government Regulation 2012**Local Government Financial Management (Sustainability) Guideline 2013**Statutory Bodies Financial Arrangements Act 1982***8. RELATED POLICIES/PROCEDURES**

- Investment Policy
 Revenue Policy
 Revenue Statement
 Asset Management Policy
 Enterprise Risk Management Framework

9. NEXT REVIEW

June 2020

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Policy Development	21 July 2010
2	Schedule Review	13 July 2011
3	Schedule Review	11 July 2012
4	Schedule Review	3 July 2013
5	Schedule Review	25 July 2014
6	Schedule Review	29 June 2015
7	Schedule Review	27 June 2016
8	Schedule Review	26 June 2017
9	Schedule Review	25 June 2018
10	Schedule Review	

 Mark Pitt
 CHIEF EXECUTIVE OFFICER

 Date

Attachment A – Projected Borrowings 2019/2020-2028/2029

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	Total
Roads											
Water											
Water Allocation		\$ 2,000,000									\$ 2,000,000
Kingaroy Trunk Infrastructure Upgrades		\$ 10,000,000	\$ 5,000,000								\$ 15,000,000
Gordonbrook Dam Wall Upgrade			\$ 12,000,000								\$ 12,000,000
Nanango Pipeline				\$ 10,000,000							\$ 10,000,000
Waste Water											
Murgon Waste Water Treatment Facility								\$ 15,000,000			\$ 15,000,000
Waste Management											
Nanango Transfer Station									\$ 500,000		\$ 500,000
Bulk Transfer Station									\$ 2,950,000		\$ 2,950,000
Total Loan Borrowings	\$ -	\$ 12,000,000	\$ 17,000,000	\$ 10,000,000	\$ -	\$ -	\$ -	\$ 15,000,000	\$ -	\$ 3,450,000	\$ 57,450,000

12. Consideration of Notices of Motion

No Report.

13. Information Section (IS)**13.1 IS - 2598873 - Delegated Authority Report****Document Information****ECM ID 2598873****Author Executive Services****Date 31 May 2019**

Précis

Reports signed by the Chief Executive Officer under Delegated Authority

Summary

This report comprises a listing of any reports that have been approved by Delegated Authority.

Officer's Recommendation

That the Delegated Authority Report be received.

Report

ECM ID	DESCRIPTION AND LOCATION	APPROVAL DATE
2567380	Material change of use application for Short Term Accommodation at Barambah Road Moffatdale - Lot 3 RP903442 - Applicant: Matt Woolley C/- Fluid Building Approvals - MCU19/0002	23 May 2019
2569540	Material change of use application for new 3 bedroom dwelling House at Maidenwell Bunya Mountains Road Bunya Mountains - Lot 77 SP112477 - MCU19/0003	17 May 2019
2587763	DA for Op Works - IGA Carpark & Access - P C Property Holdings PL - OPW19.0003	20 May 2019

13.2 IS - 2599493 - Monthly Capital Works Reports

Document Information

ECM ID 2599493

Author General Manager Finance

Date 4 June 2019

Précis

Report of the Capital Works of South Burnett Regional Council as at 31 May 2019.

Summary

The following information provides a snapshot of Council's Capital Works as at 31 May 2019.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 31 May 2019 be received.

2018/2019 Capex Report for Council

Project Code	Project Description	2018/2019 Adopted Budget	2017/2018 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2018/2019 Commitments	2018/2019 Actual Expenditure	2018/2019 Actual Expenditure and Commitments
Buildings & Other Structures										
Admin Office - Nanang										
		200,000.00	777,645.00	650,000.00	617,511.00	-	2,245,156.00	140,952.73	213,628.60	354,581.33
Admin Office - Wondai										
		10,000.00	-	-	10,000.00	-	20,000.00	-	-	-
Cemeteries - Kingaro										
		10,000.00	4,413.00	-	-	10,000.00	4,413.00	1,440.00	2,131.81	3,571.81
Cemeteries - Nanango										
		10,000.00	-	-	-	10,000.00	-	-	-	-
Cemeteries - Wondai										
		10,000.00	-	-	-	10,000.00	-	-	-	-
Cemeteries - Murgon										
		10,000.00	-	-	-	10,000.00	-	-	-	-
Depot - Nanango										
		-	30,000.00	-	-	-	30,000.00	-	-	-
Museum - Nanango Rim										
		10,000.00	305,000.00	-	10,000.00	-	305,000.00	-	140,000.00	140,000.00
Parks & Gardens										
		455,000.00	-	-	-	435,000.00	19,000.00	6,310.01	9,065.66	16,375.67
Priv Hospital - Buil										
		-	170,515.00	-	-	-	170,515.00	2,520.00	39,137.82	41,657.82
Saleyards - Coolaburn										
		-	-	-	-	19,000.00	19,000.00	-	1,604.55	1,604.55
Swimming Pool - King										
		1,500,000.00	200,000.00	-	750,000.00	-	950,000.00	-	-	-
Swimming Pool - Nana										
		65,000.00	-	-	-	65,000.00	-	-	-	-
Tourism - Yallakool										
		-	-	-	-	12,500.00	12,500.00	227.27	-	227.27
Tourism - Lake Been										
		-	3,202.00	-	-	27,013.00	30,215.00	-	29,722.94	29,722.94
Public Conveniences										
		-	84,327.00	-	-	37,244.00	57,083.00	-	44,895.75	44,895.75
		-	-	-	-	-	-	-	8,794.93	8,794.93
W4Q - Round 2										
		-	495,490.00	-	39,919.00	-	455,571.00	27,423.16	492,646.80	520,069.96
W4Q - Round 3										
		-	-	-	-	-	-	84,228.00	-	84,228.00
DCP										
		-	-	-	-	-	-	100,417.09	110,936.46	211,352.55
Parks - Kingaroy										
		-	-	-	-	-	-	-	172.55	172.55
Parks - Murgon										
		-	16,487.00	-	-	10,003.00	26,500.00	-	26,500.00	26,500.00
General										
		217,511.00	-	-	217,511.00	103,579.00	103,579.00	-	89,017.18	89,017.18
		2,497,511.00	2,097,099.00	650,000.00	389,819.00	407,149.00	4,447,532.00	363,518.26	1,208,254.05	1,571,772.31
Intangibles										
Business System										
		280,000.00	588,182.00	-	-	-	868,182.00	39,428.14	300,114.43	339,542.57
		280,000.00	588,182.00	-	-	-	868,182.00	39,428.14	300,114.43	339,542.57
Plant & Equipment										
Admin Office - Kings										
		20,000.00	-	-	-	-	20,000.00	-	-	-
Info Serv - ICT										
		307,000.00	82,838.00	-	-	-	389,838.00	1,980.00	298,576.88	300,556.88
Plant & Fleet Manage										
		2,410,000.00	296,674.00	-	-	-	2,709,574.00	1,220,081.46	1,268,883.93	2,489,776.38
		2,740,000.00	379,412.00	-	-	-	3,119,412.00	1,222,871.46	1,567,459.81	2,790,331.26
Roads										
W4Q - Round 2										
		430,000.00	1,642,407.00	430,000.00	39,919.00	-	1,662,326.00	132,780.17	1,261,181.48	1,393,981.65
DCP										
		-	-	-	-	-	-	235,950.12	113,680.96	349,631.08
Bridges										
		-	717,882.00	-	-	-	717,882.00	-	108,344.15	108,344.15
Rural Drainage										
		334,262.00	-	170,000.00	-	-	504,262.00	-	121,598.72	121,598.72
Pavement Rehab										
		4,784,501.00	32,215.00	650,000.00	-	-	4,166,716.00	521,664.73	2,685,026.51	3,206,691.24
Footpaths & Cycleway										
		-	7,485.00	280,000.00	-	-	287,485.00	-	3,398.92	3,398.92
Reseals										
		3,000,000.00	64,270.00	-	-	-	3,064,270.00	110,077.25	2,040,200.65	2,150,277.90
Town Developments										
		4,283,000.00	535,852.00	3,862,227.00	-	-	938,825.00	113,072.20	655,084.55	668,156.76
TIDS - LRRS Projects										
		555,000.00	93,547.00	-	-	-	648,547.00	49,869.84	1,080,455.21	1,130,325.05
Roads to Recovery										
		-	87,376.00	-	-	-	87,376.00	-	1,364,691.75	1,364,691.75
General										
		-	4,980.00	-	-	-	4,980.00	-	-	-
		13,366,763.00	3,185,994.00	4,512,227.00	39,919.00	-	12,089,449.00	1,163,424.31	9,333,672.90	10,497,097.21

Project Code	Project Description	2018/2019 Adopted Budget	2017/2018 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2018/2019 Commitments	2018/2019 Actual Expenditure	2018/2019 Actual Expenditure and Commitments
Water Services										
DCP										
	Water - Blackbutt	-	-	-	-	-	-	17,045.84	3,228.89	20,274.53
	Water - Kingaroy	96,950.95	66,049.00	-	-	-	164,999.95	6,990.90	137,822.56	144,813.46
	Water - Kumbia	1,862,912.39	3,258,209.00	-	-	30,000.00	5,091,121.39	299,548.18	989,991.61	1,189,539.79
	Water - Murgon	-	190,970.00	-	-	-	190,970.00	63,624.00	118,282.80	181,906.80
	Water - Nanango	93,000.00	-	-	-	-	93,000.00	-	115,484.49	115,484.49
	Water - Proston	248,907.86	141,094.00	-	-	-	390,001.66	-	166,161.05	186,161.05
	Rural Water - Prosto	170,000.00	42,265.00	-	-	5,000.00	207,265.00	-	59,031.92	59,031.92
	Water - Wondal	-	100,000.00	-	-	35,000.00	135,000.00	193,196.09	24,148.51	217,345.60
	Water - Wooroolin	-	222,642.00	-	-	-	222,642.00	4,181.82	4,405.33	8,587.15
		-	100,000.00	-	-	-	100,000.00	-	6,860.05	6,860.05
		2,373,771.00	4,121,229.00	-	-	0.00	6,595,000.00	584,566.83	1,645,407.81	2,129,984.64
Wastewater Services										
Wastewater - Blackbu										
	Wastewater - Kingaroy	86,720.62	263,279.00	-	-	-	339,999.62	-	2,986.87	2,986.87
	Wastewater - Murgon	629,122.33	273,696.00	-	-	-	902,818.33	-	32,237.82	32,237.82
	Wastewater - Nanango	137,343.02	833,495.00	-	-	294,605.00	676,233.02	-	15,929.46	15,929.46
	Wastewater - Wondal	196,344.03	811,668.00	-	-	-	907,000.03	-	1,475.88	1,475.88
		-	1,000,807.00	-	-	294,605.00	1,295,212.00	41,100.00	908.69	42,008.69
		1,048,530.00	2,972,733.00	-	-	-	4,021,263.00	41,100.00	44,612.94	85,712.94
Waste										
Waste Management - R										
		226,026.00	322,318.00	-	-	-	548,343.00	34,110.00	33,160.23	67,270.23
		226,026.00	322,318.00	-	-	-	548,343.00	34,110.00	33,160.23	67,270.23
		22,532,600.00	13,666,937.00	-	3,862,227.00	-	31,880,161.00	3,449,038.99	14,032,582.17	17,481,721.16

13.3 IS - 2599496 - Road Maintenance Expenditure Report

Document Information

ECM ID 2599496

Author General Manager Finance

Date 4 June 2019

Précis

Report of the Road Maintenance Expenditure of South Burnett Regional Council as at 31 May 2019.

Summary

The following information provides a snapshot of Council's Road Maintenance Expenditure Report as at 31 May 2019.

Officer's Recommendation

That the South Burnett Regional Council's Road Maintenance Expenditure Report as at 31 May 2019 be received.

Road Maintenance Expenditure Report

as at 31 May 2019

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Works Project: 005261 - RAD Maintenance 2017/2018					
Asset: 0039121 - Baynes Street					
OP.028446	Baynes st premix patching	1	512.92	-	512.92
			512.92	-	512.92
Asset: 0023320 - Boondooma Dam Lookout Road					
OP.028452	Boondooma lookout rd jetpatching	1	447.12	-	447.12
			447.12	-	447.12
Asset: 0023601 - Brook Road					
OP.028068	Brook rd replace rusted out grate	1	158.03	-	158.03
			158.03	-	158.03
Asset: 0024200 - Cooleys Road					
OP.028105	Cooleys Road - High priority defect repa	1	-	1,080.00	1,080.00
			-	1,080.00	1,080.00
Asset: 0024393 - Crittenden Road					
OP.028099	Crittenden Road - High priority defects	1	324.55	-	324.55
			324.55	-	324.55
Asset: 0034433 - Haly Street					
OP.028354	Haly st repair storm water outlets	1	128.85	-	128.85
			128.85	-	128.85
Asset: 0026338 - Hivesville Road					
OP.028383	Hivesville rd jetpatching	1	1,137.71	-	1,137.71
			1,137.71	-	1,137.71
Asset: 0026494 - Hoggs Road					
OP.027243	Hoggs Rd - Spot Mtce	1	1,336.36	-	1,336.36
			1,336.36	-	1,336.36
Asset: 0026565 - Holts Road					
OP.027759	Holts Rd - Spot Mtce	1	756.00	-	756.00
			756.00	-	756.00
Asset: 0022095 - Kent Street					
OP.028447	Kent st premix patching	1	907.69	-	907.69
			907.69	-	907.69
Asset: 0027823 - Maidenwell Glenclyffe Road					
OP.027287	Maidenwell Glenclyffe Rd - Spot Mtce	1	327.11	-	327.11
			327.11	-	327.11
Asset: 0029417 - Parallel Road					
OP.027285	Parallel Rd - Spot Mtce	1	811.37	-	811.37
			811.37	-	811.37
Asset: 0029574 - Peterson Drive					
OP.027871	Peterson drv patching	1	600.65	-	600.65
			600.65	-	600.65
Asset: 0029825 - Reagon Road					
OP.028219	Reagon Road - HP Defects	1	1,431.82	-	1,431.82
			1,431.82	-	1,431.82
Asset: 0039809 - Webb Street					
OP.028343	Webb st jetpatching	1	293.60	-	293.60
			293.60	-	293.60
Asset: 0037064 - West Street					
OP.028445	West st scour repair	1	175.45	-	175.45
			175.45	-	175.45
Asset: 0032380 - Wilsons Road					
OP.028331	Wilsons Road - Spot Mtce	1	-	4,800.00	4,800.00
			-	4,800.00	4,800.00
RAD Maintenance 2017/2018 Total			3,469.23	-	3,469.23
Works Project: 005453 - Maintenance - Bridges - 2018/19					
Asset: 0027910 - AB Grimes Bridge (Ch2.50)					
OP.030371	AB Grimes Bridge - Manar Rd	1	315.56	-	315.56
			315.56	-	315.56

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0031056 - Bob Morgan Bridge (Ch 7.40)					
OP.030364	Bob Morgan Bridge - Stonelands Rd	1	871.08	-	871.08
			871.08	-	871.08
Asset: 0026689 - Boughyard Bridge (Ch 39.80)					
OP.030365	Boughyard Bridge - Iron Pot Rd	1	189.08	-	189.08
			189.08	-	189.08
Asset: 0031171 - Bridge (Ch 0.80)					
OP.030368	Unnamed Bridge - Stumckes Rd	1	189.09	-	189.09
			189.09	-	189.09
Asset: 0026604 - Home Creek Bridge (Ch 3.95)					
OP.030366	Home Creek Bridge - Home Crk Loop Rd	1	189.09	-	189.09
			189.09	-	189.09
Asset: 0025567 - Horse Gully Bridge (Ch 35.90)					
OP.030367	Horse Gully Bridge - Gayndah H'ville Rd	1	189.08	-	189.08
			189.08	-	189.08
Asset: 0031814 - Webbers Creek Bridge (Ch 3.60)					
OP.030369	Webbers Bridge - Webbers Bridge Rd	1	189.08	-	189.08
			189.08	-	189.08
	Maintenance - Bridges - 2018/19 Total		2,132.06	-	2,132.06
Works Project: 005467 - Maintenance 2018/19					
Asset: 0022459 - Aberdeen Avenue					
OP.028601	Aberdeen Avenue street sweeping	1	473.85	-	473.85
OP.030419	Durong School Street sweeping	1	676.93	-	676.93
			1,150.78	-	1,150.78
Asset: 0022476 - Aerodrome Road					
OP.029422	Aerodrome Road Supervision	1	-	-	-
			-	-	-
Asset: 0032774 - Albert Street					
OP.028612	Albert St K'Roy Signage	1	534.23	-	534.23
OP.029260	Albert street premix patching	1	1,364.02	-	1,364.02
			1,898.25	-	1,898.25
Asset: 0022486 - Alcocks Road					
OP.029169	Alcocks Rd - Medium Grade	1	6,013.25	-	6,013.25
OP.030678	Alcocks - Patrol Grade	1	384.76	-	384.76
			6,398.01	-	6,398.01
Asset: 0000145 - Alexander and Lawson Road - refer attachment					
OP.029647	Alexander & Lawson Rd Medium Grade	1	2,614.85	-	2,614.85
OP.031164	Alexander and Lawson - Patrol Grade	1	63.50	-	63.50
			2,678.35	-	2,678.35
Asset: 0032827 - Alexander Street					
OP.031122	Alexander st signs	1	707.39	-	707.39
			707.39	-	707.39
Asset: 0032880 - Alford Street					
OP.028898	Alford st premix patching	1	1,632.04	-	1,632.04
OP.028996	Alford st roundabout giveway sign repair	1	818.55	-	818.55
OP.029096	Alford st repair kerb	1	840.65	-	840.65
OP.029240	Alford Street Drainage	1	873.97	-	873.97
OP.029258	Alford Street premix patching	1	803.16	-	803.16
OP.029321	Alford st footpath repairs	1	282.18	-	282.18
OP.029926	Alford Street - Clean out open drains	1	5,997.86	-	5,997.86
OP.030806	Alford Street - Clean drain	1	3,050.73	-	3,050.73
OP.031137	Alford st Footpath Repairs	1	3,330.78	-	3,330.78
OP.031190	Alford Street - Drainage (install grate)	1	1,271.62	181.82	1,453.44
			18,901.54	181.82	19,083.36
Asset: 0015296 - ALFORD STREET CARPARK					
OP.028834	Alford st carpark premix patching	1	3,436.28	-	3,436.28
			3,436.28	-	3,436.28
Asset: 0033010 - Alford Street East					
OP.029084	Alford st pavement repair	1	23,177.61	-	23,177.61
OP.030043	Alford st pipe seperation	1	225.74	-	225.74

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			23,403.35	-	23,403.35
Asset: 0022002 - Alfred Street					
OP.030310	Alfred street jetpatching	1	214.49	-	214.49
OP.031115	33 Alfred st N.go Clean drains	1	796.88	-	796.88
			1,011.37	-	1,011.37
Asset: 0033047 - Alice Street					
OP.028981	Alice st premix patching	1	716.11	-	716.11
OP.031511	Alice St - Pothole patch	1	268.88	-	268.88
			984.99	-	984.99
Asset: 0022533 - Allen Road					
OP.029604	Allen Rd - Replace name blade	1	103.00	-	103.00
OP.030769	Allen rd Boom Mowing	1	2,323.70	-	2,323.70
OP.030978	Allen rd - Tree removal	1	2,208.10	-	2,208.10
			4,634.80	-	4,634.80
Asset: 0022545 - Allies Creek Road					
OP.031124	Allies Creek Road Patrol Grade	1	9,993.31	-	9,993.31
OP.031170	Allies Creek Rd - Gravel Supply & Delive	1	2,371.40	-	2,371.40
			12,364.71	-	12,364.71
Asset: 0022555 - Althause Road					
OP.029680	Althause Rd - Tree removal	1	137.13	-	137.13
OP.031065	Althause Road - Patrol Grade	1	1,086.92	-	1,086.92
			1,224.05	-	1,224.05
Asset: 0022558 - Amaroo Drive					
OP.030901	Amaroo dr signage	1	184.98	-	184.98
			184.98	-	184.98
Asset: 0022562 - Anderson Road					
OP.029920	Anderson Road- Remove Trees/Saplings	1	481.81	-	481.81
			481.81	-	481.81
Asset: 0022566 - Andersons Road					
OP.030332	Andersons rd Patrol Grade	1	4,163.03	-	4,163.03
			4,163.03	-	4,163.03
Asset: 0022569 - Andrews Road					
OP.029605	Andrews Rd - Replace name blade	1	267.18	-	267.18
OP.029612	Andrews Road - Jet patch	1	1,323.48	-	1,323.48
			1,590.66	-	1,590.66
Asset: 0022586 - Annings Road					
OP.030091	Annings rd tree branch removal	1	1,468.55	-	1,468.55
OP.030564	annings rd premix patching	1	578.76	-	578.76
OP.030821	Annings Road - Patrol Grade	1	513.00	-	513.00
OP.031012	annings rd pipe separation	1	812.93	-	812.93
			3,373.24	-	3,373.24
Asset: 0038020 - Appin Street East					
OP.029008	Appin st East stop sign	1	180.04	-	180.04
			180.04	-	180.04
Asset: 0038033 - Appin Street West					
OP.028826	Appin st west - Jet patch	1	259.13	-	259.13
OP.030974	Appin street west- clean open drains	1	2,365.41	-	2,365.41
			2,624.54	-	2,624.54
Asset: 0033076 - Armstrong Street					
OP.028792	Armstrong St - Replace Give Way sign	1	382.66	-	382.66
			382.66	-	382.66
Asset: 0022605 - Armstrongs Road					
OP.030637	Armstrongs Rd - Patrol Grade	1	1,169.82	-	1,169.82
			1,169.82	-	1,169.82
Asset: 0033086 - Arthur Street					
OP.028570	Arthur Street drainage	1	588.31	-	588.31
			588.31	-	588.31
Asset: 0033108 - Avoca Street					
OP.031287	Avoca st sign	1	206.02	-	206.02
			206.02	-	206.02
Asset: 0022620 - Back Creek Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030583	Back Creek Rd - Patrol Grade	1	1,818.59	-	1,818.59
			1,818.59	-	1,818.59
Asset: 0022626 - Back Road					
OP.030815	Back Road - Patrol Grade	1	1,147.50	-	1,147.50
			1,147.50	-	1,147.50
Asset: 0039111 - Bailey Street					
OP.029516	Bailey Street - Repair Edge Drop Off	1	1,140.89	-	1,140.89
			1,140.89	-	1,140.89
Asset: 0022630 - Baker Road					
OP.030376	Baker Rd Patrol Grade	1	922.22	-	922.22
			922.22	-	922.22
Asset: 0022634 - Ballin Road					
OP.028536	Ballin Rd - Hp defects	1	1,054.53	-	1,054.53
OP.030658	Ballin Rd - Patrol Grade	1	1,899.89	-	1,899.89
			2,954.42	-	2,954.42
Asset: 0033175 - Barbara Street					
OP.028830	Barbara st kerb repair	1	2,461.89	-	2,461.89
			2,461.89	-	2,461.89
Asset: 0022653 - Barkers Road					
OP.030445	Barkers Rd - Patrol Grade	1	239.48	-	239.48
			239.48	-	239.48
Asset: 0022656 - Barlil Road					
OP.030836	Barlill Road - Patrol Grade	1	289.35	-	289.35
			289.35	-	289.35
Asset: 0039117 - Barr Street					
OP.030799	barr st drainage	1	1,516.31	-	1,516.31
OP.030935	barr street - Surface correct & Cracks	1	2,336.11	267.16	2,603.27
			3,852.42	267.16	4,119.58
Asset: 0022661 - Barret Road					
OP.030488	Barret Rd - Patrol Grade	1	224.99	-	224.99
			224.99	-	224.99
Asset: 0022664 - Barrons Road					
OP.028458	Barrons Rd - Medium Grade	1	22,607.91	-	22,607.91
OP.029123	Barrons Rd - Gravel supply & delivery	1	14,073.96	-	14,073.96
			36,681.87	-	36,681.87
Asset: 0022675 - Barsbys Road					
OP.029290	Barsby's rd tree removal	1	237.61	-	237.61
OP.029365	Barsbys Road Storm 11/10	1	-	-	-
OP.029423	Barsbys Road Supervision	1	-	-	-
			237.61	-	237.61
Asset: 0039121 - Baynes Street					
OP.028682	Baynes street jetpatching	1	2,188.48	-	2,188.48
OP.029015	Baynes st giveway sign	1	153.80	-	153.80
OP.029022	Baynes st premix patching	1	1,262.16	-	1,262.16
			3,604.44	-	3,604.44
Asset: 0022696 - Beers Road					
OP.030911	beers rd pipe separation	1	1,568.84	-	1,568.84
OP.031498	Beers Road Formation Grading	1	3,952.55	-	3,952.55
			5,521.39	-	5,521.39
Asset: 0022716 - Beils Road					
OP.030309	Beils Rd - Medium grade	1	12,305.80	-	12,305.80
			12,305.80	-	12,305.80
Asset: 0022725 - Beitzel Road					
OP.028518	Beitzel Rd - HP defects	1	4,386.82	-	4,386.82
OP.028825	Beitzel Road Boom Mowing	1	2,375.22	-	2,375.22
OP.030747	Beitzel Road - Patrol Grade	1	4,658.67	-	4,658.67
			11,420.71	-	11,420.71
Asset: 0022734 - Belair Drive					
OP.029034	Belair drv premix patching	1	6,710.03	-	6,710.03
			6,710.03	-	6,710.03
Asset: 0022738 - Belgrave Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030431	Belgrave Rd - Patrol Grade	1	3,300.49	-	3,300.49
			3,300.49	-	3,300.49
Asset: 0033230 - Bell Street					
OP.030555	Bell Street - Drainage	1	1,353.85	-	1,353.85
			1,353.85	-	1,353.85
Asset: 0022744 - Bellbird Road					
OP.029367	Bellbird Road storm 11/10	1	-	-	-
OP.029424	Bellbird Road Supervision	1	-	-	-
OP.031351	Bellbird Rd - Pothole Patch	1	1,973.19	-	1,973.19
			1,973.19	-	1,973.19
Asset: 0033333 - Belle Street					
OP.031512	Belle St - Pothole Patch	1	167.48	-	167.48
			167.48	-	167.48
Asset: 0022788 - Bellottis Road					
OP.030826	Bellottis Road - Patrol Grade	1	3,500.16	-	3,500.16
OP.031127	Bellottis rd premix patching	1	239.91	-	239.91
OP.031313	bellottis rd drainage	1	847.13	-	847.13
			4,587.20	-	4,587.20
Asset: 0022814 - Bells Road					
OP.028933	Bells Road HP repairs	1	1,343.24	-	1,343.24
OP.030092	Bells road - Patrol Grading	1	117.37	-	117.37
			1,460.61	-	1,460.61
Asset: 0022817 - Benair Road					
OP.028541	Benair Rd - Medium Grade	1	24,849.84	-	24,849.84
OP.028543	Benair Rd - Gravel Supply & Delivery	1	14,917.63	-	14,917.63
OP.028655	Benair Road Tree Mulching	1	278.51	-	278.51
OP.030924	Benair Road Call out	1	330.70	-	330.70
			40,376.68	-	40,376.68
Asset: 0022887 - Berlin Road					
OP.028813	Berlins Road Boom Mowing	1	1,686.47	-	1,686.47
OP.030109	Berlins Road - Pothole Patch	1	791.26	-	791.26
			2,477.73	-	2,477.73
Asset: 0022903 - Berlins Road					
OP.030964	Berlins Road, Dangore - Medium Grade	1	4,073.59	-	4,073.59
			4,073.59	-	4,073.59
Asset: 0022911 - Bessons Road					
OP.030793	Bessons Road Patrol Grade	1	489.39	-	489.39
			489.39	-	489.39
Asset: 0022914 - Beutels Road					
OP.029122	Beutels Rd - Heavy Grade	1	28,162.39	-	28,162.39
OP.029302	Beutels Rd - Gravel Supply & Delivery	1	30,706.59	-	30,706.59
			58,868.98	-	58,868.98
Asset: 0022920 - Bicks Road					
OP.030403	Bicks Road - pothole patch various	1	4,372.93	-	4,372.93
			4,372.93	-	4,372.93
Asset: 0022961 - Birchs Road					
OP.030740	Birchs Road - Patrol Grade	1	1,888.88	-	1,888.88
			1,888.88	-	1,888.88
Asset: 0022965 - Birds Road					
OP.030086	Birds Road - Patrol Grade	1	1,468.32	-	1,468.32
			1,468.32	-	1,468.32
Asset: 0022971 - Birt Road					
OP.029089	Birt rd premix patching	1	852.71	-	852.71
OP.030248	Birt Rd - Hp repairs	1	2,091.58	-	2,091.58
			2,944.29	-	2,944.29
Asset: 0038112 - Bishop Road					
OP.031310	Bishop rd - SIGN BLADE	1	348.04	-	348.04
			348.04	-	348.04
Asset: 0022998 - Bishops Road					
OP.029343	Bishops rd signage road ends	1	400.92	-	400.92
OP.031073	Bishops Road - Patrol Grade	1	1,188.79	-	1,188.79

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			1,589.71	-	1,589.71
Asset: 0023002 - Blackburns Road					
OP.030831	Blackburns Road - Patrol Grade	1	1,054.21	-	1,054.21
OP.031018	blackburns rd signage	1	418.42	-	418.42
			1,472.63	-	1,472.63
Asset: 0023011 - Blackbutt Crows Nest Road					
OP.028511	Blackbutt Crowsnest pothole repairs	1	449.69	-	449.69
OP.029572	Blackbutt Crows Nest rd- jet patch	1	4,666.57	-	4,666.57
OP.031083	Bbutt Crows Nest Rd - Gravel Supply	1	83.17	-	83.17
OP.031293	Blackbutt Crows Nest Rd - Pothole Patch	1	4,988.01	-	4,988.01
			10,187.44	-	10,187.44
Asset: 0038114 - Blackbutt Street					
OP.028985	Blackbutt st B/Butt- Jet patch	1	1,447.50	-	1,447.50
			1,447.50	-	1,447.50
Asset: 0023035 - Blacks Crossing Road					
OP.031069	Blacks Crossing Road - Patrol Grade	1	817.10	-	817.10
			817.10	-	817.10
Asset: 0039156 - Blake Street					
OP.028903	Blake Street - Repair trip hazard	1	4,089.84	-	4,089.84
			4,089.84	-	4,089.84
Asset: 0023046 - Blanchs Road					
OP.030230	Blanchs Rd - HP repair	1	4,309.73	-	4,309.73
OP.030526	Blanchs Road - Patrol Grade	1	1,912.50	-	1,912.50
			6,222.23	-	6,222.23
Asset: 0023050 - Boardman Road					
OP.029368	Boardman Road Storm 11/10	1	-	-	-
OP.029425	Boardman Road Supervision	1	-	-	-
			-	-	-
Asset: 0023053 - Boat Mountain Road					
OP.028624	Boat Mountain jetpatching	1	1,656.88	-	1,656.88
OP.030915	Boat Mt Rd signage	1	957.37	-	957.37
OP.030946	boat mt rd pipe separation	1	2,142.96	-	2,142.96
OP.031492	Boat mt rd tree trimming	1	1,689.12	-	1,689.12
			6,446.33	-	6,446.33
Asset: 0023129 - Boisens Road					
OP.030084	Boisens road- Patrol Grade	1	1,479.28	-	1,479.28
			1,479.28	-	1,479.28
Asset: 0023132 - Boldery Road					
OP.030373	Boldery Rd Patrol Grade	1	1,517.64	-	1,517.64
			1,517.64	-	1,517.64
Asset: 0023142 - Bonds Road					
OP.028664	Bonds road tree removal	1	1,123.64	-	1,123.64
			1,123.64	-	1,123.64
Asset: 0023152 - Booie Crawford Road					
OP.030900	Booie Crawford Rd - Pothole patch	1	689.49	-	689.49
OP.031340	Booie Crawford Rd - Patrol grade	1	557.46	-	557.46
OP.031341	Booie Crawford rd - Patrol Grade	1	1,113.93	-	1,113.93
OP.031403	booie crawford give way sign	1	1,138.31	-	1,138.31
			3,499.19	-	3,499.19
Asset: 0023251 - Booie Road					
OP.028540	Booie Road - HP Defects	1	4,255.74	-	4,255.74
OP.028748	Booie Road, Potholes in Shoulders	1	2,370.07	-	2,370.07
OP.029189	Booie Rd- Pre-mix various location	1	2,960.29	-	2,960.29
OP.029306	Booie Road - Tree removal	1	2,191.24	-	2,191.24
OP.029314	Booie Road Call out	1	142.21	-	142.21
OP.029344	Booie rd signgae	1	140.58	-	140.58
OP.029369	Booie Road storm 11/10	1	-	-	-
OP.029427	Booie Road Supervision	1	-	-	-
OP.029608	Booie Road - Jet patch	1	557.70	-	557.70
OP.030645	Booie Rd - Heavy Grade	1	20,587.87	4,545.45	25,133.32
OP.030646	Booie Rd - Tree removal	1	22,416.94	-	22,416.94

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030647	Booie Rd - Shoulder resheeting	1	26,408.97	-	26,408.97
OP.030671	Booie Road - Patrol Grade	1	38.20	-	38.20
			82,069.81	4,545.45	86,615.26
Asset: 0023320 - Boondooma Dam Lookout Road					
OP.030917	boondooma dam lookout road trees	1	2,414.98	-	2,414.98
			2,414.98	-	2,414.98
Asset: 0023330 - Boonenne Ellesmere Road					
OP.029370	Boonenne Ellesmere Rd storm 11/10	1	-	-	-
OP.029429	Boonenne Ellesmere Rd Supervision	1	-	-	-
			-	-	-
Asset: 0033384 - Booth Street					
OP.030902	Booth St - School 40km sign replacement	1	797.89	-	797.89
			797.89	-	797.89
Asset: 0023409 - Borcharts Road					
OP.030288	Borcharts Rd - Med Grade	1	7,203.69	-	7,203.69
			7,203.69	-	7,203.69
Asset: 0023405 - Borcherts Hill Road					
OP.030105	Borcherts Hill Rd - Pothole Patch	1	2,458.06	-	2,458.06
OP.030681	Borcherts Road - Patrol Grade	1	2,366.59	-	2,366.59
			4,824.65	-	4,824.65
Asset: 0022015 - Bowhunters Road					
OP.031325	Bowhunters Rd - Patrol Grade	1	1,188.94	-	1,188.94
			1,188.94	-	1,188.94
Asset: 0023427 - Bowman Road					
OP.029058	Bowmans Road - Jet patch	1	3,004.21	-	3,004.21
OP.031260	Bowman Rd - Pothole Patch	1	3,295.32	-	3,295.32
			6,299.53	-	6,299.53
Asset: 0023437 - Boyne River Road					
OP.029658	Boyne River Road - HP Defects	1	15,983.23	-	15,983.23
			15,983.23	-	15,983.23
Asset: 0023468 - Bradleys Road					
OP.029974	Bradleys rd premix patching	1	8,849.26	-	8,849.26
			8,849.26	-	8,849.26
Asset: 0039170 - Bramston Lane					
OP.030914	bramston lane no through rd sign	1	571.68	-	571.68
			571.68	-	571.68
Asset: 0022016 - Bramston Street					
OP.031116	Bramston st footpath repair	1	326.36	-	326.36
			326.36	-	326.36
Asset: 0023496 - Brand Road					
OP.031232	brand rd tree removal	1	845.40	-	845.40
			845.40	-	845.40
Asset: 0023515 - Bridget Carroll Road					
OP.029318	Bridget Carroll Road - HP defect	1	9,712.09	-	9,712.09
			9,712.09	-	9,712.09
Asset: 0023524 - Brights Road					
OP.029911	Callout Brights rd	1	292.41	-	292.41
OP.030556	Brights Rd - Patrol mGrade	1	868.94	-	868.94
OP.030640	BRIGHTS ROAD-REPAIR SIGN	1	459.59	-	459.59
			1,620.94	-	1,620.94
Asset: 0038123 - Brisbane Street					
OP.029009	Brisbane st giveaway sign	1	75.20	-	75.20
OP.030472	Brisbane st. Clean drains	1	254.08	-	254.08
OP.030490	72 Brisbane St- repair grate	1	3,296.76	-	3,296.76
OP.030950	Brisbane/Hay Street- Clean drains	1	808.42	-	808.42
			4,434.46	-	4,434.46
Asset: 0023536 - Broad Creek Road					
OP.029172	Broad Creek Rd - HP potholes and washout	1	492.59	-	492.59
OP.030225	Broad Creek Rd - Spot Maintenance	1	3,554.52	-	3,554.52
			4,047.11	-	4,047.11
Asset: 0023585 - Broadwater Access Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030726	Broadwater Access Road - Patrol Grade	1	2,307.58	-	2,307.58
			2,307.58	-	2,307.58
Asset: 0023601 - Brook Road					
OP.030217	Brook Road - Pothole patch	1	2,265.15	-	2,265.15
			2,265.15	-	2,265.15
Asset: 0038174 - Brooklands Peron Road					
OP.028731	Brooklands Peron Rd - Heavy Grade	1	8,966.45	-	8,966.45
OP.028732	Brooklands Peron Rd Gravel supply & deliv	1	16,529.94	-	16,529.94
			25,496.39	-	25,496.39
Asset: 0023617 - Brooklands Pimpimbudgee Road					
OP.029286	Brooklands pimpimbudgee- Jet Patch	1	6,391.05	-	6,391.05
OP.031111	Brooklands Pimpimbudgee Rd	1	6,828.51	-	6,828.51
OP.031176	137 B/Land- Pimp- clean & fill drain	1	1,363.14	-	1,363.14
			14,582.70	-	14,582.70
Asset: 0038176 - Brown Street					
OP.028657	Brown St Nanango Signage	1	602.13	-	602.13
OP.030961	Brown Street - Pothole patch various	1	359.05	-	359.05
			961.18	-	961.18
Asset: 0023660 - Brownless Road					
OP.031056	Brownless rd pipe separation	1	1,093.48	-	1,093.48
			1,093.48	-	1,093.48
Asset: 0022021 - Buchholz Road					
OP.030374	Buchholz Rd Patrol Grade	1	1,353.58	-	1,353.58
			1,353.58	-	1,353.58
Asset: 0023669 - Buckland Road					
OP.028591	Buckland RD Scoured drain	1	9,767.42	-	9,767.42
			9,767.42	-	9,767.42
Asset: 0023673 - Bullcamp Road					
OP.028589	Bullcamp Road - HP Defects	1	8,698.65	-	8,698.65
OP.028937	Bullcamp rd Heavy Grade	1	7,340.61	-	7,340.61
OP.028938	Bullcamp rd - Heavy Grade 6.8-7.9	1	17,695.20	-	17,695.20
OP.028939	Bullcamp rd - Resheet 5.5-6.3	1	6,143.55	-	6,143.55
OP.028940	Bullcamp rd - Resheet 6.8-7.9	1	21,352.57	-	21,352.57
OP.028941	Bullcamp Road heavy grade	1	3,136.30	-	3,136.30
			64,366.88	-	64,366.88
Asset: 0023697 - Bullcamp Runnymede Road					
OP.029135	Bullcamp Runnymede Rd - Grading	1	6,952.65	-	6,952.65
			6,952.65	-	6,952.65
Asset: 0023700 - Bunya Avenue					
OP.029033	Bunya Ave - Install Guideposts	1	1,780.23	-	1,780.23
OP.030351	Bunya Avenue - Pothole Patch various	1	2,831.35	-	2,831.35
OP.030563	bunya av premix patching	1	289.70	-	289.70
OP.031107	Bunya av pavement failure	1	7,854.97	-	7,854.97
OP.031374	Bunya Avenue - Footpath Contruction	1	10,174.86	4,118.24	14,293.10
			22,931.11	4,118.24	27,049.35
Asset: 0023711 - Bunya Way					
OP.028512	BUNYA WAY BLACKBUTT Repair sign damage	1	116.79	-	116.79
OP.031086	Bunya Way - Tree removal	1	4,150.00	-	4,150.00
OP.031088	Bunya Way - Silt removal RHS	0	-	-	-
			4,266.79	-	4,266.79
Asset: 0023712 - Bunya Way (Ch 0 - 0.8)					
OP.031088	Bunya Way - Silt removal RHS	1	590.00	-	590.00
			590.00	-	590.00
Asset: 0023718 - Burkes Road					
OP.030407	Burkes Rd - pothole patch various	1	642.99	-	642.99
			642.99	-	642.99
Asset: 0038200 - Burnett Street					
OP.028750	Burnett Street, Damaged Guide Posts	1	98.14	-	98.14
OP.029662	Burnett Street Edge drop off repairs	1	1,729.46	-	1,729.46
OP.029664	Burnett Street Drainage	1	991.17	-	991.17
OP.030433	Burnett St - Patrol Grade	1	2,600.56	-	2,600.56

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			5,419.33	-	5,419.33
Asset: 0039175 - Burns Road					
OP.029178	Burns Rd - Rural Addressing	1	99.71	-	99.71
OP.031315	Burns Rd - Patrol grade	1	555.92	-	555.92
			655.63	-	655.63
Asset: 0023733 - Burra Burri Road					
OP.030881	Burra Burri Road - Patrol Grade	1	5,657.68	-	5,657.68
			5,657.68	-	5,657.68
Asset: 0023830 - Burrows Street					
OP.031108	burrows st pavement failure	1	5,916.77	-	5,916.77
OP.031177	Burrows st shoulder resheet	1	788.99	-	788.99
			6,705.76	-	6,705.76
Asset: 0023843 - Burtons Road					
OP.028559	Burtons Rd	1	2,668.37	-	2,668.37
OP.029373	Burtons Road Storm 11/10	1	-	-	-
OP.029430	Burtons Road Supervision	1	-	-	-
			2,668.37	-	2,668.37
Asset: 0023881 - Bushnells Road					
OP.029710	Bushnells Road - Pre-mix	1	505.25	-	505.25
OP.031188	Bushnells Road - Pothole patch various	1	907.15	-	907.15
OP.031213	Bushnells road - signs & guide posts	1	768.21	-	768.21
OP.031362	Bushnells Rd - 2 new sign blades	1	403.33	-	403.33
			2,583.94	-	2,583.94
Asset: 0023895 - Buttsworth Road					
OP.028627	Buttsworth Rd - HP defects	1	803.52	-	803.52
OP.029602	Buttsworth Rd - Gravel supply & delivery	1	1,784.84	-	1,784.84
OP.029624	Buttsworth Rd - Heavy Grade	1	27,387.89	-	27,387.89
			29,976.25	-	29,976.25
Asset: 0023914 - Byanda Road					
OP.030580	Byanda Rd - Patrol Grade	1	2,318.94	-	2,318.94
			2,318.94	-	2,318.94
Asset: 0039181 - Cadell Street					
OP.029016	Cardell st giveway sign	1	253.02	-	253.02
OP.031095	Cadell st - Surface Correct various	1	5,639.48	-	5,639.48
			5,892.50	-	5,892.50
Asset: 0023920 - Cafferys Road					
OP.030652	Cafferys Rd - Patrol Grade	1	2,526.36	-	2,526.36
			2,526.36	-	2,526.36
Asset: 0023923 - Cairns Road					
OP.029345	Cairns rd Signage	1	151.70	-	151.70
			151.70	-	151.70
Asset: 0038230 - Cairns Street					
OP.029707	Cairns Street - Pre-Mix	1	406.25	-	406.25
			406.25	-	406.25
Asset: 0023931 - Calvert Road					
OP.028979	Calverts Road - Remove vegetation	1	1,053.51	-	1,053.51
			1,053.51	-	1,053.51
Asset: 0023934 - Cambridges Road					
OP.030486	Cambridges Rd - Patrol Grade	1	691.27	-	691.27
			691.27	-	691.27
Asset: 0033494 - Campbell Street					
OP.029925	Campbells st sign post repair	1	261.84	-	261.84
			261.84	-	261.84
Asset: 0022027 - Campbells Lane					
OP.030792	Campbells Lane Patrol Grade	1	290.65	-	290.65
			290.65	-	290.65
Asset: 0023955 - Campbells Road					
OP.028667	Campbells Rd Signage	1	3,271.54	-	3,271.54
OP.029360	Campbells Road Storm 11/10	1	-	-	-
OP.029419	Campbells Road Supervision	1	-	-	-
OP.030100	Campbells Road - Pothole Patch	1	6,398.12	-	6,398.12

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			9,669.66	-	9,669.66
Asset: 0023970 - Cants Road					
OP.028816	Cants Road - Pavement Repair & HP Defect	1	11,838.49	-	11,838.49
OP.030441	Cants Rd - Patrol Grade	1	1,710.19	-	1,710.19
			13,548.68	-	13,548.68
Asset: 0023989 - Carbeen Crescent					
OP.028500	Carbeen Street remove overhanging limb	1	175.18	-	175.18
OP.030773	Carbeen Crescent Boom Mowing	1	63.50	-	63.50
			238.68	-	238.68
Asset: 0033517 - Carinya Street					
OP.028997	Carinya st giveways signs	1	285.34	-	285.34
OP.029167	Carinya st ped crossing	1	1,643.03	-	1,643.03
OP.031387	Carinya Street - Drainage other	1	4,086.98	578.85	4,665.83
OP.031390	Carinya Street Call out	1	74.73	-	74.73
			6,090.08	578.85	6,668.93
Asset: 0033546 - Carroll Street					
OP.029966	Carroll st stop signs	1	442.23	-	442.23
			442.23	-	442.23
Asset: 0024005 - Carseldine Road					
OP.029632	Carseldine Road - HP Defects	1	13,835.66	-	13,835.66
			13,835.66	-	13,835.66
Asset: 0024008 - Carters Road					
OP.030829	Carters Road - Patrol Grade	1	407.79	-	407.79
			407.79	-	407.79
Asset: 0024015 - Cause Road					
OP.028519	Cause Rd - HP defects	1	7,193.63	-	7,193.63
			7,193.63	-	7,193.63
Asset: 0037494 - Cherbourg Road					
OP.030763	Cherbourg Rd - pothole patch	1	7,348.56	-	7,348.56
OP.030967	cherbourg rd signage	1	311.40	-	311.40
OP.031097	Cherbourg rd call out	1	62.92	-	62.92
			7,722.88	-	7,722.88
Asset: 0038274 - Chester Street					
OP.029010	Chester st giveaway sign	1	223.64	-	223.64
OP.030312	Chester Street jetpatching	1	505.38	-	505.38
OP.031138	Clean open drain - 35 Chester st Nanango	1	1,050.99	-	1,050.99
			1,780.01	-	1,780.01
Asset: 0024053 - Clapperton Road					
OP.028514	Clapperton Rd - HP repairs	1	3,716.02	-	3,716.02
			3,716.02	-	3,716.02
Asset: 0024056 - Clark and Swendsons Road					
OP.028468	Clarke and Swendson shoulder repair	1	5,117.29	-	5,117.29
OP.028973	Clarke and Swendson Jetpatching	1	2,173.04	-	2,173.04
OP.030191	Clark and Swendsons Rd - Boom mowing	1	983.87	-	983.87
OP.030957	Remove fallen tree at 6 and low hanging	1	1,493.84	-	1,493.84
OP.030958	Clarke & Swendson - Pothole patch variou	1	676.05	-	676.05
			10,444.09	-	10,444.09
Asset: 0024081 - Clovelly Lane					
OP.030722	Clovelly Lane - Patrol Grade	1	841.91	-	841.91
OP.031011	clovelly lane installation of depthmarker	1	656.23	-	656.23
OP.031230	dip rd scours	0	-	-	-
			1,498.14	-	1,498.14
Asset: 0024092 - Cloyna West Road					
OP.030336	cloyna west rd pothole patching	1	504.54	-	504.54
			504.54	-	504.54
Asset: 0033586 - Club Lane					
OP.031092	Club Lane Various pothole	1	313.42	-	313.42
			313.42	-	313.42
Asset: 0033593 - Cobb Street South					
OP.031055	cobb st south signage	1	1,143.68	-	1,143.68
OP.031102	Cobb st drainage	1	3,835.09	-	3,835.09

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			4,978.77	-	4,978.77
Asset: 0024116 - Cobbs Hill Road					
OP.030833	Cobbs Hill Road - Patrol Grade	1	3,467.66	-	3,467.66
OP.031015	Cobbs hill rd signage	1	567.60	-	567.60
OP.031025	Cobbs Hill guideposts	1	211.79	-	211.79
			4,247.05	-	4,247.05
Asset: 0024136 - Cobby Road					
OP.028745	Cobby Road - Replace name blade	1	211.50	-	211.50
			211.50	-	211.50
Asset: 0024143 - Cobby Service Road					
OP.029513	11 Coby service rd- clean drains	1	913.68	-	913.68
OP.030772	Cobby Service rd Boom Mowing	1	63.50	-	63.50
			977.18	-	977.18
Asset: 0024147 - Coes Boundary Road					
OP.031166	Coes Boundary Road - Patrol Grade	1	2,584.07	-	2,584.07
			2,584.07	-	2,584.07
Asset: 0033598 - Collier Street					
OP.028790	Collier st pavement repair	1	18,993.69	-	18,993.69
			18,993.69	-	18,993.69
Asset: 0024154 - Coolabunia Malar Road					
OP.029374	Coolabunia Malar Rd storm 11/10	1	-	-	-
OP.029432	Coolabunia Malar Rd Supervision	1	-	-	-
OP.030656	Coolabunia Malar Rd - Patrol Grade	1	26,781.16	-	26,781.16
			26,781.16	-	26,781.16
Asset: 0024155 - Coolabunia Road					
OP.029474	Coolabunia Road Storm 11/10	1	-	-	-
OP.029480	Coolabunia Road Supervision	1	-	-	-
			-	-	-
Asset: 0024212 - Coomba Waterhole Road					
OP.028921	Coomba Waterhole Road signage repairs	1	97.30	-	97.30
			97.30	-	97.30
Asset: 0024216 - Cooper Road					
OP.031211	Cooper Rd - Patrol grade	1	118.42	-	118.42
			118.42	-	118.42
Asset: 0033612 - Coral Street					
OP.028485	Coral Street spot maintenance	1	1,424.45	-	1,424.45
			1,424.45	-	1,424.45
Asset: 0024225 - Corndale Road					
OP.029083	Corndale rd premix patching	1	14,346.28	-	14,346.28
			14,346.28	-	14,346.28
Asset: 0033637 - Cornish Street					
OP.030896	comish St - pothole patching various	1	735.21	-	735.21
			735.21	-	735.21
Asset: 0033650 - Coronation Drive					
OP.029346	Coronation Drive signage	1	849.86	-	849.86
			849.86	-	849.86
Asset: 0024277 - Couchmans Road					
OP.028659	Couchmans Rd Signage	1	448.42	-	448.42
OP.030352	Couchmans Rd - Street Sweeping	1	135.39	-	135.39
OP.030998	Couchmans Road Treeremoval	1	175.60	-	175.60
OP.031366	Couchman Rd - remove tree	1	566.28	-	566.28
			1,325.69	-	1,325.69
Asset: 0024319 - Coulsens Road					
OP.031026	Coulsen St - Footpath tree removal	1	74.34	-	74.34
			74.34	-	74.34
Asset: 0022036 - Coulson Street					
OP.029293	Coulson Street Blackbutt-Remove tree	1	261.86	-	261.86
OP.030934	TR2019/00082 - Coulson St Tree removal	1	351.71	-	351.71
			613.57	-	613.57
Asset: 0024325 - Coverty Road					
OP.029434	Coverty Road Supervision	1	-	-	-

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0033674 - Cowie Drive					
OP.028931	Cowie drv premix patching	1	830.96	-	830.96
			830.96	-	830.96
Asset: 0024363 - Cranitch Street					
OP.031109	cranitch rd pavement repair	1	3,004.75	-	3,004.75
			3,004.75	-	3,004.75
Asset: 0024393 - Crittenden Road					
OP.030803	Crittenden Rd - Patrol Grade	1	617.03	-	617.03
			617.03	-	617.03
Asset: 0024400 - Crownthorpe Road					
OP.030567	crownthorpe rd premix patching	1	542.69	-	542.69
OP.031019	crownthorpe rd pipe separation	1	761.94	-	761.94
			1,304.63	-	1,304.63
Asset: 0024476 - Crumpton Drive					
OP.031068	Crumpton Dr - Pothole patch	1	4,862.85	-	4,862.85
			4,862.85	-	4,862.85
Asset: 0024497 - Currawong Road					
OP.030333	Currawong Rd Patrol Grade	1	942.01	-	942.01
			942.01	-	942.01
Asset: 0024500 - Curtis Road					
OP.028892	Curtis Road Callout	1	826.19	-	826.19
OP.030099	Curtis Rd - Pothole Patch	1	987.12	-	987.12
OP.031171	Curtis rd & Taylor rd - sign blade	1	308.93	-	308.93
			2,122.24	-	2,122.24
Asset: 0024566 - Cushnie Road					
OP.029336	Cushnie Road -Repair Headwall & Sep pipe	1	4,239.53	-	4,239.53
OP.030104	Cushnie Road - Pothole Patch	1	1,317.72	-	1,317.72
OP.031182	cushnie rd signs	1	162.00	-	162.00
			5,719.25	-	5,719.25
Asset: 0024567 - Dangore Mountain Road					
OP.028991	Dangore mtn rd guide posts	1	320.24	-	320.24
OP.028992	Dangore mtn rd guide post	1	150.42	-	150.42
OP.030170	Dangore Mountain remove tree	1	435.66	-	435.66
OP.030905	Dangore Mountain Shoulder Repair	1	5,666.65	-	5,666.65
OP.030963	Dangore Mountain Rd - Medium grade	1	18,156.92	334.55	18,491.47
			24,729.89	334.55	25,064.44
Asset: 0024621 - Daniels Road					
OP.030828	Daniels Road - Patrol Grade	1	1,794.33	-	1,794.33
OP.031474	Daniels rd replace cam sign	1	439.34	-	439.34
			2,233.67	-	2,233.67
Asset: 0024651 - Darley Crossing Road					
OP.030259	Darley Crossing Rd - Patrol Grade	1	4,311.24	-	4,311.24
OP.030358	Darley Crossing Rd - Heavy Grade	1	-	-	-
OP.030359	Darley Crossing Rd - Gravel Resheet	1	-	-	-
OP.030360	Darley Crossing Rd - Replace floodway s	1	560.70	-	560.70
OP.030361	Darley Crossing Rd - Debris removal	1	11,900.41	-	11,900.41
OP.030515	Darley Crossing road - Install RCPs	0	-	-	-
			16,772.35	-	16,772.35
Asset: 0024654 - Darley Crossing Road (Ch 0 - 1.714)					
OP.030356	Darley Crossing Rd - Shoulder Resheet	1	14.61	-	14.61
			14.61	-	14.61
Asset: 0002246 - Darley Crossing Road (Ch 2850 - 4180)					
OP.030515	Darley Crossing road - Install RCPs	1	16,448.99	-	16,448.99
			16,448.99	-	16,448.99
Asset: 0024657 - Darley Estate Road					
OP.030292	Darley estate Patrol Grading	1	5,928.25	909.09	6,837.34
			5,928.25	909.09	6,837.34
Asset: 0024674 - David Road					
OP.029609	David Road - Jet patch	1	753.38	-	753.38
OP.029980	David Road Blackbutt - Tree removal	1	310.11	-	310.11

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			1,063.49	-	1,063.49
Asset: 0037521 - Davidson Street					
OP.029625	Davidson St - Pothole patch various	1	386.99	-	386.99
			386.99	-	386.99
Asset: 0024684 - Deep Creek Road					
OP.030214	Deep Creek Road - Pothole Patch	1	3,050.75	-	3,050.75
OP.030956	Deep Creek Road Storm Damage	1	398.13	-	398.13
			3,448.88	-	3,448.88
Asset: 0024760 - Denmark Road					
OP.028567	Denmark Rd - Shoulder Spot Maintenance	1	34,308.33	-	34,308.33
OP.029580	Denmark Rd - Storm 11/10	1	-	-	-
OP.029581	Denmark Rd - Supervision	1	-	-	-
			34,308.33	-	34,308.33
Asset: 0024777 - Devereux Drive					
OP.030775	Devereux drive Boom Mowing	1	63.50	-	63.50
			63.50	-	63.50
Asset: 0022048 - Dip Road					
OP.029499	Dip Rd - Supervision	1	-	-	-
OP.030019	Dip Road, Keysland - HP Defects	1	19,998.01	-	19,998.01
OP.031202	Dip Rd - Patrol grade	1	1,387.76	-	1,387.76
OP.031230	dip rd scours	1	575.79	-	575.79
			21,961.56	-	21,961.56
Asset: 0024807 - Donalds Road					
OP.030720	Donald Road - Patrol Grade	1	198.69	-	198.69
			198.69	-	198.69
Asset: 0033740 - Doonkuna Street					
OP.028998	Doonkuna st giveway sign	1	294.82	-	294.82
OP.029924	Doonkunna st Jetpatch graffiti	1	586.70	-	586.70
			881.52	-	881.52
Asset: 0038386 - Douglas Street					
OP.028603	Douglas street Blackbutt footpath defect	1	99.79	-	99.79
OP.029185	Douglas St - RSL footsteps new handrail	1	1,970.96	-	1,970.96
OP.029979	Douglas Street- Tree Removal	1	310.11	-	310.11
			2,380.86	-	2,380.86
Asset: 0024811 - Dowers Road					
OP.030686	Dowers Rd - Patrol Grade	1	8,809.64	-	8,809.64
			8,809.64	-	8,809.64
Asset: 0038415 - Drayton Street					
OP.029247	Drayton street - clean pipes	1	1,566.06	-	1,566.06
OP.030380	Drayton St (Palace hotel footpath repair	1	688.61	-	688.61
OP.030819	Drayton st - Pothole patch various potho	1	1,272.85	-	1,272.85
OP.031376	49 Drayton St - Repair man hole cover	1	419.43	-	419.43
			3,946.95	-	3,946.95
Asset: 0022050 - Duffs Boundary Road					
OP.029269	duffs boundary rd tree removal	1	167.07	-	167.07
OP.029292	Duffs Boundary Rd - Remove Tree	1	714.94	-	714.94
OP.030224	Duff Boundary Road silt removal	1	2,277.79	-	2,277.79
OP.030249	Duffs Boundary Rd - HP repairs	1	5,670.20	-	5,670.20
			8,830.00	-	8,830.00
Asset: 0024826 - Dunfords Road					
OP.031173	Dunfords Rd - Patrol Grade	1	2,524.84	-	2,524.84
			2,524.84	-	2,524.84
Asset: 0024845 - Durrant Road					
OP.030434	Durrant Rd - Patrol Grade	1	370.09	-	370.09
OP.031386	Durrant Road - Remove tree over road	1	293.04	-	293.04
			663.13	-	663.13
Asset: 0024853 - East Nanango Grindstone Road					
OP.029136	East Nanango Grindstone Rd - Grading	1	18,774.48	-	18,774.48
			18,774.48	-	18,774.48
Asset: 0024856 - East Nanango Road					
OP.028520	East Nanango Rd - HP defects	1	1,527.89	-	1,527.89

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.028874	East Nanango Rd Boom Mowing	1	1,585.21	-	1,585.21
OP.029308	East Nanango Rd - Medium Grade	1	8,226.74	-	8,226.74
OP.029338	East Ngo - Storm damage	1	1,130.72	-	1,130.72
OP.030589	East Nanango Rd - Patrol Grade	1	2,444.64	-	2,444.64
OP.030770	East Nanango rd Boom Mowing	1	63.50	-	63.50
			14,978.70	-	14,978.70
Asset: 0024871 - East Wooroolin Road					
OP.028663	East Wooroolin Drainage	1	5,114.76	-	5,114.76
OP.030731	East Wooroolin Road - Patrol Grade	1	2,429.52	-	2,429.52
			7,544.28	-	7,544.28
Asset: 0024910 - Eckarts Road					
OP.030633	Echarts Rd - Patrol Grade	1	1,435.98	-	1,435.98
			1,435.98	-	1,435.98
Asset: 0024913 - Edenvale North Road					
OP.028976	Edenvale premix patching	1	1,073.62	-	1,073.62
OP.030194	Edenvale North Rd - Boom mowing	1	338.06	-	338.06
			1,411.68	-	1,411.68
Asset: 0024929 - Edenvale South Road					
OP.029064	Edenvale south rd	1	648.39	-	648.39
OP.029347	Edenvale south rd Signage	1	146.69	-	146.69
OP.029377	Edenvale South Rd Storm 11/12	1	-	-	-
OP.029435	Edenvale South Rd Supervision	1	-	-	-
OP.029960	Edenvale south premix patching	1	4,572.89	-	4,572.89
OP.030290	Edenvale South Road - Rural Addressing	1	99.71	-	99.71
OP.030393	Edenvale South Rd- replace sign	1	346.82	-	346.82
			5,814.50	-	5,814.50
Asset: 0024983 - Edward Lane					
OP.029922	Edward Lane - HP Defects	1	934.03	-	934.03
			934.03	-	934.03
Asset: 0039258 - Edward Street					
OP.028999	Edward st stop sign	1	145.06	-	145.06
OP.029101	Edward st premix patching	1	2,160.04	-	2,160.04
			2,305.10	-	2,305.10
Asset: 0024986 - Eisenmengers Road					
OP.030832	Eisenmengers Road - Patrol Grade	1	1,752.06	-	1,752.06
OP.031060	eisenmengers rd pipe separation	1	509.36	-	509.36
OP.031473	eisenmengers rd drainage	1	162.62	-	162.62
			2,424.04	-	2,424.04
Asset: 0038505 - Elk Street					
OP.028719	Elk Street Guide post replacement	1	273.45	-	273.45
			273.45	-	273.45
Asset: 0022054 - Ellesmere Road - Formerly Ellesmere North Road and part Glencliffe Road - Refer Attachment					
OP.029021	Ellesmere rd Jetpatching	1	1,013.79	-	1,013.79
OP.029281	Ellesmere Road Guideposts	1	803.53	-	803.53
OP.029559	Ellesmere Rd - Supervision	1	-	-	-
			1,817.32	-	1,817.32
Asset: 0025117 - Etheringtons Road					
OP.031206	Etheringtons Rd - Patrol grade	1	907.41	-	907.41
			907.41	-	907.41
Asset: 0025120 - Evans Road					
OP.030022	Evans Road - HP Defects	1	3,075.16	-	3,075.16
OP.030228	Evans Rd - Medium Grade	1	12,740.91	-	12,740.91
OP.030229	Evans Rd - HP repairs	1	5,146.54	-	5,146.54
			20,962.61	-	20,962.61
Asset: 0025124 - Fairbrother Road					
OP.030377	Fairbrother Rd Patrol Grade	1	520.88	-	520.88
			520.88	-	520.88
Asset: 0025127 - Fairdale Road					
OP.030874	Fairdale rd Boom Mow / Tree Prune	1	480.99	-	480.99
OP.031062	fairdale rd premix patching	1	864.59	-	864.59
			1,345.58	-	1,345.58

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0025167 - Farmers Road					
OP.029488	Farmers Rd - Storm 11/10	1	-	-	-
OP.029498	Farmers Rd- Supervision	1	-	-	-
			-	-	-
Asset: 0025170 - Farnows Road					
OP.030372	Farnows Rd Patrol Grade	1	1,510.69	-	1,510.69
			1,510.69	-	1,510.69
Asset: 0033923 - Farr Street					
OP.029965	Farr st road ends/ sight board	1	416.15	-	416.15
			416.15	-	416.15
Asset: 0025177 - Farrers Road					
OP.030786	Farrers Road debris removal	1	1,268.81	-	1,268.81
OP.031010	farrers rd signage	1	1,464.82	-	1,464.82
			2,733.63	-	2,733.63
Asset: 0038564 - Fern Street					
OP.029073	16Fern Street B/Butt- Clean drain	1	878.19	-	878.19
OP.029145	Fern Street.- Clean open drains	1	8,594.09	-	8,594.09
			9,472.28	-	9,472.28
Asset: 0025200 - Ferris Road					
OP.029268	ferris rd pothole patching	1	500.46	-	500.46
OP.030794	Ferris Road Patrol Grade	1	2,617.56	-	2,617.56
			3,118.02	-	3,118.02
Asset: 0025221 - Ficks Crossing Road					
OP.029061	Ficks Crossing Road	1	3,324.36	-	3,324.36
OP.031017	ficks rd crossing pipe separation	1	762.11	-	762.11
			4,086.47	-	4,086.47
Asset: 0025266 - Finnemores Road					
OP.028461	Finnemores Rd - Hp's repaired	1	3,973.45	-	3,973.45
OP.030739	Finnemores Road - Patrol Grade	1	1,934.39	-	1,934.39
			5,907.84	-	5,907.84
Asset: 0033935 - First Avenue					
OP.028897	First ave premix patching	1	439.57	-	439.57
OP.029005	First Avenue reinstall floodway sign	1	474.67	-	474.67
OP.029985	Call out st Anvenue	1	123.12	-	123.12
OP.030322	First Ave - pothole Patch	1	1,171.00	-	1,171.00
OP.030546	first av signage	1	945.42	-	945.42
			3,153.78	-	3,153.78
Asset: 0033993 - Fisher Street					
OP.028620	Fisher St Kingaroy Signage	1	631.05	-	631.05
OP.028930	Fisher st premix patching	1	4,742.20	-	4,742.20
OP.029109	Fisher st gully pit lid repairs	1	1,828.36	-	1,828.36
OP.029157	Fisher St - Replace keep left sign	1	588.21	-	588.21
OP.029529	Fisher premix patching	1	269.77	-	269.77
OP.031058	fisher st signage	1	300.79	-	300.79
			8,360.38	-	8,360.38
Asset: 0000143 - Fitzgerald Road - Formerly part Parish's Road - refer attachment					
OP.030576	Fitzgerald Rd - Patrol Grade	1	1,020.00	-	1,020.00
			1,020.00	-	1,020.00
Asset: 0038571 - Fitzroy Street					
OP.029011	Fitzroy st giveway sign	1	221.47	-	221.47
OP.030604	Fitzroy St - repair footpath	1	618.61	-	618.61
			840.08	-	840.08
Asset: 0025275 - Flagstone Creek Road					
OP.029436	Flagstone Crk Rd Supervision	1	-	-	-
			-	-	-
Asset: 0025336 - Flats Road					
OP.030478	Flats Road - Surface correct various	1	17,360.99	-	17,360.99
OP.030973	flats rd name blade	1	77.10	-	77.10
OP.031357	Flats Road - Shoulder Resheet	1	3,428.82	300.00	3,728.82
OP.031358	Flats Road - Patrol Grade	1	565.44	3,750.00	4,315.44
			21,432.35	4,050.00	25,482.35

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0025360 - Fletchers Road					
OP.031346	Fletchers Road - Patrol Grade	1	765.00	-	765.00
			765.00	-	765.00
Asset: 0025376 - Forest View Drive					
OP.031339	Forest View Drive	1	55.84	-	55.84
			55.84	-	55.84
Asset: 0025384 - Foxs Road					
OP.030581	Foxs Rd - Patrol Grade	1	892.50	-	892.50
			892.50	-	892.50
Asset: 0025392 - Franklin Road					
OP.030282	Franklin Road - Rural Address	1	99.82	-	99.82
			99.82	-	99.82
Asset: 0025399 - Franklins Road					
OP.029379	Franklins Road Storm 11/10	1	-	-	-
OP.029437	Franklins Road Supervision	1	-	-	-
			-	-	-
Asset: 0025436 - Freemans Road					
OP.029100	Freemans Road - Remove Dead tree branch	1	602.00	-	602.00
OP.029148	Freemans Rd - Install sign as attached	1	1,107.22	-	1,107.22
OP.029316	Freemans rd Jetpatching	1	13,283.97	-	13,283.97
OP.029348	Freemans rd Signage	1	807.47	-	807.47
OP.031195	Freemans Rd - Patrol grade	1	2,481.62	-	2,481.62
			18,282.28	-	18,282.28
Asset: 0025529 - Friebergs Road					
OP.029339	Friebergs Road	1	311.42	-	311.42
OP.029380	Friebergs Road Storm 11/10	1	-	-	-
OP.029439	Friebergs Road Supervision	1	-	-	-
OP.030837	Friebergs Road - Patrol Grade	1	2,120.44	-	2,120.44
			2,431.86	-	2,431.86
Asset: 0025539 - Frohloffs Road					
OP.030683	Frohloffs Road- Patrol Grade	1	654.03	-	654.03
			654.03	-	654.03
Asset: 0037569 - Fryar Street					
OP.031234	fryar st signage	1	568.46	-	568.46
OP.031292	fryar st footpath repair	1	187.90	-	187.90
			756.36	-	756.36
Asset: 0039292 - Fuller Street					
OP.030936	Fuller St - Surface Corrections various	1	3,213.21	-	3,213.21
			3,213.21	-	3,213.21
Asset: 0025543 - G Andersons Road					
OP.028923	G Andersons Rd HP repairs	1	8,612.16	-	8,612.16
OP.030183	G Andersons Rd - Patrol Grade	1	3,855.72	-	3,855.72
			12,467.88	-	12,467.88
Asset: 0025553 - Garden Creek Road					
OP.030679	Garden Creek Road - Patrol Grade	1	444.19	-	444.19
			444.19	-	444.19
Asset: 0034200 - Gatto Street					
OP.028888	Gatto st premix patching	1	1,054.72	-	1,054.72
			1,054.72	-	1,054.72
Asset: 0025556 - Gaults Road					
OP.030081	Gaults Road - Patrol Grade	1	245.59	-	245.59
			245.59	-	245.59
Asset: 0025559 - Gayndah Abbeywood Road					
OP.031142	Gayndah Abbeywood Rd - Tree removal	1	177.43	-	177.43
			177.43	-	177.43
Asset: 0025565 - Gayndah Hivesville Road					
OP.029317	Gayndah Hivesville Rd - Tree over road	1	93.59	-	93.59
OP.029325	Gayndah Hivesville Rd - Repair Separated	1	1,845.24	-	1,845.24
OP.030777	Gayndah Hivesville Road Repair pipes	1	1,276.41	-	1,276.41
OP.031093	gayndah hivesville rd - pothole patch	1	31,826.30	3,322.71	35,149.01
OP.031237	gayndah hivesville drainage	1	2,099.84	-	2,099.84

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.031347	Gayndah Hivesville Road - Patrol Grade	1	127.02	4,545.45	4,672.47
			37,268.40	7,868.16	45,136.56
Asset: 0034211 - Geale Street					
OP.029349	Geale st Guide posts	1	355.00	-	355.00
			355.00	-	355.00
Asset: 0025621 - Gentry Road					
OP.030673	Gentry Road - Patrol Grade	1	1,528.52	-	1,528.52
			1,528.52	-	1,528.52
Asset: 0038604 - George Street					
OP.028983	George st premix patching	1	1,493.78	-	1,493.78
OP.029161	George Street, Blacbutt Clean out drains	1	895.64	-	895.64
OP.029162	George St, Blackbutt Scour in shoulder	1	1,176.82	-	1,176.82
OP.029303	George Street - Clean open drains	1	1,204.53	-	1,204.53
OP.030107	George St - Pothole Patch	1	317.96	-	317.96
OP.030316	George st B/Bult- replace sign	1	640.07	-	640.07
			5,728.80	-	5,728.80
Asset: 0025637 - Geritz Road					
OP.030818	Geritz Road - Repair Cracking in Road	1	4,205.80	-	4,205.80
			4,205.80	-	4,205.80
Asset: 0025647 - Gesslers Road					
OP.028522	Gesslers Rd - Shoulder spot mtce	1	17,437.84	-	17,437.84
OP.030824	Gesslers Road - Patrol Grade	1	854.36	-	854.36
			18,292.20	-	18,292.20
Asset: 0025668 - Giblin Road					
OP.030426	Giblin Rd - Patrol Grade	1	1,402.75	-	1,402.75
			1,402.75	-	1,402.75
Asset: 0025671 - Gibson Road					
OP.029072	56 Gibson Rd Benarkin- Remove trees	1	390.25	-	390.25
OP.030253	Gibson rd tree across rd	1	355.52	-	355.52
OP.031089	Gibson Rd - Patrol Grade	1	1,984.20	-	1,984.20
			2,729.97	-	2,729.97
Asset: 0038631 - Gipps Street					
OP.029012	Gipps st giveway sign	1	118.98	-	118.98
OP.029515	12 Gipps Street - reshape drain	1	829.02	-	829.02
OP.030311	Gipps Street jetpatching	1	201.86	-	201.86
OP.030439	Gipps Street - Repair Gully Pit	1	1,078.25	-	1,078.25
OP.030605	Gipps Street - Remove silt from drain	1	1,495.55	-	1,495.55
			3,723.66	-	3,723.66
Asset: 0025679 - Glencliffe Road					
OP.030514	Glencliffe Road- Spot Maintenance	1	2,204.58	-	2,204.58
			2,204.58	-	2,204.58
Asset: 0025702 - Glencoe Road					
OP.029381	Glencoe Road Storm 11/10	1	-	-	-
OP.029440	Glencoe Road Supervision	1	-	-	-
			-	-	-
Asset: 0034289 - Glendon Street					
OP.028754	Glendon Street Footpath Repairs	1	750.00	-	750.00
OP.028900	Glendon st premix patching	1	186.78	-	186.78
OP.030907	Glendon Stret Kerb Repairs	1	955.13	-	955.13
OP.030930	Glendon Street Replace Driveway	1	8,358.79	-	8,358.79
OP.030959	Glendon St - Pothole patch various	1	287.74	-	287.74
			10,538.44	-	10,538.44
Asset: 0022066 - Gleneriffe Road					
OP.030620	Glenerife Rd - Patrol Grade	1	27.23	-	27.23
			27.23	-	27.23
Asset: 0025705 - Glenmore Road					
OP.029508	Glenmore Rd - Storm 11/10	1	-	-	-
OP.029509	Glenmore Rd - Supervision	1	-	-	-
OP.030675	Glenmore Road - Patrol Grade	1	5,854.07	-	5,854.07
OP.031054	Glenmore Rd - Gravel supply	1	913.16	851.45	1,764.61
			6,767.23	851.45	7,618.68

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0025709 - Glenrock Road					
OP.031447	glenrock rd premix patching	1	535.59	-	535.59
			535.59	-	535.59
Asset: 0022067 - Goldsworthy Road					
OP.030725	Goldsworthy Road - Patrol Grade	1	873.09	-	873.09
			873.09	-	873.09
Asset: 0025720 - Golf View Drive					
OP.028660	Golf View Drive Signs	1	232.04	-	232.04
			232.04	-	232.04
Asset: 0037585 - Goodchild Drive					
OP.030397	Goodchild Dve - pothole patch various	1	703.37	-	703.37
			703.37	-	703.37
Asset: 0025724 - Goodger Gully Road					
OP.029324	Goodger Gully Road - Pot holes	1	1,685.40	-	1,685.40
OP.029485	Goodger Gully Road Storm 11/10	1	-	-	-
OP.029486	Goodger Gully Road Supervision	1	-	-	-
OP.030305	Goodger gully rd- Patrol Grade	1	1,643.26	-	1,643.26
OP.030339	Goodger Gully Rd - Debris Removal	1	2,362.71	-	2,362.71
			5,691.37	-	5,691.37
Asset: 0025727 - Goodger Kunioon Road					
OP.028812	Goodger Kunioon rd	1	2,772.33	-	2,772.33
OP.028820	Goodger-Kunioon rd tree removal	1	718.10	-	718.10
			3,490.43	-	3,490.43
Asset: 0034353 - Gooyong Street					
OP.029000	Gooyong st giveway signs	1	134.91	-	134.91
OP.030945	Gooyong Street Drainage	1	175.17	-	175.17
			310.08	-	310.08
Asset: 0037591 - Gore Street					
OP.028619	Gore St - Footpath Repair	1	686.43	-	686.43
OP.029350	Gore st signage	1	1,004.47	-	1,004.47
OP.029653	90 Gore St - Clean out & Reshape Drain	1	2,813.85	-	2,813.85
OP.030916	gore st premix patching	1	501.75	-	501.75
			5,006.50	-	5,006.50
Asset: 0025770 - Goschnicks Road					
OP.030737	Goschnicks Road - Patrol Grade	1	342.36	-	342.36
			342.36	-	342.36
Asset: 0038691 - Green Lane					
OP.030618	Green Lane - Patrol Grade	1	389.54	-	389.54
			389.54	-	389.54
Asset: 0025790 - Greenhills Drive					
OP.031135	Greenhills Drive - Shoulder Maintenance	1	8,035.00	-	8,035.00
OP.031136	Greenhills Drive - Tree removal & prune	1	865.00	-	865.00
			8,900.00	-	8,900.00
Asset: 0025800 - Greens Road					
OP.031070	Greens Road - Patrol Grade	1	3,098.07	-	3,098.07
OP.031314	Greens Rd (Spot gravel)	1	2,558.96	2,640.00	5,198.96
			5,657.03	2,640.00	8,297.03
Asset: 0025815 - Greenslade Road					
OP.028756	Greenslade Rd- Medium Grade	1	4,974.88	-	4,974.88
			4,974.88	-	4,974.88
Asset: 0022070 - Greenview Road					
OP.028623	Greenveiw Road - Repair Separated Pipe	1	2,376.34	-	2,376.34
OP.028674	Crownthorpe Rd - Repair Separated Pipe	1	1,854.42	-	1,854.42
OP.028733	Greenview rd Jetpatching	1	11,660.90	-	11,660.90
OP.028774	Greenveiw Rd - Repair Separated Pipes	1	9,521.20	-	9,521.20
OP.029677	Greenveiw Rd - Repair Drain Scouring	1	5,329.57	-	5,329.57
OP.030522	greenview rd pipe separation	1	1,024.93	-	1,024.93
OP.030878	greenview rd signage	1	251.07	-	251.07
			32,018.43	-	32,018.43
Asset: 0025818 - Greenwood Creek Road					
OP.029187	Greenwood Creek Rd - HP corrugations	1	5,579.59	-	5,579.59

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			5,579.59	-	5,579.59
Asset: 0038693 - Grey Street					
OP.029013	Grey st giveway sign	1	530.18	-	530.18
OP.030594	Grey St - Pothole patch various	1	759.82	-	759.82
OP.030685	Grey St - Patrol Grade	1	1,274.33	-	1,274.33
OP.031345	Grey Street - Sign post	1	250.70	-	250.70
			2,815.03	-	2,815.03
Asset: 0025824 - Greystonlea Road					
OP.030226	Greystonlea Rd - Spot Maintenance	1	2,232.61	-	2,232.61
			2,232.61	-	2,232.61
Asset: 0025876 - Grindstone School Road					
OP.028521	Grindstone School Rd - HP defects	1	11,637.74	-	11,637.74
OP.029139	Grindstone School Rd - Grading	1	6,570.82	-	6,570.82
OP.030570	grindstone school rd name blade	1	377.72	-	377.72
			18,586.28	-	18,586.28
Asset: 0025886 - Gustafsons Road					
OP.030631	Gustafordsons Rd - Patrol Grade	1	632.44	-	632.44
			632.44	-	632.44
Asset: 0025889 - Haager Drive					
OP.029627	Haager Dve - Pothole patch various	1	345.57	-	345.57
			345.57	-	345.57
Asset: 0025897 - Half Mile Creek Road					
OP.031452	Halfmile ck RD - Patrol Grade	1	1,370.76	-	1,370.76
			1,370.76	-	1,370.76
Asset: 0025904 - Haly Creek Road					
OP.028648	Haly creek pipe seperation	1	9,836.09	-	9,836.09
OP.029234	Haly Creek remove debris	1	1,972.19	-	1,972.19
OP.029441	Haly Crk Rd Supervision	1	-	-	-
OP.029586	Haly ck road - Call out	1	381.73	-	381.73
OP.030101	Haly Creek Road - Pothole Patch	1	10,544.25	-	10,544.25
OP.031243	Haly Creek Road - Heavy Shoulder Grade	1	2,878.38	-	2,878.38
			25,612.64	-	25,612.64
Asset: 0034433 - Haly Street					
OP.028751	Haly Street footpath repairs	1	1,125.00	-	1,125.00
OP.029088	Haly st premix patching	1	2,438.37	-	2,438.37
OP.029098	Haly Street - Level out trip hazards	1	759.05	-	759.05
OP.029156	Haly St - Caravan driveway Access Repair	1	1,449.37	-	1,449.37
OP.029259	Haly street premix patching	1	1,215.02	-	1,215.02
OP.029510	Haly st premix patching	1	1,369.28	-	1,369.28
OP.029977	Haly Street - Installation of signs	1	492.32	-	492.32
OP.031103	Haly St _ pothole patch various pothole	1	892.68	-	892.68
OP.031117	haly st footpath repairs	1	641.11	-	641.11
OP.031227	haly st premix patching	1	94.62	-	94.62
OP.031290	Haly st Kingaroy - replace gaurdrail	1	7,703.94	45.45	7,749.39
OP.031389	Haly Street - Signs	1	378.97	-	378.97
			18,559.73	45.45	18,605.18
Asset: 0025988 - Hamilton Road					
OP.028680	hamilton road remove hanging tree limb	1	1,624.07	-	1,624.07
OP.029309	Hamilton Rd - Medium Grade	1	16,021.62	-	16,021.62
OP.030421	Hamilton Rd - Patrol Grade	1	1,011.14	-	1,011.14
OP.030903	Hamilton Rd - pothole patch	1	280.00	-	280.00
			18,936.83	-	18,936.83
Asset: 0026013 - Hansens Road					
OP.028915	Hansen rd blade	1	545.28	-	545.28
OP.030085	Hansens road - Patrol Grade	1	7,225.70	-	7,225.70
OP.030800	hansens rd sign post damage	1	232.57	-	232.57
			8,003.55	-	8,003.55
Asset: 0026024 - Harchs Road					
OP.030746	Harchs Road - Patrol Grade	1	1,453.54	-	1,453.54
			1,453.54	-	1,453.54
Asset: 0026039 - Hardgrave Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.029074	Hardgrave Road Benarkin-Clean drains	1	2,455.01	-	2,455.01
			2,455.01	-	2,455.01
Asset: 0034703 - Harm Street					
OP.029351	Harm st signage	1	141.74	-	141.74
			141.74	-	141.74
Asset: 0026066 - Harris Road					
OP.028746	Harris rd pavement repair	1	26,069.66	-	26,069.66
OP.028835	Harris rd premix patching	1	2,859.08	-	2,859.08
OP.029383	Harris Road storm 11/10	1	-	-	-
OP.029443	Harris Road Supervision	1	-	-	-
OP.029511	Harris rd premix patching	1	1,197.89	-	1,197.89
OP.030193	Harris Rd - Boom mowing	1	965.15	-	965.15
OP.030937	harris rd - surface correct various	1	9,707.16	-	9,707.16
OP.031105	Harris Rd - pothole patch	1	703.65	-	703.65
			41,502.59	-	41,502.59
Asset: 0038723 - Hart Street					
OP.029085	Hart Street B/Butt - Jet patch	1	3,521.03	-	3,521.03
OP.031379	Hart Street - Pothole Patch various	1	454.22	-	454.22
			3,975.25	-	3,975.25
Asset: 0038739 - Hathaway Street					
OP.030760	Hathaway Street Blackbutt	1	74.34	-	74.34
			74.34	-	74.34
Asset: 0038747 - Hay Street					
OP.029014	Hay st giveaway sign	1	150.25	-	150.25
OP.030949	Cnr Hay st and Brisbane st -clean drains	1	765.80	-	765.80
			916.05	-	916.05
Asset: 0026178 - Haynes Kite Millar Road					
OP.029568	Haynes Kite Millar - Pot holes	1	1,220.94	-	1,220.94
OP.030254	Hayne Kite Miller rd trees across the ro	1	1,395.70	-	1,395.70
			2,616.64	-	2,616.64
Asset: 0026194 - Hays Road					
OP.029663	Hays Road - HP Defects	1	2,843.19	-	2,843.19
			2,843.19	-	2,843.19
Asset: 0022076 - Hazeldean Road					
OP.030785	Hazeldean Rd Boom Mow	1	4,917.41	-	4,917.41
			4,917.41	-	4,917.41
Asset: 0026219 - Heights Road					
OP.028503	Heights Road - HP Defect	1	952.55	-	952.55
OP.030660	Heights Rd - Patrol Grade	1	1,456.41	-	1,456.41
			2,408.96	-	2,408.96
Asset: 0026231 - Henderson Road					
OP.028653	Henderson Rd - HP repairs	1	1,425.67	-	1,425.67
			1,425.67	-	1,425.67
Asset: 0038769 - Henry Street					
OP.031181	Henry St N'Go - Footpath repairs	1	574.62	-	574.62
			574.62	-	574.62
Asset: 0026234 - Hetheringtons Road					
OP.030090	Hetheringtons rd tree branch removal	1	152.90	-	152.90
			152.90	-	152.90
Asset: 0026276 - Hicken Way					
OP.030108	Hicken Way - Pothole Patch	1	781.71	-	781.71
OP.030771	Hicken Way Boom Mowing	1	63.50	-	63.50
			845.21	-	845.21
Asset: 0026286 - Hilary Road					
OP.031189	Hilary Rd - Tree removal	1	2,727.64	-	2,727.64
			2,727.64	-	2,727.64
Asset: 0026294 - Hillsdale Road					
OP.028781	Hillsdale Rd reshape divert drain	1	1,061.09	-	1,061.09
OP.029174	Hillsdale rd tree removal	1	1,471.21	-	1,471.21
OP.029304	Hillsdale Road - Edge drop off repairs	1	15,680.11	-	15,680.11
OP.029384	Hillsdale Road storm 11/10	1	-	-	-

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.029445	Hillsdale Road Supervision	1	-	-	-
OP.030219	Hillsdale Road Tree removal	1	257.47	-	257.47
OP.030910	Hillsdale Rd - pothole patch	1	11,755.05	-	11,755.05
			30,224.93	-	30,224.93
Asset: 0026325 - Hinchcliffes Road					
OP.030834	Hinchcliffes Road - Patrol Grade	1	707.70	-	707.70
			707.70	-	707.70
Asset: 0026331 - Hines Road					
OP.029062	Hines Road - Remove vegetation	1	751.46	-	751.46
			751.46	-	751.46
Asset: 0034747 - Hiscock Street					
OP.030609	Hiscock St - Pothole patch various	1	3,031.37	-	3,031.37
			3,031.37	-	3,031.37
Asset: 0026338 - Hivesville Road					
OP.028568	Hivesville Road Jetpatching	1	11,507.47	-	11,507.47
OP.028914	Hivesville rd - Keep left sign	1	690.17	-	690.17
OP.030103	Hivesville Road - Pothole Patch	1	1,714.53	-	1,714.53
OP.030167	hivesville rd signs	1	2,145.84	-	2,145.84
OP.031074	hivesville rd signs	1	315.43	-	315.43
OP.031155	Hivesville rd tree pruning	1	845.21	-	845.21
			17,218.65	-	17,218.65
Asset: 0026376 - Hoares Road					
OP.030752	Hoares Road - Patrol Grade	1	2,061.27	-	2,061.27
			2,061.27	-	2,061.27
Asset: 0034751 - Hodge Street					
OP.029001	Hodge st giveway sign	1	84.61	-	84.61
			84.61	-	84.61
Asset: 0039348 - Hodge Street North					
OP.030908	Hodges Rd North Jetpatch seal - pothole	1	2,320.99	-	2,320.99
			2,320.99	-	2,320.99
Asset: 0026397 - Hodges Dip Road					
OP.030227	Hodges Dip Rd - Spot maintenance	1	3,304.08	-	3,304.08
			3,304.08	-	3,304.08
Asset: 0026382 - Hodgleigh North Road					
OP.029471	Hodgleigh Road Storm 11/10	1	-	-	-
OP.029473	Hodgleigh Road Storm Supervision	1	-	-	-
			-	-	-
Asset: 0026494 - Hoggs Road					
OP.028460	Hoggs Rd - HP's repaired	1	8,065.27	-	8,065.27
OP.029031	Hoggs rd reinstall sign	1	18.80	-	18.80
OP.030223	Hoggs Road tree removal	1	250.32	-	250.32
OP.030755	Hoggs Road - Patrol Grade	1	14,693.73	9,090.91	23,784.64
OP.031121	Hoggs Rd-Gravel top up	1	1,036.75	-	1,036.75
			24,064.87	9,090.91	33,155.78
Asset: 0026561 - Holdings Road					
OP.031066	Holdings Road - Patrol Grade	1	1,690.47	-	1,690.47
			1,690.47	-	1,690.47
Asset: 0026565 - Holts Road					
OP.030303	Holts rd tree removal	1	767.89	-	767.89
OP.030717	Holts Road - Medium grade	1	19,999.56	-	19,999.56
			20,767.45	-	20,767.45
Asset: 0026603 - Home Creek Loop Road					
OP.028747	Home Creek Loop Rd - HP repairs	1	10,413.92	-	10,413.92
OP.030442	Home Creek Loop Rd - Patrol Grade	1	4,999.20	-	4,999.20
			15,413.12	-	15,413.12
Asset: 0038813 - Home Street					
OP.030329	Home st - Spot mntce	1	4,570.74	-	4,570.74
OP.031288	Home st Nanango - Repair scours	1	570.48	-	570.48
			5,141.22	-	5,141.22
Asset: 0026610 - Hoopers Road					
OP.029584	Callout Hoopers Road	1	335.47	-	335.47

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			335.47	-	335.47
Asset: 0038819 - Horne Lane					
OP.028928	Horne Lane - Clearing	1	13,322.06	-	13,322.06
OP.029337	Horne lane - Storm damage	1	932.21	-	932.21
OP.030554	Horne Lane - Patrol Grade	1	603.13	-	603.13
			14,857.40	-	14,857.40
Asset: 0026648 - Howard Road					
OP.030585	Howard Rd - Patrol Grade	1	382.50	-	382.50
			382.50	-	382.50
Asset: 0026651 - Hunsleys Road					
OP.030670	Hunsley Road - Patrol Grade	1	499.65	-	499.65
			499.65	-	499.65
Asset: 0026658 - Hunters Road					
OP.030489	Hunters Rd - Patrol Grade	1	1,130.34	-	1,130.34
			1,130.34	-	1,130.34
Asset: 0034797 - Industrial Avenue					
OP.028977	Industrial ave premix patching	1	834.49	-	834.49
OP.029961	Industrial ave premix patching	1	138.35	-	138.35
			972.84	-	972.84
Asset: 0004353 - Internal Screens					
OP.030939	Gooyong Street Call out	1	37.12	-	37.12
			37.12	-	37.12
Asset: 0026683 - Ironbark Road					
OP.028905	Ironbark Rd - Patrol Grade	1	4,723.07	-	4,723.07
OP.028906	Ironbark Rd - Gravel supply & delivery	1	5,356.23	-	5,356.23
			10,079.30	-	10,079.30
Asset: 0026686 - Ironpot Road					
OP.029585	Callout Ironpot Road	1	560.07	-	560.07
OP.030094	Ironpot Road tree removal	1	341.83	-	341.83
OP.030537	Callout - Ironpot Road tree removal	1	461.79	-	461.79
OP.030862	Ironpot Road - Patrol Grade	1	1,197.20	4,545.45	5,742.65
			2,560.89	4,545.45	7,106.34
Asset: 0026889 - Ivanhoe Road					
OP.031344	Ivanhoe Road - Patrol Grade	1	1,147.50	-	1,147.50
			1,147.50	-	1,147.50
Asset: 0026892 - Izzards Road					
OP.028681	Izzard Road remove dead tree	1	2,265.01	-	2,265.01
OP.029957	Izzards road remove tree saplings	1	566.97	-	566.97
			2,831.98	-	2,831.98
Asset: 0026908 - J Hunters Road					
OP.030483	J Hunter Rd - Patrol Grade	1	3,394.92	-	3,394.92
			3,394.92	-	3,394.92
Asset: 0026912 - Jacksons Road					
OP.029340	Jacksons Road	1	1,133.62	-	1,133.62
OP.030969	jacksons rd name blade	1	342.94	-	342.94
OP.031356	Jacksons Road - Shoulder Resheeting	1	5,838.79	-	5,838.79
			7,315.35	-	7,315.35
Asset: 0026942 - Jacobsons Road					
OP.030638	Jacobsons rd - Patrol Grade	1	812.54	-	812.54
			812.54	-	812.54
Asset: 0026955 - Jarail Road					
OP.030102	Jarail Rd - Pothole Patch	1	13,008.37	-	13,008.37
			13,008.37	-	13,008.37
Asset: 0034902 - Jarrah Street					
OP.029645	Jarrah st footpath repair	1	378.15	-	378.15
			378.15	-	378.15
Asset: 0034956 - Jefferies Street					
OP.029352	Jefferies st Signage	1	153.88	-	153.88
OP.030168	Jefferies St - Tree removal	1	273.54	-	273.54
			427.42	-	427.42
Asset: 0027031 - Jerrards Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.028932	Jerrards Rd HP repairs	1	3,493.60	-	3,493.60
OP.030601	Jerrards Road - Patrol grade	1	7,004.19	-	7,004.19
			10,497.79	-	10,497.79
Asset: 0034968 - John Street					
OP.029002	John st giveaway sign	1	122.21	-	122.21
			122.21	-	122.21
Asset: 0027052 - Johnstown Road					
OP.030080	Johnstown Road - Patrol Grade	1	10,508.28	-	10,508.28
			10,508.28	-	10,508.28
Asset: 0027059 - Jones Road					
OP.030664	Jones Court	1	74.34	-	74.34
OP.030742	Jones Road - Patrol Grade	1	1,817.86	-	1,817.86
			1,892.20	-	1,892.20
Asset: 0039407 - Jones Street					
OP.029017	Jones st giveaway sign	1	153.80	-	153.80
			153.80	-	153.80
Asset: 0027065 - Jorgensens Road					
OP.030060	Jorgensens Road - Remove tree	1	696.35	-	696.35
OP.030063	Jorgensens Rd - Call out tree removal	1	96.22	-	96.22
OP.030162	Jorgensens Rd - Pothole Patch various	1	6,006.30	-	6,006.30
OP.031104	Jorgensens rd drainage	1	438.62	-	438.62
OP.031291	Jorgensens Road - Patrol Grade	1	404.81	-	404.81
			7,642.30	-	7,642.30
Asset: 0027074 - Jua Road					
OP.028761	Jua Road - HP defects	1	4,120.36	-	4,120.36
OP.031140	Jua Rd - Patrol Grade	1	2,870.74	-	2,870.74
			6,991.10	-	6,991.10
Asset: 0035027 - Julie Street					
OP.031186	Julie Street	1	1,693.34	-	1,693.34
			1,693.34	-	1,693.34
Asset: 0027076 - Jumma Road					
OP.030795	Jumma Road Patrol Grade	1	10,299.64	3,181.82	13,481.46
			10,299.64	3,181.82	13,481.46
Asset: 0022075 - K Hansens Road					
OP.030584	K Hansens Rd - Patrol Grade	1	637.50	-	637.50
			637.50	-	637.50
Asset: 0027090 - Kahler Road					
OP.029385	Kahler Road storm 11/10	1	-	-	-
OP.029447	Kahler Road Supervision	1	-	-	-
OP.030663	Kahler Rd - Patrol Grade	1	1,305.83	-	1,305.83
			1,305.83	-	1,305.83
Asset: 0027093 - Kangaroo Yard Road					
OP.029362	Kangaroo Road Yard Rd- storm 11/10	1	-	-	-
OP.029420	Kangaroo Road Yard Rd Supervision	1	-	-	-
OP.030801	kangaroo yard rd premix patching	1	233.97	-	233.97
OP.031359	Kangaroo Yard Road - Shoulder Grade	1	19,921.68	-	19,921.68
			20,155.65	-	20,155.65
Asset: 0027115 - Kawi Kawi Road					
OP.031342	Kawi Kawi rd tree prune	1	303.73	-	303.73
			303.73	-	303.73
Asset: 0027133 - Kearneys Road					
OP.028972	Kearneys Road Jetpatching	1	2,694.88	-	2,694.88
OP.029285	Kearneys road tree removal	1	294.52	-	294.52
OP.029386	Kearneys Road storm 11/10	1	-	-	-
OP.029448	Kearneys Road Supervision	1	-	-	-
OP.029934	Kearneys rd depth marker	1	1,006.03	-	1,006.03
OP.030216	Kearneys Rd - Pothole Patch	1	24,800.15	-	24,800.15
			28,795.58	-	28,795.58
Asset: 0035061 - Keith Shaw Drive					
OP.029353	Keith Shaw drive Guideposts	1	355.00	-	355.00
			355.00	-	355.00

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0035089 - Kent Street					
OP.029634	Kent st premix patching	1	182.94	-	182.94
OP.030944	Kent Street Drainage	1	242.53	-	242.53
OP.031255	kent st signage	1	689.11	-	689.11
			1,114.58	-	1,114.58
Asset: 0035120 - Kerles Lane					
OP.030823	Kerles lane - Patrol Grade	1	602.65	-	602.65
			602.65	-	602.65
Asset: 0027221 - Kilgour Lane					
OP.031373	kilgour lane signage	1	324.95	-	324.95
			324.95	-	324.95
Asset: 0027224 - Kilrush Road					
OP.031199	Kilrush rd - Patrol grade	1	1,961.92	-	1,961.92
			1,961.92	-	1,961.92
Asset: 0027228 - King Road					
OP.031175	King Road M/Well - Trim Trees	1	590.44	-	590.44
			590.44	-	590.44
Asset: 0038881 - King Street					
OP.028642	king street line marking	1	429.68	-	429.68
OP.028650	King Street pipe seperation	1	2,777.89	-	2,777.89
OP.029354	King st signage	1	66.30	-	66.30
OP.029633	King st premix patching	1	734.28	-	734.28
OP.030297	King st - Car park	1	5,696.30	-	5,696.30
OP.030761	Kings Street - Pothole patch	1	954.69	-	954.69
OP.031118	64 Kings st - Install guide post	1	374.22	-	374.22
OP.031406	King St - pothole patch various	1	33.64	-	33.64
			11,067.00	-	11,067.00
Asset: 0035163 - Kingaroy Street					
OP.028920	Kingaroy st premix patching	1	885.80	-	885.80
OP.030602	Kingaroy Street - Replace drain cover	1	135.90	-	135.90
OP.030960	Kingaroy St - Pothole patch various	1	469.65	-	469.65
			1,491.35	-	1,491.35
Asset: 0027232 - Kings Bridge East Road					
OP.030729	Kings Bridge East Road - Patrol Grade	1	2,460.70	-	2,460.70
			2,460.70	-	2,460.70
Asset: 0027235 - Kings Bridge Road					
OP.028670	Kings Bridge Rd Floodway Marker	1	287.05	-	287.05
OP.030728	Kings Bridge Road - Patrol Grade	1	4,481.48	-	4,481.48
			4,768.53	-	4,768.53
Asset: 0027242 - Kinleymore School Road					
OP.030429	Kinleymore School Rd - Street sweeping	1	338.47	-	338.47
OP.030572	Kinleymore School Rd - Patrol Grade	1	2,177.90	-	2,177.90
			2,516.37	-	2,516.37
Asset: 0027252 - Kintyre Road					
OP.030331	Kintyre Road Patrol Grade	1	2,282.54	-	2,282.54
			2,282.54	-	2,282.54
Asset: 0027254 - Kitoba Road					
OP.031072	Kitoba Road - Patrol Grade	1	1,509.31	2,200.00	3,709.31
			1,509.31	2,200.00	3,709.31
Asset: 0027273 - Klass and Townes Road					
OP.029030	Klass and Townes rd reinstall sign post	1	114.91	-	114.91
OP.030733	Klass and Townes Road - Patrol grade	1	705.59	-	705.59
OP.031021	Klass and Townes sign name blade	1	426.12	-	426.12
			1,246.62	-	1,246.62
Asset: 0027290 - Knopke Road					
OP.030480	Knopke Rd - Patrol Grade	1	692.35	-	692.35
			692.35	-	692.35
Asset: 0027293 - Knowles Street					
OP.029126	Knowles Street- Install street light	1	1,832.73	-	1,832.73
			1,832.73	-	1,832.73
Asset: 0035328 - Krebs Street					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.029355	Krebs st signage	1	303.66	-	303.66
			303.66	-	303.66
Asset: 0027317 - Krugers Road					
OP.031162	Krugers Road - Patrol Grade	1	1,530.00	-	1,530.00
OP.031327	Krugers Rd Pothole Patch	1	2,942.77	356.22	3,298.99
			4,472.77	356.22	4,828.99
Asset: 0027323 - Kumbia Back Road					
OP.030302	Kumbia back rd tree removal	1	819.53	-	819.53
			819.53	-	819.53
Asset: 0027450 - Kumbia Minmore Road					
OP.029057	Kumbia Minmore spot gravel	1	1,149.45	-	1,149.45
OP.029635	Kumbia Minmore Rd - Medium Grade	1	27,862.51	-	27,862.51
			29,011.96	-	29,011.96
Asset: 0027512 - Kumbia Road including former Kumbia Brooklands Road - refer attachment					
OP.028775	Kumbia rd Jetpatching	1	1,674.24	-	1,674.24
OP.030315	Kumbia Road - Pothjole Patch	1	974.68	-	974.68
OP.031090	Kumbia Road signs	1	1,502.12	-	1,502.12
			4,151.04	-	4,151.04
Asset: 0027531 - Kunioon Road					
OP.029455	Kunioon Road Supervision	1	-	-	-
OP.029614	Kunioon Road - Heavy Grade	1	7,691.28	-	7,691.28
			7,691.28	-	7,691.28
Asset: 0027548 - Kurrajong Drive					
OP.030395	Kurrajong Drive- Open Drains	1	1,199.15	-	1,199.15
			1,199.15	-	1,199.15
Asset: 0035394 - Lamb Street					
OP.029595	Lamb St - Call out, fix sign	1	175.66	-	175.66
OP.031316	lamb st removal of parallel parking sign	1	59.20	-	59.20
			234.86	-	234.86
Asset: 0027552 - Lamperds Road					
OP.028861	Lamperds Road Medium Grade	1	5,763.49	-	5,763.49
			5,763.49	-	5,763.49
Asset: 0027560 - Lanes Road					
OP.030425	Lanes Rd - Patrol Grade	1	1,106.55	-	1,106.55
			1,106.55	-	1,106.55
Asset: 0027563 - Langan Road					
OP.029294	Langans Road - Edge drop offs	1	9,023.75	-	9,023.75
			9,023.75	-	9,023.75
Asset: 0027573 - Lanigan Road					
OP.028752	Lanigan Road clean out drain	1	1,425.45	-	1,425.45
OP.028776	Lanigan Rd - HP defect	1	1,333.63	-	1,333.63
OP.030560	Lanigan Rd - Patrol Grade	1	1,812.13	-	1,812.13
			4,571.21	-	4,571.21
Asset: 0027576 - Lankowskis Road					
OP.029392	Lankowskis Road storm 11/10	1	-	-	-
OP.029459	Lankowskis Road Supervision	1	-	-	-
OP.029590	Lankowski's Road intersection	1	287.02	-	287.02
			287.02	-	287.02
Asset: 0027597 - Lawson Road					
OP.028797	Lawson Rd- Medium Grade	1	8,655.17	-	8,655.17
			8,655.17	-	8,655.17
Asset: 0027600 - Lawsons Broad Road					
OP.028526	Lawsons Broad Road - Medium Grade	1	9,106.07	-	9,106.07
			9,106.07	-	9,106.07
Asset: 0027603 - Learmonts Road					
OP.030632	Learamonts Rd - Patrol Grade	1	431.40	-	431.40
			431.40	-	431.40
Asset: 0027607 - Levers Road					
OP.030913	Levers rd Boom mowing / tree prune	1	819.48	-	819.48
OP.031238	levers rd signage	1	59.20	-	59.20
			878.68	-	878.68

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0027628 - Liesegangs Road					
OP.028487	Liesegangs Road spot maintenance	1	2,108.65	-	2,108.65
OP.028527	Liesegangs Rd - Gravel supply & delivery	1	5,283.67	-	5,283.67
OP.028617	Liesegangs Rd - Emulsion seal bus T/A	1	3,783.04	-	3,783.04
OP.028618	Liesegangs Rd - Shoulder Grade Bus T/A	1	5,464.04	-	5,464.04
OP.028944	Liesegangs Road Shoulders	1	18,440.75	-	18,440.75
OP.030318	Liesegangs rd pavement failure	1	5,532.00	-	5,532.00
			40,612.15	-	40,612.15
Asset: 0027674 - Linville Forestry Road					
OP.030082	Linville Forestry rd- Patrol grade	1	1,397.93	-	1,397.93
			1,397.93	-	1,397.93
Asset: 0038899 - Locke Lane					
OP.029287	Locke Lanes - Remove trees	1	1,850.19	-	1,850.19
OP.030557	Locke Lane - Patrol Grade	1	677.27	-	677.27
			2,527.46	-	2,527.46
Asset: 0035474 - Logan Street					
OP.028652	Logan St - HP defects	1	1,656.65	-	1,656.65
OP.030543	logan st shoulder scour	1	1,229.07	-	1,229.07
			2,885.72	-	2,885.72
Asset: 0027678 - Logans Road					
OP.030635	Logans Rd - Patrol Grade	1	2,246.69	-	2,246.69
OP.031165	Logans rd name blade	1	479.89	-	479.89
			2,726.58	-	2,726.58
Asset: 0027703 - Louttits Road					
OP.031294	louttits rd tree removal	1	59.20	-	59.20
OP.031449	louttits rd premix patching	1	500.58	-	500.58
			559.78	-	559.78
Asset: 0027733 - Lucas Road					
OP.029478	Lucas Road Storm 11/10	1	-	-	-
OP.029484	Lucas Road Supervision	1	-	-	-
			-	-	-
Asset: 0027742 - Luck Road					
OP.030299	Luck Road - Patrol grade	1	1,114.74	-	1,114.74
			1,114.74	-	1,114.74
Asset: 0022108 - Lyons Road					
OP.030822	Lyons Road - Patrol Grade	1	175.02	-	175.02
			175.02	-	175.02
Asset: 0027762 - Lysdale Road					
OP.028795	Lysdale Road - HP Defects	1	4,267.11	-	4,267.11
OP.029129	Lysdale Road - Drainage Works	1	12,188.41	-	12,188.41
			16,455.52	-	16,455.52
Asset: 0037712 - MacAlister Street					
OP.029356	Mcalister st signage	1	575.22	-	575.22
OP.030475	Macalister Street Murgon pothole	1	1,117.11	-	1,117.11
			1,692.33	-	1,692.33
Asset: 0035489 - MacAuley Drive					
OP.030409	MacAuley Dve - pothole patch various	1	1,305.91	-	1,305.91
			1,305.91	-	1,305.91
Asset: 0035503 - MacDiarmid Street					
OP.029963	MacDiamid st road ends/ end board	1	289.51	-	289.51
			289.51	-	289.51
Asset: 0022109 - Mackenzie Street					
OP.028978	mackenzie st pavement	1	1,170.51	-	1,170.51
OP.029184	Mackenzie St - Storm water drain hazard	1	1,975.61	-	1,975.61
OP.031013	Mackenzie st footpath repair	1	639.00	-	639.00
OP.031022	Mackenzie st signage	1	379.99	-	379.99
OP.031023	Mackenzie st tree trimming	1	846.15	-	846.15
OP.031106	Mackenzie st spot maintenance	1	669.40	-	669.40
			5,680.66	-	5,680.66
Asset: 0027783 - Magee Road					
OP.030559	Magee Rd -Patrol Grade	1	408.84	-	408.84

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			408.84	-	408.84
Asset: 0027801 - Magnussens Road					
OP.030181	Magnussens Rd - Patrolo Grade	1	2,115.80	-	2,115.80
OP.030668	Magnussens Road - Patrol Grade	1	744.62	-	744.62
			2,860.42	-	2,860.42
Asset: 0027823 - Maidenwell Glencliffe Road					
OP.028515	Maidenwell Glencliffe Rd - HP repairs	1	2,030.39	-	2,030.39
			2,030.39	-	2,030.39
Asset: 0027829 - Maidenwell Upper Yarraman Road					
OP.028517	Maidenwell Upper Yarraman Rd - HP defect	1	19,976.55	-	19,976.55
OP.030603	Maidenwell Upper Yarraman Pipe Seperatio	1	1,757.82	-	1,757.82
			21,734.37	-	21,734.37
Asset: 0039466 - Main Street					
OP.030378	Main St - Repair Stripped section	1	308.26	-	308.26
OP.030938	Main Street - Jetpatch Stripping Ereas	1	2,414.07	-	2,414.07
			2,722.33	-	2,722.33
Asset: 0027843 - Majors Road					
OP.030423	188 Majors Rd- Install 2 guide posts	1	261.86	-	261.86
OP.030684	major rd drainage	1	1,757.28	-	1,757.28
OP.031383	Major Rd Pothole patch	1	605.63	-	605.63
			2,624.77	-	2,624.77
Asset: 0027850 - Malar Crescent					
OP.029393	Malar Crescent Storm 11/10	1	-	-	-
OP.029457	Malar Crescent Supervision	1	-	-	-
OP.030889	Malar Crescent - Edge drop off repairs	1	707.84	-	707.84
			707.84	-	707.84
Asset: 0027857 - Malar Road					
OP.029081	Malar rd shoulder and Drainage repairs	1	8,758.43	-	8,758.43
OP.029082	Malar rd premix patching	1	3,910.83	-	3,910.83
OP.029120	Malar rd pavement repair	1	10,406.74	-	10,406.74
OP.029395	Malar Road Storm 11/10	1	-	-	-
OP.029462	Malar Road Supervision	1	-	-	-
OP.030042	Malar Rd - Children Crossing Sign Instal	1	685.36	-	685.36
			23,761.36	-	23,761.36
Asset: 0027909 - Manar Road					
OP.030600	Manar Road - Patrol grade	1	14,326.65	-	14,326.65
OP.030997	Manar Road install signs	1	307.70	-	307.70
			14,634.35	-	14,634.35
Asset: 0027925 - Mannuem Road					
OP.030218	Mannuem Rd - pothole Patch	1	6,365.05	-	6,365.05
			6,365.05	-	6,365.05
Asset: 0027985 - Mantheys Road					
OP.030440	Mantheys Road - Patrol Grade	1	2,295.00	-	2,295.00
			2,295.00	-	2,295.00
Asset: 0027988 - Manumbar Road					
OP.028945	Manunbar Road call out	1	436.14	-	436.14
OP.028969	Manumbar Road - Jet Patch	1	4,290.48	-	4,290.48
OP.028986	Manumbar road - Tree remove	1	1,779.00	-	1,779.00
OP.029144	Manumbar Rd- Scours and drainage	1	3,601.85	-	3,601.85
OP.029396	Manumbar Road Storm 11/10	1	-	-	-
OP.029463	Manumbar Road Supervision	1	-	-	-
OP.029567	Manumbar Road - Repair floodway	1	4,541.91	-	4,541.91
OP.030079	Manumbar Road - Patrol Grade	1	4,964.81	-	4,964.81
OP.030379	Manumbar Road - pothole patch	1	14,434.45	-	14,434.45
			34,048.64	-	34,048.64
Asset: 0035574 - Markwell Street					
OP.028595	Removal of Project signs within region a	1	2,056.30	-	2,056.30
OP.029909	Markwell St - Replace hazard sign w RRPM	1	788.59	-	788.59
OP.031152	Markwell St - Pothole Patch	1	864.47	-	864.47
			3,709.36	-	3,709.36

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.028784	remove dead kanaroo 44 Martain Cresent	1	107.20	-	107.20
OP.028970	Martin Cres Benarkin - Jet patch	1	95.61	-	95.61
			202.81	-	202.81
Asset: 0035676 - Mary Street					
OP.028600	Mary Street street sweeping	1	338.47	-	338.47
OP.028868	Mary St (School loop Rd) - Line mark	1	830.91	-	830.91
OP.029482	Mary Street Storm 11/10	1	-	-	-
OP.030394	Mary Street Coolabunia Debris Removal	1	3,671.64	-	3,671.64
OP.030422	Coolabunia School street sweeping	1	812.32	-	812.32
			5,653.34	-	5,653.34
Asset: 0028068 - McAllisters Road					
OP.029080	McAllisters Rd - Heavy Grade	1	24,914.97	-	24,914.97
OP.029108	McAllister Rd - Gravel supply & delivery	1	11,958.84	-	11,958.84
			36,873.81	-	36,873.81
Asset: 0022114 - McCantee Road					
OP.031201	McAntee RD - Patrol grade	1	373.71	-	373.71
			373.71	-	373.71
Asset: 0028101 - McCauley Broome Road					
OP.030306	McCauley Broom Road -Patrol Grade	1	2,967.43	-	2,967.43
			2,967.43	-	2,967.43
Asset: 0028116 - McCauley Weir Road					
OP.030413	McCauley Weir Rd - Petrol Grade	1	941.71	-	941.71
			941.71	-	941.71
Asset: 0028119 - McClymont Road					
OP.028916	Mc Clymonts rd- Jet patch	1	1,165.91	-	1,165.91
			1,165.91	-	1,165.91
Asset: 0028128 - McConnel Way					
OP.030111	McConnel Way Pipe Separation	1	74.29	-	74.29
OP.030909	McConnell way pipe separation	1	1,166.62	-	1,166.62
			1,240.91	-	1,240.91
Asset: 0039480 - McCord Street					
OP.028466	McCord street premix patching	1	3,276.50	-	3,276.50
OP.029018	McCord st giveway sign	1	198.02	-	198.02
			3,474.52	-	3,474.52
Asset: 0028144 - McDonalds Road					
OP.030802	McDonald Rd - Patrol Grade	1	1,154.20	-	1,154.20
			1,154.20	-	1,154.20
Asset: 0039491 - McEuen Street					
OP.030476	Mceun Street Drainage	1	2,703.49	-	2,703.49
			2,703.49	-	2,703.49
Asset: 0028153 - McEwans Road					
OP.029132	McEwans Rd - Signage as per attached	1	282.46	-	282.46
			282.46	-	282.46
Asset: 0028157 - McFarlane Road					
OP.029130	McFarlane Road - Patrol grade	1	3,171.62	-	3,171.62
			3,171.62	-	3,171.62
Asset: 0028165 - McGills Road					
OP.029168	McGills Rd - Heavy Grade	1	15,485.81	-	15,485.81
OP.029170	McGills Rd - Gravel supply & delivery	1	7,084.87	-	7,084.87
			22,570.68	-	22,570.68
Asset: 0028190 - McIlhatton Road					
OP.030676	McIlhatton Rd - Patrol Grade	1	1,900.75	-	1,900.75
			1,900.75	-	1,900.75
Asset: 0028193 - McKenzie Road					
OP.030427	McKenzie Rd - Patrol Grade	1	4,596.57	-	4,596.57
			4,596.57	-	4,596.57
Asset: 0028203 - McLean Road					
OP.030295	McLean Rd - HP repairs	1	9,670.63	-	9,670.63
OP.030523	McLean Road - Drainage Repairs	1	6,430.87	-	6,430.87
OP.030524	McLean Road - Heavy Grade	1	39,976.82	-	39,976.82
OP.030525	McLean Road - Gravel supply & delivery	1	20,701.21	-	20,701.21

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			76,779.53	-	76,779.53
Asset: 0028222 - McLucas Road					
OP.030222	McLucas Road tree removal	1	107.72	-	107.72
OP.030481	McLucas Rd - Patrol Grade	1	1,880.59	-	1,880.59
			1,988.31	-	1,988.31
Asset: 0035735 - McLucas Street					
OP.029155	McLucas Street - Street Sweep	1	338.47	-	338.47
			338.47	-	338.47
Asset: 0028239 - McPhee Road					
OP.030680	Mcphee Road - Patrol Grade	1	1,937.60	-	1,937.60
			1,937.60	-	1,937.60
Asset: 0028243 - Meddletons Road					
OP.030723	Meddletons Road - Patrol Grade	1	951.59	-	951.59
			951.59	-	951.59
Asset: 0028269 - Meiers Road					
OP.030250	Meiers Rd - Patrol Grade	1	969.41	-	969.41
			969.41	-	969.41
Asset: 0028289 - Melrose Road					
OP.030482	Melrose Rd - Patrol Grade	1	4,423.98	-	4,423.98
			4,423.98	-	4,423.98
Asset: 0028294 - Memerambi Barkers Creek Road					
OP.028936	Memerambi Barkers Creek Rd medium grade	1	42,623.95	-	42,623.95
OP.029917	Memerambi Barkers Ck Rd - Erosion Contro	1	2,560.96	-	2,560.96
OP.029994	Memerambi Barkers Ck Rd - Shoulder Grade	0	-	-	-
OP.030211	Mem Barkers Ck Rd - pothole patch	1	17,978.77	-	17,978.77
			63,163.68	-	63,163.68
Asset: 0028305 - Memerambi Barkers Creek Road (Ch 7.4 - 7.779)					
OP.029994	Memerambi Barkers Ck Rd - Shoulder Grade	1	36,628.30	-	36,628.30
			36,628.30	-	36,628.30
Asset: 0028325 - Mercer Springate Road					
OP.028877	Mercer Springer Rd Boom Mowing	1	1,070.15	-	1,070.15
OP.029190	Mercer Springate Rd - HP scours	1	18,619.93	-	18,619.93
OP.030534	Mercer Springate Patrol Grade	1	2,070.05	-	2,070.05
			21,760.13	-	21,760.13
Asset: 0022116 - Mickan Street					
OP.030610	Mickan St - Pothole Patch various	1	1,799.53	-	1,799.53
			1,799.53	-	1,799.53
Asset: 0028355 - Middle Road					
OP.030574	Middle Rd - Patrol Grade	1	4,845.00	-	4,845.00
			4,845.00	-	4,845.00
Asset: 0038911 - Mill Flat Road					
OP.029526	Mill Flat Road - Signs	1	234.78	-	234.78
			234.78	-	234.78
Asset: 0028364 - Millards Road					
OP.029528	Millards Rd - Name blade	1	235.50	-	235.50
			235.50	-	235.50
Asset: 0028372 - Millis Way					
OP.031328	Millis Way - Seal Stripping Areas	1	656.48	-	656.48
			656.48	-	656.48
Asset: 0028383 - Minmore Road					
OP.030215	Minmore Rd - Pothole Patch	1	2,491.82	-	2,491.82
OP.031378	Minmore Rd - Patrol Grade	1	4,776.98	-	4,776.98
OP.031381	minmore rd signage	1	508.09	-	508.09
			7,776.89	-	7,776.89
Asset: 0028434 - Mitchells Road					
OP.031064	Mitchells Road - Patrol Grade	1	1,603.00	-	1,603.00
			1,603.00	-	1,603.00
Asset: 0028440 - Moloneys Road					
OP.030817	Moloneys Road - Patrol grade	1	765.00	-	765.00
			765.00	-	765.00
Asset: 0028443 - Mondure Crossing Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.028538	Mondure Crossing Road - HP Defects	1	10,010.36	-	10,010.36
OP.029493	Mondure Crossing Rd - Storm 11/10	1	-	-	-
OP.029503	Mondure Crossing Rd - Supervision	1	-	-	-
OP.029967	Mondure Crossing rd sign repair	1	955.11	-	955.11
OP.030657	Mondure Crossing Rd - Patrol Grade	1	76.41	-	76.41
			11,041.88	-	11,041.88
Asset: 0028446 - Mondure Road					
OP.028647	Mondure Road Jetpatching	1	3,195.67	-	3,195.67
			3,195.67	-	3,195.67
Asset: 0028463 - Mondure Wheatlands Road					
OP.028772	Mondure Wheatlands Road - Remove tree	1	1,848.11	-	1,848.11
OP.029357	Mondure Wheatlands Road - Storm11/10	1	-	-	-
OP.029412	Mondure Wheatlands Rd Supervision	1	-	-	-
OP.030098	Mondure Wheatlands Rd - Pothole patch	1	7,282.47	-	7,282.47
OP.030968	mondure wheatlands rd signage	1	737.68	-	737.68
OP.031063	Mondure Wheatlands stump hole	1	83.18	-	83.18
			9,951.44	-	9,951.44
Asset: 0028491 - Moondoener Road					
OP.030527	moondoener rd premix patching	1	249.83	-	249.83
OP.030951	moondoener rd tree removal	1	915.85	-	915.85
			1,165.68	-	1,165.68
Asset: 0035747 - Moonya Street					
OP.028899	Moonya st premix patching	1	907.05	-	907.05
OP.030286	Moonya St Pothole Patching	1	884.40	-	884.40
			1,791.45	-	1,791.45
Asset: 0035799 - Moore Street					
OP.029261	Moore St - New 50km sign required	1	450.08	-	450.08
OP.030536	Moore street tree removal	1	218.82	-	218.82
			668.90	-	668.90
Asset: 0028515 - Morgans Road					
OP.031193	Morgans Rd - Patrol grade	1	4,923.72	-	4,923.72
OP.031441	morgans rd premix patching	1	1,347.26	-	1,347.26
			6,270.98	-	6,270.98
Asset: 0028568 - Morris Road					
OP.030443	Morris Rd - Patrol Grade	1	1,124.34	-	1,124.34
			1,124.34	-	1,124.34
Asset: 0028571 - Morrisseys Road					
OP.030966	Morrisseys rd no through rd sign	1	338.82	-	338.82
			338.82	-	338.82
Asset: 0028578 - Mount Hope Road					
OP.030257	Mount Hope Rd - Patrol Grade	1	1,473.18	-	1,473.18
OP.030744	Mount Hope Road	1	3,828.70	-	3,828.70
			5,301.88	-	5,301.88
Asset: 0028619 - Mount McEuen Road					
OP.029363	Mt McEuen Road storm 11/10	1	-	-	-
OP.029421	Mt McEuen Road Supervision	1	-	-	-
OP.029923	Mt McEuen Rd - Separated Pipe	1	2,479.31	-	2,479.31
OP.031057	Mount mceuen rd signage	1	479.19	-	479.19
			2,958.50	-	2,958.50
Asset: 0028591 - Mount Wooroolin Access Road					
OP.031077	Mt Wooroolin Access rd name blade	1	589.39	-	589.39
			589.39	-	589.39
Asset: 0028603 - Mount Wooroolin Road					
OP.030382	Mount Wooroolin Road medium grade	1	7,311.04	-	7,311.04
OP.031076	Mt Wooroolin name blade	1	524.38	-	524.38
			7,835.42	-	7,835.42
Asset: 0028608 - MP Creek Road					
OP.029932	MP Creek Rd - Heavy Grade	1	18,726.76	-	18,726.76
OP.029933	MP Creek Rd - Gravel Supply & Delivery	1	12,711.59	-	12,711.59
OP.031178	MP creek name blade	1	241.60	-	241.60
			31,679.95	-	31,679.95

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0028642 - Mt Stanley Road					
OP.028547	REMOVE TREE MT Stanley Road	1	2,027.62	-	2,027.62
OP.029133	Mt Stanley Rd - Med Grade	1	8,938.39	-	8,938.39
OP.029296	Mt Stanley - Storm damage	1	1,000.61	-	1,000.61
OP.029315	Mt Stanely Road Call Out	1	609.85	-	609.85
OP.029731	Mt Stanley Road - Heavy Grade	1	26,390.72	-	26,390.72
OP.029732	Mt Stanley Road Gravel Supply & Delivery	1	14,679.89	-	14,679.89
OP.030783	Mt Stanley - Debris removal	1	1,053.41	-	1,053.41
OP.031324	Mt Stanley Rd - Patrol Grade	1	2,389.17	-	2,389.17
			57,089.66	-	57,089.66
Asset: 0028669 - Muir Drive					
OP.029613	Muir Drive Jet Patch	1	682.42	-	682.42
OP.031210	Muir Drive nanango- Clean drain	1	616.71	-	616.71
			1,299.13	-	1,299.13
Asset: 0038958 - Muir Street					
OP.028611	Muir St Blackbutt Signage	1	97.30	-	97.30
			97.30	-	97.30
Asset: 0035842 - Muller Street					
OP.030173	Muller St - Sale yards sign	1	37.51	-	37.51
			37.51	-	37.51
Asset: 0035848 - Murphy Street					
OP.029003	Murphy st giveway sign	1	134.92	-	134.92
			134.92	-	134.92
Asset: 0038977 - Myletts Lane					
OP.028593	Myletts Lane - HP defects	1	6,756.62	-	6,756.62
OP.029134	Myletts Lane - Grading	1	5,894.43	-	5,894.43
			12,651.05	-	12,651.05
Asset: 0028704 - Nanango Brooklands Road					
OP.028499	Nanango Brooklands repair damaged signs	1	175.18	-	175.18
OP.029652	Nanango Brooklands - pot holes	1	5,318.13	-	5,318.13
OP.030314	Nanango Brooklands Jetpatching	1	543.03	-	543.03
			6,036.34	-	6,036.34
Asset: 0028776 - Nanango Neumgna Road					
OP.028484	Nanango Neumgna Road - HP Defects	1	8,636.36	-	8,636.36
			8,636.36	-	8,636.36
Asset: 0028779 - Nangur Road					
OP.029093	Nangur Road - Repair separated pipe	1	1,909.92	-	1,909.92
OP.029640	Nangur Rd - Remove Fallen Tree	1	311.84	-	311.84
OP.030830	Nangur Road - Patrol Grade	1	1,060.44	-	1,060.44
OP.030929	Nangur Rd - Tree trimming	1	1,536.19	-	1,536.19
OP.031214	nangur rd shoulder defect	1	11,305.53	-	11,305.53
			16,123.92	-	16,123.92
Asset: 0028800 - Neale Road					
OP.028738	Neale Rd - Medium Grade	1	23,015.81	-	23,015.81
OP.031318	Neale Road Medium Grade	1	16,373.66	89.05	16,462.71
			39,389.47	89.05	39,478.52
Asset: 0028941 - Nielsons Road					
OP.031194	Nielsons rd - Patrol grade	1	999.81	-	999.81
			999.81	-	999.81
Asset: 0035904 - Noel Street					
OP.031139	replace guide post- noel street Kroy	1	100.90	-	100.90
			100.90	-	100.90
Asset: 0028970 - Nords Road					
OP.029278	Nords Road - HP Defects	1	1,990.74	-	1,990.74
OP.029298	Nords Rd - Heavy Grade	1	39,281.68	-	39,281.68
OP.029299	Nords Rd - Gravel supply & delivery	1	8,263.96	-	8,263.96
OP.030088	Nords Road Drainage	1	2,098.90	-	2,098.90
OP.030093	Nords Road Drainage (Scouring)	1	2,111.00	-	2,111.00
			53,746.28	-	53,746.28
Asset: 0038979 - Normanby Street					
OP.028890	Normanby street. Clean open drains	1	19,107.19	-	19,107.19

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			19,107.19	-	19,107.19
Asset: 0029022 - North Branch Road					
OP.029681	North Branch rd premix patching	1	1,853.54	-	1,853.54
			1,853.54	-	1,853.54
Asset: 0037785 - Nutt Street					
OP.031235	nutt st trim overhanging branches	1	1,883.48	-	1,883.48
			1,883.48	-	1,883.48
Asset: 0029075 - Nystrom Duffey Road					
OP.028516	Nystrom Duffey Rd - HP defects	1	9,161.06	-	9,161.06
			9,161.06	-	9,161.06
Asset: 0029079 - Nystrom Road					
OP.030745	Nystrom Road - Patrol Grade	1	2,160.41	-	2,160.41
			2,160.41	-	2,160.41
Asset: 0029088 - Oakdean Road					
OP.030630	oakdean Rd - Patrol Grade	1	2,065.63	-	2,065.63
			2,065.63	-	2,065.63
Asset: 0029143 - Oaky Creek Back Road					
OP.028757	Oaky Creek Back Rd - Medium Grade	1	7,688.86	-	7,688.86
			7,688.86	-	7,688.86
Asset: 0029146 - Oaky Creek Road					
OP.030412	Oaky Creek Rd - Patrol Grade	1	1,667.34	-	1,667.34
			1,667.34	-	1,667.34
Asset: 0029149 - Obels Road					
OP.030669	Obels Road - Patrol Grade	1	1,838.55	-	1,838.55
			1,838.55	-	1,838.55
Asset: 0029161 - Oberles Road					
OP.030167	hivesville rd signs	0	-	-	-
			-	-	-
Asset: 0029168 - O'Dea Road					
OP.030428	Odea Rd - Patrol Grade	1	2,921.93	-	2,921.93
			2,921.93	-	2,921.93
Asset: 0029171 - Ogdens Road					
OP.031067	Ogdens Road - Patrol Grade	1	1,330.99	-	1,330.99
			1,330.99	-	1,330.99
Asset: 0029175 - Ogilvie Road					
OP.030571	Ogilvie Road - Signage	1	2,766.78	-	2,766.78
			2,766.78	-	2,766.78
Asset: 0029178 - Ogilvys Road					
OP.030667	Ogilvys Road - Patrol Grade	1	2,072.09	-	2,072.09
			2,072.09	-	2,072.09
Asset: 0029192 - Okeden Byanda Road					
OP.030578	Okeden Byanda Rd - Patrol Grade	1	2,295.00	-	2,295.00
OP.031261	Okeden Byanda rd guide post	1	463.68	-	463.68
			2,758.68	-	2,758.68
Asset: 0029216 - Old Chelmsford Road					
OP.029591	Old Chelmsford Rd - Remove Fallen Tree	1	2,337.44	-	2,337.44
			2,337.44	-	2,337.44
Asset: 0029222 - Old Cooyar Road					
OP.030362	Old Cooyar Rd Patrol Grade	1	708.20	-	708.20
			708.20	-	708.20
Asset: 0029234 - Old Esk North Road					
OP.028836	Old Esk North rd Clean and reshape drain	1	9,219.78	-	9,219.78
OP.030408	Old Esk North Rd - Patrol Grade	1	2,473.31	-	2,473.31
OP.030549	Old Esk North Rd - Pothole patch various	1	847.04	-	847.04
			12,540.13	-	12,540.13
Asset: 0029258 - Old Esk Road					
OP.028984	Old Esk Road B/Butt- Jet patch	1	1,023.98	-	1,023.98
OP.029071	Old Esk Road - Drainage other	1	3,040.73	-	3,040.73
OP.029075	Old Esk rd - Remove tree	1	869.86	-	869.86
OP.029092	Old Esk Rd B/Butt - Jet Patch	1	2,028.09	-	2,028.09
OP.029986	Call Out Old Esk Road Blackbutt	1	164.16	-	164.16

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.031129	Old Esk Rd - Heavy Grade	1	10,636.59	9,701.82	20,338.41
OP.031130	Old Esk Rd - Tree removal	1	1,727.73	-	1,727.73
OP.031132	Old Esk Rd - Tree removal	1	4,545.49	-	4,545.49
OP.031225	Old Esk Rd - Shoulder Grade	1	17,215.00	-	17,215.00
OP.031329	Old Esk Rd	1	2,481.68	-	2,481.68
			43,733.31	9,701.82	53,435.13
Asset: 0029324 - Old Rifle Range Road					
OP.028749	Old Rifle Range Road, Blocked culvert	1	1,237.00	-	1,237.00
OP.030552	Old Rifle Range Road - Patrol Grade	1	1,577.52	-	1,577.52
			2,814.52	-	2,814.52
Asset: 0022132 - Old Station Road					
OP.028753	Old Station Rd - Medium Grade	1	6,626.59	-	6,626.59
			6,626.59	-	6,626.59
Asset: 0029333 - Old Taabinga Road					
OP.028481	Old Taabinga Rd - HP repair	1	6,993.99	-	6,993.99
OP.028742	Old Taabinga Road Boom Mowing	1	1,193.54	-	1,193.54
OP.030337	Old Taabinga Rd Patrol Grade	1	3,339.40	-	3,339.40
			11,526.93	-	11,526.93
Asset: 0029340 - Old Wondai Road					
OP.028523	Old Wondai Road premix patching	1	5,431.87	-	5,431.87
OP.028573	Old Wondai Rd - HP defects	1	20,144.30	-	20,144.30
OP.028575	Old Wondai Rd - HP defects	1	14,093.98	-	14,093.98
OP.028585	Old Wondai Rd - Heavy Grade	1	22,142.31	-	22,142.31
OP.028586	Old Wondai Rd - Med Grade	1	13,754.20	-	13,754.20
OP.028666	Old Wondai rd Jetpatching	1	5,030.81	-	5,030.81
OP.028788	Old Wondai Road - Repair Scour	1	10,442.90	-	10,442.90
OP.030062	Old Wondai Rd - Tree removal	1	48.11	-	48.11
OP.030157	Old Wondai Rd - Gravel supply & delivery	1	14,576.15	-	14,576.15
OP.030756	Old Wondai Road - Patrol Grade	1	12,328.00	-	12,328.00
			117,992.63	-	117,992.63
Asset: 0029374 - Old Yarraman Road					
OP.028971	Old Yarraman Rd HP scours & potholes	1	2,459.72	-	2,459.72
OP.030435	Old Yarraman Rd - Patrol Grade	1	1,786.46	-	1,786.46
OP.031141	Old Yarraman Rd - Patrol Grade	1	4,726.03	-	4,726.03
			8,972.21	-	8,972.21
Asset: 0035953 - Olive Grove					
OP.030943	Olive Grove drainage	1	766.55	-	766.55
			766.55	-	766.55
Asset: 0035964 - Oliver Bond Street					
OP.029059	Oliver bond st sign repair	1	96.91	-	96.91
OP.030462	Oliver Bond Street Drainage	1	4,227.23	-	4,227.23
			4,324.14	-	4,324.14
Asset: 0029387 - Olsens Road					
OP.030970	olsens rd signage	1	177.80	-	177.80
			177.80	-	177.80
Asset: 0039611 - Osborne Street					
OP.031110	osborne st name blade	1	970.23	-	970.23
			970.23	-	970.23
Asset: 0039617 - Outridge Street					
OP.028524	Outridge Street premix patching	1	1,589.15	-	1,589.15
			1,589.15	-	1,589.15
Asset: 0029401 - P Jones Road					
OP.030293	P Jones Patrol Grading	1	1,118.32	-	1,118.32
			1,118.32	-	1,118.32
Asset: 0029404 - Packer Road					
OP.030301	Packer Road - Rural Addressing	1	123.49	-	123.49
			123.49	-	123.49
Asset: 0029408 - Paddys Road					
OP.031372	paddys rd signage	1	261.02	-	261.02
			261.02	-	261.02
Asset: 0022134 - Paige Road					

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030661	Paige Rd - Patrol Grade	1	513.83	-	513.83
			513.83	-	513.83
Asset: 0029412 - Paines Road					
OP.028828	Paines Rd - Med Grade	1	7,918.48	-	7,918.48
			7,918.48	-	7,918.48
Asset: 0029417 - Parallel Road					
OP.030736	Parallel Road - Patrol Grade	1	3,574.08	-	3,574.08
OP.030947	Parallel Road remove trees fallen on road	1	963.94	-	963.94
			4,538.02	-	4,538.02
Asset: 0029436 - Parishes Road					
OP.029971	Parishes Road - HP Defects	1	2,795.95	-	2,795.95
OP.030577	Parishes Rd - Patrol Grade	1	637.50	-	637.50
			3,433.45	-	3,433.45
Asset: 0022137 - Parkside Drive					
OP.030607	Parkside Drive - repair uplifted posts	1	135.90	-	135.90
OP.030877	parkside drive installation of bollards	1	2,413.34	-	2,413.34
			2,549.24	-	2,549.24
Asset: 0029468 - Parsons Road					
OP.030595	Parsons Rd - Pothole patch & Edge breaks	1	410.55	-	410.55
			410.55	-	410.55
Asset: 0029478 - Pates Road					
OP.029397	Pates Road Storm 11/10	1	-	-	-
OP.029464	Pates Road Supervision	1	-	-	-
OP.030662	Pates Rd - Patrol Grade	1	547.27	-	547.27
			547.27	-	547.27
Asset: 0029481 - Paul Holznagel Road					
OP.029076	Paul Holznagel Road - Spot maintenance	1	6,526.43	-	6,526.43
OP.030835	Paul Holznagel Road - Patrol Grade	1	739.97	-	739.97
			7,266.40	-	7,266.40
Asset: 0029500 - Pedersens Road					
OP.030485	Pedersens Rd - Patrol Grade	1	4,392.79	-	4,392.79
			4,392.79	-	4,392.79
Asset: 0029551 - Pedersons Road					
OP.029582	Pederson Road - HP Defect	1	542.56	-	542.56
			542.56	-	542.56
Asset: 0036005 - Perkins Street					
OP.029359	Perkins st signage	1	186.80	-	186.80
			186.80	-	186.80
Asset: 0022139 - Peron Road					
OP.030016	Call out Peron Road	1	266.43	-	266.43
			266.43	-	266.43
Asset: 0029564 - Perrett Road					
OP.028968	Perrett Rd HP pothole repair	1	1,916.37	-	1,916.37
OP.030258	Perretts Rd - Patrol Grade	1	10,681.31	-	10,681.31
			12,597.68	-	12,597.68
Asset: 0029574 - Peterson Drive					
OP.029319	Peterson Drive - Rural Addressing	1	66.46	-	66.46
OP.029398	Peterson Road - storm 11/10	1	-	-	-
OP.029465	Peterson Road Supervision	1	-	-	-
			66.46	-	66.46
Asset: 0029591 - Phipps Street East					
OP.028758	phipp's street east repair drains	1	16,794.16	-	16,794.16
			16,794.16	-	16,794.16
Asset: 0029602 - Piggery Road					
OP.030796	Piggery Road Patrol Grade	1	1,143.91	-	1,143.91
			1,143.91	-	1,143.91
Asset: 0039010 - Pine Street					
OP.029655	Pine street Blackbutt- Jet patch	1	761.06	-	761.06
			761.06	-	761.06
Asset: 0029623 - Pointons Road					
OP.028862	Pointons Road Medium Grade	1	25,223.74	-	25,223.74

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			25,223.74	-	25,223.74
Asset: 0022145 - Pool Street					
OP.029714	Pool Street- Pre-mix	1	562.18	-	562.18
			562.18	-	562.18
Asset: 0036131 - Pound Street					
OP.028895	Pound st pavement repair	1	43,669.99	-	43,669.99
OP.029176	Pound st replace missing bollards	1	542.60	-	542.60
OP.030054	Pound st Jetpatching	1	617.93	-	617.93
			44,830.52	-	44,830.52
Asset: 0036153 - Power Street					
OP.029931	Power st footpath repairs	1	245.28	-	245.28
			245.28	-	245.28
Asset: 0036168 - Pratt Street					
OP.030611	Pratt St - Pothole patch various	1	6,320.53	-	6,320.53
			6,320.53	-	6,320.53
Asset: 0036189 - Princess Court					
OP.028513	Princess Court kerb repair	1	1,694.80	-	1,694.80
			1,694.80	-	1,694.80
Asset: 0039640 - Pring Street					
OP.029164	Pring st no through rd	1	307.01	-	307.01
OP.031365	pring st driveway repairs	1	60.63	1,590.91	1,651.54
			367.64	1,590.91	1,958.55
Asset: 0029666 - Pringles Hill Road					
OP.031371	pringles hill rd tree removal	1	968.26	-	968.26
			968.26	-	968.26
Asset: 0029678 - Proston Abbeywood Road					
OP.030335	proston abbeywood rd tree	1	117.25	-	117.25
			117.25	-	117.25
Asset: 0022147 - Prydes Road					
OP.030674	Prydes Road - Patrol Grade	1	1,306.10	-	1,306.10
			1,306.10	-	1,306.10
Asset: 0029712 - Pryor Road					
OP.030487	Pryor Rd - Patrol Grade	1	1,271.03	-	1,271.03
			1,271.03	-	1,271.03
Asset: 0029714 - Quarry Road					
OP.029177	Quarry Rd - Rural Addressing	1	27.43	-	27.43
OP.030184	Quarry Rd - Patrol Grade	1	3,196.64	-	3,196.64
			3,224.07	-	3,224.07
Asset: 0029725 - Quiet Glen Road					
OP.031167	Quiet Glen Road - Patrol Grade	1	1,275.00	-	1,275.00
			1,275.00	-	1,275.00
Asset: 0029729 - Quires Road					
OP.029659	Quires Road - Medium Grade	1	9,846.37	-	9,846.37
			9,846.37	-	9,846.37
Asset: 0029738 - Racecourse Road					
OP.031179	Racecourse Road - Clean drain	1	1,249.41	-	1,249.41
			1,249.41	-	1,249.41
Asset: 0029744 - Rackemanns Road					
OP.030444	Rackemanns Rd - Patrol Grade	1	2,867.34	-	2,867.34
			2,867.34	-	2,867.34
Asset: 0029763 - Radunzs Road					
OP.029119	Radunzs road- Clean open drains	1	3,205.32	-	3,205.32
OP.029466	Randunzs Road Supervision	1	-	-	-
			3,205.32	-	3,205.32
Asset: 0036204 - Rae Street					
OP.029607	Rae st signage	1	96.80	-	96.80
			96.80	-	96.80
Asset: 0036215 - Railway Terrace					
OP.030759	Railway Terrace Walking track	1	98.18	-	98.18
			98.18	-	98.18

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.031240	range rd surface correction/premix	1	112.59	-	112.59
			112.59	-	112.59
Asset: 0029812 - Rankins Road					
OP.029644	Rankins Road - Tree Removal	1	657.46	-	657.46
OP.029646	Rankins Road - Medium Grade	1	1,551.95	-	1,551.95
OP.030599	Rankins Road - Patrol grade	1	5,650.52	-	5,650.52
			7,859.93	-	7,859.93
Asset: 0029817 - Rattenburys Road					
OP.031322	Rattenbury Rd - Patrol Grade	1	1,818.20	-	1,818.20
			1,818.20	-	1,818.20
Asset: 0029821 - Raymond Road					
OP.028759	Raymond Road - sign repair	1	1,961.66	-	1,961.66
			1,961.66	-	1,961.66
Asset: 0029825 - Reagon Road					
OP.029483	Reagon Road Supervision	1	-	-	-
OP.030247	Reagon Rd - HP repairs	1	3,895.46	-	3,895.46
			3,895.46	-	3,895.46
Asset: 0029862 - Recreation Drive					
OP.030639	Recreation Dr - Patrol Grade	1	5,971.09	-	5,971.09
			5,971.09	-	5,971.09
Asset: 0029885 - Red Hill Road					
OP.028755	Red Hill rd jetpatching	1	7,717.53	-	7,717.53
OP.029151	Red Hill Rd - HP spot maintenance	1	3,341.40	-	3,341.40
OP.031259	red hill rd premix patching	1	772.03	-	772.03
			11,830.96	-	11,830.96
Asset: 0029907 - Red Tank Road					
OP.029280	Red Tank Road - HP Defect	1	1,384.63	-	1,384.63
OP.029300	Red Tank Rd - Heavy Grade	1	42,085.20	-	42,085.20
OP.029301	Red Tank Rd - Gravel Supply & Delivery	1	7,425.62	-	7,425.62
			50,895.45	-	50,895.45
Asset: 0029954 - Redmans Road					
OP.028626	Redmans Road spot gravel	1	6,948.77	-	6,948.77
OP.029231	Redmans Rd - Tree down on road	1	245.03	-	245.03
OP.029361	Redmans rd signage	1	1,102.76	-	1,102.76
OP.029366	Redmans rd guideposts	1	2,950.11	-	2,950.11
OP.029472	Redmans Road storm 11/10	1	-	-	-
OP.029479	Redmans Road Supervision	1	-	-	-
OP.030192	Redmans Rd - Boom mowing	1	3,140.80	-	3,140.80
			14,387.47	-	14,387.47
Asset: 0030015 - Redvale Road					
OP.028588	Redvale Rd - Medium Grade	1	4,821.59	-	4,821.59
OP.029494	Redvale Rd - Storm 11/10	1	-	-	-
OP.029504	Redvale Rd - Supervision	1	-	-	-
OP.030542	redvale rd pipe separation	1	1,949.48	-	1,949.48
			6,771.07	-	6,771.07
Asset: 0030039 - Reedy Creek Road					
OP.028787	Reedy creek rd Tree removal	1	1,576.49	-	1,576.49
OP.029025	Reedy Creek Rd HP pothole repairs	1	2,180.89	-	2,180.89
OP.029028	Reedy crk rd tree removal	1	350.87	-	350.87
OP.031542	Callout Reedy Creek road and Benair road	1	213.00	-	213.00
			4,321.25	-	4,321.25
Asset: 0030102 - Reidys Road					
OP.029147	Reidys Rd - Install sign as per attache	1	254.24	-	254.24
OP.029320	Reidys rd premix patching	1	14,932.66	-	14,932.66
OP.031197	Reidys rd - Patrol grade	1	1,070.41	-	1,070.41
OP.031236	reidys rd tree trimming	1	562.83	-	562.83
OP.031380	reidys rd signage	1	250.05	-	250.05
			17,070.19	-	17,070.19
Asset: 0030141 - Reifs Road					
OP.030089	Reifs rd tree branch removal	1	2,189.77	-	2,189.77
OP.030597	reifs rd sign damage	1	794.49	165.00	959.49

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0030171 - Reillys Road			2,984.26	165.00	3,149.26
OP.030182	Reillys Rd - Patrol Grade	1	4,135.32	-	4,135.32
			4,135.32	-	4,135.32
Asset: 0030187 - Remingtons Road					
OP.029900	Remingtons Road - HP Defects	1	1,362.92	-	1,362.92
OP.031203	Remington Rd - Patrol grade	1	419.49	-	419.49
			1,782.41	-	1,782.41
Asset: 0030191 - Reservoir Road					
OP.031438	reservoir rd tree removal	1	162.62	-	162.62
			162.62	-	162.62
Asset: 0036424 - Reservoir Street					
OP.028744	Reservoir st premix patching	1	804.25	-	804.25
			804.25	-	804.25
Asset: 0030200 - Retschlag Road					
OP.029138	Retschlag Road - Grading	1	6,961.95	-	6,961.95
OP.029219	Retschlag Rd - Heavy grade	1	4,388.34	-	4,388.34
OP.029220	Retschlag Rd Gravel supply & delivery	1	4,862.99	-	4,862.99
			16,213.28	-	16,213.28
Asset: 0030203 - Rex Schultz Road					
OP.029121	Rex Schultz Rd - Heavy Grade	1	4,279.63	-	4,279.63
OP.029149	Rex Schultz Rd - Gravel supply & deliver	1	4,881.46	-	4,881.46
			9,161.09	-	9,161.09
Asset: 0022157 - Richards Road					
OP.030827	Richards Road - Patrol Grade	1	130.80	-	130.80
			130.80	-	130.80
Asset: 0022158 - Rickert Road					
OP.028605	Ricket Road clean debris out of culvert	1	7,883.26	-	7,883.26
OP.030743	Ricketts Road - Patrol Grade	1	4,327.26	-	4,327.26
			12,210.52	-	12,210.52
Asset: 0030209 - Ridge Road					
OP.028902	Ridge Rd - Heavy Grade	1	14,480.04	-	14,480.04
OP.028904	Ridge Rd - Gravel supply & delivery	1	10,584.01	-	10,584.01
OP.028943	Ridge Road Drain Repair	1	7,982.79	-	7,982.79
			33,046.84	-	33,046.84
Asset: 0030217 - Rippingale Street					
OP.028599	Rippingale street street sweeping	1	1,150.79	-	1,150.79
OP.030424	Moffatdale School street sweeping	1	1,827.73	-	1,827.73
			2,978.52	-	2,978.52
Asset: 0030221 - Ritchings Road					
OP.030636	Ritchings Rd - Patrol Grade	1	222.26	-	222.26
			222.26	-	222.26
Asset: 0030226 - River Road					
OP.028669	River Road Sign	1	275.93	-	275.93
OP.028791	River Rd Kingaroy Street Desil Spill	1	487.72	-	487.72
OP.028833	River rd jetpatching	1	2,361.93	-	2,361.93
OP.028885	River rd premix patching	1	530.57	-	530.57
OP.028995	River rd 1m depth marker	1	265.19	-	265.19
OP.029289	River rd premix patching	1	5,988.91	-	5,988.91
OP.030213	River Road - Pothole Patch	1	6,378.18	-	6,378.18
OP.030789	River Road - Pothole Patch	1	2,468.10	-	2,468.10
			18,756.53	-	18,756.53
Asset: 0030369 - Roberts Road					
OP.029468	Roberts Road Supervision	1	-	-	-
OP.030816	Roberts Road - Patrol grade	1	1,020.00	-	1,020.00
OP.031275	Roberts Road - Patrol Grade	1	455.86	-	455.86
			1,475.86	-	1,475.86
Asset: 0030372 - Robin & Lee Road					
OP.029411	Robin & Lee Rd Storm 11/10	1	-	-	-
OP.029469	Robin & Lee Rd Supervision	1	-	-	-
OP.030479	Robin and Lee rd - Heavy formation grade	1	30,567.84	-	30,567.84

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			30,567.84	-	30,567.84
Asset: 0039684 - Rodney Street					
OP.028654	Rodney St - Cut Footpath around powerpol	1	1,481.63	-	1,481.63
OP.029019	Rodney st repair school sign	1	81.80	-	81.80
OP.030185	Rodney St Tree removal	1	1,694.69	-	1,694.69
			3,258.12	-	3,258.12
Asset: 0036499 - Rose Court					
OP.030562	rose court signage	1	482.65	-	482.65
			482.65	-	482.65
Asset: 0036505 - Rosedale Street					
OP.031169	Rosedale st - repair scour	1	414.19	-	414.19
			414.19	-	414.19
Asset: 0030384 - Royles Road					
OP.029409	Royles Road Storm 11/10	1	-	-	-
OP.029467	Royles Road Supervision	1	-	-	-
OP.030195	Royles Road Call out	1	333.09	-	333.09
OP.030289	Royles Road- Clean open drains	1	284.02	-	284.02
OP.030436	Rolyes Rd - Drainage clearing	1	5,832.61	-	5,832.61
OP.030438	Rolyes Rd - Shoulder Grade	1	27,324.65	-	27,324.65
			33,774.37	-	33,774.37
Asset: 0030390 - Runnymede Estate Road					
OP.030083	Runnymede Estate - Patrol Grade	1	5,956.17	-	5,956.17
			5,956.17	-	5,956.17
Asset: 0030396 - Runnymede Road					
OP.028896	Runnymede rd - Seal pavement repair	1	3,938.67	-	3,938.67
OP.029137	Runnymede Road - Grading	1	11,387.89	-	11,387.89
OP.030212	Runnymede Road - pothole patch	1	4,521.51	-	4,521.51
			19,848.07	-	19,848.07
Asset: 0030435 - Rural Road					
OP.030588	Rural Rd - patrol grade	1	642.15	-	642.15
			642.15	-	642.15
Asset: 0000140 - Russell Lane					
OP.029152	Russle Lane - Rural Addressing	1	99.77	-	99.77
			99.77	-	99.77
Asset: 0030441 - Ryan Reagon Road					
OP.028838	Ryan Reagon Rd - HP Defects	1	5,197.46	-	5,197.46
OP.030569	ryan reagon rd name blade replacement	1	416.94	-	416.94
			5,614.40	-	5,614.40
Asset: 0030449 - Saddle Tree Creek Road					
OP.030948	Saddle Tree Ck Rd - Various Tree removals	1	353.49	-	353.49
OP.030952	Saddle Tree Creek Rd - Drainage	1	212.03	-	212.03
OP.030953	Saddle Tree Creek - Install signs as per	1	2,675.45	-	2,675.45
			3,240.97	-	3,240.97
Asset: 0030455 - Sakrzewski Road					
OP.029175	Sakrzewski Rd - Install "No Through Rd"	1	253.44	-	253.44
OP.030825	Sakrzewski Road - Patrol Grade	1	821.26	-	821.26
			1,074.70	-	1,074.70
Asset: 0030459 - Sanders Road					
OP.030738	Sanders Road - Patrol Grade	1	532.86	-	532.86
			532.86	-	532.86
Asset: 0030467 - Sandy Ridges Road					
OP.029470	Sandy Ridges Road Supervision	1	-	-	-
			-	-	-
Asset: 0030519 - Sawtell Road					
OP.030655	Sawtell Rd - Patrol Grade	1	1,283.46	-	1,283.46
			1,283.46	-	1,283.46
Asset: 0030522 - Schellbachs Road					
OP.030906	Schellbachs rd Tree prune/ boom mow	1	1,820.30	-	1,820.30
OP.031262	Schelbachs rd - Remove tree branches	1	336.89	-	336.89
			2,157.19	-	2,157.19

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.029628	Schloss Rd - pothole Patch Various	1	377.52	-	377.52
			377.52	-	377.52
Asset: 0030573 - Schmidhausers Road					
OP.031196	Schmidhausers Rd - Patrol grade	1	3,907.34	-	3,907.34
			3,907.34	-	3,907.34
Asset: 0030668 - Schumacher Gap Road					
OP.030730	Schumacher Gap Road - Patrol Grade	1	371.65	-	371.65
			371.65	-	371.65
Asset: 0039716 - Scott Street					
OP.029023	Scott st premix patching	1	2,552.81	-	2,552.81
OP.029107	Scott Street EdgeRepair	1	682.95	-	682.95
OP.029110	Dalby Street - Street Sweep	1	270.77	-	270.77
OP.029158	Scott St Benarkin- Line marking	1	227.27	-	227.27
OP.029246	Scotts Street - scopurs in drains	1	1,282.98	-	1,282.98
OP.029657	Scott Street - Footpath Repairs	1	4,551.93	-	4,551.93
OP.029713	Scott st - Benarkin - Pavers	1	885.56	-	885.56
OP.029978	Scott Street - Installation of signs	1	492.32	-	492.32
OP.030477	Scott Street repairs to scours	1	10,919.78	-	10,919.78
			21,866.37	-	21,866.37
Asset: 0030675 - Scotts Lane					
OP.029032	Scotts Lane - HP Defects	1	8,708.49	-	8,708.49
OP.030078	Scotts Lane Patrol Grading	1	12,953.02	-	12,953.02
			21,661.51	-	21,661.51
Asset: 0030684 - Seiler Road					
OP.029959	Seiler Road - Heavy formation grade	1	16,860.48	-	16,860.48
			16,860.48	-	16,860.48
Asset: 0022172 - Selby Lane					
OP.028501	Selby Lane trim trees for sight distance	1	116.79	-	116.79
OP.029566	Selby Lane spot Maintenance	1	7,269.53	-	7,269.53
			7,386.32	-	7,386.32
Asset: 0039031 - Selection Lane					
OP.029968	Selection Lane - Heavy Grade	1	2,960.90	-	2,960.90
OP.029972	Selection Lane - Gravel supply & deliver	1	3,912.59	-	3,912.59
			6,873.49	-	6,873.49
Asset: 0030687 - Semgreens Road					
OP.029415	Semgreens Road Storm 11/10	1	-	-	-
OP.029461	Semgreens Road - Supervision	1	-	-	-
OP.030307	Semgreens Road -Patrol Grade	1	1,387.02	-	1,387.02
			1,387.02	-	1,387.02
Asset: 0030726 - Shailers Road					
OP.030665	Shailers Road - Patrol Grade	1	749.47	-	749.47
			749.47	-	749.47
Asset: 0030734 - Shellytop Road					
OP.030912	Shellytop Rd - Heavy Grade	1	63,802.97	4,545.45	68,348.42
			63,802.97	4,545.45	68,348.42
Asset: 0037880 - Shelton Street					
OP.030398	Shelton St - Pothole patch various	1	754.08	-	754.08
			754.08	-	754.08
Asset: 0030743 - Shepherds Lane					
OP.030598	Shepherds Lane - Patrol grade	1	1,657.50	-	1,657.50
			1,657.50	-	1,657.50
Asset: 0030754 - Siefert Street					
OP.028891	Siefert st Jetpatching	1	1,872.88	-	1,872.88
OP.029557	Siefert st premix patching	1	981.15	-	981.15
OP.030159	Sieferts Street Crawford- Remove tree	1	261.86	-	261.86
			3,115.89	-	3,115.89
Asset: 0030758 - Silverleaf Road					
OP.029095	Silverleaf Road - Pavement Repair	1	6,581.78	-	6,581.78
OP.029125	Silverleaf rd premix patching	1	10,383.09	-	10,383.09
OP.029270	silverleaf rd pothole patching	1	176.82	-	176.82
OP.029358	Silverleaf Road - Storm 11/10	1	-	-	-

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.029417	Silverleaf Road - Supervision	1	-	-	-
OP.029460	Silverleaf Road - Supervision	1	-	-	-
OP.029728	Silverleaf Road Potholes	1	20,860.94	-	20,860.94
OP.029729	Silverleaf Road Guide Posts	1	409.28	-	409.28
OP.030404	Silverleaf Road - pothole patch various	1	3,907.54	-	3,907.54
OP.030405	Silverleaf Road - jetpatch potholes vari	1	29,907.91	-	29,907.91
OP.030432	Silverleaf Rd - Patrol Grade	1	986.34	-	986.34
OP.031159	Silverleaf rd signage	1	730.91	-	730.91
			73,944.61	-	73,944.61
Asset: 0030836 - Simpsons Road					
OP.028668	Simpsons Rd Signs	1	225.35	-	225.35
			225.35	-	225.35
Asset: 0030853 - Slacks Road					
OP.031120	Slacks Road Patrol Grade	1	1,275.00	-	1,275.00
			1,275.00	-	1,275.00
Asset: 0030855 - Slaters Road					
OP.029090	Slaters rd premix patching	1	1,090.97	-	1,090.97
			1,090.97	-	1,090.97
Asset: 0030875 - Sloans Road					
OP.029477	Sloans Road Storm 11/10	1	-	-	-
OP.029481	Sloans Road Supervision	1	-	-	-
			-	-	-
Asset: 0030878 - Smith Road					
OP.029277	Smith Road - HP Defects	1	3,885.17	-	3,885.17
OP.029311	Smith Road - Tree Removal	1	379.95	-	379.95
OP.030654	Smith Rd - Patrol Grade	1	5,638.79	-	5,638.79
OP.030805	Smith rd - Damaged sign	1	830.79	-	830.79
			10,734.70	-	10,734.70
Asset: 0039779 - Smith Street					
OP.028760	Smith Street - Signage repairs	1	425.54	-	425.54
			425.54	-	425.54
Asset: 0030899 - Smiths Road					
OP.029414	Smiths Road Storm 11/10	1	-	-	-
OP.029458	Smiths Road - Supervision	1	-	-	-
OP.030381	Smiths Road medium grade	1	5,494.18	-	5,494.18
			5,494.18	-	5,494.18
Asset: 0030906 - Snowys Knob Road					
OP.030553	Snowy Knob Road - Patrol Grade	1	1,377.11	-	1,377.11
			1,377.11	-	1,377.11
Asset: 0036645 - Somerset Street					
OP.028613	Somerset St Kingaroy Signage	1	135.65	-	135.65
OP.028785	Somerset st pavement repair	1	8,049.04	-	8,049.04
OP.029060	Somerset st pavement repair	1	13,743.13	-	13,743.13
OP.029288	Somerset premix patching	1	860.42	-	860.42
OP.030287	Sommerset St Pothole Patching	1	1,287.93	-	1,287.93
OP.030784	Sommerset Street Street blade sign	1	17.16	-	17.16
OP.031145	Somerset street - Pothole Patch	1	217.68	-	217.68
			24,311.01	-	24,311.01
Asset: 0036685 - Sonaree Drive					
OP.030363	Sonaree Drive Drainage	1	4,282.42	-	4,282.42
			4,282.42	-	4,282.42
Asset: 0030941 - Speedwell Road					
OP.030582	Speedwell Rd - Patrol Grade	1	1,402.50	-	1,402.50
			1,402.50	-	1,402.50
Asset: 0030968 - Speedwell School Road					
OP.028922	Speedwell School Rd - Repair Sep Pipe	1	3,070.55	-	3,070.55
OP.030579	Speedwell School Rd - Patrol Grade	1	2,294.52	-	2,294.52
			5,365.07	-	5,365.07
Asset: 0030971 - Spencers Road					
OP.028662	Spencers road clean out culverts	1	1,370.46	-	1,370.46
OP.030732	Spencers Road - Patrol Grade	1	653.48	-	653.48

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			2,023.94	-	2,023.94
Asset: 0030984 - Sportsground Road					
OP.028462	Sports Ground Rd - Hp defects	1	6,899.35	-	6,899.35
OP.029501	Sportsground Rd - Supervision	1	-	-	-
OP.030734	Sportsground Road - Patrol Grade	1	6,518.15	-	6,518.15
			13,417.50	-	13,417.50
Asset: 0031003 - Springs Road					
OP.031439	springs rd premix patching	1	476.79	-	476.79
			476.79	-	476.79
Asset: 0036717 - St Josephs Passover					
OP.029371	St Josephs passover signage	1	231.28	-	231.28
			231.28	-	231.28
Asset: 0031012 - Staiers Road					
OP.031352	Staiers Road medium grade	1	1,388.12	-	1,388.12
			1,388.12	-	1,388.12
Asset: 0031015 - Staines Road					
OP.028502	Staines Rd - Hp defects	1	2,799.76	-	2,799.76
OP.031158	Staines Road - Patrol Grade	1	2,040.00	-	2,040.00
			4,839.76	-	4,839.76
Asset: 0031020 - Stalworth Road					
OP.031437	stalworth rd tree trimming	1	162.62	-	162.62
			162.62	-	162.62
Asset: 0031031 - Steinhardts Road					
OP.030370	Steinhardts Road - patrol grade	1	4,444.58	-	4,444.58
OP.030568	steinhardts rd pipe separation	1	2,064.13	-	2,064.13
			6,508.71	-	6,508.71
Asset: 0037905 - Stephens Street East					
OP.029630	Stephens St East - Pothole Patch Various	1	501.61	-	501.61
			501.61	-	501.61
Asset: 0037920 - Stephens Street West					
OP.028587	Stephen Street West - Repair Sign	1	281.44	-	281.44
			281.44	-	281.44
Asset: 0031055 - Stonelands Road					
OP.028614	Stonelands Rd Signage	1	1,132.12	-	1,132.12
OP.030811	stonelands rd premix patching	1	106.58	-	106.58
OP.031198	Stonelands Rd - Patrol grade	1	4,741.80	-	4,741.80
			5,980.50	-	5,980.50
Asset: 0031104 - Strongs Road					
OP.030895	Strongs Road - Patrol Grade	1	124.76	-	124.76
			124.76	-	124.76
Asset: 0031129 - Stuart Valley Drive					
OP.028980	Stuart Valley Jetpatching	1	3,748.17	-	3,748.17
OP.028993	Stuart Valley drive guidepost	1	251.22	-	251.22
OP.029416	Stuart Valley Drive Storm 11/10	1	-	-	-
OP.029456	Stuart Valley Drive - Supervision	1	-	-	-
OP.030710	stuart vally drive - pot hole patch	1	711.86	-	711.86
			4,711.25	-	4,711.25
Asset: 0031142 - Stubbs Armstrong Road					
OP.028886	Stubbs Armstrong Road - Separated Pipe	1	2,129.45	-	2,129.45
OP.031160	stubbs armstrong signage	1	569.70	-	569.70
OP.031229	stubbs armstrong premix patching	1	3,351.02	-	3,351.02
			6,050.17	-	6,050.17
Asset: 0031167 - Stumckes Road					
OP.030573	Stumckes Rd - Patrol Grade	1	1,457.50	-	1,457.50
			1,457.50	-	1,457.50
Asset: 0031176 - Susan Crescent					
OP.030776	Susan Cresent Drainage	1	4,183.57	-	4,183.57
			4,183.57	-	4,183.57
Asset: 0031180 - Sutherland Drive					
OP.029610	Sutherland Drive - Jet patch	1	1,933.58	-	1,933.58
			1,933.58	-	1,933.58

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0039052 - Sutton Street					
OP.031497	Sutton Street Drainage	1	183.21	-	183.21
			183.21	-	183.21
Asset: 0031194 - Swartzs Road					
OP.031156	Swartzs Rd - Patrol Grade	1	2,543.98	-	2,543.98
			2,543.98	-	2,543.98
Asset: 0031197 - Swenson Road					
OP.029495	Swenson Rd - Storm 11/10	1	-	-	-
OP.029505	Swensons Rd - Supervision	1	-	-	-
OP.030326	Swenson Rd Patrol grade	1	2,434.55	-	2,434.55
			2,434.55	-	2,434.55
Asset: 0031204 - Tanduringie Drive					
OP.030325	Tanduringie Drive - Guide post	1	1,129.83	-	1,129.83
			1,129.83	-	1,129.83
Asset: 0031211 - Tanduringie School Road					
OP.028602	Tanduringie school road street sweeping	1	270.77	-	270.77
OP.030420	Tanduringie School street sweeping	1	541.54	-	541.54
			812.31	-	812.31
Asset: 0031237 - Tarong Yarraman Road					
OP.028837	Tarong Yarraman Road - HP Defect	1	3,413.05	-	3,413.05
			3,413.05	-	3,413.05
Asset: 0031240 - Taylor Lane					
OP.030753	Taylor Lane	1	1,767.52	-	1,767.52
OP.031075	taylor lane signage	1	94.19	-	94.19
			1,861.71	-	1,861.71
Asset: 0037942 - Taylor Street West					
OP.031242	taylor st west name blade	1	336.80	-	336.80
			336.80	-	336.80
Asset: 0031243 - Taylors Road					
OP.030790	Taylors Road - Pothole patch	1	2,238.80	-	2,238.80
			2,238.80	-	2,238.80
Asset: 0031272 - Ten Chain Road					
OP.030298	Ten Chain Road - Patrol grade	1	10,151.20	-	10,151.20
OP.031024	Ten Chain rd guide posts	1	252.18	-	252.18
			10,403.38	-	10,403.38
Asset: 0031300 - Teschs Road					
OP.030876	teschs rd sign	1	155.70	-	155.70
			155.70	-	155.70
Asset: 0036860 - Tessmanns Road					
OP.028780	Tessmans Rd Boom Mowing	1	1,338.01	-	1,338.01
			1,338.01	-	1,338.01
Asset: 0031200 - TH Burns Road					
OP.030010	TH Burns Rd - Install depth marker	1	102.04	-	102.04
OP.030011	TH Burns Road - Boom mowing	1	2,409.89	-	2,409.89
			2,511.93	-	2,511.93
Asset: 0031364 - The Weir Road					
OP.030036	The Weir Rd - HP Defects	1	11,626.86	-	11,626.86
OP.030575	The Weir Rd - Patrol Grade	1	3,273.10	-	3,273.10
			14,899.96	-	14,899.96
Asset: 0037963 - Thorn Street					
OP.030608	Thorn Street - repair broken drain	1	1,720.84	-	1,720.84
OP.030869	thorn st - signage replace giveway sign	1	343.41	-	343.41
			2,064.25	-	2,064.25
Asset: 0031374 - Tigells Road					
OP.029496	Tigells Rd - Storm 11/10	1	-	-	-
OP.029506	Tigells Rd - Supervision	1	-	-	-
OP.031245	Tigells Road medium grade	1	24,603.08	-	24,603.08
OP.031286	Tigells rd tree Removal	1	532.42	-	532.42
			25,135.50	-	25,135.50
Asset: 0031380 - Tim Dwyer Road					
OP.030535	Tim Dwyer Rd Patrol Grade	1	587.20	-	587.20

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			587.20	-	587.20
Asset: 0022193 - Tim Shea Creek Road					
OP.028935	Tim Shae Creek Rd burnt tree on roadside	1	325.40	909.09	1,234.49
OP.030220	Tim Shea Creek Road	1	466.70	-	466.70
			792.10	909.09	1,701.19
Asset: 0031383 - Tingoora Cemetery Road					
OP.031157	Tingoora Cemertry Rd - Patrol Grade	1	814.84	-	814.84
			814.84	-	814.84
Asset: 0031386 - Tingoora Charlestown Road					
OP.030757	Tingoora Charlestown Road - Patrol Grade	1	1,424.51	-	1,424.51
OP.030919	tingoora charlestown rd premix patching	1	353.72	-	353.72
			1,778.23	-	1,778.23
Asset: 0031407 - Tingoora Chelmsford Road					
OP.029964	Tingoora Chelmsford rd jetpatcher	1	1,300.45	-	1,300.45
OP.030561	Tingoora Chelmsford Rd - Pothole Patch	1	6,347.72	-	6,347.72
OP.030812	Tingoora Chelmsford Road Call out	1	225.03	-	225.03
OP.030875	Tingoora Chelmsford rd Boom / Tree Prune	1	480.91	-	480.91
			8,354.11	-	8,354.11
Asset: 0031442 - Tipperary Road					
OP.030529	tipperary rd premix patching	1	845.74	-	845.74
OP.030724	Tipperary Road - Patrol Grade	1	3,413.20	-	3,413.20
OP.031233	tipperary rd pipe separation	1	2,421.39	-	2,421.39
OP.031401	tipperary rd tree removal and trimming	1	2,353.36	1,000.00	3,353.36
			9,033.69	1,000.00	10,033.69
Asset: 0031506 - Transmitter Road					
OP.028566	Transmitter Rd - HP defects	1	8,181.90	-	8,181.90
OP.030735	Transmitter Road - Patrol Grade	1	5,603.12	-	5,603.12
			13,785.02	-	13,785.02
Asset: 0031547 - Trentham Lane					
OP.029131	Trentham Lane - Patrol grade	1	12,395.89	528.00	12,923.89
OP.029982	Trentham Lane - Drain scour	1	1,084.22	-	1,084.22
			13,480.11	528.00	14,008.11
Asset: 0031549 - Trouts Road					
OP.030520	Trouts Road - Medium Grade	1	9,934.32	-	9,934.32
OP.031404	trouts rd signage	1	992.97	-	992.97
			10,927.29	-	10,927.29
Asset: 0036919 - Trussell Street					
OP.029930	Trussell st footpath repair	1	116.95	-	116.95
			116.95	-	116.95
Asset: 0031584 - Underwoods Road					
OP.028798	Underwoods Rd - Medium Grade	1	8,301.70	-	8,301.70
			8,301.70	-	8,301.70
Asset: 0031594 - Ushers Road					
OP.028631	Ushers Rd - Medium Grade	1	20,817.01	-	20,817.01
			20,817.01	-	20,817.01
Asset: 0031607 - Vanderlugt Road					
OP.030396	Vanderlugt Rd - Patrol Grade	1	445.29	-	445.29
			445.29	-	445.29
Asset: 0036955 - Venman Street					
OP.029078	Venman st premix patching	1	335.64	-	335.64
			335.64	-	335.64
Asset: 0036962 - Verdelho Drive					
OP.031496	verdehlo dr grass removal	1	3,319.89	-	3,319.89
			3,319.89	-	3,319.89
Asset: 0031626 - Walkers Road					
OP.028765	Walkers Road -grading	1	20,428.19	-	20,428.19
OP.028767	Walkers Road - supply & deliver gravel	1	15,854.06	-	15,854.06
			36,282.25	-	36,282.25
Asset: 0031633 - Walsh Road					
OP.029418	Walsh Road Storm 11/10	1	-	-	-
OP.029656	Walsh Rd - Rural Addressing	1	27.42	-	27.42

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.030619	Walsh Rd - Patrol Grade	1	3,879.23	-	3,879.23
			3,906.65	-	3,906.65
Asset: 0036988 - Warren Truss Drive					
OP.029004	Warren Truss drive replace r curve	1	123.74	-	123.74
			123.74	-	123.74
Asset: 0037016 - Waterview Drive					
OP.028821	Waterview Drive - HP Defect	1	1,516.41	-	1,516.41
OP.030721	Waterview Drive - Patrol Grade	1	333.55	-	333.55
OP.031502	waterview dr remove grass	1	81.30	-	81.30
			1,931.26	-	1,931.26
Asset: 0037021 - Watt Street					
OP.029342	Watt st giveway signs	1	366.46	-	366.46
			366.46	-	366.46
Asset: 0031702 - Wattle Camp Road					
OP.031123	Wattlecamp Road - Pothole patch various	1	2,244.25	-	2,244.25
OP.031180	Wattle camp rd signage	1	276.06	-	276.06
			2,520.31	-	2,520.31
Asset: 0031730 - Wattlegrove Road					
OP.028656	Wattlegrove Road tree mulching	1	977.30	-	977.30
OP.029183	Wattlegrove road drainage	1	2,288.43	-	2,288.43
OP.029636	Wattlegrove Road - Clean Drains	1	15,053.33	-	15,053.33
OP.029725	Wattlegrove Road - Medium Grade	1	37,330.85	-	37,330.85
OP.030017	Wattlegrove road drainage	1	1,466.66	-	1,466.66
OP.030294	Wattlegrove road Tree Removal	1	781.76	-	781.76
			57,898.33	-	57,898.33
Asset: 0031813 - Webbers Bridge Road					
OP.030810	webbers bridge rd premix patching	1	171.59	-	171.59
			171.59	-	171.59
Asset: 0000002 - Weber Lane					
OP.031163	Weber Lane - Patrol Grade	1	1,402.50	-	1,402.50
			1,402.50	-	1,402.50
Asset: 0037042 - Webster Street					
OP.029006	Webster st giveway signs	1	265.43	-	265.43
			265.43	-	265.43
Asset: 0031854 - Weckers Road					
OP.030754	Weckers Road - Patrol Grade	1	2,809.14	-	2,809.14
			2,809.14	-	2,809.14
Asset: 0031860 - Weeks Road					
OP.029118	Weeks Road Boom Mowing	1	3,356.95	-	3,356.95
OP.029143	Weeks rd clean out drains	1	5,949.44	-	5,949.44
OP.029442	Weeks Road Storm 11/10	1	-	-	-
OP.029453	Weeks Road - Supervision	1	-	-	-
			9,306.39	-	9,306.39
Asset: 0031889 - Weens Road					
OP.029103	Weens Road Shoulder Resheeting	1	4,391.77	-	4,391.77
OP.030161	Weens Road - Pothole Patch various	1	3,493.18	-	3,493.18
OP.030410	Weens Rd - Shoulder Grade	0	-	-	-
OP.030621	Weens Rd - Medium Grade	1	15,844.06	-	15,844.06
			23,729.01	-	23,729.01
Asset: 0031918 - Weens Road (Ch2000-3672)-Formation-Kingaroy					
OP.030410	Weens Rd - Shoulder Grade	1	12,741.79	-	12,741.79
			12,741.79	-	12,741.79
Asset: 0031956 - Welch Road					
OP.030319	Welch Road Patrol Grade	1	504.65	-	504.65
			504.65	-	504.65
Asset: 0031965 - Wellers Road					
OP.028661	Wellers Road Signage	1	379.35	-	379.35
			379.35	-	379.35
Asset: 0032010 - Wesslings Road					
OP.030682	Wesslings Road - Patrol Grade	1	2,100.14	-	2,100.14
OP.031014	wesslings rd shoulder grade	1	660.81	-	660.81

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Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
			2,760.95	-	2,760.95
Asset: 0032083 - West Coolabunia Road					
OP.029446	West Coolabunia Road storm 11/10	1	-	-	-
OP.029452	West Coolabunia Road - Supervision	1	-	-	-
OP.030436	Rolyes Rd - Drainage clearing	0	-	-	-
Asset: 0037064 - West Street					
OP.028486	West street spot maintenance	1	1,985.39	-	1,985.39
OP.028884	West st premix patching	1	3,368.25	-	3,368.25
OP.029556	West st premix patching	1	4,257.59	-	4,257.59
OP.029970	West st 80klm speed sign	1	501.56	-	501.56
OP.031094	West St _ pothole patch various pothole	1	1,864.63	-	1,864.63
OP.031326	West St - Pothole Patch various	1	1,117.77	-	1,117.77
			13,095.19	-	13,095.19
Asset: 0032097 - West Wooroolin Road					
OP.028539	West Wooroolin Road - Shoulder Spot Mai	1	9,235.55	-	9,235.55
OP.028665	West Wooroolin silt removal	1	4,392.98	-	4,392.98
OP.030629	West Wooroolin Rd - Patrol Grade	1	2,802.80	-	2,802.80
OP.030873	west wooroolin sign curve right	1	254.56	-	254.56
			16,685.89	-	16,685.89
Asset: 0032177 - Wheatlands Loop Road					
OP.028598	Wheatlands Loop Road street sweeping	1	135.39	-	135.39
OP.030418	Wheatlands School Street Sweeping	1	270.78	-	270.78
			406.17	-	406.17
Asset: 0022201 - Whelan Street					
OP.029518	Whelan St - Name Blade	1	334.84	-	334.84
OP.030920	Whelan St - New name blade	1	164.19	-	164.19
			499.03	-	499.03
Asset: 0032201 - Whitaker Road					
OP.029514	Whitakers rd - Remove trees	1	4,859.00	-	4,859.00
OP.030411	Whitaker Rd - Patrol Grade	1	190.36	-	190.36
			5,049.36	-	5,049.36
Asset: 0032204 - Whiterock Road					
OP.028628	Whiterock Rd - HP defects	1	858.60	-	858.60
OP.029449	Whiterock Road storm11/10	1	-	-	-
OP.029450	Whiterock Road - Supervision	1	-	-	-
OP.029654	Whiterock Road - Medium Grade	1	7,209.43	-	7,209.43
			8,068.03	-	8,068.03
Asset: 0022202 - Wickham Street					
OP.028594	Wickham st lane way pothole repairs	1	356.07	-	356.07
OP.028994	Wickham st giveaway sign	1	112.82	-	112.82
OP.030313	Wickham street jetpatching	1	201.86	-	201.86
			670.75	-	670.75
Asset: 0032224 - Wicks Road					
OP.030622	Wicks Rd - Heavy Grade	1	28,242.17	-	28,242.17
OP.030628	Wicks Rd - Gravel supply and delivery	1	7,140.70	-	7,140.70
			35,382.87	-	35,382.87
Asset: 0032266 - Wiedens Road					
OP.029444	Wiedens Road Storm 11/10	1	-	-	-
OP.029451	Wiedens Road - Supervision	1	-	-	-
			-	-	-
Asset: 0032273 - Wilkes Road					
OP.029160	Wilkes Rd - install signs	1	492.05	-	492.05
OP.030430	Wilkes Rd - Patrol Grade	1	2,062.50	-	2,062.50
			2,554.55	-	2,554.55
Asset: 0037131 - William Street					
OP.028558	William street sub soil drainage	1	4,232.88	-	4,232.88
OP.028919	William st premix patching	1	3,331.77	-	3,331.77
OP.029007	William st giveaway sign	1	550.15	-	550.15
OP.029341	William st signage	1	66.30	-	66.30
			8,181.10	-	8,181.10

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0032276 - William Webber Road - formerly Cloyna East Road, changed by resolution 18/3/2004.					
OP.028596	William Webber Road	1	203.08	-	203.08
OP.030417	Cloyna School Street Sweeping	1	338.47	-	338.47
OP.030521	william webber rd signage	1	489.99	-	489.99
			1,031.54	-	1,031.54
Asset: 0022204 - Williams Road					
OP.029186	Williams Road - Clean open drains	1	9,949.13	-	9,949.13
OP.030774	Williams rd Boom Mowing	1	63.50	-	63.50
OP.030922	Williams Road Benarkin	1	209.64	-	209.64
OP.031084	Williams Rd - Clean inlet and outlet	0	-	-	-
OP.031085	Williams Rd - Patrol Grade	1	5,760.00	-	5,760.00
			15,982.27	-	15,982.27
Asset: 0001510 - Williams Road (Ch 4650 - 4875)					
OP.031084	Williams Rd - Clean inlet and outlet	1	1,115.00	-	1,115.00
			1,115.00	-	1,115.00
Asset: 0039091 - Wills Street West					
OP.030606	Wills Street West, Nanango - remove tree	1	2,726.82	-	2,726.82
			2,726.82	-	2,726.82
Asset: 0032380 - Wilsons Road					
OP.028459	Wilsons Rd - HP's repaired	1	24,629.81	-	24,629.81
OP.028597	Wilsons Road Street Sweeping	1	270.77	-	270.77
OP.028604	Wilson Rd - Medium Grade	1	20,953.53	-	20,953.53
OP.029502	Wilsons Rd - Supervision	1	-	-	-
OP.030402	Wilsons Road - pothole patch various	1	7,832.75	-	7,832.75
OP.030416	Windersa School Street sweeping	1	763.91	-	763.91
OP.030798	Wilsons Road - Repair Edge Breaks	1	23,771.39	-	23,771.39
			78,222.16	-	78,222.16
Asset: 0037217 - Windsor Circle					
OP.028982	Windsor circle premix patching	1	475.07	-	475.07
			475.07	-	475.07
Asset: 0032464 - Wingfields Road					
OP.028488	Wingfields Road spot maintenance	1	2,587.80	-	2,587.80
OP.031440	wingfields rd signage	1	934.26	-	934.26
			3,522.06	-	3,522.06
Asset: 0032503 - Wittman Road					
OP.029497	Wittman Rd - Storm 11/10	1	-	-	-
OP.029507	Wittman Rd - Supervision	1	-	-	-
OP.030672	Wittman Road - Patrol Grade	1	1,718.53	-	1,718.53
			1,718.53	-	1,718.53
Asset: 0032522 - Wittons Road					
OP.029992	wittons rd tree removal	1	305.18	-	305.18
OP.030741	Wittons Road - Patrol Grade	1	3,061.53	-	3,061.53
			3,366.71	-	3,366.71
Asset: 0032533 - Wolff Road					
OP.028740	Wolff Rd - Medium Grade	1	3,442.91	-	3,442.91
			3,442.91	-	3,442.91
Asset: 0032544 - Woltmanns Road					
OP.028829	Woltmanns Rd - Med Grade	1	34,007.76	-	34,007.76
			34,007.76	-	34,007.76
Asset: 0032550 - Wondai Charlestown Road					
OP.030918	wondai charlestown premix patching	1	373.20	-	373.20
			373.20	-	373.20
Asset: 0032566 - Wonga Crescent					
OP.030484	Wonga Crescent patrol grade	1	224.99	-	224.99
			224.99	-	224.99
Asset: 0032576 - Wooden Hut Road					
OP.029235	Wooden Hut Rd - remove fallen tree on rd	1	309.60	-	309.60
OP.030923	Wooden Hut Road	1	350.26	-	350.26
			659.86	-	659.86
Asset: 0032627 - Woods Road					
OP.030634	Woods Rd - Patrol Grade	1	2,711.84	-	2,711.84

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.031161	Woods rd name blade	1	528.62	-	528.62
			3,240.46	-	3,240.46
Asset: 0032643 - Woolletts Road					
OP.028876	Woolletts Road - Repair Separated Pipes	1	2,817.18	-	2,817.18
			2,817.18	-	2,817.18
Asset: 0032653 - Wooroonden Road					
OP.029094	Wooroonden Rd - Repair Separated pipes	1	5,290.60	-	5,290.60
OP.031363	wooroonden rd tree removal	1	2,785.32	-	2,785.32
			8,075.92	-	8,075.92
Asset: 0032698 - Wyatts Road					
OP.028934	Wyatts Road HP repairs	1	2,598.41	-	2,598.41
OP.029372	Wyatts rd signage	1	151.80	-	151.80
OP.031071	Wyatts Road - Patrol Grade	1	481.84	-	481.84
			3,232.05	-	3,232.05
Asset: 0032751 - Youngman Street					
OP.029239	Youngman St - Repair 60km/hr sign	1	311.03	-	311.03
OP.031377	Youngman st Repair footpath	1	227.09	-	227.09
			538.12	-	538.12
Asset: 0032714 - Youngmans Road					
OP.029637	Youngmans Road - Medium Grade	1	36,568.06	-	36,568.06
			36,568.06	-	36,568.06
Maintenance 2018/19 Total			4,517,769.17	64,293.94	4,582,063.11
Subtotal			4,523,370.46	64,293.94	4,587,664.40
Work Orders Not Linked to Assets					
OP.027216	Ice Machines - Depots		2,762.20		2,762.20
OP.028443	Supply/Install Sign for Orana Aged Care		130.22		130.22
OP.028786	Nanango School line marking		13,274.18		13,274.18
OP.028913	Mt. Stanley Rd - Private Works		1,502.56		1,502.56
OP.028917	Scotts Lane - Private Works		7,462.07		7,462.07
OP.028975	Walkers Rd Private Works - fire		569.53		569.53
OP.029117	Private Works		506.56		506.56
OP.029179	Locke Lane - Bushfire assistance request		2,060.73		2,060.73
OP.029180	Booie Rd - request to control bushfire		4,185.54		4,185.54
OP.029638	Private Works		721.23		721.23
OP.030055	Gueena Lane - Request for assistance		2,195.37		2,195.37
OP.030617	Private Works - Swickers Bacon Factory		406.16		406.16
OP.030766	Private Works - Bell Street		364.00		364.00
OP.030820	Private Works - Install Signs First Av		180.19		180.19
OP.031521	Private Works - street sweeping reseals		249.52		249.52
OP.028463	Traffic Control		224.62		224.62
OP.028478	North Slashing		121,193.45		121,193.45
OP.028479	South Slashing		88,748.65		88,748.65
OP.028480	Central Slashing		61,758.47		61,758.47
OP.028482	Kingaroy Street Banner		5,039.27		5,039.27
OP.028489	Blackbutt Township Street Sweeping		7,352.50		7,352.50
OP.028490	Nanango Township Street Sweeping		24,009.99		24,009.99
OP.028491	Proston Township Street Sweeping		7,566.21		7,566.21
OP.028492	Murgon Township Street Sweeping		19,388.44		19,388.44
OP.028493	Wondai Township Street Sweeping		11,340.66		11,340.66
OP.028494	Wooroolin Township Street Sweeping		1,421.56		1,421.56
OP.028495	Tingoora Township Street Sweeping		1,150.78		1,150.78
OP.028496	Memerambi Township Street Sweeping		744.63		744.63
OP.028497	Kumbia Township Street Sweeping		5,753.95		5,753.95
OP.028498	Kingaroy Township Street Sweeping		54,427.45		54,427.45
OP.028630	Haly Creek Road Rural addressing		72.41		72.41
OP.028641	Hamilton Road Rural addressing		99.84		99.84
OP.028720	Navy Bean Road Rural Addressing		99.77		99.77
OP.028721	Iszlaub Road Rural Addressing		99.77		99.77
OP.028734	Manumbar Road Rural Addressing		99.90		99.90
OP.028770	Remove tree, Coolabunia Malar Rd		83.88		83.88
OP.028796	Broclehurst Rd - Rural Addressing		99.77		99.77

Task	Task Description	% Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.028819	Wilsons rd callout-Sink holes		207.36		207.36
OP.028822	Booie Road Rural Addressing		99.84		99.84
OP.028879	Allen Road - Rural Addressing		66.21		66.21
OP.028882	Dugdell Road - Rural Addressing		99.83		99.83
OP.028929	Burnett Hwy - Fire callout		2,031.63		2,031.63
OP.029027	W Dugdell Road Rural Addressing		99.77		99.77
OP.029056	East Nanango Grindstone Rd Rural Address		99.84		99.84
OP.029091	Pamela Dr - Rural Addressing		99.77		99.77
OP.029099	Mt Stanley Rd - Rural Addressing		467.88		467.88
OP.029116	East Woooloolin Rd - Road closures		232.59		232.59
OP.029140	Boardmans Road - Tree removal		221.57		221.57
OP.029159	Callout Fisher st damaged Keep left sign		33.47		33.47
OP.029282	.Ellesmere rd		109.57		109.57
OP.029475	Mary Street Supervision		0.00		-
OP.029650	Line marking various		4,425.20		4,425.20
OP.030003	Huston Road - Rural Addressing		90.11		90.11
OP.030004	Bunya Highway - Rural Addressing		66.58		66.58
OP.030005	Golf View Drive - Rural Addressing		66.38		66.38
OP.030006	Tanduringie Drive - Rural Addressing		66.39		66.39
OP.030061	Wheatlands Loop Road - Rural Addressing		123.56		123.56
OP.030064	RACAS - hire and installation		25,000.00		25,000.00
OP.030106	Road Policy Update		13,998.00		13,998.00
OP.030153	Wilkes Road - Rural Addressing		99.84		99.84
OP.030166	Meddletons Road - Rural Addressing		99.83		99.83
OP.030284	Gravel Testing - Council Pits		2,659.75		2,659.75
OP.030320	Memerambi-Gordonbrook rd - Rural Address		99.84		99.84
OP.030347	Greenview Road - Rural Addressing		99.76		99.76
OP.030348	Benair Road - Rural Addressing		99.84		99.84
OP.030399	McLean Road - Rural Addressing		123.57		123.57
OP.030400	Maidenwell Upper Yarraman Rd - Rural Add		120.89		120.89
OP.030401	Manumbar Road - Rural Addressing		99.83		99.83
OP.030532	Sutherland Drive - Rural Addressing		542.39		542.39
OP.030533	Butler Drive - Rural Addressing		97.23		97.23
OP.030547	Postles Road, Rural Addressing		120.88		120.88
OP.030550	Bicks Road, Rural Addressing		120.89		120.89
OP.030590	Bunya Avenue - Clearing Works		548.74		548.74
OP.030592	Stegemanns Road, Rural addressing		105.15		105.15
OP.030687	Althause Road - Rural Addressing		105.22		105.22
OP.030779	Mt McEuen Road - Rural Addressing		123.55		123.55
OP.030788	Wattlecamp Road - Rural addressing		123.54		123.54
OP.030871	Burnett highway - Rural Addressing		123.61		123.61
OP.031036	Booie Rd - Rural Addressing		99.75		99.75
OP.031096	Niagara Road Safety Fencing		129.45		129.45
OP.031113	Heights Rd - Rural Addressing		99.75		99.75
OP.031150	Bunya Way - Rural Addressing		199.89		199.89
OP.031183	Old Rifle Range Rd - Rural Addressing		33.38		33.38
OP.031184	Crumpton Drive BBUTT - Rural Addressing		99.75		99.75
OP.031185	Burnett Hwy - Rural Addressing		99.82		99.82
OP.031209	300 Haly St Kroy Telstra Damage		632.13		632.13
OP.031231	Ushers Road - Rural Addressing		99.75		99.75
OP.031246	Parker Rd - Rural Addressing		99.57		99.57
OP.031375	Middle Road - Rural Addressing		32.81		32.81
OP.031391	Barambah Road - Rural Addressing		33.12		33.12
OP.031405	Beils Road - Rural Addressing		99.57		99.57
OP.031495	Street Lighting Power		281,534.40		281,534.40
OP.031519	Franks Rd - Rural Addressing		32.81		32.81
OP.031533	Googa Creek Road - Rural Addressing		32.82		32.82
OP.031367	Gravel Reheet - Blackbutt Showground		3,295.00		3,295.00
OP.031212	Sulivan's Pit - Recoveries		-18,432.00		18,432.00
	Subtotal		768,787.70	-	768,787.70
	Grand Total		5,292,158.16	64,293.94	5,356,452.10

Road Maintenance Expenditure Report

- as at 31 May 2019 -

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13.4 IS - 2599525 - Monthly Works for Queensland (W4Q) Grant Projects Report - Round Two

Document Information

ECM ID 2599525

Author General Manager Finance

Date 4 June 2019

Précis

Report on the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 April 2019.

Summary

The following information provides a snapshot of the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 April 2019.

Officer's Recommendation

That the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 April 2019 be received.

W4Q Grant Projects Report - Round 2
as at 31 May 2019

Capital Projects

Financial Project	Project Code	Project Description	2018/2019 Project Budget	Project Budget	Current Year 2018/19 Actuals	Life to Date Actual Expenditure as at May 2019	Commitments	Total Project Cost (incl. Commitments)
100621	005341	W4Q Rd2 - DW - Parker Road, Ellesmere	5,314.00	94,686.29	-	94,686.29	-	94,686.29
100621	005342	W4Q Rd2 - DW - Mant Street, Kingaroy	2,642.00	17,357.58	-	17,357.58	-	17,357.58
100621	005343	W4Q Rd2 - DW - Williams Road, Bomarkin	11,871.00	38,129.97	-	38,129.97	-	38,129.97
100621	005344	W4Q Rd2 - DW - Mt Stanley Road, Nanango	-	10,477.01	-	10,477.01	-	10,477.01
100621	005345	W4Q Rd2 - DW - Ironpot Roads	2,402.00	17,597.14	-	17,597.14	-	17,597.14
100621	005346	W4Q Rd2 - DW - Mustons Road, Haly Creek	15,250.00	24,750.28	-	24,750.28	-	24,750.28
100621	005347	W4Q Rd2 - DW - Johnstons Road, Mannum	-	-	-	-	-	-
100621	005348	W4Q Rd2 - DW - Premier Drive, Kingaroy	148,762.00	197,107.06	2,171.08	3,409.55	129,430.17	132,839.72
100621	005349	W4Q Rd2 - DW - Bournerie Road, Goodger	10,105.00	9,894.87	-	9,894.87	-	9,894.87
100622	005350	W4Q Rd2 - DW - Covertly Road, Ballogre	469,927.00	20,000.00	242,088.51	242,358.43	-	242,358.43
100622	005351	W4Q Rd2 - DW - T. H Burns Rd/Covertly	91,000.00	280,286.18	365,935.56	415,137.23	-	415,137.23
100622	005352	W4Q Rd2 - GR - Alice Creek Road	56,305.00	143,694.73	-	143,694.73	-	143,694.73
100622	005353	W4Q Rd2 - GR - Wesslings Road, Murgon	11,732.00	38,268.29	-	38,268.29	-	38,268.29
100622	005354	W4Q Rd2 - GR - Bulcamp Road, Bulcamp	31,850.00	18,403.11	18,388.56	18,403.11	-	18,403.11
100622	005355	W4Q Rd2 - GR - Bulcamp Runnymede Road	39,369.00	85,632.42	-	85,632.42	-	85,632.42
100622	005356	W4Q Rd2 - GR - Dangore Mt Road	99,365.00	159,460.88	124,661.40	125,296.72	-	125,296.72
100622	005357	W4Q Rd2 - GR - Farmers Road	10,857.00	39,143.20	-	39,143.20	-	39,143.20
100622	005358	W4Q Rd2 - GR - Haly Creek Road, Goodger	-	105,141.69	-	105,141.69	-	105,141.69
100622	005359	W4Q Rd2 - GR - Kumbia Back Road, Benair	-	73,824.97	-	73,824.97	-	73,824.97
100622	005360	W4Q Rd2 - GR - Maidenwell Upper Yarraman	20,968.00	29,031.92	-	29,031.92	-	29,031.92
100622	005361	W4Q Rd2 - GR - Redvale Road, Boote	8,803.00	66,196.78	-	66,196.78	-	66,196.78
100622	005362	W4Q Rd2 - GR - Weens Road, Kingaroy	38,739.00	61,260.67	-	61,260.67	-	61,260.67
100622	005363	W4Q Rd2 - GR - Wicks Road, Gordonbrook	-	53,843.35	-	53,843.35	-	53,843.35
100622	005501	W4Q Rd2 - GR - To be Allocated	252,188.00	-	-	-	-	-
100622	005597	W4Q Rd2 - GR - Kawl Kawl Road, Keveland	-	-	122,709.69	122,709.69	-	122,709.69
100622	005598	W4Q Rd2 - GR - Memerambi Barkers Ck Rd	-	-	148,345.99	148,345.99	-	148,345.99
100622	005599	W4Q Rd2 - GR - Saddle Tree Creek Rd	-	-	61,123.66	61,123.66	-	61,123.66
100622	005600	W4Q Rd2 - GR - Darlev Crossing Rd	-	-	81,287.22	81,287.22	-	81,287.22
100623	005384	W4Q Rd2 - FP - Haly Street, Kingaroy	4,536.00	250,114.48	18,143.18	250,114.48	-	250,114.48
100623	005385	W4Q Rd2 - FP - Home Street, Nanango	95,468.00	100,000.00	862.02	6,863.75	-	6,863.75
100623	005386	W4Q Rd2 - FP - Rodney Street, Preston	-	50,696.91	-	50,696.91	-	50,696.91
100623	005387	W4Q Rd2 - FP - Haly Street, Wondai	14,026.00	120,626.47	43,381.35	120,706.19	-	120,706.19
100623	005388	W4Q Rd2 - FP - Murgon Footpath	242,848.00	169,225.69	34,596.69	40,441.51	3,360.00	43,801.51
100623	005395	W4Q Rd2 - FP - Hart Street, Blackbutt	-	69,336.47	-	69,336.47	-	69,336.47
100624	005369	W4Q Rd2 - KTH - Forecourt	20,256.00	80,000.00	-	59,744.07	-	59,744.07
100624	005370	W4Q Rd2 - KTH - Stage lights upgrade	4,847.00	45,000.00	-	40,353.49	-	40,353.49
100625	005371	W4Q Rd2 - KTH - Depot - lights to LED	3,872.00	35,000.00	-	31,328.17	-	31,328.17
100628	005372	W4Q Rd2 - Kingaroy VIC - Re-sheet roof	57,761.00	200,000.00	12,268.82	152,435.09	-	152,435.09
100627	005373	W4Q Rd2 - WSP - Replace disabled chair	16,462.00	75,000.00	51,665.36	68,403.55	-	68,403.55
100627	005374	W4Q Rd2 - NSP - General building repairs	1,575.00	90,000.00	22,382.48	88,424.83	-	88,424.83
100628	005375	W4Q Rd2 - Wondai Admin - Replace roof	267,503.24	95,000.00	195,547.44	240,254.54	27,248.75	267,503.29
100629	005376	W4Q Rd2 - Ringsfield House - Gen repairs	57,299.00	97,000.00	64,342.60	64,357.15	-	64,357.15
100630	005377	W4Q Rd2 - Nanango Admin & Library	-	0.00	-	19,333.22	-	-
100631	005378	W4Q Rd2 - Boondooma Homestead	43,096.00	90,000.00	5,391.93	46,903.69	-	46,903.69
100632	005379	W4Q Rd2 - LBPCH - 1st health capacity	-	14.55	-	14.55	-	-
100633	005380	W4Q Rd2 - O'Neil Square - Stage area	11,713.00	22,000.00	2,390.00	10,286.03	-	10,286.03
100634	005381	W4Q Rd2 - K'roy Aerodrome - Relocate qert	3,335.00	26,884.70	-	26,884.70	-	26,884.70
100634	005382	W4Q Rd2 - K'roy Aerodrome - Replace tile	1,501.00	8,498.96	-	8,498.96	-	8,498.96
100634	005383	W4Q Rd2 - K'roy Aerodrome - Replace roof	101,210.00	124,836.34	63,951.81	82,704.49	-	82,704.49
100635	005384	W4Q Rd2 - Gordonbrook Dam - day use area	14,985.00	15,000.00	4,964.00	4,978.55	-	4,978.55
100636	005385	W4Q Rd2 - Dingo Park - shelters & paths	-	55,000.00	15,941.23	50,000.00	-	50,000.00
100636	005386	W4Q Rd2 - Murgon Youth Park - pathing	-	20,000.00	10,712.26	20,000.00	-	20,000.00
100637	005387	W4Q Rd2 - Bollards - Woornoolin Carpark	72,223.00	81,179.63	111,071.42	118,847.88	11,913.63	130,761.71
100637	005388	W4Q Rd2 - Bollards - Rest areas	-	20,919.09	-	20,919.09	-	20,919.09
100637	005389	W4Q Rd2 - Bollards - Mt Woornoolin	654.00	12,345.95	-	12,345.95	-	12,345.95
100637	005390	W4Q Rd2 - Bollards - Rotary Park	1,445.00	10,555.33	-	10,555.33	-	10,555.33
100638	005391	W4Q Rd2 - Boondooma Dam	2,352.00	56,000.00	5,628.00	55,247.98	174.41	55,422.39
100639	005392	W4Q Rd2 - BP Walking Track - rubber	893.00	35,000.00	44.20	34,107.05	-	34,107.05
Total Capital Projects			2,369,908.24	3,639,202.74	1,764,341.71	3,912,522.87	172,127.16	4,084,650.03

Operational Projects

Financial Project	Project Code	Project Description	2018/2019 Project Budget	Project Budget	Current Year 2018/19 Actuals	Life to Date Actual Expenditure as at May 2019	Commitments	Total Project Cost (incl. Commitments)
100640	005393	W4Q Rd2 - MTH - Replace loading dock, security lighting & security fencing repairs	10,000.00	10,000.00	9,233.64	9,233.64	-	9,233.64
Total Operational Projects			10,000.00	10,000.00	9,233.64	9,233.64	-	9,233.64
Total W4Q Grants			2,369,908.24	3,649,202.74	1,763,675.35	3,921,756.51	172,127.16	4,093,883.67

14. Confidential Section

14.1 CONF - 2599755 - Lease of Coolabunia Saleyard & South Burnett Regional Council Dip Facilities

Document Information

ECM ID 2599755

Author General Manager – Corporate Services

**Endorsed
By Chief Executive Officer**

Date 5 June 2019

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it

14.2 CONF - 2598000 - Tender SBRC 18/19-12 Kingaroy Water Main Replacement Program

Document Information

ECM ID 2598000

Author Manager Water and Wastewater

**Endorsed
By General Manager Infrastructure**

Date 28 May 2019

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it

14.3 CONF - 2599535 - Aged Sundry Debtor Accounts

Document Information

ECM ID 2599535

Author Manager Finance

Endorsed
By General Manager Finance

Date 4 June 2019

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(c) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (c) the local government's budget

