



SOUTH BURNETT
REGIONAL COUNCIL

Agenda
of the
General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 17 January 2018

Commencing at 9.00 am

Chief Executive Officer: Gary Wall

Our Vision

"Individual communities building a strong and vibrant region."

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, 17 January 2018

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Burnett Regional Council Dip Facilities 79

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association, Pastor Andy Dunkin 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 13 December 2017 as recorded be confirmed.

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

See Business Function Headings

4. Portfolio - Economic Development, Governance and Communications

4.1 Economic Development, Governance and Communications Portfolio Report

Document Information

IR No 2447791

Author Mayor, South Burnett Regional Council

Date 12 January 2018

Précis

Economic Development, Governance and Communications Portfolio Report

Summary

Mayor Campbell presented his Economic Development, Governance and Communications Portfolio Report to Council.

Officer's Recommendation

That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.

4.2 Governance (G)

Officer's Report

4.2.1 G - 2448122 - Annual Operational Plan 2017/18 Progress Report for the October - December Quarter

Document Information

IR No 2448122

Author Manager Social & Corporate Performance

Endorsed By General Manager – Corporate Services

Date 5 January 2018

Précis

Annual Operational Plan 2017/18 Progress Report for the October - December Quarter.

Summary

The Annual Operational Plan details the projects, services and initiatives that Council planned to deliver for the 2017/18 financial year. Pursuant to section 174(3) of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Annual Operational Plan.

Officer's Recommendation

That in accordance with section 174(3) of the *Local Government Regulation 2012*, the progress report for the October – December Quarter be adopted.



Executive Services Operational Plan 2017/18

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Strengthen, maintain and actively contribute to the Wide Bay Burnett Regional Organisations of Council advocating Council's strategic and operational position on key issues Meeting with Ministers half yearly as part of WBBROC	Effective advocacy and strategic partnerships	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Mayor & CEO attended the WBBROC meeting held in Maryborough on 24 August 2017 and 16 November 2017 SBRC Mayor along with other Wide Bay Mayors took opportunity to present delegations to various Ministers during the recent cabinet meeting held in Maryborough & Bundaberg. Due to State Election WWRCC did not meet in Brisbane in November and consequently did not have our half yearly representations with relevant Ministers</p>			
Develop a strategic human resource management plan by 30 December 2018.	A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Preliminary work commenced, Human Resource Policy and Procedure is under constant review to contribute to the redevelopment of Council's HR Management plan 2018/19. Changes to the Queensland Industrial Relations Act 2016 are currently under review for inclusion in Council's Plan. Presentation of a draft plan is proposed by September 2018.</p>			
New safety management system implemented and first review undertaken by 30 June 2018 Delivery of the Enforceable Undertaking to comply with the regulators timeframes as described	Continue to promote a 'safety first' environment	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Zero Harm Strategic Plan has been implemented. SET has agreed to the principles of the Plan, initiatives such as Supervisor/Management Safety Handbooks are distributed on a 3 monthly basis to disseminate safety information and practices to all employees. Contractor compliance has been addressed through the introduction of the Beakon Safety Control System, as part of that implementation all employees have undertaken online safety induction refresher. All deliverables have been met within the required timeframes, final audits for the EU are completed and identified non-compliance and corrective actions are to be addressed by 30 March 2018. Further audits using the National Assessment Tool will be conducted following the March 2018 cut-off date to assess the safety system measurement against national standards. Final reporting to the regulator will be completed by the set date in June 2018 to finalise the EU.</p>			

DEPARTMENT: EXECUTIVE SERVICES

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Implement the South Burnett Economic Development Strategy	Continue to implement the Economic Development Strategy	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Revised 2020 South Burnett Economic Development Strategy adopted by Council at Ordinary Meeting held 16 August 2017. 2020 South Burnett Economic Development Strategy presented to business groups and local residents through 2017 Roadshow. Senior Economic Development Officer working closely with South Burnett Directions Board to identify a more detailed implementation program. Through meetings with South Burnett Directions in October and December, discussion has focussed around making the connection between the 2014-19 Economic Development Strategy Workshop held in March 2017, how the 2020 Economic Development Strategy was developed and projects, activities and measurement of forward implementation. The connection between the 2014-19 Economic Development Strategy and the 2020 Economic Development Strategy has now being mapped and South Burnett Directions Board Members have commenced their determination of 'scaffolding' (forward implementation framework) and measurement for the 2020 Economic Development Strategy. An ongoing review and use of components from the 2014-19 Economic Development Strategy is being documented and South Burnett Directions will next meet in February 2018 to further define the 'scaffolding' and the ongoing makeup of the South Burnett Directions Board, noting industry representation and 'scaffolding' in this review. An Economic Development Quarterly Activity Report was published by Council in November and a second Activity Report will be presented to Council in February 2018.</p>			
Implement the South Burnett Tourism Strategy	Continue to promote the South Burnett as a premier tourist destination	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Facilitated Tourism Workshop, attracting more than 50 tourism operators, held 20 July 2017. Report from workshop circulated to all attendees. Attended Gold Coast and Wide Bay Caravan, Camping & Travel Shows under brand 'South Burnett' 2020 South Burnett Economic Development Strategy incorporates Visitor Economy. Visitor Economy Action Plan presented to Council Portfolio on 26 September 2017. Implementation of Visitor Economy Action Plan reflected through changes to promotional and marketing materials reflecting target markets, publishing forward marketing material in the Economic Development Activity Report and successful execution of the first quarterly industry networking function, South Burnett Unpacked, held at Yalakool (BP Dam) on Thursday 23 November attracted approx. 50 participants, showcasing the location and covered topics relevant to tourism including Economic Development Strategy/Visitor Economy Action Plan, impact of events in regional economy, regional destination events, South Burnett Rewards/Rewards for tourism, Brisbane's Regional Flavours event and networking between operators, speakers, volunteers and Council. The Forward Marketing plan publishes 6 months forward activity to enable public the opportunity to leverage/partner Council's marketing spend/activity and generate further connection within industry for regional marketing. The second South Burnett Unpacked is scheduled for Tuesday 20 February at the Bunya Mountains. A refresh of the South Burnett Touring Guide has been completed in cooperation with South Burnett Times for printing and distribution in 2018.</p>			

DEPARTMENT: EXECUTIVE SERVICES

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Continuation of the hospital board foundation fundraising and ongoing monitoring of the operations related to the South Burnett Day Hospital completing the existing contract	Provide & maintain appropriate infrastructure to meet community needs	Internal & External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: The board continues to function within the parameters of the foundation and Chief Executive Officer is the nominated secretary for the foundation monitoring the operations.</p>			



Corporate Services Operational Plan 2017/18

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Development of the Corporate Plan 2018-2022 by 30 June 2018	An informed and engaged community	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: A project schedule has been developed and approved by the CEO. Council and the Senior Management Team have been briefed on the schedule. Mead Perry Group has been appointed to assist Council with the development of the Plan and facilitated a workshop in October with Councillors and the Senior Management Team. A scan was conducted of Council's strategies, plans and reports to inform the process. Additionally a survey of the community was conducted prior to the workshop. From the workshop a draft corporate plan was developed and circulated to Councillors and Senior Management Team. An internal steering group was formed with 4 Councillors and 5 staff representatives to consider feedback and revise the draft plan. The revised draft plan was circulated to Councillors and the Senior Management Team for feedback. The corporate design of the draft plan has been completed and has been sent out for reviewed by Councillors and the Senior Management Team.</p> <p>The draft Corporate Plan 2018-2022 will go to the Ordinary Meeting of Council in January for adoption prior to community consultation.</p> <p>Community consultation will be conducted from 1 to 28 February with face to face sessions scheduled in Blackbutt (8th), Nanango (8th), Kingaroy (15th), Wondai (15th) and Murgon (15th). The draft plan will be available from Council's Customer Service Centres / Libraries in Blackbutt, Nanango, Kingaroy Proston, Wondai and Murgon.</p> <p>Feedback will be considered by the internal steering group with the final draft plan circulated and tabled for discussion at Portfolio meeting in March 2018.</p> <p>It is anticipated that the final draft plan will be adoption at the Ordinary Meeting of Council later that month - March 2018.</p>			
Grants, capital works and maintenance programs 2017/18 delivered on time and within budget by 30 June 2018	Infrastructure that meets the communities needs	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update: There was a small number of Capital Projects that have been carried forward from 2016/17 as a result on the focus of resources toward ensuring W4Q projects, Sport and Rec grants and R4R (Rail Trail) projects are completed within the funding agreements. The 2016/17 carried forward Capital Projects and 2017/18 Capital Projects will be a focus of the Department during the second quarter as will the roll out of the W4Q (2) projects to meet the projected cash flow forecasts.</p>			

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Operational Plan 2017/18 quarterly reviews adopted by Council Delivery of the Annual Report 2016/17 by 30 November 2017	Ethical, accountable and transparent decision making	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Operational Plan 2017/18 1st Quarter Review was adopted at the Ordinary Meeting of Council in October as scheduled. Operational Plan 2017/18 2nd Quarter Review is out for update and will be tabled at the Ordinary Meeting of Council in January 2018 for adoption. Annual Report 2016/17 was prepared in draft with the Senior Management Team providing content and reviewing branch information in August and September. The draft report was prepared on schedule as required by the External Auditors and was available through the Finance Department to the External Auditors in September. The report was provided to the Audit Committee, Councillors and the Senior Management Team for review. The report was adopted by Council within 30 days of the financials being certified as legislative required – adopted at the Special Meeting of Council on 26 October 2017. Printed copies of the Report are available for purchase from Council's Customer Service Centres or available for download / viewing via Council's website http://www.southburnett.qld.gov.au/annual-report</p>			
Operational Risk Registers and Treatment Plans developed by 31 October 2017 Operational Risk Registers and Treatment Plans reviewed 6 monthly on schedule as at 30 June 2018 Fraud and Corruption Prevention Management Framework managed and compliant as at 30 June 2018 Internal Audit Plan activities and management of internal audit requirements completed as per schedule for 2017/18 by 30 June 2018	Effective financial and business management	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Meetings conducted with each Department, Corporate Risk Registers and Treatment Plans prepared and signed off by CEO. High and Extreme rated corporate risks and associated treatment plans presented to Senior Management Team and Audit Committee. Review scheduled for January 2018 has commenced with the Senior Management Team provided a scheduled period for review and update. The reviewed /updated Register and Plan will be presented to the CEO for authorisation by 31 January. The Register and Plan will be presented to the Audit Committee at the next scheduled meeting in February 2018. Fraud and Corruption Prevention Management Plan 2016-2019 reviewed and updated by the Fraud and Corruption Prevention Management Steering Group. Revised Plan signed by CEO and presented to the Audit Committee in the 1st quarter of 2017/18. Further to this review the Fraud and Corruption Prevention Management Steering Group is progressing the actions within the plan. The Framework is currently being formally defined with a framework document in draft and being processed by the Steering Group. A flow chart for the processing for Fraud and Corruption complaints is being finalised with the development of forms and associated documents to be finalised in the 3rd Quarter. Revised Internal Audit Plan (dated 28 August 2017) is in progress. Two (2) internal audit reports published during this quarter (2016-17 005 Telephone & Mobile Expenditure and 2017-18 001 Preferred or Pre-Qualified Suppliers). Review of Investment Management (2017-18 002 Investment Management) is in progress. Other scheduled audits in the order of their priority are review of - Grants and Subsidies Received, Councillor Expenses, Asset Management, Inventory Management and Other Receivables. Audit Committee met on 10 October to receive the signed financial statements of Council for the FY 2016-17. KPMG, Council's new external auditor, expected to deliver the external audit plan for 2017-18 in the upcoming meeting scheduled on 20 February 2018.</p>			

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Develop organisational customer service standard	Quality customer service	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Draft organisational customer service standard being developed. Consultation to commence early 2018. Adoption of standard by 30 June.</p>			
Deliver library services to the region pursuant to the Queensland State Library agreement	Building vibrant, healthy, supportive and inclusive communities	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: Public Libraries Outcome Report to self-assess whether Council has met their obligations under the Service Level Agreement, and identify where the gaps are, was completed and submitted to the State Library of Queensland. The 2016-2017 Queensland Public Libraries Statistical Return was completed and submitted in accordance with the Service Level Agreement for Public Libraries Library statistics for the period July through to December 2017:- 74,982 and returns 105,533. Visitation across the service was 79,141. A total of 16 adult programs such as author/information talks, writers workshop and mental health events where held with 229 attendees. The number of Group meetings at the library was 170 with 1,241 attending. 65 Story Time sessions with 836 participants and 68 Rhyme Time sessions with 791 participants have been held. In addition to this, 19 children's programs such as holiday activities and school/kindergarten visits to the library have been hosted, with 1,049 attendees. Outreach programs including partnerships with Child Health, visits to schools and a pop up library for Cherbourg Women's Health that were delivered during this period totalled 42 sessions with 660 attendees.</p>			

DEPARTMENT: CORPORATE SERVICES

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Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Facilitate and support community development through effective implementation and delivery of the Community Grants Program	Encourage and support community organisations to enhance their sustainability	Internal and External Stakeholders	Inform Consult Involve

2nd Quarter Update: Round One (1) successfully conducted for the Community Events Sponsorship, Community Regionally Significant Events Sponsorship, Healthy Communities Sponsorship and Community Hall Public Liability Grant. Councillor Discretionary Funds, In-kind Sponsorship and Elite Performance Youth Grants are being administered ongoing. The Elite Performance Youth Grant has had unprecedented level of interest in the first 3 months of the program. Council supported the alteration to the budget from within the Community Grants Program allocation whereby Elite Performance Youth Grant is increased by \$5,000 from Project/Program One-off Sponsorship and \$1,000 from the Council allocation from RADF given that Arts Queensland approved the reduced funding.

Funding approved Round One (1):

- Community Events Sponsorship - \$23,497.81, Community Regionally Significant - \$10,000, Hall Public Liability Grant - \$6,961.74, Elite Performance Youth Grant - \$6,000
- Healthy Communities - \$0.00, Project/Program One-off Sponsorship - \$18,000, RADF - \$6,260

Since July, Council has approved and funded the following applications for In-kind Sponsorship:

Applicant	Activity/Event	Provided	Applicant	Activity/Event	Provided
South Burnett Suicide Prevention Working Group	Winter Warmers	100 Chairs Delivered & Picked Up	Wondai Senior Citizens Club	Seniors Week Day 2017	Set up of tables and chairs in Wondai Town Hall
Wondai Garden Expo	September Garden Expo	100 Chairs	C&K Kindy Blackbutt	Kindy Fete	Road Closed Barriers, Orange Mesh & Signage
Saint Paul's Lutheran Church Murgon	Health Talk	80 Chairs supplied	Nanango Funfest (mardi gras)	Mardi Gras	10 Wheelie Bins, Open & Clean Toilets, Open Gates, unlock lights and power to stage
Nanango Netball Association	Central Burnett Challenge Netball Carnival	8-10 Wheelie Bins delivered	Relay for Life Captains Dinner Committee	Captains Dinner	Set up, Clean up and skip bin
Wondai AP&I Society	Wondai 100th Show	Supply of Chairs, Wheelie Bins & Gazebo	Murgon Rotary	Skate Park Opening	Chairs delivered and set up
Barambah Bowhunters & Field Archers Assoc Inc.	ABA State Final	10 x Wheelie & 2 x Skip Bin	Wondai Junior Rugby League	Grand Final	Supply of Mesh, Wheelie Bins and Toilet Clean
Blackbutt Singers Inc.	Gala Regional Concert - Blackbutt Hall	60 x Chairs supplied	Proston Car Rally Club Inc.	Rally Car Race	12 x Wheelie Bins
Rotary Club of Murgon	Murgon Music Muster	10 x Wheelie bins supplied with 20 Wheelie bins to be emptied Mon, Wed, Fri	Kingaroy Christmas Carnival Committee	Kingaroy Christmas Carnival	TMP & Implementation, Chairs, Signage
Wondai AP&I Society	Wondai Christmas Eve Fair	TMP & Implementation, Chairs, Signage	Murgon Business & Dev Assoc	Murgon Christmas Carnival	Implementation of TMP & Wheelie Bins
Wondai Baptist Church	Combined Church Services	50 x Chairs	Maidenwell Community Group	Lifelight Fundraiser	1 x Marquee

Council has been advised that the 2017/2018 bid to Arts Queensland for RADF funds have been decided - Arts Queensland \$7,500 (60%), Council \$5,000 (40%) = Total 2017/2018 \$12,500. Council requested - Arts Queensland \$9,000, Council \$6,000 = Total 2017/2018 \$15,000. The budget has been adjusted according to the funding allocated by Arts Queensland.

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>Compliance with Council's Environmental Authority for Waste Disposal</p> <p>Provision of cost effective and environmentally responsible waste management services and facilities</p> <p>Collaboration with neighbouring regions in the Implementation of the Regional Waste Management Strategy</p>	<p>Environmentally responsible and efficient waste management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>2nd Quarter Update:</p> <p>The Waste Collection Contractor continues to comply with the Key Performance Indicators (KPIs) established in the Waste Collection Contract. That is, JJ Richards is meeting the criteria for a limited number of missed bins, delivering new bins within the specified time period, repairing and/or replacing damaged bins within the prescribed timeframe and minimising contractor specific servicing complaints.</p> <p>There have been 312 Waste Collection complaints recorded year to date, with 343,092 waste collection services being "conducted". This equates to a 99.91% successful wheele bin collection rate over the year to date.</p>			
<p>Public health licence applications, routine inspections of licensed premises and complaint investigation management effectively managed and actioned</p>	<p>Manage identified public health and environmental issues in accordance with relevant legislation</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>2nd Quarter Update:</p> <p>The year to date figures for public health applications are as follows:</p> <p>5 New Food Business Licence Applications; 11 change of Licensee Applications; 20 Temporary Food Applications; 46 Non-Profit Temporary Food Applications; and 8 Private Water Samples Applications.</p> <p>There were also a total of 37 Environmental Health Customer requests received year to date. The break up being 8 Food; 18 Public Health; 11 Immunisation Record enquiries</p>			
<p>Effectively manage environmental authority registration applications, routine inspections of registered activities and environmental protection complaints</p>	<p>Our region's environment assets are promoted, protected and enhanced</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>2nd Quarter Update:</p> <p>No new Environmental Authority Applications have been received year to date.</p> <p>58 Environmental Complaints received year to date.</p>			

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Regulation of Council's local laws	An active, safe and healthy community	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update: The following Customer Requests/Complaints were received year to date: 637 Animal management; 61 Animal attack; 6 drumMUSTER requests to receive; 190 Overgrown allotments; 2 Waste bin hire enquiries; 54 General Local Law; 8 Abandoned vehicles; and 19 Illegal parking The following Local Law applications were received year to date: 7 Excess animal applications; 9 Regulated dog applications; 17 Footpath applications; and 409 new Animal registrations. There was also 322 Animals impounded and 212 properties were issued Compliance Notices for Overgrown allotments.</p>			
Local Laws reviewed as per local law review schedule 2018/20	Ethical, accountable and transparent decision-making	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update: No progress to date</p>			
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	Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update: Council adopted the South Burnett Regional Council Planning Scheme 2017 that commenced on 2 October 2017. This document provides amended provisions that should reduce trigger for applications and facilitate land development. Council completed proposed alignment amendments to the Planning Scheme to comply with the requirements of the <i>Planning Act 2016</i>. It is anticipated that the amendments will be adopted at the start of the next quarter.</p>			

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																							
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level																				
Provide building, plumbing and drainage regulatory services to meet legislative requirements	An active, safe and healthy community	Internal and External Stakeholders	Inform Consult																				
<p>2nd Quarter Update: Council issued a total of 370 development permits for building, plumbing and planning applications YTD.</p>																							
Provide and maintain Council owned saleyard and cattle dips as per legislative requirements and review future operational arrangements	Council commercial facilities that meet the communities needs	Internal and External Stakeholders	Inform Consult																				
<p>2nd Quarter Update: Following an Expression of Interest process Tenders for the lease of the Coolabunia Saleyards and South Burnett Regional Council Dip Yards closed 17 November 2017. Three (3) responses were received and assessed by an evaluation panel, with a formal report to be presented for Council consideration 17 January 2018. Capital works is continuing at the Coolabunia yards with the construction of new loading ramp.</p>																							
<table border="1"> <thead> <tr> <th colspan="4">YTD – Sale/Dip Yard Figures</th> </tr> <tr> <th>Venue</th> <th>Yarded/Sold</th> <th>Inspected</th> <th>Dipped</th> </tr> </thead> <tbody> <tr> <td>Coolabunia</td> <td>2,219 head</td> <td>2,740 head</td> <td>3,546</td> </tr> <tr> <td>Wondai</td> <td>-</td> <td>-</td> <td>63</td> </tr> <tr> <td>East Nanango</td> <td>-</td> <td>-</td> <td>361</td> </tr> </tbody> </table>				YTD – Sale/Dip Yard Figures				Venue	Yarded/Sold	Inspected	Dipped	Coolabunia	2,219 head	2,740 head	3,546	Wondai	-	-	63	East Nanango	-	-	361
YTD – Sale/Dip Yard Figures																							
Venue	Yarded/Sold	Inspected	Dipped																				
Coolabunia	2,219 head	2,740 head	3,546																				
Wondai	-	-	63																				
East Nanango	-	-	361																				
Provide and maintain Council owned aerodromes as per legislative requirements	Council commercial facilities that meet the communities needs	Internal and External Stakeholders	Inform Consult																				
<p>2nd Quarter Update: Weekly safety inspections at Kingaroy and Wondai airports have been conducted in accordance with CASA requirements. There have been no safety incidents reported or observed in this quarter. Annual Aerodrome Technical Inspection for Kingaroy Airport has been conducted and Annual Lighting Inspection arranged to be undertaken. Nanango Airfield is currently closed while work is being carried out to ensure safety of the users. This is primarily in providing appropriate Take Off Distance Available (TODA), difficulty accessing neighbouring properties to trim trees is hindering Council's ability to resolve this issue and that the runways are within the maximum allowable longitudinal slope.</p>																							

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																							
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level																				
Provide well planned and maintained open space, parks and rail trails network compliant with asset inspection and maintenance schedule Develop a South Burnett Sport & Recreation Strategy	Our Region's environment assets are promoted, protected and enhanced	Internal and External Stakeholders	Inform Consult Involve																				
<p>2nd Quarter Update: Sport and Recreation Infrastructure Plan consultation conducted by Ross Planning is progressing well with community workshops being completed in the following towns Blackbutt, Nanango, Murgon, Proston, Kingaroy and Wondai with varying attendance. School visits (Principal chat and 'playshop/workshop' with students) completed. Community & Club Surveys closed on the 30 November with 195 Community responses and 37 Club responses received. Facility audit inspections have also been completed. A workshop was held on 1 November on key issues from consultation and facility inspections with SRBC Councillors focussed on strategic direction and policy. Discussions were held at the time about ensuring the Plan was well written and considered, rather than rushing to meet the deadline and the discussion resulted in informal agreement that a solid draft by the end of March would be sufficient (Updated timetable for delivery was agreed as detailed below)</p>																							
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<p>South Burnett Rail Trail – Safety markers have arrived and will be installed mid-January 2018 at (1km intervals) to allow users to notify emergency services of a more accurate location if assistance is required. Keys have been allocated to Murgon, Kingaroy & Nanango Ambulance Stations. General Maintenance (spraying & slashing) was undertaken during this quarter.</p>																							

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Deliver regional cemetery and associated services that meet current and future burial and remembrance needs	Effective business management	Internal and External Stakeholders	Inform Consult
2nd Quarter Update: Cemeteries - Year to Date			
Blackbutt	1 Burial	1 Placement of Ashes	
Booie	Nil	Nil	
Kumbia	1 Burial	1 Placement of Ashes	
Memerambi	Nil	Nil	
Murgon	15 Burials	1 Placement of Ashes	
Nanango	21 Burials	1 Placement of Ashes	
Proston	2 Burials	1 Placement of Ashes	
Taabinga	25 Burials	4 Placement of Ashes	
Tingpoora	Nil	Nil	
Wheatlands	Nil	Nil	
Wondai	12 Burials	4 Placement of Ashes	



Finance Operational Plan 2017/18

Mission: To provide excellent financial services and professional advice to enable our organisation to achieve its goals

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 excellent financial services and professional advice to enable our organisation to achieve its goals.

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>2018/19 Annual budget is prepared and adopted by Council by 30 June 2018</p> <p>Quarterly budget reviews of 2017/18 budget are provided to Council no later than, October, February, April and June</p> <p>Unqualified Audit Certificate from Queensland Audit Office</p> <p>Maintain debt recovery processes</p>	<p>Effective financial management</p>	<p>Internal and External Stakeholders</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p>
<p>2nd Quarter Update:</p> <p>Workshops held with Council and the Budget Managers for the development of the Capital Budget 2018/19.</p> <p>Operational Expenditure budget packs forwarded to various budget managers in early December for completion by end of January 2018.</p> <p>Second quarter 2017/18 budget review in process for adoption at the January 2018 General Meeting.</p> <p>External Audit of the 2016/17 Financial Statements completed within the agreed timetable. QAO signed off on non-qualified financials 2016/17.</p> <p>Internal debt recovery processes continuing. Specialist Debt Recovery firm commenced services with the first recovery letter sent late November 2017.</p>			
<p>Develop a business continuity plan for the organisation by 30 December 2018</p>	<p>An organisation that is characterised by effective leadership, responsible management and quality service delivery</p>	<p>Internal Stakeholders</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p>
<p>2nd Quarter Update:</p> <p>Business Continuity and Recovery Plan reviewed during 2016/17 external audit noting that the need for the plan to be tested. Plan to be tested and further work to be undertaken to document existing Information Technology intrusion controls. Information Technology has advanced the purchase and instal of a new software based phone/communications system. Most cost effective solution to the duplication of existing Information Technology Systems determined to be an on premise solution by Senior Executive Team. This project will progress coincidentally with the refurbishment of the Nanango Office.</p>			

DEPARTMENT: FINANCE

Mission: To provide excellent financial services and professional advice to enable our organisation to achieve its goals.

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>CapEx Budget 2017/18 prepared and adopted by Council within statutory and organisational timelrames</p> <p>Asset Management Plans, Register and Valuations up to date as 30 June 2018</p> <p>10 year capital works plan prepared for future budget considerations by January annually.</p>	<p>Infrastructure that meets our community needs</p>		
<p>2nd Quarter Update:</p> <p>Second quarter review of the 2017/18 capex budget undertaken for adoption at the January 2018 General Meeting.</p> <p>Shepherd Services engaged to:</p> <ul style="list-style-type: none"> • Undertake a strategic assessment of existing Asset Management Plans, set the process and assist with redeveloping those plans. Timing to be finalised. • Undertake a desktop review of the Asset Registers including valuations for all asset classes. <p>Infrastructure Services Department fast tracking the Road Asset Condition Assessment System (RACAS) Project to renew the Road and Drainage Asset Register.</p> <p>Matched State Funding obtained to undertake a condition assessment of all Building assets also to include an Insurance Register as an outcome. Funding completion milestone is June 2019.</p> <p>Initial Council workshops held to begin the preparation of the 10 year capex program for the 2018/2019 financial year.</p>			
<p>Grants, capital works and maintenance program 2017/18 delivered on time and within budget by 30 June 2018</p> <p>Develop a scheduled asset maintenance plan for Properties Branch by 30 June 2018</p> <p>Plant and Fleet maintenance schedules maintained to optimise utilisation</p>	<p>Infrastructure that meets our community needs</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>
<p>2nd Quarter Update:</p> <p>Monthly and adhoc reporting made available to budget and project managers and Council to facilitate project monitoring. Property and Plant capital expenditure programs being implemented along with the "Works for Queensland" projects (both rounds 1 and 2).</p> <p>Successful funding application for the assessment for the Buildings Asset class will be the basis of an ongoing capital and maintenance investment program.</p> <p>Automated Plant and Fleet maintenance schedules and maintenance kit lists via Council business system (TechOne) continues to be refined. To access another Local Government contract to facilitate an automated system of just in time purchasing of the maintenance repair kits. Capital program is on track with several major purchases for truck replacements approved by Council in October and November 2017.</p>			



Infrastructure Operational Plan 2017/18

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, Design & Technical Services, Roads & Drainage 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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Quality Management System and ISO9001 certification maintained	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update:</p> <ul style="list-style-type: none"> Quality Management System and associated certification has been maintained with continuous improvement being built into the system. New standard has a greater emphasis on risk management and identifying the relevant risk to an action to assist in determining an outcome. The relevant documentation in the system has started to incorporate a risk rating. 			
Specific actions to be listed efficiency audits	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update:</p> <ul style="list-style-type: none"> Council is in the process in establishing core elements of its asset management requirements including a revised asset register, condition profile of its assets and an advanced asset management model to allow a new capex and maintenance programs to be developed. Council is undertaking major review of its maintenance standards to develop consistent service level standards and forward programs that achieve routine and targeted maintenance. A fleet coordinator has been employed by Fleet to improve plant utilisation. Additional gravel resources to provide road maintenance material are being investigated Roadworks supervisors are being given management training through Human Resource's "Pot of Gold" package. Further efficiency reviews and detailed business analysis has commenced 			
To deliver quality and reliable water and wastewater services that meet the customer service standards Compliance with treatment plant licence conditions, dam safety, public health requirements with statutory timeframes for reporting achieved	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>2nd Quarter Update:</p> <p>Statewide Water Information Management (SWIM) data currently being collated. Unable to assess success against CSS until regulator assesses the data submission. Will be able to report on that by December 2017.</p> <p>Updated Emergency Action Plan (EAP) for Gordonbrook Dam submitted within required timeframe and currently being assessed by regulator. Updated Drinking Water Quality Management Plan (DWQMP) also submitted on time and being assessed by Regulator.</p> <p>Have had an exceedance of TSS at Kingaroy Water Wastewater Treatment Plant (KWWTP) during August which was reported to Department of Environment & Heritage Protection (DEHP) as required.</p>			

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>Grants, Capital works, General works and maintenance programs 2017/18 delivered on time and within budget by 30 June 2018</p> <p>Maintain asset management plans for all infrastructure assets</p> <p>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</p>	<p>The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>2nd Quarter Update:</p> <ul style="list-style-type: none"> • Design and delivery of the capital works program is well advanced • A SmartSheet software program is being developed to ensure that all projects are delivered by June 2018. • The first step of developing an asset management plan for roads is to develop a reliable asset register which has commenced. • Road Maintenance performance Works for Department of Transport & Main Roads (DTMR) are undertaken as required by DTMR's intervention standards. 			
<p>National Association of Testing Authorities (NATA) certification maintained for the Materials Laboratory</p> <p>Commence NATA certification of physical water tests at Kingaroy Water Laboratory</p> <p>Compliance with DWQMP & EAs regarding sampling & analysis</p>	<p>Effective Business Management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>2nd Quarter Update:</p> <ul style="list-style-type: none"> • NATA certification of the Materials Laboratory has been maintained with an audit being carried out at the end of FY 2016/17, with SBRC having a number of observations requiring action. This was completed within 20 business days and the accreditation certificate has been updated to remain valid. • WWW laboratory – basic physical analysis commenced, procedures being developed, Equipment purchased. Gaining NATA accreditation will take a number of years. The team will start with 6 months of data for basic physicals and gain accreditation for that and then continue moving forward through the other tests. • Levels of service are being drafted to determine materials testing timeframes for public and private works within the region 			

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			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Coordinate Local Disaster Management and Recovery as required by legislation and local plans within the resources available providing the Local Disaster Coordinator from within the team	Work towards a community being prepared and resilient to natural and man-made disasters	Internal and External Stakeholders	Inform Consult Involve
<p>2nd Quarter Update:</p> <ul style="list-style-type: none"> The Local Disaster Management Group (LDMG) has been meeting quarterly, with the most recent meeting occurring in early September. The Local Disaster Management Plan has been updated and is currently with the group for review prior to being forwarded to Council for endorsement. Associated sub-plans are currently being administered and will also be forwarded to the group for review prior to the next meeting in December. Emergency Action Plans (EAP) have been reviewed for Stanwell's re-ferable dams acknowledging the change in legislation in July whereby the LDMG will support Stanwell with downstream landowner notification, should the EAP be triggered by an event. Council's Gordonbrook Dam has also had its EAP reviewed, updated and subsequently forwarded to the State Government for consideration. The Local Disaster Recovery Group has also been meeting quarterly to advance the respective sub groups in Human & Social Recovery, Environment, Economic & Infrastructure. Council's Business Continuity Plan has also been drafted and reviewed internally with it being forwarded to Council for endorsement. 			

Financial and Resource Implications

No additional implications

Link to Corporate/Operational Plan

The Operational Plan details direct linkages to the Corporate Plan such as:

EC1 - An informed and engaged community
EXC2 - Effective business management
EXC4 - Ethical, accountable and transparent decision-making
EXC5 - Effective advocacy and strategic partnerships
EXC6 - Quality customer service
INF1 - Infrastructure that meets our communities needs

Communication/Consultation (Internal/External)

Chief Executive Officer, General Managers and Managers have contributed to this report in respect of their relevant areas of responsibility.

Legal Implications (Statutory Basis, Legal Risks)

Pursuant to Section 174(3) of the *Local Government Regulation 2012* the Chief Executive Officer has a statutory obligation to present a written assessment of the implementation of the Annual Operational Plan.

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 what was addressed in Council's operating budget for 2017/18.

4.2.2 G - 2448136 - Adoption of the Draft Corporate Plan 2018/19 to 2022/23.

Document Information

IR No 2448136

Author Manager Social & Corporate Performance

**Endorsed
By** Chief Executive Officer

Date 5 January 2018

Précis

Adoption of the Draft Corporate Plan 2018/19 to 2022/23.

Summary

Council is legislatively required under section 165 of the *Local Government Regulation 2012* to prepare a corporate plan for each period of five (5) financial years. The Local government must adopt its five (5) year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.

Officer's Recommendation

That Council adopt the Draft Corporate Plan 2018/19 to 2022/23 and approves release of the draft Corporate Plan for community consultation.

DRAFT CORPORATE PLAN 2018/19 TO 2022/23



Our Mission *South Burnett Region, working together building a strong, vibrant and safe community.*

ENHANCING OUR COMMUNITY

Building a vibrant, healthy, supportive and inclusive community

- EC1 An informed and engaged community
- EC1.1 - Develop a range of initiatives to engage and inform the community
- EC2 Sustainable community groups
- EC2.1 - Encourage and support community organisations to enhance their sustainability
- EC3 An active, safe and healthy community
- EC3.1 - Facilitate the implementation of Council's Sport and Recreation Plan
- EC3.2 - Enhance community culture through the support of initiatives and the provision of community facilities
- EC3.3 - Advocate for improvements in community safety
- EC3.4 - Manage identified public health and environmental issues in accordance with relevant legislation
- EC4 Our community is prepared and resilient to disasters
- EC4.1 - Ensure the Local Disaster Management planning enables the community to be prepared for, respond to and recover from disasters

INFRASTRUCTURE

The provision of quality services and infrastructure for our community that is planned, provided and managed on sound asset management principles

- INF1 Infrastructure that meets our communities needs
- INF1.1 - Provide & maintain road infrastructure in accordance with sustainable asset management practices
- INF1.2 - Provide & maintain financially sustainable utility infrastructure in accordance with asset management practices
- INF1.3 - Provide & maintain other Council owned infrastructure to meet community needs in accordance with asset management practices

OUR ENVIRONMENT

A sustainable environment, proactively and responsibly managed in partnership with the community for future generations

- ENV1 Our region's environmental assets are promoted, protected and enhanced
- ENV1.1 - Protect and enhance the diverse array of Council controlled natural assets
- ENV1.2 - Promote and improve Council's bio-security activities
- ENV2 Environmentally responsible and efficient waste management
- ENV2.1 - Provide efficient and effective waste management services

GROWTH AND OPPORTUNITY

A strong and sustainable regional economy supported by diverse sectors and innovative planning mechanisms

- GO1 A strong and sustainable regional economy
- GO1.1 - Implement the Council's Economic Development Strategy
- 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
- GO3 The South Burnett is a recognised tourism destination
- GO3.1 - Promote and support the development of the South Burnett as a premier tourist destination

ORGANISATIONAL EXCELLENCE

An organisation that is characterised by effective leadership, responsible management and quality service delivery

- EXC1 Effective financial management
- EXC1.1 - Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices
- EXC2 Effective Corporate management
- 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
- EXC2.3 - Deliver corporate business solutions that meet corporate and customer needs
- EXC3 A skilled and sustainable workforce
- EXC3.1 - Deliver contemporary human resource practices
- EXC3.2 - Promote a 'zero harm' environment through implementation of Council's Workplace Health Safety Plan
- EXC3.3 - Foster an organisational culture which reflects our shared vision and values
- EXC3.4 - Provide appropriate training to ensure a skilled workforce that meets organisational needs
- EXC4 Effective advocacy and strategic partnerships
- EXC4.1 - Develop and maintain productive working relationships with relevant stakeholders
- EXC4.2 - Advocate Council's strategic and operational position on key issues to government sectors
- EXC5 Quality customer service
- EXC5.1 - Develop and implement Customer Service Charter
- EXC5.2 - Develop and implement affordable service levels

Our Values **ACHIEVE = Accountability, Community, Harmony, Innovation, Ethical Conduct, Vision, Excellence**

Financial and Resource Implications

The 2017/18 budget allows for resourcing the development, adoption and consultation of the draft Corporate Plan. Council will align budgets 2018/19 to 2022/2023 to the Corporate Plan.

Link to Corporate/Operational Plan

The Corporate Plan details direct linkages such as:

EC1 - Enhancing our community
ENV - Our Environment
GO - Growth and Opportunity
EXC - Organisational Excellence
INF - Infrastructure

Communication/Consultation (Internal/External)

A project schedule was developed and approved by the Chief Executive Officer. The Council and Senior Management Team were briefed on the schedule in August with a workshop held in October with Councillors and the Senior Management Team to scope the draft Corporate Plan. Prior to the workshop, an environmental scan of Council's strategies and plans was undertaken as well as a survey of the community. From the workshop a draft corporate plan was developed and circulated to Councillors and the Senior Management Team. An internal steering group was formed with four (4) Councillors and five (5) staff representatives to consider internal feedback and revise the draft plan. The revised draft plan was circulated to Councillors and the Senior Management Team for further input.

Once the draft Corporate Plan is adopted by Council, community consultation will be conducted. Consultation sessions will be held from 1 to 28 February with face to face sessions scheduled in Blackbutt, Nanango, Kingaroy on the 8th and Wondai, Murgon on the 15th. From 1 February, the draft Corporate Plan will be available from Council's Customer Service Centres / Libraries in Blackbutt, Nanango, Kingaroy, Preston, Wondai and Murgon. Additionally, the draft plan will be available on Council's website and promoted on Council's social media pages.

Feedback will be considered by the internal steering group with the final draft plan circulated and tabled for consultation at the Portfolio meeting in March 2018. It is anticipated that the final Corporate Plan 2018/19 to 2022/23 will be adopted at the Ordinary Meeting of Council later that month - March 2018.

Legal Implications (Statutory Basis, Legal Risks)

A Corporate Plan is a statutory requirement pursuant to Section 165 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.

5. Portfolio - Roads & Drainage

5.1 Roads & Drainage Portfolio Report

Document Information

IR No 2447793

Author Cr Gavin Jones

Date 12 January 2018

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. Portfolio - Community, Arts, Tourism and Health Services

6.1 Community, Arts, Tourism and Health Services Portfolio Report

Document Information

IR No 2447798

Author Cr Danita Potter

Date 12 January 2018

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. Portfolio - Planning & Property

7.1 Planning and Property Portfolio Report

Document Information

IR No 2447796

Author Cr Terry Fleischfresser

Date 17 January 2018

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. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation

8.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Document Information

IR No 2447794

Author Cr Roz Frohloff

Date 12 January 2018

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.

8.2 Water & Waste Water (W&WW)

Officer's Reports

No Report.

8.3 Waste Management (WM)

Officer's Reports

8.3.1 WM - 2449210 - Proposing to Make Local Law No.6 (Waste Management) 2018

Document Information

IR No 2449210

Author Manager Environment and Waste

**Endorsed
By** General Manager Corporate Services

Date 9 January 2018

Précis

Proposing to Make Local Law No.6 (Waste Management) 2018

Summary

The State Government has established sunset expiry clauses for Section 7 of the *Waste Reduction and Recycling Regulation 2011* and Chapter 5A of the *Environmental Protection Regulation 2008*. These previously long standing provisions are planned to expire 1 July 2018.

In order for Local Governments to keep these essential provisions it has now become necessary for all Queensland Councils to adopt a Waste Management Local Law incorporating these to expire provisions.

Officer's Recommendation

1. Council resolves to propose to make Local Law No. 6 (Waste Management) 2018.
 2. Council resolves, pursuant to section 257 of the *Local Government Act 2009* ("the Act"), to delegate to the Chief Executive Officer of Council its powers under section 38 of the Act and section 15 of the *Local Government Regulation 2012* to decide—
 - (a) how the public interest test of the local law (listed below) is to be conducted; and
 - (b) the matters with which the public interest test report in relation to the local law (listed below) must deal; and
 - (c) the consultation process for the public interest test and how the process is to be used in the public interest test.
-

Local Law No. 6 (Waste Management) 2018

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Part 1 Preliminary

1 Short title

This local law may be cited as *Local Law No. 6 (Waste Management) 2018*.

2 Purpose and how it is to be achieved

The purpose of this local law is to protect the public health, safety and amenity related to waste management by—

- (a) regulating the storage, servicing and removal of waste; and
- (b) regulating the disposal of waste at waste facilities; and
- (c) ensuring that an act or omission does not result in—
 - (i) harm to human health or safety or personal injury; or
 - (ii) property damage or loss of amenity; or
 - (iii) environmental harm or environmental nuisance.

3 Definitions

The dictionary in the Schedule (Dictionary) of this local law defines the particular words used in this local law.

4 Relationship to other laws

- (1) This local law is—
 - (a) in addition to and does not derogate from laws about the management of waste; and
 - (b) to be read with *Local Law No. 1 (Administration) 2011*.
- (2) For the purposes of *Environmental Protection Regulation 2008*, section 81ZC, this local law replaces *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments).

Part 2 Waste management

Division 1 Designation of areas for general or green waste collection

5 Designation of areas

The local government may—

- (a) by resolution, designate areas within its local government area in which the local government may conduct general waste or green waste collection; and
- (b) decide the frequency of general waste or green waste collection in the designated areas.

Division 2 General waste

Subdivision 1 Storage of general waste

6 Owner or occupier of premises to supply waste containers

- (1) The owner or occupier of premises must—
 - (a) subject to subsection (2), supply standard general waste containers at the premises as—
 - (i) are necessary to contain the general waste produced at the premises; or
 - (ii) are prescribed by subordinate local law; or
 - (b) supply at the premises, waste containers, other than standard general waste containers, as—
 - (i) if required by the local government — are necessary to contain the general waste produced at the premises; or
 - (ii) are prescribed by subordinate local law.

Examples of ways the local government may require waste containers for paragraph 1(b)(i)—

by a resolution of the local government or a development approval for the premises

Maximum penalty — 20 penalty units.

- (2) However, subsection (1)(a) does not apply if the local government supplies to the premises the number of standard general waste containers the local government reasonably considers is required at the premises.
- (3) If the local government supplies a standard general waste container to premises under subsection (2), the reasonable cost of supplying the container is a debt payable by the owner or occupier of the premises to the local government.
- (4) However, subsection (3) does not prevent the local government from supplying a standard general waste container to premises without cost to the owner or occupier of the premises.

7 Requirements for storing general waste in waste containers

- (1) The occupier of premises must—
- (a) store general waste produced as a result of the ordinary use or occupation of the premises in—
 - (i) a standard general waste container; or
 - (ii) if another type of waste container is prescribed by subordinate local law — the other type of container; and
 - (b) keep each waste container clean and in good repair; and
 - (c) ensure that each waste container is securely covered, except when the waste is being placed in, or removed from, the container or the container is being cleaned.

Maximum penalty — 20 penalty units.

- (2) A person must not—
- (a) place any of the following in a waste container—
 - (i) a liquid, semi-liquid or moist substance, unless the substance is securely wrapped or contained to prevent the substance leaking from the wrapper or container; or
 - (ii) material that is smouldering or aflame; or
 - (iii) matter or a thing that is alive; or
 - (iv) a thing stated in a subordinate local law; or
 - (b) remove or disturb the cover of a waste container, except when placing waste in or cleaning the container; or
 - (c) use or damage a waste container so that it is not weatherproof or serviceable or cannot be securely covered; or
 - (d) disturb or otherwise interfere with the contents of a waste container.

Maximum penalty — 20 penalty units.

- (3) The occupier of the premises must not allow a person to place a thing in a waste container in contravention of subsection (2)(a).

Maximum penalty — 20 penalty units.

- (4) It is a defence in a proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

8 General requirements for keeping waste containers at serviced premises

(1) Subject to subsection (2), the occupier of serviced premises must ensure that a waste container supplied for the premises is kept—

(a) if the local government requires the container to be kept at a particular place at the premises — at the place (the *waste container storage place*); or

Examples of ways the local government may require waste containers to be kept at a particular place —

by a resolution of the local government or a development approval for the premises

(b) if a subordinate local law requires the container to be kept at a particular place at the premises — at the place (also a *waste container storage place*); or

(c) if paragraphs (a) and (b) do not apply — at ground level close to the rear alignment of a building at the premises.

Maximum penalty — 20 penalty units.

(2) Subsection (1) does not prevent the occupier of the serviced premises from placing a waste container in a place outside the premises for the collection of general waste from the container, if—

(a) the local government has arranged to collect waste from the container at the place; and

(b) the container is in the place for no longer than—

(i) the period, if any, allowed under a local law of the local government; or

(ii) 24 hours before or after the scheduled collection day for the collection of the waste in the container.

Example of a place outside serviced premises—

the kerb adjacent to the serviced premises

(3) If the local government has arranged for the collection of general waste from a waste container at serviced premises, the occupier of the premises must ensure there is unobstructed access to the container for removal of the waste.

Maximum penalty for subsection (3) — 20 penalty units.

(4) It is a defence in the proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

9 Other requirements for storing general waste at particular serviced premises

- (1) This section applies to any of the following persons (each a *prescribed person*) for serviced premises, other than a single detached dwelling—
- (a) the owner or occupier of the premises;
 - (b) if a prescribed ERA is carried out at the premises — the holder of the environmental authority for the prescribed ERA.
- (2) The prescribed person must ensure that the waste container storage place for the premises is supplied with—
- (a) if required by the local government — each of the following—
 - (i) either—
 - (A) an elevated stand at a level required by the local government for holding all waste containers; or
 - (B) an imperviously paved area, drained as required by the local government, where all waste containers can be placed;
 - (ii) a hose cock and hose in the vicinity of the stand or paved area;
 - (iii) a suitable enclosure for the area where the waste containers are kept; and

Examples of ways the local government may require a prescribed person to comply with subsection (2)(a) —

by a resolution of the local government or a development approval for the premises
 - (b) if a requirement is prescribed by subordinate local law — facilities and structures for the placement, storage and cleaning of waste containers as prescribed by subordinate local law.

Maximum penalty for subsection (2) — 20 penalty units.

Subdivision 2 Removal of general waste

10 Local government may give notice about removal of general waste

- (1) This section applies where the local government has arranged for the removal of general waste produced at a premises.
- (2) The local government may give the occupier of the premises a written notice stating—

- (a) the days (each a *scheduled collection day*) on which the waste is to be collected; and
- (b) the location (*collection location*) where the waste container is to be placed for collection of the waste ; and
- (c) the time by which the waste container is to be placed in the collection location for collection of the waste; and
- (d) the time by which the waste container is to be removed from the collection location.

11 Depositing or disposal of general waste from premises other than serviced premises

- (1) This section applies if general waste is produced at a premises, other than serviced premises.
- (2) The local government may—
 - (a) give a written approval to the owner or occupier of the premises for depositing or disposing of the waste; and
 - (b) impose conditions on the approval, including, for example, conditions about—
 - (i) the place for depositing or disposing of the waste; or
 - (ii) the method of depositing or disposing of the waste.
- (3) A person must not deposit or dispose of the waste unless the person deposits or disposes of the waste—
 - (a) at a waste facility in accordance with part 3; or
 - (b) in accordance with—
 - (i) an approval under subsection (2) for disposal of the waste; and
 - (ii) if the approval has been given on conditions — the conditions of the approval.

Maximum penalty for subsection (3) — 20 penalty units.

Division 3 Storage and treatment of industrial waste**12 Requirements for storing industrial waste**

- (1) The occupier of premises where there is industrial waste must—
- (a) if required by the local government—
- (i) supply at the premises the number of industrial waste containers required by the local government for storing the waste at the premises safely, efficiently and without causing a nuisance; and
 - (ii) keep the waste containers at the particular place at the premises required by the local government; and
 - (iii) keep each waste container clean and in good repair; and

Examples of ways the local government may require compliance with subsection 1(a) —

by a resolution of the local government or a development approval for the premises

- (b) if a requirement is prescribed by subordinate local law — comply with each requirement prescribed by subordinate local law, about each of the following—
- (i) the supply at the premises of industrial waste containers for storing the waste at the premises;
 - (ii) keeping the waste containers at a particular place at the premises;
 - (iii) keeping each waste container clean and in good repair.

Maximum penalty — 20 penalty units.

- (2) The local government may supply industrial waste containers at the premises if the occupier does not supply at the premises the number of industrial waste containers which are—
- (a) required by the local government under subsection (1)(a); or
 - (b) prescribed by subordinate local law under subsection (1)(b).
- (3) If the local government supplies an industrial waste container to premises under subsection (2), the reasonable cost of supplying the container is a debt payable by the occupier of the premises to the local government.

13 Requirement to treat industrial waste for disposal

The occupier of premises where there is industrial waste must—

- (a) if required by the local government, treat the waste to a standard approved by the local government—

- (i) for disposal of the waste at a waste facility; or
- (ii) for transport to, and disposal of the waste at, a waste facility; and

Examples of ways the local government may require an occupier to treat industrial waste for disposal—

by a resolution of the local government or a development approval for the premises

- (b) comply with requirements, as prescribed by subordinate local law, about the treatment of industrial waste—
 - (i) for disposal of the waste at a waste facility; and
 - (ii) for transport to, and disposal of the waste at, a waste facility.

Maximum penalty — 40 penalty units.

Part 3 Waste receipt and disposal

14 Unlawful disposal of waste at waste facility

- (1) A person must not deposit the following waste at a waste facility—
 - (a) liquid or semiliquid waste;
 - (b) hot ash;
 - (c) material that is smouldering or aflame;
 - (d) material that can spontaneously combust;
 - (e) material containing a substance that may be harmful to persons or property because, if it reacts with air or water, it may produce toxic gases or become corrosive or explosive;
 - (f) an explosive;
 - (g) ammunition, other than ammunition that no longer contains explosives, pyrotechnics or propellants apart from trace residues that are no longer capable of supporting combustion or an explosive reaction;
 - (h) waste prescribed by subordinate local law.

Maximum penalty — 20 penalty units.

- (2) Subsection (1) does not apply to waste deposited with the consent of—
 - (a) the person who—
 - (v) is the registered suitable operator for the facility; or
 - (vi) holds an environmental authority for the facility; or

- (b) the person in charge of the facility.

15 Restrictions on burning waste at waste facility

A person must not set fire to, or burn, waste at a waste facility other than—

- (a) under an environmental authority; or
- (b) under a development condition of a development approval; or
- (c) under the *Fire and Emergency Services Act 1990*.

Maximum penalty — 20 penalty units.

16 Restrictions on use of waste facility

- (1) A person must not, without the consent of a waste facility’s owner or operator—

- (a) enter the facility other than to deposit waste; or
- (b) remain on the facility after depositing waste; or
- (c) interfere with waste at, or remove waste from, the facility.

Maximum penalty — 10 penalty units.

- (2) Subsection (1) does not apply to—

- (a) the facility’s owner or operator; or
- (b) an authorised person; or
- (c) a person who acquires from a waste facility, with the consent of the local government—
 - (i) recyclable waste, for example, mulch or green waste; or
 - (ii) 1 or more items of waste which are made available for sale or disposal by the local government, for example, at a “tip shop”.

17 Person to comply with directions and give information

- (1) This section applies to a person who transports waste to a waste facility.

- (2) The person must—

- (a) comply with all relevant and reasonable directions contained in any sign displayed at the facility by a facility person; and
- (b) comply with all reasonable instructions about dealing with the waste at the waste facility which are given by—
 - (i) the person in charge of the facility; or

(ii) a facility person; and

- (c) if asked by a facility person — give information to the facility person about the type and amount of waste being delivered to the facility; and
- (d) if asked by a facility person — give information to the facility person that provides satisfactory evidence of the identity and residential address of the person.

Maximum penalty — 10 penalty units.

- (3) In this section, for a waste facility, facility person means each of the following—
- (a) the operator of the waste facility;
- (b) the owner of the waste facility;
- (c) the local government.

Part 4 Subordinate local laws

18 Subordinate local laws

The local government may, by subordinate local law, specify—

- (a) a thing that is specified to be waste pursuant to the Schedule (Dictionary) of this local law; and
- (b) requirements about the necessity to supply standard general waste containers at premises under section 6(1)(a); and
- (c) requirements about the supply at premises of waste containers, other than standard general waste containers, to contain the general waste produced at the premises under section 6(1)(b); and
- (d) another type of waste container for the storage of general waste produced as a result of the ordinary use or occupation of premises under section 7(1); and
- (e) a thing that a person must not place in a waste container under section 7(2); and
- (f) requirements about the keeping of the waste container supplied for premises at a particular place at the premises under section 8(1)(b); and
- (g) requirements about the supply of facilities and structures for the placement, storage and cleaning of waste containers under section 9(2)(b); and

- (h) requirements about the supply at premises of industrial waste containers for storing industrial waste at the premises and other requirements about waste containers for the storage of industrial waste under section 12(1)(b); and
- (i) requirements about the treatment of industrial waste under section 13(b); and
- (j) waste that a person must not deposit at a waste facility under section 14(1).

Part 5 Transitional provisions

19 Continuation of chapter 5A requirements

- (1) This section applies if a provision of *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments), is replaced by a provision of this local law.
- (2) In this section, **prescribed provision** means a provision of *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments) which is replaced by a provision of this local law.
- (3) If the local government has made a requirement under a prescribed provision prior to the commencement of this local law, the requirement applies for the provision of this local law which replaced the prescribed provision from the commencement of this local law.

Example —

The local government may require that a waste container supplied for serviced premises be kept at a particular place at the premises by development approval for the premises under *Environmental Protection Regulation 2008*, section 81ZH(1). *Environmental Protection Regulation 2008*, section 81ZH(1) is a prescribed provision which is replaced by section 8 (General requirements for keeping waste containers at serviced premises). A requirement under the prescribed provision made prior to the commencement of this local law would apply for section 8 of this local law from the commencement of this local law.

Schedule Dictionary

section 3

authorised person means a person appointed by the chief executive officer of the local government, pursuant to *Local Government Act 2009*, section 202, to exercise the powers of an authorised person under this local law.

collection location means a place at, or adjacent to, premises at which a standard general waste container associated with the premises can be easily accessed by a general waste collection vehicle without causing obstruction.

commercial premises means any of the following types of premises—

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) an office, shop or other premises where business or work, other than a manufacturing process, is carried out.

commercial waste means waste, other than green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of commercial premises.

development approval has the meaning given in the *Planning Act 2016*.

domestic premises means any of the following types of premises—

- (a) a single unit private dwelling;
- (b) premises containing 2 or more separate flats, apartments or other dwelling units;
- (c) a boarding house, hostel, lodging house or guest house.

domestic waste means waste, other than domestic clean-up waste, green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of domestic premises.

environmental authority has the meaning given in the *Environmental Protection Act 1994*.

environmental harm has the meaning given in the *Environmental Protection Act 1994*.

environmental nuisance has the meaning given in the *Environmental Protection Act 1994*.

general waste means—

- (a) waste other than regulated waste; and
- (b) for part 2, any of the following—
 - (i) commercial waste;
 - (ii) domestic waste;
 - (iii) recyclable waste.

green waste means grass cuttings, trees, bushes, shrubs, loppings of trees, bushes or shrubs, or similar matter produced as a result of the ordinary use or occupation of premises.

industrial waste means—

- (a) interceptor waste; or
- (b) waste other than the following—
 - (i) commercial waste;
 - (ii) domestic clean-up waste;
 - (iii) domestic waste;
 - (iv) green waste;
 - (v) recyclable interceptor waste;
 - (vi) recyclable waste;
 - (vii) waste discharged to a sewer.

industrial waste container means a container of a type approved by the local government for storing industrial waste at premises in the local government's area.

interceptor means a device used to intercept a substance in sewage, waste water or trade waste and prevent its discharge into a sewer, septic tank, waste water disposal system or other treatment device.

Examples of interceptors—

- neutralising interceptors for neutralising acidic and alkaline substances
- grease interceptors for collecting and solidifying fat, grease and similar matter
- oil interceptors for collecting oil and petroleum products

- silt interceptors for collecting soil, sand, gravel and other sedimentary solids

interceptor waste means matter, other than recyclable interceptor waste, intercepted by, and held in, an interceptor.

manufacturing process means a handicraft or other process relating to adapting, altering, assembling, cleaning, finishing, making, ornamenting, preparing, renovating, repairing, washing, or wrecking goods for trade, sale or gain or otherwise in connection with a business.

occupier of premises means the person who has the control or management of the premises.

owner of premises means the person for the time being entitled to receive the rent for the premises or would be entitled to receive the rent for it if it were let to a tenant at a rent.

premises includes domestic premises, government premises, industrial premises and commercial premises.

prescribed ERA has the meaning given in the *Environmental Protection Act 1994*.

prescribed person see section 9(1).

recyclable interceptor waste means matter that is, or is intended to be, removed from a grease interceptor and taken elsewhere for processing into a non-toxic, non-hazardous and usable substance for sale.

recyclable waste, means clean and inoffensive waste that is declared by the local government to be recyclable waste for the area of the local government.

Examples of waste that may be declared to be recyclable waste—

glass bottles, plastic containers, paper, cardboard, steel and aluminium cans, and green waste

regulated waste has the meaning given in the *Environmental Protection Regulation 2008*.

scheduled collection day see section 10(2).

serviced premises means—

- (a) premises which are in an area designated by the local government as an area in which the local government may conduct general waste collection under—
 - (i) *Waste Reduction and Recycling Regulation 2011*, section 7; or
 - (ii) section 5; and

- (b) premises for which the local government has required the owner or occupier of the premises to arrange for removal of general waste from the premises.

standard general waste container—

- (a) means a container of a type approved by the local government for storing domestic waste, commercial waste or recyclable waste at premises in the local government’s area; and
- (b) for the avoidance of doubt, includes 1 or more containers each of which is approved by the local government for storing, at premises in the local government’s area—
 - (i) 1 or more or multiple types of commercial waste; or
 - (ii) 1 or more or multiple types of recyclable waste.

Example for paragraph (b)—

The local government may approve 1 container for storing recyclable waste which is green waste and 1 container for storing recyclable waste other than green waste.

waste, has the meaning given in the *Environmental Protection Act 1994*, and includes any thing that is specified to be waste under a subordinate local law.

waste container storage place see section 8(1).

waste facility—

- (a) for part 2, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste; and
- (b) for part 3, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste, but only if the local government is the lessee, occupier, operator or owner of the facility.

This and the preceding 15 pages bearing my initials is a certified copy of *Local Law No. 6 (Waste Management) 2018* made in accordance with the provisions of the *Local Government Act 2009* by South Burnett Regional Council by resolution dated the _____ day of _____ 2018.

.....
Chief Executive Officer

Financial and Resource Implications

There are costs associated with making a Local Law, namely Legal Fees, public consultation, advertising and staff time to go through the process. This could end up being in the vicinity of \$15,000.

Without these provisions it will make it very difficult to continue to provide cost effective waste management services. In fact, Council may be challenged as to the provision of mandatory waste management services within the South Burnett. This could financially result in a lot more cost to Council and therefore the community than the cost of developing this particular Local Law. This Local Law will effectively reproduce the provisions that are to be deleted from the *Waste Reduction and Recycling Regulation 2011* and Chapter 5A of the *Environmental Protection Regulation 2008*. The effect being that Council will legally be able to continue to provide a mandatory 240L waste bin collection service within the South Burnett.

Link to Corporate/Operational Plan

The Link to the Corporate Plan is Strategic Priority No.3: Our Environment. The Goal is ENV2 “Environmentally responsible and efficient waste management”.

While strategy ENV2.1 is to, “Implement the Regional Waste Management Strategy”

A further link to the Corporate Plan is Strategic Priority No.4: Organisational Excellence Where the Goal is EXC2 “Effective business management”.

Communication/Consultation (Internal/External)

This report and resolution of Council is the beginning of the process to make a Waste Management Local Law as per the recently adopted Local Law Making Process.

If this Recommendation is adopted then a consultation process, as per the recently adopted Local Law Making Process, will commence. First, relevant state government agencies will be approached and provided with the opportunity to comment on the proposed Local Law as part of the State Interest Check. The second phase of the Consultation will be with the Public. The Community will have not less than 21 days to view and provide submissions supporting or objecting to the proposed local law.

Legal Implications (Statutory Basis, Legal Risks)

Under the *Local Government Act 2009* a local government may make and enforce any local law that is necessary or convenient for the good rule and local government of its local government area.

As the State have seen fit to shortly remove these essential provisions, which enabled Queensland Councils to carry out efficient and effective waste services, it is now individual local governments responsibility to establish similar provisions in a local law in order to protect the ability of Council to legally specify such things as the type of waste bin, enforce standards around the storage of this waste bin, where the bin is to be placed for servicing, determine what service day will apply to a particular property or area as well as the charge to the ratepayer for the provision of this waste service.

If Council does not develop a Waste Management Local Law then there may be some very real impediments in Council continuing to ensure that efficient and effective waste management is carried out within the South Burnett. Further, there would most likely be some legal challenges as to Council’s head of power and authority to establish a defined waste area, provide a waste bin, determine a day of service, etc. and require a waste cleansing charge to be paid within the defined waste area.

As part of the Local Laws Making Process, Council is obliged to consider whether the local law contains any likely anti-competitive provisions. King and Company have reviewed the provisions in question that are proposed to be incorporated into the *Local Law No. 6 (Waste Management) 2018*. Their advice is that there are some provisions which could be construed as anti-competitive. The attached list has identified the applicable likely anti-competitive provisions (see Schedule 1). There is also a resolution before Council to delegate to the Chief Executive Officer powers to decide how the public interest test is to be conducted, what matters the public interest test will deal with and the consultation process for the public interest test and how the process is to be used in the public interest test.

Policy/Local Law/Delegation Implications

This decision to make a Waste Management Local Law will ultimately result in the creation of another local law to be known as *Local Law No. 6 (Waste Management) 2018*.

Asset Management Implications

The development of this local law is necessary to provide security around the current Waste Collection Contract.

9. Portfolio - Natural Resource Management, Parks and Indigenous Affairs

9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Document Information

IR No 2447689

Author Cr Kathy Duff

Date 12 January 2018

Précis

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Summary

Cr Duff presented her Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

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

9.2 Natural Resource Management & Parks (NRM&P)

Officer's Reports

9.2.1 NRM&P - 2449141 - Request from Wooroolin Lions Club to erect a shed structure to showcase a historical peanut thrasher and to relocate the original Wooroolin Train Station from the Wooroolin Sportsground to Dalton Park in Wooroolin

Document Information

IR No 2449141

Author General Manager Corporate Services

Date 9 January 2018

Précis

Request from Wooroolin Lions Club to erect a shed structure to showcase a historical peanut thrasher and to relocate the original Wooroolin Train Station from the Wooroolin Sportsground to Dalton Park in Wooroolin.

Summary

The Wooroolin Lions Club has received a grant from the Gambling Community Benefit Fund (GCBF) to:-

1. erect a shed structure to showcase a historical peanut thrasher; and
2. relocate the original Wooroolin Train Station from the Wooroolin Sportsground back up to Dalton Park (ex-rail corridor) in Wooroolin.

Council currently hold a Sub Lease from the Department of Transport & Main Roads over the park area (ex-rail corridor). A sub-sublease or licence to occupy over the area will be required with approval from the Department of Main Roads necessary for Council to grant the subtenancy. A licence to occupy would be the appropriate tenancy.

A resolution of Council to enter into the licence to occupy with appropriate conditions would be required.

Officer's Recommendation

That Council enter into a licence to occupy with the Wooroolin Lions Club for 2 (two) small parcels of land within Lot 3 on SP125007 to erect a shed structure to showcase a historical peanut thrasher and relocate the original Wooroolin Train Station from the Wooroolin Sportsground to Dalton Park in Wooroolin (ex-rail corridor) subject to Council's standard licence to occupy terms, inclusive of the following conditions:

- A nominal licence to occupy fee of \$75 per annum, plus GST
 - The final location and area of the licence to occupy shall be determined and approved by the Chief Executive Officer prior to execution of the licence to occupy.
 - The Wooroolin Lions Club will be responsible for the ongoing maintenance of the infrastructure established by the group.
-

- The Wooroolin Lions Club will obtain all necessary building approvals for the infrastructure to be established on the sites.
- The rail building be utilised as a static display only.
- Council planning approval be obtained prior to any future or proposed use of the structures.
- The rail building be upgraded to an appropriate standard as determined by the Chief Executive Officer to ensure amenity of the area is maintained.
- No water or power connections are to be made to the structures without prior Council approval.
- All asbestos material shall be removed prior to relocation of the rail building.

Financial and Resource Implications

Council will contribute to the cost of surveying the site to ensure that the area provided in the licence to occupy excludes other Park infrastructure. These costs would be expected to be in the vicinity of \$2,000.

No significant commercial return from the licence to occupy would be expected. Council will charge the standard not for profit group fee of \$75 plus GST per annum.

Link to Corporate/Operational Plan

EC 2 - A community with the capacity to continue to develop the area of arts, Culture and Heritage – *Encourage and support community organisations to enhance their sustainability.*

Communication/Consultation (Internal/External)

Councillors and staff have met with Wooroolin Lions Club members and other community members to discuss the proposed project, lease requirements, ongoing maintenance of the structures, suitable locations etc.

This matter has been discussed at several Portfolio meetings

Legal Implications (Statutory Basis, Legal Risks)

A licence to occupy is required to be established with the group for the applicable parcel of land. Appropriate conditions outlining responsibilities should be included. Standard licence to occupy provisions including transfer of ownership or removal of chattels and infrastructure etc. on termination would be expected.

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

Not Applicable – the buildings will not be Council Assets remaining as assets of the Wooroolin Lions Club.

10. Portfolio - Finance, ICT & Human Resources

10.1 Finance, ICT and Human Resources Portfolio Report

Document Information

IR No 2447784

Author Cr Ros Heit

Date 12 January 2018

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.

10.2 Finance (F)

Officer's Reports

10.2.1 F - 2448678 - Monthly Financial Statements

Document Information

IR No 2448678

Author Finance Officer (Financial Reporting)

**Endorsed
By** General Manager Finance

Date 9 January 2018

Précis

Monthly Financial Report as at 31 December 2017.

Summary

The following information provides a Council's position as at 31 December 2017.

Officer's Recommendation

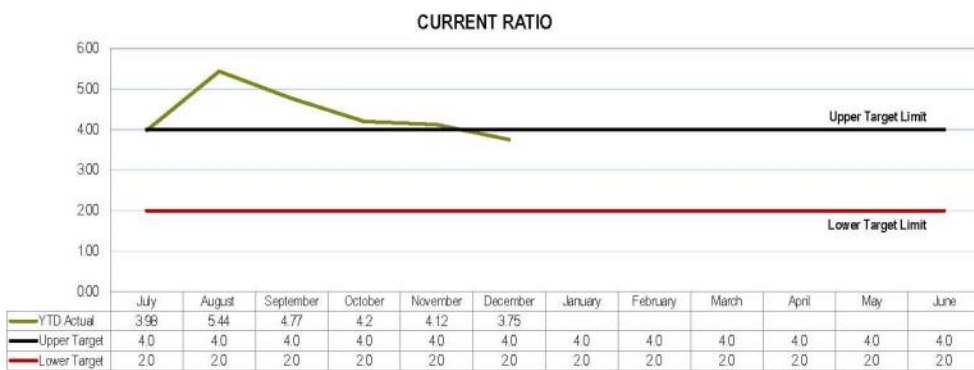
That the Monthly Financial Report as at 31 December 2017 be received and noted.

Key Performance Indicators

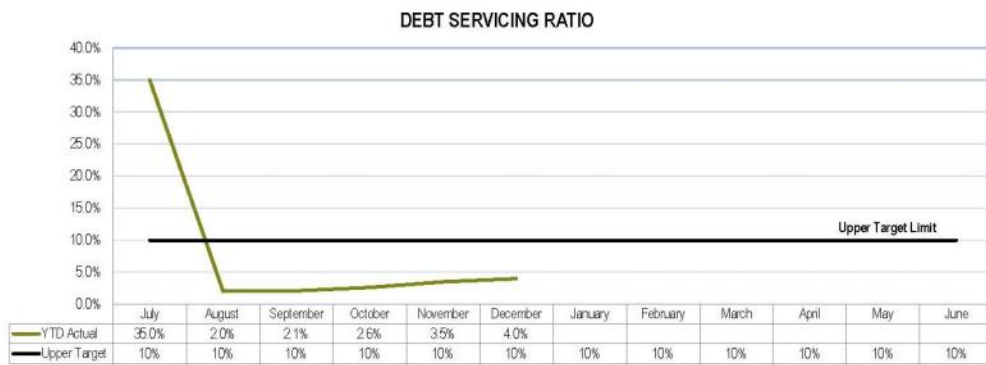
Key Performance Indicators - Monthly Reporting

Ratio	Description	Formula	SBRC's Target	Status	Dec-17	Comments
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	5.8	
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	2.8	
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	✓	3.75	
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 69%	✓	65%	
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%	✓	4.0%	
Cash Balance-\$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$23M \$	✓	34.56	
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%	
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	✓	20%	
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%	✓	3.2%	

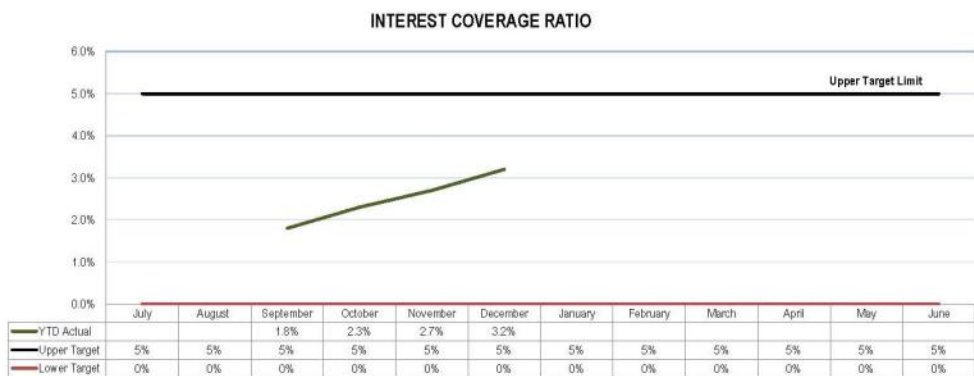
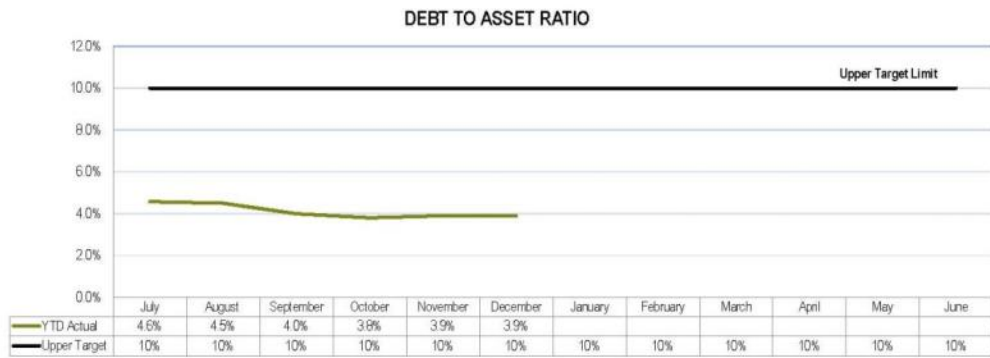
Graphs – Key Performance Indicators



Graphs – Key Performance Indicators



Graphs – Key Performance Indicators



Statement of Comprehensive Income

Statement of Comprehensive Income

as at 31 December 2017

50% of Year Complete

	2017	Original Budget	Variance
	\$	\$	%
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	22,866,286	45,388,370	50%
Fees and Charges	2,324,037	3,957,710	59%
Rental Income	233,405	491,725	47%
Interest Received	499,900	1,036,586	48%
Sales Revenue	1,484,985	3,014,212	49%
Other Income	253,578	395,251	64%
Grants, Subsidies, Contributions and Donations	2,774,141	7,357,573	38%
	<u>30,436,331</u>	<u>61,641,427</u>	
Capital Revenue			
Grants, Subsidies, Contributions and Donations	5,298,855	4,616,677	115%
Total Revenue	<u>35,735,186</u>	<u>66,258,104</u>	
Total Income	<u>35,735,186</u>	<u>66,258,104</u>	
Expenses			
Recurrent Expenses			
Employee Benefits	11,700,595	22,626,176	52%
Materials and Services	10,969,032	21,511,372	51%
Finance Costs	1,012,097	2,093,111	48%
Depreciation and Amortisation	8,085,416	14,833,103	55%
	<u>31,767,140</u>	<u>61,063,762</u>	
Capital Expenses	1,565,711	(475,475)	-329%
Total Expense	<u>33,332,851</u>	<u>60,588,287</u>	
Net Result	<u>2,402,336</u>	<u>5,669,817</u>	

Statement of Financial Position

Statement of Financial Position

as at 31 December 2017

	2017 \$	Original Budget \$	Amended Budget \$
Current Assets			
Cash and Cash Equivalents	34,564,076	28,727,735	-
Trade and Other Receivables	5,113,103	6,005,083	5,644,541
Inventories	1,139,867	1,218,556	-
Investments	-	-	-
Total Current Assets	40,817,045	35,951,375	5,644,541
Non-Current Assets			
Trade and Other Receivables	2,223,334	-	-
Property, Plant and Equipment	945,191,780	905,224,735	-
Intangible Assets	8,587,076	8,084,869	-
Total Non-Current Assets	956,002,189	913,309,604	-
TOTAL ASSETS	996,819,235	949,260,979	5,644,541
Current Liabilities			
Trade and Other Payables	3,392,111	4,832,251	-
Borrowings	3,975,066	2,387,352	-
Provisions	3,521,618	3,467,682	-
Unearned Revenue	127,440	-	-
Total Current Liabilities	10,888,795	10,687,284	-
Non-Current Liabilities			
Borrowings	35,167,124	38,267,463	-
Provisions	13,889,126	12,081,756	-
Unearned Revenue	2,114,943	-	-
Total Non-Current Liabilities	49,056,250	50,349,219	-
TOTAL LIABILITIES	62,187,428	61,036,504	-
NET COMMUNITY ASSETS	934,631,807	888,224,475	5,644,541
Community Equity			
Asset Revaluation Surplus	507,673,393	447,079,656	-
Retained Surplus/(Deficiency)	426,958,413	441,144,819	5,644,541
TOTAL COMMUNITY EQUITY	934,631,807	888,224,475	5,644,541

Financial and Resource Implications

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held on 26 June 2017.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Develop and implement long term financial plans; and Optimise Council's revenue, based on realistic and 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.

10.2.2 F - 2448993 - Second Quarter Review of 2017/2018 Operating and Capital Budgets**Document Information****IR No 2448993****Author Manager Finance****Endorsed
By General Manager Finance****Date 9 January 2018**

Précis

Second quarter review of Council's 2017/2018 Operating and Capital Budgets.

Summary**Operating Budget**

A review of the 2018 Budget has been undertaken as at 31 December 2017. The amended Operational Budget results in an operating surplus of **\$1,141,164**.

Attached to this report are the Long Term Financial Sustainability Statements.

The table below shows the projected changes compared to the original budget:

	Original	First Quarter	Second Quarter
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Comment

The known effect of the redundancy program is reflected in this review as well as the inclusion of the Flood Restoration Program as a result of the restoration works from TC Debbie.

Capital Budget

The Capital Budget second quarter revision report is also attached.

Second Quarter revision adjustments are scattered throughout the report with the most significant adjustments as follows:

Roads and Drainage Services:

- Inclusion of \$175,000 paid in the 2016/2017 financial year for Murphy Road;
- Inclusion of \$30,000 for the Haly Street, Kingaroy footpath;
- \$70,000 for the Alford Street, Kingaroy cycleway; and
- \$42,000 for the Cairns Street, Nanango cycleway.

Wastewater Services:

- \$2,862,700 has been taken from the proposed Capex Budget and transferred to Restricted Cash. This funding is for ongoing network renewals. The network renewal program is expected to be delivered in 2018/2019 financial year using funding from this financial year

(2017/18) and 2018/2019. This approach provides purchasing and economies of scale benefits as a larger program of works.

Officer's Recommendation

That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised Budget be adopted.

Budget Comprehensive Income Statement
as at 31 December 2017

	2017/2018 YTD Actuals	2017/2018 Original Budget	2017/2018 Amended Budget	Proposed Budget 2017/2018	2019/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
REVENUE													
Recurrent Revenue													
Fees and Charges	2,324,037	3,957,710	3,957,710	3,953,245	4,064,633	4,145,921	4,228,837	4,313,407	4,399,671	4,487,661	4,577,416	4,668,966	4,762,346
Interest Received	500,260	1,036,586	1,036,586	1,036,586	1,056,958	1,077,738	1,098,933	1,120,552	1,142,802	1,165,095	1,188,036	1,211,437	1,235,307
Other Income	263,578	395,251	391,751	452,670	416,412	424,739	433,233	441,866	450,732	459,745	468,688	478,317	487,878
Rates, Levies and Charges	22,866,286	45,388,370	45,379,370	45,379,370	46,472,116	47,511,436	48,343,765	49,192,780	50,058,755	50,942,051	51,843,009	52,761,967	53,689,343
Rental Income	277,350	491,725	491,725	491,725	501,559	511,589	521,819	532,255	542,900	553,757	564,832	576,128	587,651
Sales Revenue	1,484,985	3,014,212	3,014,212	3,014,212	3,018,796	3,023,472	3,028,242	3,033,107	3,038,069	3,043,130	3,048,293	3,053,559	3,058,930
Grants, Subsidies, Contributions and Donations	2,800,840	7,357,573	7,259,111	8,111,325	7,209,542	7,285,153	7,361,596	7,438,880	7,517,018	7,596,020	7,675,692	7,756,647	7,838,297
Total Recurrent Revenue	30,507,335	61,641,427	61,530,465	62,439,133	62,740,016	63,980,048	65,016,445	66,072,877	67,149,747	68,247,459	69,366,416	70,507,041	71,669,762
Capital Revenue													
Grants, Subsidies, Contributions and Donations	5,298,855	4,616,677	4,616,677	6,814,177	4,154,711	4,237,805	4,322,561	4,409,012	4,497,192	4,587,136	4,678,878	4,772,456	4,867,905
Total Revenue	35,806,190	66,258,104	66,147,142	69,253,310	66,894,727	68,217,853	69,339,006	70,481,889	71,646,939	72,834,595	74,045,294	75,279,497	76,537,667
Capital Income													
Capital Income	1,565,711	475,475	466,250	468,250	468,350	468,452	468,556	468,662	468,770	468,880	468,993	467,108	467,225
TOTAL INCOME	34,240,480	66,733,579	66,613,392	69,719,560	67,361,077	68,684,305	69,805,562	70,948,551	72,113,709	73,301,475	74,512,287	75,746,605	77,004,892
EXPENSES													
Recurrent Expenses													
Depreciation	8,105,305	14,833,103	14,833,103	14,833,103	15,058,000	15,286,690	15,519,244	15,755,730	15,996,227	16,240,802	16,489,527	16,742,479	16,999,738
Donations	196,433	467,139	513,815	542,787	553,643	564,714	576,007	587,537	599,377	611,261	623,489	635,958	648,677
Employee Benefits	11,711,188	22,626,176	22,476,176	22,164,340	22,483,833	22,887,580	23,350,522	23,822,723	24,304,388	24,795,671	25,296,785	25,807,917	26,329,277
Finance Costs	1,012,098	2,093,111	2,090,110	2,090,110	2,163,688	2,253,638	2,279,197	2,218,435	2,057,527	1,888,630	1,719,651	1,544,456	1,332,202
Materials and Services	10,817,546	21,044,233	21,055,647	21,667,629	21,210,071	21,624,699	22,048,572	22,481,923	22,924,977	23,377,949	23,841,131	24,314,677	24,798,926
Total Recurrent Expenses	31,842,581	61,063,762	60,968,861	61,297,969	61,479,245	62,617,321	63,773,642	64,866,338	65,882,396	66,914,313	67,970,563	69,045,487	70,309,820
TOTAL EXPENSES	31,842,581	61,063,762	60,968,861	61,297,969	61,479,245	62,617,321	63,773,642	64,866,338	65,882,396	66,914,313	67,970,563	69,045,487	70,309,820
Net Operating Surplus	2,397,899	5,669,817	5,644,541	8,421,591	5,881,832	6,066,984	6,032,020	6,082,213	6,231,313	6,387,162	6,541,704	6,701,118	6,696,062

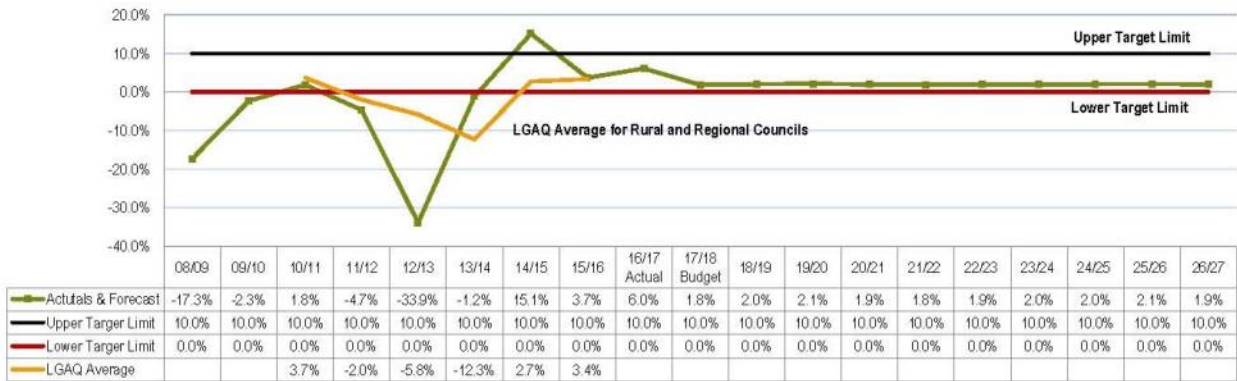
Projected Balance Sheet - South Burnett Regional Council - for Period 2017/2018 - 2026/2027

	Budget 2017/2018	Projected 2018/2019	Projected 2019/2020	Projected 2020/2021	Projected 2021/2022	Projected 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026	Projected 2026/2027
ASSETS										
Current Assets										
Cash and Cash Equivalents	30,319,380	31,146,821	28,739,336	30,620,440	31,853,776	34,897,772	38,418,121	42,596,791	51,043,766	51,976,922
Receivables	6,832,346	6,186,070	6,289,056	6,476,099	6,748,877	7,109,106	7,558,536	8,098,954	8,732,177	9,460,063
Inventories	1,218,556	1,242,927	1,267,786	1,293,142	1,319,004	1,345,385	1,372,292	1,398,738	1,427,733	1,456,288
Total Current Assets	38,370,282	38,575,819	36,296,179	38,389,680	39,921,657	43,352,263	47,348,949	52,095,483	61,203,676	62,893,274
Non Current Assets										
Infrastructure, Property, Plant and Equipment	907,216,469	916,725,094	925,888,741	930,941,660	932,776,489	932,712,941	932,199,016	930,933,412	929,550,764	932,406,643
Intangible Assets	8,084,869	7,799,269	7,507,957	7,210,819	6,907,738	6,598,595	6,283,269	5,961,636	5,633,570	5,298,943
Total Non Current Assets	915,301,338	924,524,363	933,396,698	938,152,479	939,684,227	939,311,536	938,482,285	936,895,048	935,184,334	937,705,586
Total Assets	953,671,620	963,100,182	969,692,877	976,542,159	979,605,884	982,663,799	985,831,234	988,990,531	996,388,010	1,000,598,860
LIABILITIES										
Current Liabilities										
Payables	5,739,646	6,464,186	6,486,679	6,510,915	6,535,681	6,560,987	6,586,846	6,613,273	6,640,277	6,667,875
Borrowings	2,387,352	2,488,576	2,814,214	3,030,525	3,373,279	3,535,328	3,588,943	3,759,057	3,587,871	3,877,185
Provisions	3,467,682	3,537,036	3,607,777	3,679,932	3,753,531	3,828,601	3,905,173	3,983,276	4,062,941	4,144,200
Total Current Liabilities	11,594,680	12,489,798	12,908,670	13,221,372	13,662,491	13,924,916	14,080,962	14,355,606	14,291,089	14,689,260
Non Current Liabilities										
Borrowings - Non-Current	38,267,463	40,677,440	40,537,812	40,790,975	37,074,943	33,377,566	29,735,008	25,805,836	26,289,151	23,122,653
Provisions - Non-Current	12,081,755	12,323,390	12,569,857	12,821,254	13,077,679	13,339,233	13,606,018	13,878,139	14,155,702	14,438,817
Total Non Current Liabilities	50,349,218	53,000,830	53,107,669	53,612,229	50,152,622	46,716,799	43,341,026	39,683,975	40,444,853	37,561,470
Total Liabilities	61,943,898	65,490,628	66,016,339	66,833,601	63,815,113	60,641,715	57,421,988	54,039,581	54,735,942	52,250,730
Net Assets	891,727,722	897,609,554	903,676,538	909,708,558	915,790,771	922,022,084	928,409,246	934,950,950	941,652,068	948,348,130
Equity										
Retained Earnings	443,896,593	449,778,425	455,845,409	461,877,429	467,959,642	474,190,955	480,578,117	487,119,821	493,820,939	500,517,001
Revaluation reserves	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129	447,831,129
Total Equity	891,727,722	897,609,554	903,676,538	909,708,558	915,790,771	922,022,084	928,409,246	934,950,950	941,652,068	948,348,130

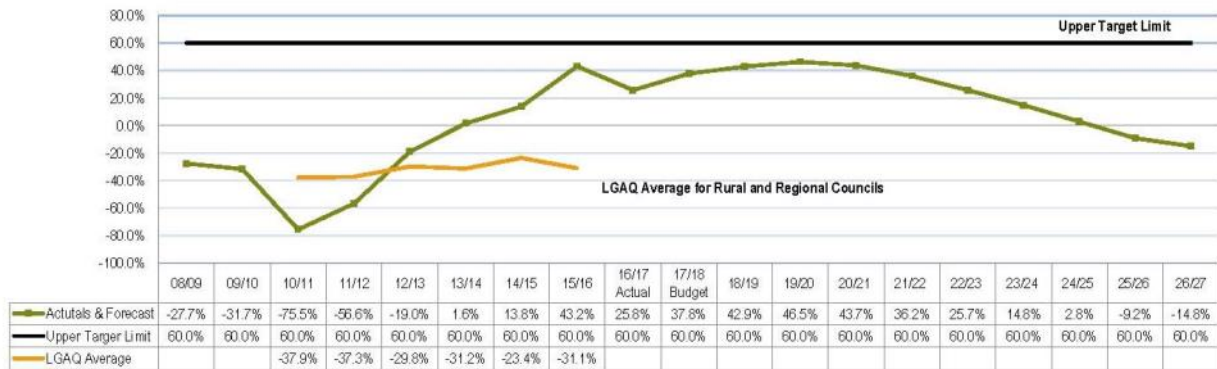
Projected Cash Flow - South Burnett Regional Council - for Period 2017/2018 - 2026/2027

	Budget 2017/2018	Projected 2018/2019	Projected 2019/2020	Projected 2020/2021	Projected 2021/2022	Projected 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026	Projected 2026/2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows from Operating Activities										
Receipts:										
Receipts from Customers	64,156,022	66,166,945	66,771,311	67,840,286	68,930,766	70,043,129	71,177,858	72,335,396	73,516,198	74,720,731
Interest Received	750,000	765,000	780,300	795,906	811,824	828,060	844,621	861,513	878,743	896,318
Rental Income	491,725	501,559	511,589	521,819	532,255	542,900	553,757	564,832	576,128	587,651
Non Capital Grants and Contributions	8,108,325	7,206,482	7,282,032	7,358,413	7,435,633	7,513,706	7,592,642	7,672,446	7,753,132	7,834,712
Payments:										
Payment to Suppliers	-56,169,891	-54,500,084	-56,230,322	-57,339,700	-58,473,614	-59,631,370	-60,813,421	-62,020,388	-63,252,899	-64,511,009
Borrowing Costs	-2,090,110	-2,163,698	-2,253,638	-2,279,197	-2,218,435	-2,057,527	-1,888,630	-1,719,651	-1,544,456	-1,532,202
Net Cash Provided (or Used) in Operating Activities	15,246,071	17,976,204	16,861,273	16,897,537	17,018,418	17,238,898	17,466,827	17,694,147	17,927,046	17,996,201
Cash Flows from Investing Activities										
Receipts:										
Proceeds from Sale of PPE	466,250	466,350	466,452	466,556	466,662	466,770	466,880	466,993	467,108	467,225
Grants, Subsidies, Contributions and Donations	6,814,177	4,154,711	4,237,805	4,322,561	4,409,012	4,497,192	4,587,136	4,678,878	4,772,456	4,867,905
Payments:										
Payments for PPE	-24,401,577	-24,281,025	-24,159,025	-20,275,025	-17,287,478	-15,623,536	-15,411,551	-14,902,290	-15,031,765	-19,520,990
Payments for Intangible Assets	0	0	0	0	0	0	0	0	0	0
Net Cash Provided (or Used) in Investing Activities	-17,121,150	-19,659,964	-19,454,768	-15,485,908	-12,411,804	-10,659,574	-10,357,535	-9,756,419	-9,792,201	-14,185,860
Cash Flows from Financing Activities										
Receipts:										
Proceeds from Borrowings	2,000,000	5,000,000	3,000,000	3,500,000	0	0	0	0	3,900,000	1,000,000
Payments:										
Repayments of borrowings	-2,387,352	-2,488,799	-2,813,990	-3,030,526	-3,373,278	-3,535,328	-3,588,943	-3,759,058	-3,587,871	-3,877,184
Net Cash Provided (or Used) in Financing Activities	-387,352	2,511,201	186,010	469,474	-3,373,278	-3,535,328	-3,588,943	-3,759,058	312,129	-2,877,184
Net Increase/(Decrease) in Cash and Cash Equivalents	-2,262,431	827,441	-2,407,485	1,881,103	1,233,336	3,043,996	3,520,349	4,178,670	8,446,974	933,157
Cash and Cash Equivalents at Beginning of Period	32,581,811	30,319,380	31,146,821	28,739,336	30,620,440	31,853,776	34,897,772	38,418,121	42,596,791	51,043,766
Cash and Cash Equivalents at End of Period	30,319,380	31,146,821	28,739,336	30,620,440	31,853,776	34,897,772	38,418,121	42,596,791	51,043,766	51,976,922

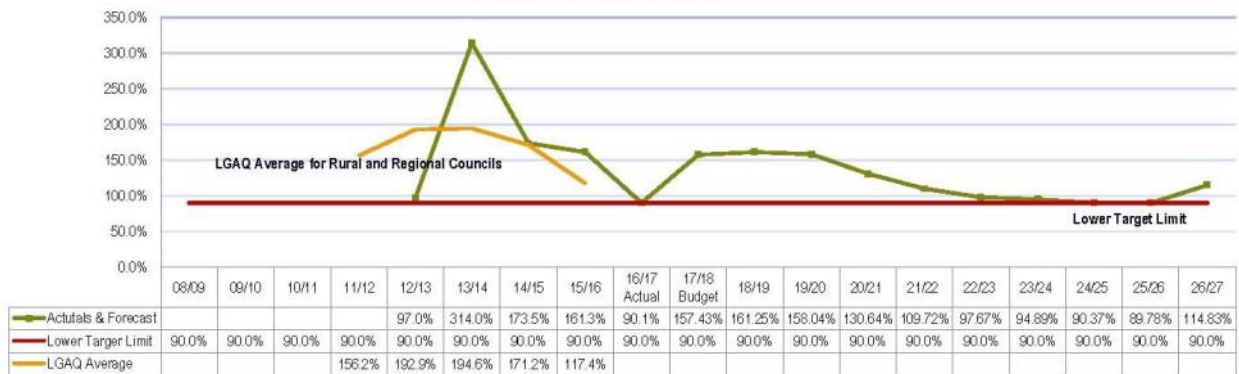
OPERATING SURPLUS RATIO



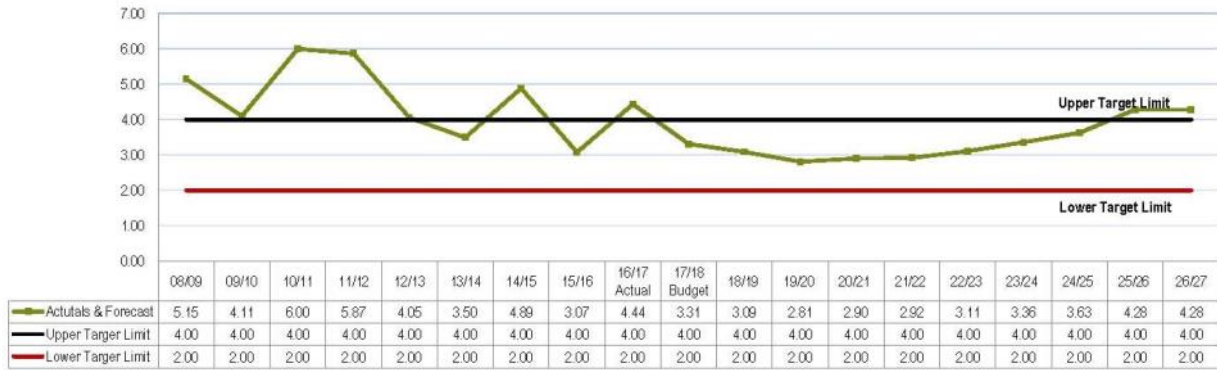
NET FINANCIAL LIABILITIES



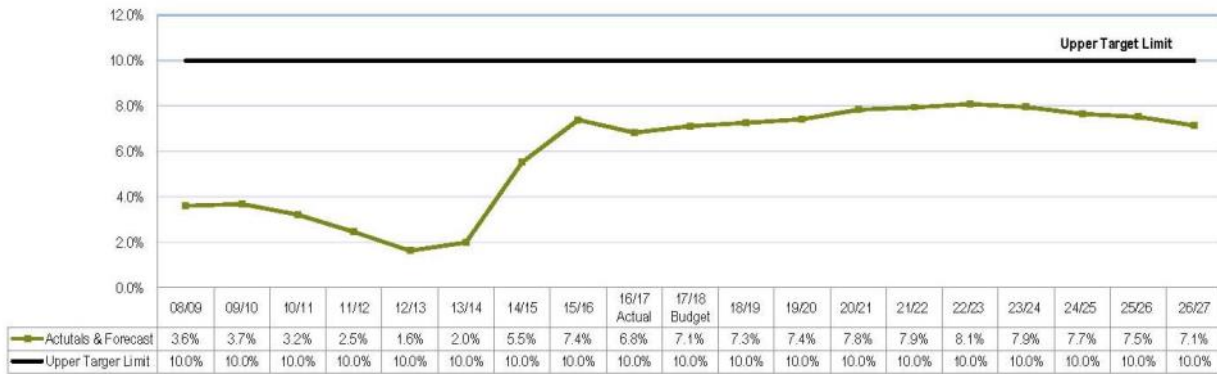
ASSET SUSTAINABILITY RATIO



CURRENT RATIO



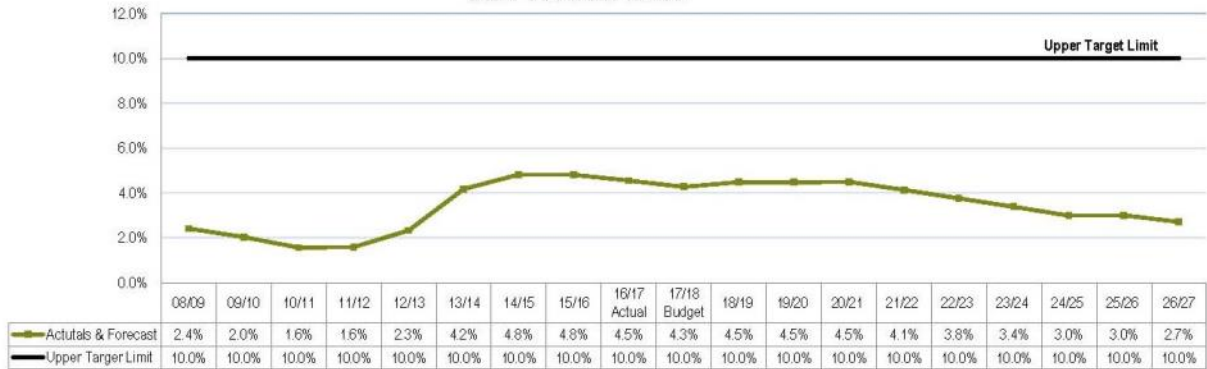
DEBT SERVICING RATIO



CASH BALANCE (M)



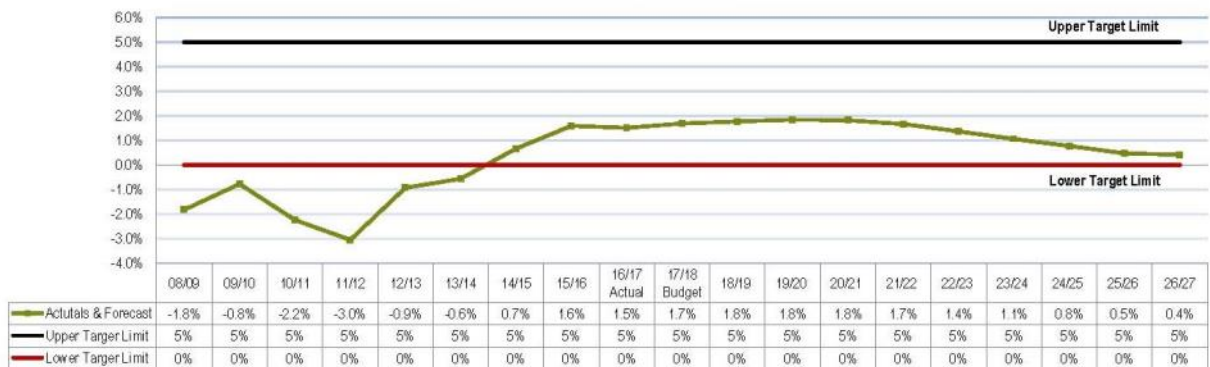
DEBT TO ASSET RATIO



OPERATING PERFORMANCE RATIO



INTEREST COVERAGE RATIO



2017/2018 Capex Report for Council

as at 31 December 2017

Project Code	Project Description	2017/2018 Adopted Budget	2016/2017 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget
Buildings & Other Structures						
	Admin Office - Kinga	45,000.00	301,000.00	-	-	315,768.00
	Admin Office - Nanan	100,000.00	180,000.00	-	-	273,000.00
	Aerodrome - Kingaroy	-	-	-	-	-
	Aerodromes - Nanango	60,000.00	-	-	-	60,000.00
	Cemeteries - Kingaro	55,000.00	-	-	-	55,000.00
	Cemeteries - Murgon	10,000.00	45,000.00	-	-	55,000.00
	Cemeteries - Proston	10,000.00	-	-	-	10,000.00
	Depot - Nanango	-	30,000.00	-	-	30,000.00
	Depot - Kingaroy	100,000.00	-	-	-	100,000.00
	Depot - Wondai	-	53,500.00	-	-	53,500.00
	SES- Nanango	-	120,000.00	-	190,000.00	310,000.00
	Hall - Kingaroy Town	35,000.00	88,000.00	-	-	34,568.00
	Hall - Wondai Memori	30,000.00	-	-	-	30,000.00
	Hall - Blackbutt Mem	500,000.00	215,000.00	-	360,000.00	7,445.00
	Museum - Nanango Rin	305,000.00	30,000.00	-	30,000.00	-
	Parks & Gardens	-	137,000.00	-	-	137,000.00
	Priv Hospital - Buil	100,000.00	137,150.00	-	46,750.00	-
	Saleyards - Coolabun	17,000.00	-	-	-	17,000.00
	Swimming Pool - King	400,000.00	-	-	-	400,000.00
	Swimming Pool - Murg	150,000.00	-	-	-	150,000.00
	Swimming Pool - Nana	100,000.00	-	-	-	100,000.00
	Tourism - Yallakool	47,000.00	7,000.00	-	-	54,000.00
	Tourism - Lake Boon	-	76,500.00	-	-	76,500.00
	Public Conveniences	15,000.00	120,000.00	-	-	135,000.00
	Sp/ground-Hivesville	7,000.00	-	-	-	7,000.00
	Tennis Courts - Reg	-	50,000.00	-	-	50,000.00
	W4Q - Round 1	-	-	611,100.00	-	92,500.00
	W4Q - Round 2	-	-	1,084,500.00	-	1,084,500.00
	Parks - Kingaroy	5,000.00	73,000.00	-	-	78,000.00
	Parks - Nanango	-	-	-	-	-

Project Code	Project Description	2017/2018 Adopted Budget	2016/2017 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget
Parks - Blackbutt		30,000.00	-	-	-	30,000.00
Parks - Murgon		55,000.00	-	-	-	55,000.00
		2,176,000.00	1,663,150.00	1,258,850.00	- 2,391.00	5,095,609.00
Intangibles						
Business System		280,000.00	620,860.00	-	-	900,860.00
		280,000.00	620,860.00	-	-	900,860.00
Plant & Equipment						
Info Serv - ICT		610,000.00	18,000.00	-	-	628,000.00
Plant & Fleet Manage		1,982,000.00	452,000.00	-	-	2,434,000.00
		2,592,000.00	470,000.00	-	-	3,062,000.00
Roads						
W4Q - Round 1		1,910,000.00	-	292,700.00	- 80,200.00	2,122,500.00
W4Q - Round 2		-	-	2,020,000.00	-	2,020,000.00
Bridges		682,000.00	-	-	-	682,000.00
Rural Drainage		130,000.00	-	-	-	130,000.00
Pavement Rehab		2,848,000.00	385,000.00	- 65,000.00	175,000.00	3,343,000.00
Footpaths & Cycleway		430,000.00	5,000.00	-	142,000.00	577,000.00
Reseals		2,000,000.00	-	-	-	2,000,000.00
Town Development		712,000.00	-	-	-	712,000.00
TIDS - LRRS Projects		1,475,000.00	-	-	22,083.00	1,497,083.00
Roads to Recovery		2,260,000.00	480,000.00	-	- 69,000.00	2,671,000.00
General		10,000.00	-	-	-	10,000.00
Urban Drainage		100,000.00	-	-	- 22,083.00	77,917.00
		12,557,000.00	870,000.00	2,247,700.00	167,800.00	15,842,500.00
Water Services						
Water - General Oper		-	-	-	-	-
Water - Blackbutt		100,000.00	20,000.00	2,000.00	-	122,000.00
Water - Kingaroy		2,700,000.00	1,821,900.00	200,000.00	-	4,721,900.00
Water - Kumbia		200,000.00	-	-	-	200,000.00
Water - Murgon		150,000.00	71,000.00	-	-	221,000.00
Water - Nanango		320,000.00	80,000.00	-	-	400,000.00
Water - Proston		50,000.00	-	-	-	50,000.00
Rural Water - Prosto		100,000.00	65,000.00	-	-	165,000.00

Project Code	Project Description	2017/2018 Adopted Budget	2016/2017 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget
Water - Wondai		200,000.00	50,000.00	-	-	250,000.00
Water - Wooroolin		-	100,000.00	-	-	100,000.00
		3,820,000.00	2,207,900.00	202,000.00	-	6,229,900.00
Wastewater Services						
Wastewater - Blackbu		100,000.00	180,000.00	8,000.00	- 280,000.00	8,000.00
Wastewater - Kingaro		600,000.00	-	500,000.00	- 600,000.00	500,000.00
Wastewater - Murgon		200,000.00	750,000.00	-	- 550,000.00	400,000.00
Wastewater - Nanango		200,000.00	517,700.00	-	- 717,700.00	-
Wastewater - Wondai		200,000.00	815,000.00	-	- 715,000.00	300,000.00
		1,300,000.00	2,262,700.00	508,000.00	- 2,862,700.00	1,208,000.00
Waste						
Waste Management - R		91,538.00	165,000.00	65,780.00	-	322,318.00
		91,538.00	165,000.00	65,780.00	-	322,318.00
		22,816,538.00	8,259,610.00	4,282,330.00	- 2,697,291.00	32,661,187.00

Financial and Resource Implications

The revised budget maintains the link with achieving the Operational Plan 2017/2018 and is generally in line with the revenue and expenditure priorities of the Original Budget as adopted by Council on 26 June 2017.

Link to Corporate/Operational Plan

EXC1 *Effective financial management.*

Communication/Consultation (Internal/External)

Budgets were reviewed by the relevant Budget Manager.

Legal Implications (Statutory Basis, Legal Risks)

The budget review has been undertaken in accordance with Section 170(3) of *Local Government Regulation 2012*.

Policy/Local Law/Delegation Implications

Budget reviews allows expenditure to be incurred by delegation or approval of Council.

Asset Management Implications

Depreciation is used as a source of funds to enable capital expenditure. The Asset Registers for all Asset Classes will be adjusted as required for the Capital Expenditure.

11. Consideration of Notices of Motion

No Report.

12. Information Section (IS)

12.1 IS - 2448544 - Reports for the Information of Council

Document Information

IR No 2448544

Author Executive Services

Date 10 January 2018

Précis

Reports received for the Information of Council.

Summary

List of correspondence pending completion of assessment report
Monthly Capital Works Report
Road Maintenance Expenditure Report
Works for Queensland (W4Q) Grant Projects Report – Round Two

Officer's Recommendation

That the reports be received.

13. Confidential Section

13.1 CONF - 2432662 - Exclusive Real Estate Agent - Sale of Surplus Properties

Document Information

IR No 2432662

Author Manager Property

**Endorsed
By General Manager
Finance, Property & Information Technology**

Date 8 January 2018

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

13.2 CONF - 2443845 - Tender for Sale of 41 Macalister Street Murgon

Document Information

IR No 2443845

Author Manager Property

**Endorsed
By General Manager
Finance, Property & Information Technology**

Date 8 January 2018

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

13.3 CONF - 2439487 - Tender SBRC-17/18-06 - Lease of Coolabunia Saleyard & South Burnett Regional Council Dip Facilities

Document Information

IR No 2439487

Author General Manager Corporate Services

Date 8 January 2018

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

