



SOUTH BURNETT

REGIONAL COUNCIL

Agenda

of the

General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 18 April 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, 18 April 2018

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1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association, Pastor Wayne Larkin, 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 21 March 2018 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 2484767

Author Mayor, South Burnett Regional Council

Date 13 April 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 - 2484614 - Presentation of the Minutes of the South Burnett Rail Trail Management Advisory Committee (SBRT MAC) and Draft Terms of Reference.

Document Information

IR No 2484614

Author General Manager Corporate Services

**Endorsed
By** Chief Executive Officer

Date 5 April 2018

Précis

Presentation of the Minutes of the South Burnett Rail Trail Management Advisory Committee (SBRT MAC) and Draft Terms of Reference.

Summary

Providing a copy:

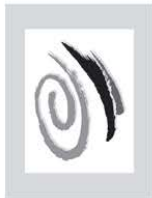
- Minutes of the SBRT MAC meeting – 11 October 2017
- Minutes of the SBRT MAC meeting - 16 November 2017
- Minutes of the SBRT MAC meeting - 1 February 2018
- Minutes of the SBRT MAC meeting - 1 March 2018
- SBRT MAC Draft Terms of Reference

A resolution confirming Council's endorsement of minutes and adoption of the Terms of Reference is recommended.

Officer's Recommendation

That Council

1. endorse the Minutes of the South Burnett Rail Trail Management Advisory Committee held on 11 October 2017, 16 November 2017, 1 February 2018 and 1 March 2018.
2. adopt the Draft Terms of Reference for the South Burnett Rail Trail Management Advisory Committee as presented.



South Burnett
Regional Council

Department- Executive Services

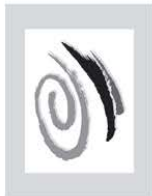
South Burnett Rail Trail MAC Minutes 11 October 2017

Present: Cr Kathy Duff, Cr Danita Potter, Cr Ros Heit, Peter O'May, Michael Hunter, Julie Foley

Apologies: Cr Roz Frohloff

Chair: Cr Kathy Duff **Minutes:** Julie Foley

Agenda Item	Summary	Responsible	Due Date
1 Structure and Purpose	<p>Management Advisory Committee to promote and develop the South Burnett Rail Trail for the maximum benefit of locals and visitors</p> <p>Peter O'May – MAC purpose collate feedback and information gathering QR code system enable user feedback – this data to come back to meeting Establish credibility, prove benefits through data collection to support infrastructure requests. QR information needs to be communicated clearly to users to encourage data sharing</p> <p>Group to advocate for linkages to Brisbane Valley Rail Trail</p>	Michael Hunter	Monthly report
2 Meeting Frequency	Monthly – 1 st Thursday of each month 8.30am	Julie Foley	Monthly setup
3 Role	Advocacy, promotion, development including events Kathy - NRM responsible for maintenance		
4 Responsibilities	Peter has BVRT duties and charter that could be amended to suit South Burnett Rail Trail.	Peter to have an officer email copy	Next meeting



South Burnett
Regional Council

Department - Executive Services

Agenda Item	Summary	Responsible	Due Date
5 Chicanes & Advertising	<p>Discussion on where advertising funds go – Agreed any amount needs to go back through Council. Ros Heit would like to see the advertising \$ managed through a formation of an SBRT Incorporation Peter O'May suggested see 12 month period through as there will be teething problems, in the interim interested parties could be invited to present ideas to MAC therefore involving the community</p> <p>Advertising sign costs – Michael has breakdown, email to Julie to assist with skin quote info, Terms & Conditions sign application can be amended to suit SBRT addressing items eg. responsibility, vandalism, event promotion, chicanes are only open with a TWP in place Ros suggested conflate as a way to keep costs down, consensus too flimsy</p> <p>Julie – suggested local print company quotes to use skins</p> <p>There are 44 chicanes, Michael to identify and plot availability as some are scheduled for SBRC</p> <p>Ros – SBRT logo quote for white section on Code of Conduct, Peter – find out if SBRT logo can sit in this space, if so confirm size and quantity for UV sticker quote.</p> <p>Ros – NRM installation of SBRT sign at Kingaroy and Murgon</p> <p>Kathy is concerned about the missing chicane on Bunya Highway</p>	<p>Michael to email</p> <p>Julie to get skin info & quotes</p> <p>Michael</p> <p>Peter check re SBRT logo on sign</p> <p>Michael check with Greg</p> <p>Michael check with Greg</p> <p>Julie advise VICs</p>	<p>Asap</p> <p>2/1/17</p> <p>2/1/17</p> <p>2/1/17</p> <p>2/1/17</p> <p>2/1/17</p> <p>2/1/17</p>
6 Community	<p>Ros – important to educate users the start is at O'Neill Square, parking available</p> <p>Need a broad selection of community input ie. runners, cyclists, events, businesses and representation from each town along the route These representatives are welcome to share ideas prior to MAC monthly meetings for MAC discussion</p>	<p>All</p>	<p>2/1/17</p>



South Burnett
Regional Council

Department - Executive Services

Agenda Item	Summary	Responsible	Due Date
7	Events Michael - How does MAC work across departments eg Sport/Rec event, MH brings event enquiries to MAC Danita – first instance refer to MH as contact and access to calendar of events through Council Reserve Application process		
8	Next Meeting 2 November 8.30am Committee Room Peter O'May advised an apology	Julie Foley	



South Burnett
Regional Council

Department- Executive Services

South Burnett Rail Trail MAC Minutes 16 November 2017

Present: Cr Kathy Duff, Cr Danita Potter, Cr Ros Heit, Peter O'May, Julie Foley

Apologies: Cr Roz Frohloff, Michael Hunter

Chair: Cr Kathy Duff **Minutes:** Julie Foley

Agenda Item	Summary	Responsible	Due Date
1	<p>Actions from previous minutes</p> <p>Michael an apology - actions from previous meeting are to be included on agenda for February meeting</p> <ul style="list-style-type: none"> • Monthly Report QR code • Chicane identification and plot • Chicane Bunya Highway • Chicane Murgon end - Peter/Michael <p>Sarah Schloss (ED administration) will join MAC meetings from February to minute and assist and meeting start at 9am</p> <p>Charter – Peter to arrange email BVRT charter copy to MAC members for comment prior to February meeting</p> <p>Starting point at O'Neill Square has been communicated with VIC volunteers, Julie also added to Google Maps</p> <p>Signage quote – NRM advised no one is allowed on the trail to complete install, Peter advised signwriter could install. Julie advised unsure of cost reduction due to advice sign has to go on sheet metal then be attached to existing chicane so likely skin is not preferred option. Julie will request JS Signs inspect site and advise best option.</p>	<p>Michael</p> <p>Sarah</p> <p>Peter</p> <p>Julie</p>	<p>1 Feb</p> <p>1 Feb</p> <p>As soon as able to allow circulation time</p> <p>ASAP to allow JS Signs time to inspect and report by 1 Feb</p>



South Burnett
Regional Council

Department - Executive Services

Agenda Item	Summary	Responsible	Due Date
2	Charter	Peter	
3	Advertising		
4	Maintenance Budget		
5	Signs	NRM	tba by Peter
6.	Other business	Sarah Danita Ros (Julie can't complete any	Next agenda date Update at next meeting 1 Feb



South Burnett
Regional Council

Department - Executive Services



	Agenda Item	Summary	Responsible actions on page)	Due Date
7.	Next meeting	Thursday 1 February 9am – Committee		



South Burnett
Regional Council

Department- Executive Services

South Burnett Rail Trail MAC Minutes 1 February 2018

Present: Cr Kathy Duff, Cr Danita Potter, Cr Ros Heit, Peter O'May, Julie Foley Cr Roz Frohloff, Michael Hunter, Sarah Schloss

Apologies: Julie Foley

Chair: Cr Kathy Duff **Minutes:** Sarah Schloss

Agenda Item	Summary	Responsible	Due Date
1	<p>Actions from previous minutes</p> <p>Counters have been installed near Crawford & Wondai, NRM & Parks will read end of each month. Figures will be included in Cr Duff's council update. Customer requests will be actioned through general operations NRM & Parks. Signage needs to be place to advise users of cattle grids and sharpe turns along the trail – this to be progressed through general operations.</p> <p>Bunya Highway & Lamb Street Crossings – Plans were presented as per Main Road requirements – these plans were not part of the original funding for the construction of the KKRT project. The original funding application only had allowed for chicanes like all other road crossings. Greg Griffiths to obtain costings and to be presented to next meeting.</p> <p>Charter – Peter to arrange for draft to be sent all committee members for comment prior to next meeting.</p> <p>South Burnett woodcrafters are interested in constructing the Arch way depicting the start/finish line at O'Neil Square. Cr Potter to work with the SB Woodcrafters for designs and costs.</p>	<p>Michael Hunter</p> <p>Peter O'May/ Greg Griffiths</p> <p>Peter O'May</p> <p>Cr Potter</p>	<p>1 Mar</p> <p>1 Mar</p> <p>1 Mar</p> <p>1 Mar</p>



South Burnett
Regional Council

Department - Executive Services

Agenda Item	Summary	Responsible	Due Date
2	Chicanes Advertising	Julie Foley/Garry Perfect	1 Mar
4	Logo on Signs	Julie/Garry (Include in chicanes advertising)	1 Mar
5	Other business	Peter O'May/Greg Griffiths Ros Heit Ros/Julie	ASAP 1 Mar ASAP
6	Next meeting		



South Burnett
Regional Council

Department- Executive Services

South Burnett Rail Trail MAC Minutes 1 March 2018

Present: Cr Kathy Duff, Cr Danita Potter, Cr Ros Heit, Peter O'May, Julie Foley Cr Roz Frohloff, Michael Hunter, Julie Foley

Apologies:

Chair: Cr Kathy Duff **Minutes:** Sarah Schloss

Agenda Item	Summary	Responsible	Due Date
1	<p>Minutes from previous meeting read, moved by Michael the minutes are correct, seconded by Ros</p> <p>Bunya Highway & Lamb Street Crossings – Plans were presented as per Main Road requirements – Greg still waiting on costings. Quotes will be ready by next meeting. Funds are to come from Council, this work is to be completed ASAP due to safety concerns.</p> <p>Woodworkers would like more information in regards to costings etc for timber signs- scope grant availability. Committee decided to wait for the master plan to be in place.</p> <p>Rail Trail usage application form has been completed for events on the SBRT and available via NRM. Discussion around when is a form required and application needs to be made for an organised event, social clubs and groups do not need to apply to use the rail trail.</p> <p>Safety markers are in the process 18 are complete. Installation will be completed when the trail has dried up.</p> <p>Facebook page Ros, Kathy and Peter arrange a meeting with Dafyd Martindale to discuss additional administration person from within Council and to add Tracey and Regina from NRM as editors.</p>	Greg Griffith	5 April
		Ros, Kathy & Peter	Pre next meeting



South Burnett
Regional Council

Department - Executive Services

Agenda Item	Summary	Responsible	Due Date
2	Michael & Garry have provided a design for chicanes including QR advertising. Julie will arrange a meeting with ED and NRM staff.	Julie, Craig, Gary & Michael	5 April
3	A few adjustments to be made, item 5 removed. Moved to be accepted by Danita, seconded Roz		
4	Suggested all signage to wait for the Master Plan, Ros to let Paul Heymans know.		
5	Counter at Wondai 765 Counter at Crawford not working properly 40 from last weekend. Moved to getting Planning Spaces and SBRT Master Plan		
6	Thursday 5 April 9am – Committee Room Kingaroy		



South Burnett Rail Trail Advisory Committee Terms of Reference

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1. INTRODUCTION

Council has instituted the set up of an Advisory Committee (the Committee) to support and provide input, direction and feedback on the operation of the South Burnett Rail Trail.

2. OBJECTIVES

- To encourage free recreational use of the South Burnett Rail Trail to the local community and visitors to the region.
- To support the sustainable development of the Trail
- To promote the historical, cultural and future significance of the South Burnett Rail Trail.
- To encourage and support events, activities and other opportunities along the South Burnett Rail Trail corridor.

3. DUTIES AND RESPONSIBILITIES

The purpose of the Advisory Committee is to provide recommendations to Council on the operation, management and promotion of the South Burnett Rail Trail.

4. MEMBERSHIP

Council will appoint the members, one of whom shall be appointed as the Advisory Committee Chairperson. Council can at any time appoint a stand-in or replacement member to the Advisory Committee, however members cannot. The members will be appointed by Council on the basis of personal interests/skills.

The Committee will be comprised of Councillor Duff, Councillor Heit, Councillor Potter, Councillor Frohloff and Council's General Manager Corporate Services, Tourism Officer and Senior Recreation & Services Officer (*SBRC Council Meeting – 16 August 2017*).

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

5. MEETINGS

Notice of meetings

- The date, time and venue of meetings will be set by Council's Tourism Officer in consultation with the Committee Chairperson. The agenda will be prepared and circulated among members and attendees prior to the meeting.

Quorum

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

Report

- Council shall provide secretarial functions and prepare a written report about the recommendations to Council.
- The General Manager Corporate Services shall present the report to Council at the next available Council meeting.

6. ETHICAL CONDUCT

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

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

7. COMMITTEE EVALUATION

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

8. RELATED POLICIES

N/A

9. REVIEW DATE

The Advisory Committee Terms of Reference will be reviewed every 2 years.

Financial and Resource Implications

Nil – There is no power under the *Local Government Act 2009* to delegate executive powers to an Advisory committee with all recommendations to be ratified by Council

Link to Corporate/Operational Plan

GO 3 – The South Burnett is a recognised tourism destination – *Continue to promote the South Burnett as a premier tourist destination*

EC 3 – An active, safe and healthy community – *Facilitate the development of a range of sporting and recreation facilities*

Communication/Consultation (Internal/External)

South Burnett Rail Trail Management Advisory Committee

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Not Applicable

Asset Management Implications

Not Applicable – The Terms of Reference establish the Charter of the committee. Any recommendations from the SBRT MAC Committee must be presented to Council for consideration.

4.2.2 G - 2484714 - Annual Operational Plan 2017/18 Progress Report for the January - March Quarter.

Document Information

IR No 2484714

Author Manager – Social & Corporate Performance

**Endorsed
By General Manager Corporate Services**

Date 6 April 2018

Précis

Annual Operational Plan 2017/18 Progress Report for the January - March 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 the progress report for the January – March 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>Progress as at 3rd Quarter: 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 WWRROC 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>Progress as at 3rd Quarter: 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 <i>Industrial Relations Act 2016</i> 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>Progress as at 3rd Quarter: 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>Progress as at 3rd Quarter: 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>Progress as at 3rd Quarter: 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>Progress as at 3rd Quarter: 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>Progress as at 3rd Quarter:</p> <p>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 was adopted at the Ordinary Meeting of Council in January prior to community consultation.</p> <p>Community consultation was conducted from 1 to 28 February with face to face sessions in Blackbutt (8th), Nanango (8th), Kingaroy (15th), Wondai (15th) and Murgon (15th). The draft plan was available from Council's Customer Service Centres / Libraries in Blackbutt, Nanango, Kingaroy Proston, Wondai and Murgon.</p> <p>Feedback was considered by the internal steering group with the final draft plan circulated and tabled for discussion at Portfolio meeting in March 2018.</p> <p>The final draft plan was adopted at the Ordinary Meeting of Council in 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>Progress as at 3rd Quarter:</p> <p>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>Progress as at 3rd Quarter: 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 adopted at the Ordinary Meeting of Council in January 2018. Operational Plan 2017/18 3rd Quarter Review is out for update and will be tabled at the Ordinary Meeting of Council in April 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, Councilors 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>Progress as at 3rd Quarter: 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 undertaken in January 2018. The reviewed/updated Register and Plan was presented to the CEO for. The Register and Plan was presented to the Audit Committee at the 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 4th Quarter. 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, delivered the external audit plan for 2017-18 in the meeting on 20 February 2018. The next audit meeting will consider the draft 3 year audit plan for 2018/19 to 2020/21. Council has appointed a new internal auditor to replace the outgoing internal auditor. The new internal auditor comes to the organisation with years of local experience and a qualified accountant. The new internal auditor has had 2 ½ weeks in an induction and handover.</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>Progress as at 3rd Quarter: Draft organisational customer service standard being developed. This item has been postponed to 2018/19 due to competing priorities within the organisation.</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>Progress as at 3rd Quarter: Library statistics to date for this financial year, July 2017 through to March 2018: 107,135 loans and returns/166,299. Visitation across the service was 130,752. A total of 21 adult programs such as author/information talks, writers workshop and mental health events where held with 331 attendees. The number of Group meetings across the libraries was 226 with 1,717 attending. 102 Story Time sessions with 1,178 participants and 110 Rhyme Time sessions with 1,251 participants have been held. In addition to this, 22 children's programs such as holiday activities and school/kindergarten visits to the library have been hosted, with 1,270 attendees. Outreach programs including partnerships with Child Health, visits to schools and a pop up library that have been delivered since the start of financial year total 60 sessions with 875 attendees.</p> <p>First 5 Forever grant acquittal submitted February 2018. Final year grant instalment received March 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
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

Progress as at 3rd Quarter:

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 – \$8,260

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 Wamers	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 (nardi 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	Lifeflight 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 -

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>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.</p> <p>Round Two (2) of the Community Grants program is now finalised. Council's budget for this round of the Community Grant Program was \$83,550.45. In total, Council received forty-five (45) applications requesting support totalling \$144,742.95. Council funded in total \$81,251.95 under Round 2 and the successful applicants are:</p> <p>Community Hall Public Hall Liability Insurance</p> <ul style="list-style-type: none"> - Ironpot Hal Association - \$1,000 - Kumbia & District Memorial School of the Arts - \$1,000 <p>Project Program One-Off Sponsorship</p> <ul style="list-style-type: none"> - Blackbutt District Tourism & Heritage Assoc Inc towards air-Conditioning of the Blackbutt Hall = \$3,000 - Jumping Arts Art Inc for the "Book Leaves – Never Leaf the Alone" project = \$2,840 - Kingaroy District Vintage Machinery Club for Clubhouse alterations = \$3,000 - Kingaroy Junior Football Club for First Aid Equipment = \$1,504.95 - Kumbia Kindergarten for shade and soft fall = \$2,969 - Kumbia Tennis Association for repair to Kumbia Tennis Courts = \$2,650 - Mondure Hall Committee for a kitchen upgrade = \$3,000 - Murgon's Men Shed for restoration of a landrover / men's health project = \$3,000 - Nanango Lions Club to replace a shade sail = \$3,000 - Proston Goldenspurs Campdraft to purchase panels for safety of event = \$2,000 - Proston Lions Club for an outdoor community labyrinth for Proston = \$3,000 - South Burnett Peace of Mind for liability insurance = \$425 - Wondai & District Tennis Association for nets = \$363 - Wondai AP& Society for grandstand refurbishment = \$3,000 - Wondai & District Town Band for Insurance = \$900 <p>Community Events Sponsorship</p> <ul style="list-style-type: none"> - Bjelke-Petersen Dam Fish Management Committee Inc. for the Bjelke-Petersen Dam and Inland Fishing Competition = \$2,750 			

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Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<ul style="list-style-type: none"> - Kingaroy Bacon Fest for the Kingaroy Bacon Fest = \$3,000 - Kingaroy State High School P&C for The Goodfellas Project = \$3,000 - Murgon Business & Development Association for Rail Trail Festival = \$3,000 - Murgon Hospital Auxiliary for a guest speaker for a Health Expo = \$3,000 - Murgon Rotary for the Murgon Country Muster = \$3,000 - Nanango RSL Sub Branch for Remembrance Day – 100 Years = \$2,840 - Nanango Show Society for the Nanango Show = \$3,000 - Queensland Rural and Remote Womens Network for QRRWN 2018 Annual Conference to be held in Kingaroy = \$3,000 - South Burnett Car Club for Show Shine and Swap Meet = \$600 - South Burnett Endurance Riders for a local Endurance Horse Ride = \$1,000 - South Burnett Karate Association for Kingaroy Cup – ISKA MAT Sports = \$1,500 - South Burnett Mountain Bike Club for Mountain Bike Coaching Clinic = \$2,600 - Tandurungie State School P&C for a Bull Ride Event = \$3,000 - Team RSPCA for Million Paws Walk = \$810 			
Community Regionally Significant Events Sponsorship			
- Bloomin Beautiful Blackbutt Festival for Bloomin Beautiful Blackbutt Avocado Festival = \$10,000			
RADF Round 2 will be open for applications during April 2018.			
RADF Bid for 2018/19 as requested by Arts Queensland has been submitted.			
Compliance with Council's Environmental Authority for Waste Disposal	Environmentally responsible and efficient waste management	Internal and External Stakeholders	Inform Consult
Provision of cost effective and environmentally responsible waste management services and facilities			
Collaboration with neighbouring regions in the Implementation of the Regional Waste Management Strategy			

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>Progress as at 3rd Quarter: 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. There have been 487 Waste Collection complaints recorded year to date, with 467,130 waste collection services being "conducted".</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>Progress as at 3rd Quarter: The year to date figures for public health applications are as follows: 24 New Food Business Licence Applications; 30 Temporary Food Applications; 55 Non-Profit Temporary Food Applications; and 8 Private Water Samples Applications. There were also a total of 55 Environmental Health Customer requests received year to date. The break up being 2 Food; 38 Public Health; 15 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>Progress as at 3rd Quarter: No new Environmental Authority Applications have been received year to date. 104 Environmental Complaints received year to date.</p>			
<p>Regulation of Council's local laws</p>	<p>An active, safe and healthy community</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</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
<p>Progress as at 3rd Quarter: The following Customer Requests/Complaints were received year to date: 1131 Animal management; 92 Animal attack; 11 drumMUSTER requests to receive; 460 Overgrown allotments; 7 Waste bin hire enquiries; 78 General Local Law; 33 Abandoned vehicles; and 15 illegal parking The following Local Law applications were received year to date: 10 Excess animal applications; 14 Regulated dog applications; 28 Footpath applications; and 162 new Animal registrations. There was also 471 Animals impounded and 470 properties were issued Compliance Notices for Overgrown allotments.</p>	Ethical, accountable and transparent decision-making	Internal and External Stakeholders	Inform Consult Involve
<p>Progress as at 3rd Quarter: No progress to date</p>			
<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</p>	Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult
<p>Progress as at 3rd Quarter: 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. Council adopted the alignment amendments at the meeting of 21 February 2018 and the amendments commenced on 5 March 2018. Council commenced with the preparation of the Local Government Infrastructure Plan (LGIP). It is anticipated that the third party review of the draft plan will be completed by the end of the next quarter and public notification and adoption completed by the end of the 1st quarter of the 18/19 FY.</p>	An active, safe and healthy community	Internal and External Stakeholders	Inform Consult
<p>Provide building, plumbing and drainage regulatory services to meet legislative requirements</p>			

DEPARTMENT: CORPORATE SERVICES

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Significant activities																							
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level																				
<p>Progress as at 3rd Quarter: Council issued a total of 370 development permits for building, plumbing and planning applications YTD. Council issued a total of 117 development permits for building work, 55 development permits for plumbing work and 10 development permits for planning. The total for the quarter is 182 and excludes development permits issued by private certifiers lodged with Council for record keeping purposes.</p>																							
Provide and maintain Council owned sawyard 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>Progress as at 3rd Quarter: 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. AAM Investment Group was awarded the tender with take-over of the facility proposed for June/July 2018.</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>4,923 head</td> <td>4,965 head</td> <td>5,982</td> </tr> <tr> <td>Wondai</td> <td>-</td> <td>-</td> <td>63</td> </tr> <tr> <td>East Nanango</td> <td>-</td> <td>-</td> <td>478</td> </tr> </tbody> </table>				YTD – Sale/Dip Yard Figures				Venue	Yarded/Sold	Inspected	Dipped	Coolabunia	4,923 head	4,965 head	5,982	Wondai	-	-	63	East Nanango	-	-	478
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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>Progress as at 3rd Quarter: 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. CASA undertook their biannual surveillance audit of Kingaroy Airport on 21 and 22 February 2018 with 5 recommendations to be undertaken as a result. 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 firm 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

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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>Progress as at 3rd Quarter: 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). A draft plan has been completed with a Councillor workshop scheduled for 12 April 2018 regarding the findings prior to release for further public consultation.</p>												
<p>Task</p>												
Councillor workshop on key findings from consultation and facility inspections*												
Preliminary draft Plan for review by Council Officers												
Councillor workshop on draft Plan												
Council endorse draft Plan for public exhibition												
Sport and town/village workshops												
Broader public consultation on draft Plan												
Collation and consideration of public submissions												
Council consideration of public submissions, amendments to Plan and consider adoption												
Amendments to final Plan delivered to Council												
<p>YTD – Occupancy Figures</p> <table border="1"> <thead> <tr> <th>Venue</th> <th>Occupants</th> <th>Avg Length of Stay</th> </tr> </thead> <tbody> <tr> <td>Bjelke Petersen Dam</td> <td>7,512</td> <td>3.01 days</td> </tr> <tr> <td>Boondooma Dam</td> <td>12,902</td> <td>3.92 days</td> </tr> </tbody> </table>				Venue	Occupants	Avg Length of Stay	Bjelke Petersen Dam	7,512	3.01 days	Boondooma Dam	12,902	3.92 days
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<p>South Burnett Rail Trail – Safety marker installation scheduled mid-January 2018 delayed and rescheduled April 2018 at (firm 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>												

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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																																												
<p>Progress as at 3rd Quarter: Cemeteries - Year to Date</p> <table border="1"> <tbody> <tr> <td>Blackbutt</td> <td>3 Burial</td> <td>2 Placement of Ashes</td> <td></td> </tr> <tr> <td>Booie</td> <td>1 Burial</td> <td>Nil</td> <td></td> </tr> <tr> <td>Kumbia</td> <td>2 Burial</td> <td>1 Placement of Ashes</td> <td></td> </tr> <tr> <td>Memerambi</td> <td>2 Burial</td> <td>2 Placement of Ashes</td> <td></td> </tr> <tr> <td>Murgon</td> <td>25 Burials</td> <td>3 Placement of Ashes</td> <td></td> </tr> <tr> <td>Nanango</td> <td>31 Burials</td> <td>3 Placement of Ashes</td> <td></td> </tr> <tr> <td>Proston</td> <td>3 Burials</td> <td>1 Placement of Ashes</td> <td></td> </tr> <tr> <td>Taabinga</td> <td>32 Burials</td> <td>5 Placement of Ashes</td> <td></td> </tr> <tr> <td>Tingora</td> <td>Nil</td> <td>Nil</td> <td></td> </tr> <tr> <td>Wheatlands</td> <td>Nil</td> <td>Nil</td> <td></td> </tr> <tr> <td>Wondai</td> <td>24 Burials</td> <td>4 Placement of Ashes</td> <td></td> </tr> </tbody> </table>				Blackbutt	3 Burial	2 Placement of Ashes		Booie	1 Burial	Nil		Kumbia	2 Burial	1 Placement of Ashes		Memerambi	2 Burial	2 Placement of Ashes		Murgon	25 Burials	3 Placement of Ashes		Nanango	31 Burials	3 Placement of Ashes		Proston	3 Burials	1 Placement of Ashes		Taabinga	32 Burials	5 Placement of Ashes		Tingora	Nil	Nil		Wheatlands	Nil	Nil		Wondai	24 Burials	4 Placement of Ashes	
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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>Progress as at 3rd Quarter:</p> <p>Workshops continuing with Council and the Budget Managers for the development of the Capital Budget 2018/19. Finalised March 2018.</p> <p>Operational Expenditure budget packs being reviewed and to include the employee benefit costs. Following the agreed calendar to commence Council discussions in April 2018.</p> <p>Third quarter 2017/18 budget for adoption at the April 2018 General Meeting.</p> <p>External Audit for the 2017/18 financial year to commence in Mid April 2018. Timetable for this audit has been set with the QAO and QAO's new contract auditor KPMG.</p> <p>Internal debt recovery processes continuing. Specialist Debt Recovery firm is continuing with some properties now going through to judgement.</p>			
<p>Develop a business continuity plan for the organisation by 30 December 2018</p>	<p>An organisation that is characterised by elective leadership, responsible management and quality service delivery</p>	<p>Internal Stakeholders</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p>
<p>Progress as at 3rd Quarter:</p> <p>Business Continuity and Recovery Plan developed but needs to be tested. Information Technology has installed the new software based phone/communications system – Skype for Business and staff training has been carried out. Duplication for the IT system still set to progress coincidentally with the refurbishment of the Nanango Office with the milestone date for this refurbishment being June 2019.</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 timeframes</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>Progress as at 3rd Quarter:</p> <p>Third quarter review of the 2017/18 capex budget undertaken for adoption at the April 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. Roads asset management plan identified as the first plan to be completed. <p>Desktop review of all of the elements of the Asset Registers carried out. Work in Progress being taken up until mid June 2018 in readiness for presentation to the external auditor.</p> <p>Infrastructure Services Department fast tracked the Road Asset Condition Assessment System (RACAS) Project. Road data is now being used and reviewed to develop a new Road and Drainage Asset Register and to inform the road maintenance and renewal activities.</p> <p>Building assets condition assessment quotation for external assistance to be advertised April/May 2018. Milestone completion is June 2019.</p> <p>Workshops continuing with Council and the Budget Managers for the development of the Capital Budget 2018/19. Finalised March 2018.</p>	<p>Infrastructure that meets our community needs</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>Progress as at 3rd Quarter:</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 round 2. Other Capital funded programs under regular review by SET and Council with deferred projects agreed to with Council.</p> <p>Condition assessment of property assets yet to be undertaken due June 2019. This assessment will inform the asset management plan including the development of a 10 year maintenance and renewal program.</p> <p>Automated Plant and Fleet maintenance schedules and maintenance kit lists via Council business system (TechnOne) continues to be refined. To join with another Qld Local Government to refresh a contract to facilitate an automated system of just in time purchasing of the maintenance repair kits. Capital program is on track with Council to attend a liquidation auction of the Ostwald Bros plant and equipment in Dalby.</p>	<p>Infrastructure that meets our community needs</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</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>Progress as at 3rd Quarter:</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>Progress as at 3rd Quarter:</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

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>Progress as at 3rd Quarter: 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. 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. 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>	<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>Grants, Capital works, General works and maintenance programs 2017/18 delivered on time and within budget by 30 June 2018 Maintain asset management plans for all infrastructure assets 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>Progress as at 3rd Quarter:</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>Effective Business Management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>National Association of Testing Authorities (NATA) certification maintained for the Materials Laboratory Commence NATA certification of physical water tests at Kingaroy Water Laboratory Compliance with DWQMP & EAs regarding sampling & analysis</p>	<p>Effective Business Management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</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>Progress as at 3rd Quarter:</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 			
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>Progress as at 3rd Quarter:</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 referable 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 direct financial or resource implications arise from this report other than what was addressed in Council's operating budget for 2017/18.

Link to Corporate/Operational Plan

- 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.

5. Portfolio - Roads & Drainage

5.1 Roads & Drainage Portfolio Report

Document Information

IR No 2484761

Author Cr Gavin Jones

Date 13 April 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.

5.2 Roads & Drainage (R&D)

Officer's Reports

No Report.

5.3 Design & Technical Services (D&TS)

Officer's Reports

5.3.1 D&TS - 2463710 - Proposed Permanent Road Closure of Part of Millards Road, Booie

Document Information

IR No 2463710

Author Senior Technical Officer

Endorsed By Manager Design & Technical Services and General Manager Infrastructure

Date 9 April 2018

Précis

An application to permanently close part of existing road reserve adjoining Lot 15 on SP288551, Booie has been received by Department of Natural Resources and Mines and requesting Council to make comment on this proposal.

Summary

An application has been received by the Department of Natural Resources and Mines (DNRM) to permanently close a section of road reserve abutting Lot 15 on SP288551, Booie. This parcel of road reserve is on Millards Road and is approximately 260 metres to the north of Kingaroy Barkers Creek Road. The total area of land proposed to be resumed is approximately 407m² to be amalgamated with Lot 15 SP288551.

Council officers have undertaken a field inspection and identified that Ergon infrastructure and a vegetative corridor exists within the remaining road reserve. If Millards Road was to be constructed in the future, it would be difficult to fit the proposed road within the road reserve, if further reduced.

It is recommended to Council to respond advising that Council has an objection with respect to this application.

Officer's Recommendation

That the Department of Natural Resources be advised that Council has an objection to the proposed permanent road closure of part of Millards Road Booie due to access being limited to the property adjacent to the subject site.

Financial and Resource Implications

Nil

Link to Corporate/Operational Plan

N/A

Communication/Consultation (Internal/External)

Consultation has been undertaken with affected property owners and internal to Infrastructure and Planning & Land Management sections of Council.

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

Nil

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

6.1 Community, Arts, Tourism and Health Services Portfolio Report

Document Information

IR No 2484711

Author Cr Danita Potter

Date 13 April 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 2484760

Author Cr Terry Fleischfresser

Date 13 April 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.

7.2 Planning (P&LM)

Officer's Reports

7.2.1 P&LM - 2443852 - Development Application - Material Change of Use for a proposed Telstra Telecommunications Base Station at Belgrave Road Wilkesdale - Lot 493 FTZ37481 - MCU17/0011

Document Information

IR No 2443852

Author Technical Officer - Planning

Endorsed
By Manager – Planning & Land Management
General Manager - Corporate Services

Date 20 March 2018

Précis

Development Application - Material Change of Use for a proposed Telstra Telecommunications Base Station at Belgrave Road Wilkesdale - Lot 493 FTZ37481 - MCU17/0011

Summary

- Application for a Telecommunications Facility in the Rural Zone under the South Burnett Regional Council Planning Scheme;
- Telecommunications Facility under the current Planning Scheme are Impact Assessable;
- Application triggers referral to SARA as a Concurrence Agency under Schedule 10, Subdivision 2- State Transport Corridors & Future State Transport Corridors, Table 4 Item 1 – within 24m of a State Transport Corridor;
- Application is assessable against the assessment benchmarks of the Planning Scheme, Regional Plan, State Planning Policy;
- Benchmarks used in assessing the application:
 - Rural Zone;
 - Services and Works Code.
- The proposal generally complies with the Assessment Benchmarks of the relevant Codes, and
- Application is recommended for **approval** subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for a Material Change of Use (Telecommunications Facility) at Home Creek Loop Road, Wilkesdale (and described as Lot 493 on FTZ37481) subject to the following conditions:

General

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application:
- *Site Access and Locality Plan – Drawing No. Q114086 Sheet No. S1;*
 - *Site Layout – Drawing No. Q114086 Sheet No. S1-1;*
 - *North West Elevation – Drawing No. Q114086 Sheet No. S3;*
 - *Site Tenure Plan – Drawing No. Q114086 Sheet No. G1.*

Unless otherwise amended by the following conditions.

Approved Use

- GEN2. The approved development is a Material Change of Use for a Telecommunication Facility, as shown on the Approved Plans.

Compliance, Timing and Costs

- GEN3. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

Maintenance

- GEN4. The development (including landscaping, parking, driveway and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.
- GEN5. Maintain the site in a clean and orderly state at all times.

Engineering Works

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's Development Manual and Standard Drawings and relevant Australian Standards.
- ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

Location, protection and repair of damage to Council and public utility services infrastructure and assets

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

Stormwater Management

- ENG6. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.

- ENG7. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

Lawful point of discharge

- ENG8. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

Access - General

- ENG9. Ensure suitable access and area is available for all construction and operational traffic within the site. Driveways shall remain unobstructed and available for their intended purpose during construction and operation.

Erosion and sediment control - General

- ENG10. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

Advice

- ADV1. Section 85 (1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.
- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form
- ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

Strategic Priority 2. Growth and Opportunity

Balanced development that preserves and enhances our region.

Implement policies and plans that support appropriate planning and development for business, industry and community needs.

Communication/Consultation (Internal/External)

Refer to Section 4.0 of this report.

Legal Implications (Statutory Basis, Legal Risks)

No implication identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

7.2.2 P&LM - 2455778 - Request to Change Approval - extend currency of approvals to January 2022 - Lot 25 SP259714 - Reifs Road Tablelands - Applicant : P & R Braithwaite - RAL18/0004

Document Information

IR No 2455778

**Author Helena Charlton – Reel Planning
Manager Planning and Land Management**

**Endorsed
By General Manager – Corporate Services**

Date 4 April 2018

Précis

This application seeks a Minor Change to an existing Development Approval (IR1611608) dated 23 June 2016 under s81 of the Planning Act 2016 and an extension of the currency period under s86 of the Planning Act 2016 for development described as Reconfiguring a Lot – Lots 25 on SP259714 at Levers Road, Tablelands.

Summary

There are two parts to the application:-

1. A request to extend the currency of the Development Approval under s86 of the *Planning Act 2016* until 2022 (4 years from the time of lodgement of the request) which has been in place since 19 September 2007;
2. The existing approval is current until 19 September 2020;
3. The Applicant seeks a Minor Change under s81 of the *Planning Act 2016* to change the staging of the current Development Approval with the staging described as follows:
 - Stage 1 of the application has been completed with no change requested to existing Lot 24 on SP259714;
 - Stage 2 is inclusive of the reconfiguration of existing Lot 25 on SP259714 to create proposed Lots 25, 26 and 27; and
 - Stage 3 is inclusive of the further reconfiguration of proposed Lot 25 to create proposed Lots 1-4, further reconfiguration of proposed Lot 26 to create proposed Lots 5 and 6, and further reconfiguration of proposed Lot 27 to create proposed Lots 15 and 16.

Officer's Recommendation

That Council:

- A. **Approve** the change application for a Minor Change under s81 of the *Planning Act 2016* to change the staging of an existing Development Approval (IR1611608) dated 23 June 2016 for Reconfiguring a Lot – Lots 25 on SP259714 at Reifs Road, Tablelands subject to reasonable and relevant conditions; and

- B. **Refuse** the request to extend the currency period under s86 of the Planning Act 2016 of an existing Development Approval (IR1611608) dated 23 June 2016 for Reconfiguring a Lot – Lots 25 on SP259714 at Reifs Road, Tablelands for four (4) years;

subject to the following conditions:

General

GEN1. The subject site is to be developed generally in accordance with the following proposal plans and information submitted with the request unless otherwise amended by the following conditions:

- Drawing No. 2957P/4 Sheet No. 1 of 2 Revision C (Proposed Subdivision Stage Two Layout) prepared by O'Reilly Nunn Favier dated 13/12/17.
- Drawing No. 2957P/4 Sheet No. 2 of 2 Revision C (Proposed Subdivision Stage Three Layout) prepared by O'Reilly Nunn Favier dated 15/11/12

GEN2. The relocation of any infrastructure or services required as a result of this approval, including these conditions, is to be carried out at no cost to Council.

GEN3. Any new earthworks or structures are not to concentrate or impeded the pre-development surface flow or water across property boundaries to adjoining properties.

GEN4. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers or adjacent premises, during and after construction.

GEN5. The applicant is required to pay the Department of Natural Resources and Mines (DNRM) valuation fee that will result from the issue of split valuations prior to Council sealing the Survey Plan.

Amended Plans

~~RAL1. The applicant shall provide an amended proposal plan incorporating the following revisions:~~

- ~~▪ Building envelopes for each proposed allotments taking into consideration sufficient area for 25,000L of rainwater storage and an on-site sewerage treatment plant and associated effluent disposal area~~
- ~~▪ Vehicular access proposed Lot 1 (Stage 2) is to be from Reif's Road with the location of this new access determined in accordance with Conditions ENG5 and ENG7 (not via the existing access at the intersection of Reif's Road and Daniels Road)~~
- ~~▪ Building envelopes for proposed Lots 1 to 4 are to be located a minimum distance of 30m from the rear (northern) boundaries due to the presence of existing agricultural activities over Lot 1 on RP216333~~

Survey Plans

RAL1. Prior to Council sealing the Survey Plan, the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the subdivision, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the approved plan.

~~RAL2. Prior to Council sealing the Survey Plan, the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the subdivision, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the approved plan.~~

Telecommunication

RAL3. Prior to Council sealing the Survey Plan, the applicant is to provide each lot with a telecommunication service. Where supply is not to be provided at this time, evidence

detailing an agreement for the proposed service is to be provided for Council's consideration and approval.

Electricity

RAL4. Prior to Council sealing the Survey Plan, the applicant is to provide each lot with connection to reticulated electricity supply in accordance with Australian Standards. Provide written confirmation from the electricity authority that all matters relating to electricity supply and connection, including electrical and civil works, have been completed.

Easements

RAL5. Provide all easements or drainage reserves identified during the course of detailed engineering investigation and design. The applicant is to deed to Council any such easements or drainage reserves when the Survey Plan is lodged for sealing.

Statutory Covenant

~~RAL6. Provide a Statutory Covenant along the northern boundary of proposed Lots 1 to 4 (Stage 3) to ensure that no habitable structures are located within 30m of the new boundary. In this regard, the Statutory Covenant is to comply with the "Statutory Covenant – Guidelines for their Use in Queensland". The Statutory Covenants are to be registered prior to Council sealing the Survey Plans (at each respective stage) pursuant to Section 97(3)(b) of the Land Title Act 1994 and Section 373(4)(b) of the Land Act 1994.~~

Stormwater Management

~~ENG1. Submit an on-site stormwater management plan for approval by Council's General Manager of Infrastructure prior to any works commencing on-site, indicating drainage paths for all roofed and impervious areas. The on-site stormwater management plan should also detail the following:~~

- ~~▪ Hydraulic design for stormwater including sizing and location of all proposed pipe and channel flows;~~
- ~~▪ Location of gully pits;~~
- ~~▪ Details of all pre and post development flows;~~
- ~~▪ Details of any cut or fill required to direct stormwater to a legal point of discharge~~

ENG2. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.

ENG3. Stormwater drainage is to be design such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.

~~ENG4. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case (all engineering designs submitted to Council for engineering approval are to be certified by a Registered Professional Engineer of Queensland).~~

Vehicle Access Points

ENG5. The applicant is required to provide engineering drawings for all proposed vehicular access points in accordance with Schedule 2 Table S2.7 - Design and Construction Standards of the Murgon Shire IPA Planning Scheme. Each vehicular access point is required to achieve a maximum longitudinal gradient of 1:6 and a maximum crossfall of 1:20 and details of cut/fill and any other engineering works required to meet the requirements of Table S2.7 is to be submitted to and approved by Council's Infrastructure Department as part of a separate application for Operational Works. Earthworks may be required to achieve the requirements of Table S2.7.

~~All engineering drawings submitted to Council are required to be prepared by a Registered Professional Engineer of Queensland (RPEQ).~~

ENG6. Deleted

Vehicle Sight Lines

ENG7. Demonstrate that each proposed vehicular access point complies with Table 5.4 of the Austroads Guide to Road Design Part 3: Geometric Design. ~~to submitting an application for Operational Works approval.~~

All engineering drawings demonstrating compliance are to be prepared by a Registered Professional Engineer of Queensland (RPEQ).

Earthworks

ENG8. Any proposed earthworks shall be undertaken in accordance with the Rural Locality Code, Element (g) within the Murgon Shire IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.

Advice

ADV1. Section 341(2)(b) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period. In this instance a related approval is considered to be a Development Permit for Operational Works. This Development Approval is current until 19 September 2020.

ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

ADV4. A Development Permit for Building Work not associated with a Material Change of Use will be required prior to the construction of retaining walls which exceed 2.0m in height in addition to a separate Development Permit for Building Work.

ADV5. Attached for your information is a copy of Chapter 6 of the Planning Act 2016 as regards to Appeal Rights.

Financial and Resource Implications

None identified

Link to Corporate/Operational Plan

Strategic Priority 2. Growth and Opportunity

Balanced development that preserves and enhances our region.

Implement policies and plans that support appropriate planning and development for business, industry and community needs.

Communication/Consultation (Internal/External)

No implication can be identified – Code Assessments

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

7.2.3 P&LM - 2481321 - Requesting Council review and determine support of a minor local government boundary change between Toowoomba Regional Council & South Burnett Regional Council at New England Highway Neumgna - L155 FY2699

Document Information

IR No 2481321

Author General Manager Corporate Services

**Endorsed
By Chief Executive Officer**

Date 6 April 2018

Précis

Requesting Council review and determine support of a minor local government boundary change between Toowoomba Regional Council & South Burnett Regional Council at New England Highway Neumgna - L155 FY2699

Summary

A portion of the boundary between the Toowoomba and South Burnett Regional Local Government Area's (LGA's) dissect two (2) lots under the same ownership with Lot 155FY2699 part of South Burnett Regional while 208CSH1552 is part of the Toowoomba Regional LGA.

The Department of Natural Resources, Mines and Energy (DNRME) has identified the following lots as suited to a minor local government boundary change. Council's view on a boundary change by way of movement of the boundary to the centreline of the New England Highway which is the logical boundary alignment is requested.

Officer's Recommendation

That Council offer no objection to a minor local government boundary change between Toowoomba Regional Council & South Burnett Regional Council at New England Highway Neumgna - L155 FY2699 to transfer the identified allotment from South Burnett Regional Council to Toowoomba Regional Council.

Financial and Resource Implications

Current Rate Levy - Lot 155FY2699 \$656.22 (2017/18). Future Rates would be payable to Toowoomba Regional Council.

Link to Corporate/Operational Plan

EX5 - Effective advocacy and strategic partnerships – *Advocate Council's strategic and operational position on key issues to government sectors*

Communication/Consultation (Internal/External)

1. Property Owner
2. Toowoomba Regional Council
3. Department of Natural Resources Mines and Energy
4. Department of Local Government, Racing and Multicultural Affairs

Legal Implications (Statutory Basis, Legal Risks)

The process to undertake a local government boundary change is prescribed in the *Local Government Act 2009*.

Policy/Local Law/Delegation Implications

Not Applicable

Asset Management Implications

Not Applicable

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

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

Document Information

IR No 2484759

Author Cr Roz Frohloff

Date 13 April 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.

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

9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Document Information

IR No 2484768

Author Cr Kathy Duff

Date 13 April 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.

10. Portfolio - Finance, ICT & Human Resources

10.1 Finance, ICT and Human Resources Portfolio Report

Document Information

IR No 2484768

Author Cr Ros Heit

Date 13 April 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 - 2486144 - Third Quarter Review of 2017/2018 Operating and Capital Budgets

Document Information

IR No 2486144

Author Manager Finance

Endorsed

By General Manager Finance

Date 10 April 2017

Précis

Third Quarter review of Councils 2017/2018 operating and capital budgets.

Summary

Operating Budget

A review of the 2018 Budget has been undertaken as at 31 March 2018. The amended Operational Budget results in an operating surplus of \$ **1,189,288**, after taking into account the first half of the Federal Assistance Grant that was received in the 2016/2017 Financial Year.

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

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

	Original	1 st Qtr	2 nd Qtr	3 rd Qtr	Restricted Cash	Operating Result
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Comment

An adjustment for the advanced payment of the 2017/2018 Financial Assistance Grant funding allocation received on 8 June 2017 been reflected in this revision. The funds were constrained at 30 June 2017 and will be used to fund 2017/2018 actual expenditure.

Capital Budget

The Capital Budget third quarter revision report is also attached.

The only adjustments made relate to:

Wastewater Services:

- \$2,862,700 has been reinstated to the proposed Capex Budget with the funds coming from Restricted Cash. This funding is for ongoing network renewals. The network renewal program is expected to be delivered early in 2018/2019 financial year using funding from this financial year, 2017/18 and 2018/19. 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 March 2018

	2017/2018 Actuals	2017/2018 Original Budget	2017/2018 Amended Budget	Proposed Budget 2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
REVENUE													
Recurrent Revenue													
Fees and Charges	3,325,867	3,957,710	3,953,245	4,062,765	4,176,344	4,259,868	4,345,062	4,431,957	4,520,592	4,611,002	4,703,224	4,797,289	4,893,235
Interest Received	787,135	1,036,586	1,036,586	1,036,586	980,271	972,017	969,098	1,006,520	1,024,290	1,042,416	1,060,904	1,079,762	1,098,998
Other Income	583,153	395,251	452,670	457,305	421,139	429,560	438,151	446,911	455,848	464,964	474,261	483,747	493,417
Rates, Levies and Charges	45,382,800	45,389,370	45,379,370	45,384,614	46,457,065	47,436,084	48,328,126	49,176,808	50,042,464	50,925,434	51,826,080	52,744,689	53,681,709
Rental Income	408,527	491,725	491,725	491,725	501,359	511,589	521,819	532,255	542,900	553,757	564,632	576,128	587,651
Sales Revenue	2,523,190	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	3,849,086	7,357,573	8,111,325	4,589,809	7,209,542	7,285,153	7,361,596	7,438,880	7,517,018	7,596,020	7,675,892	7,756,647	7,838,297
Total Recurrent Revenue	55,859,357	61,641,427	62,439,133	59,017,016	62,764,716	63,977,743	65,012,094	66,066,438	67,141,181	68,236,723	69,363,466	70,491,831	71,652,237
Capital Revenue													
Grants, Subsidies, Contributions and Donations	6,903,592	4,616,677	6,814,177	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	63,762,949	66,258,104	69,253,310	65,831,193	66,919,427	68,215,548	69,334,655	70,475,450	71,638,373	72,823,859	74,032,344	75,264,287	76,520,142
Capital Income													
Capital Income	5,918,218	475,475	466,250	466,250	466,350	466,452	466,556	466,662	466,770	466,880	466,993	467,108	467,225
TOTAL INCOME	57,844,731	66,733,579	69,719,560	66,297,443	67,385,777	68,682,000	69,801,211	70,942,112	72,105,143	73,290,739	74,499,337	75,731,395	76,987,367
EXPENSES													
Recurrent Expenses													
Depreciation	12,264,104	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	380,806	467,139	542,787	542,787	553,643	564,714	576,007	587,527	599,277	611,261	623,439	635,958	648,677
Employee Benefits	17,872,022	22,626,176	22,170,187	22,165,307	22,352,532	22,804,510	23,265,515	23,735,743	24,215,393	24,704,620	25,203,638	25,712,634	26,231,811
Finance Costs	1,493,848	2,093,111	2,090,110	2,090,110	2,163,898	2,253,698	2,279,197	2,218,435	2,057,527	1,888,630	1,719,651	1,544,456	1,532,202
Materials and Services	16,564,156	21,044,233	21,067,629	21,717,937	21,271,373	21,671,454	22,095,603	22,530,136	22,974,196	23,428,166	23,892,402	24,367,011	24,852,350
Total Recurrent Expenses	48,574,835	61,063,762	61,303,816	61,349,244	61,399,246	62,581,006	63,735,766	64,827,571	65,842,620	66,873,499	67,928,707	69,002,538	70,264,778
TOTAL EXPENSES	48,574,835	61,063,762	61,303,816	61,349,244	61,399,246	62,581,006	63,735,766	64,827,571	65,842,620	66,873,499	67,928,707	69,002,538	70,264,778
Net Operating Surplus	9,269,796	5,669,817	8,415,744	4,948,199	5,986,531	6,100,994	6,068,445	6,114,541	6,262,523	6,417,240	6,570,630	6,728,857	6,722,589

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

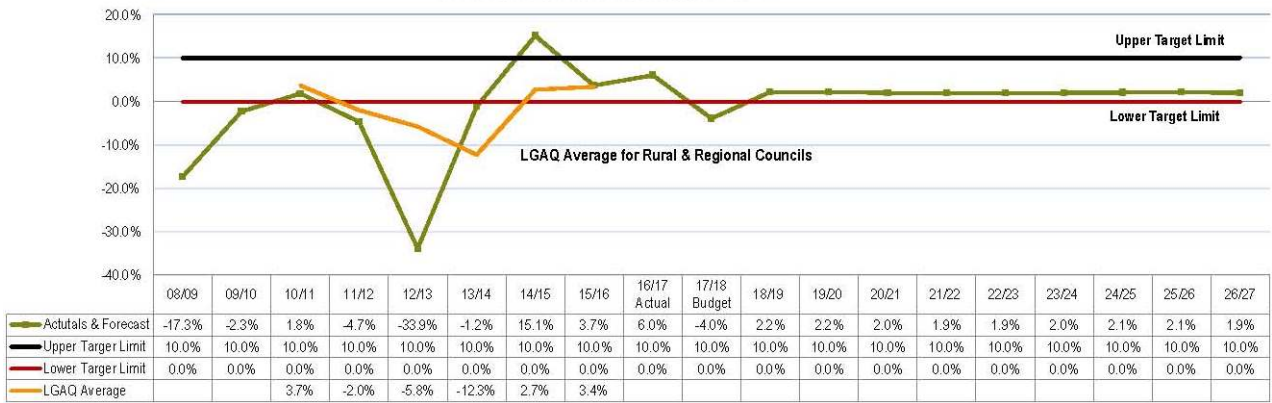
	YTD Actuals as at 31.03.18	Budget 2017/2018	Projected 2018/2019	Projected 2019/2020	Projected 2020/2021	Projected 2021/2022	Projected 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026	Projected 2026/2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS											
Current Assets											
Cash and cash equivalents	44,128,699	30,319,380	31,146,821	28,738,336	30,620,440	31,853,776	34,897,772	38,418,121	42,596,791	51,043,766	51,976,922
Receivables	8,626,611	6,832,346	6,186,070	6,289,056	6,476,099	6,748,877	7,109,106	7,558,536	8,096,954	8,732,177	9,460,063
Inventories	1,193,056	1,218,556	1,242,927	1,267,786	1,293,142	1,319,004	1,345,385	1,372,292	1,399,738	1,427,733	1,456,288
Total Current Assets	53,948,366	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											
Trade and Other Receivables	2,222,917	-	-	-	-	-	-	-	-	-	-
Infrastructure, property, plant and equipment	942,050,892	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	8,559,970	8,094,869	7,799,269	7,507,957	7,210,819	6,907,738	6,598,595	6,283,289	5,961,636	5,633,570	5,298,943
Total Non Current Assets	952,833,779	915,301,338	924,524,363	933,396,698	938,152,479	939,694,227	939,311,536	938,482,285	936,895,048	935,184,334	937,705,586
Total Assets	1,006,782,145	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	5,367,337	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	3,975,066	2,387,352	2,488,576	2,614,214	3,030,525	3,373,279	3,535,328	3,589,943	3,759,057	3,587,871	3,877,185
Provisions	3,524,420	3,467,682	3,537,036	3,607,777	3,679,932	3,753,551	3,828,601	3,905,173	3,983,276	4,062,941	4,144,200
Unearned Revenue	127,440	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	12,994,263	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	35,619,121	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	13,889,126	12,091,755	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
Unearned Revenue	2,045,326	-	-	-	-	-	-	-	-	-	-
Total Non Current Liabilities	51,553,573	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	64,547,836	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	942,234,309	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	434,560,916	443,886,593	449,778,425	455,845,409	461,877,429	487,868,642	474,180,955	480,578,117	487,118,821	493,820,939	500,517,001
Revaluation reserves	507,673,393	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	942,234,309	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

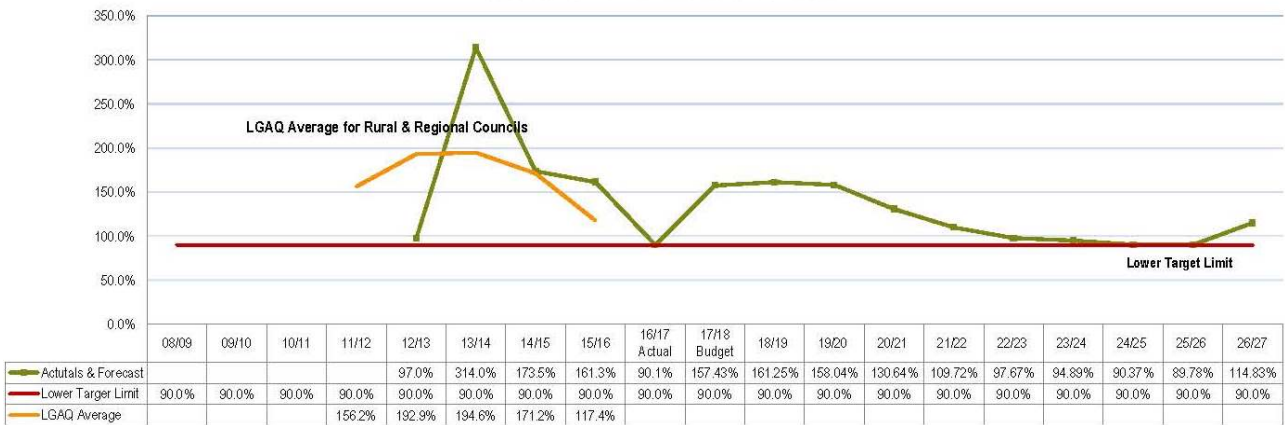
	Budget 2017/2018	Projected 2018/2019	Projected 2019/2020	Projected 2020/2021	Projected 2021/2022	Projected 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026	Projected 2026/2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash flows from operating activities										
Receipts:										
Receipts from Customers	64,156,022	66,166,945	66,771,311	67,840,296	68,930,756	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	15,248,071	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 & 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	-19,520,980
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	-2,468,799	-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 & cash equivalents	-2,262,431	827,441	-2,407,485	1,861,103	1,233,336	3,043,896	3,520,348	4,176,670	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

Ratio	2017/2018 Budget	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	Notes
Operating Surplus Ratio											
	Formula										
	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$										
		10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	1.9% Net Operating Surplus = Recurrent Revenue - Interest Expense - the Residual Cash for the 2017/2018 period. Financial Assistance Grant Agency's contribution to the budgeted 17/18 Operating Surplus Ratio would be 2%.
		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Asset Sustainability Ratio											
	Formula										
	$\frac{\text{Capital Expenditure on Replacement of Assets (Renewals)}}{\text{Depreciation Expenditure on Assets}}$										
		157.43%	161.25%	158.04%	130.64%	109.72%	94.88%	90.37%	89.78%	114.83%	All Asset Classes CapEx expenditure/total depreciation
		90.0%	90.0%	90.0%	90.0%	90.0%	90.0%	90.0%	90.0%	90.0%	
Net Financial Liability											
	Formula										
	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total Operating Revenue}}$										
		39.9%	42.9%	46.5%	43.8%	36.2%	14.8%	2.8%	-8.2%	-14.9%	
		60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	
Current Ratio											
	Formula										
	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$										
		3.31	3.09	2.81	2.90	2.92	3.36	3.63	4.28	4.28	
		4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	
		2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	
Debt Servicing Ratio											
	Formula										
	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue} - \text{Gain on Sale of Developed Land}}$										
		7.5%	7.3%	7.4%	7.8%	7.9%	7.9%	7.7%	7.5%	7.1%	Using Finance Cost as Interest Expense. No Gain on Sale of Developed Land
Cash Balance - \$M											
	Formula										
	$\frac{\text{Cash at year end} - \text{Cash at start of year}}{\text{Cash at start of year}}$										
		30.32	31.15	28.74	30.62	31.85	38.42	42.60	51.04	51.98	
Debt to Asset Ratio											
	Formula										
	$\frac{\text{Current and Non - Current Loans}}{\text{Total Assets}}$										
		4.3%	4.5%	4.5%	4.5%	4.1%	3.8%	3.4%	3.0%	2.7%	
		10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	
Operating Performance											
	Formula										
	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$										
		19.04%	18.88%	22.07%	20.39%	20.23%	20.48%	20.69%	20.85%	20.87%	Interest expense Using Borrowing Cost in Cash Flow. Cash Operating revenue includes Cash Receipt from customers, Interest Received, Rental Income and Operational Grants.
Interest Coverage Ratio											
	Formula										
	$\frac{\text{Net Operating Revenue}}{\text{Net Interest Expense on Debt Service}}$										
		20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	
		1.8%	1.9%	2.0%	2.0%	1.8%	1.2%	0.9%	0.7%	0.6%	Using Finance Cost as Interest Expense
		5%	5%	5%	5%	5%	5%	5%	5%	5%	
		0%	0%	0%	0%	0%	0%	0%	0%	0%	

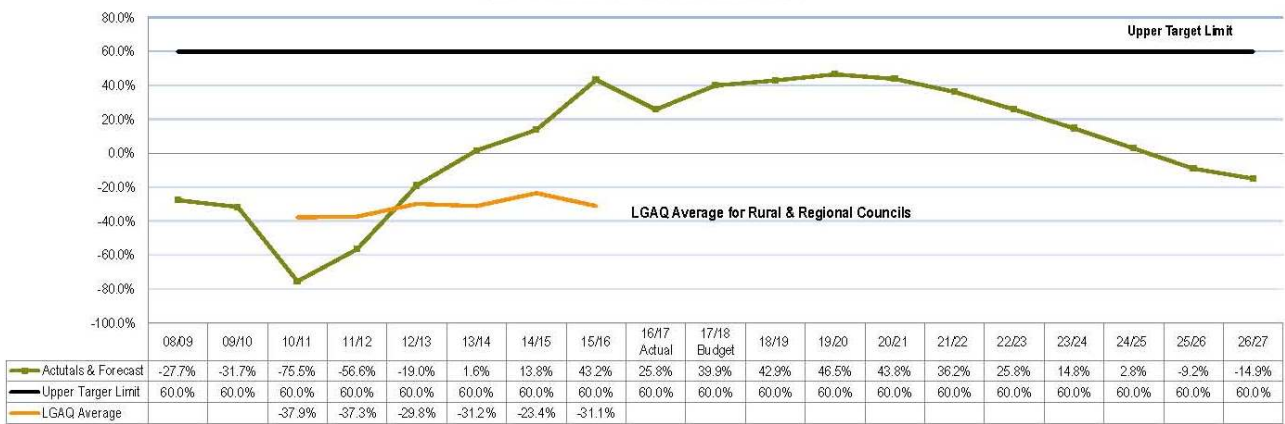
OPERATING SURPLUS RATIO



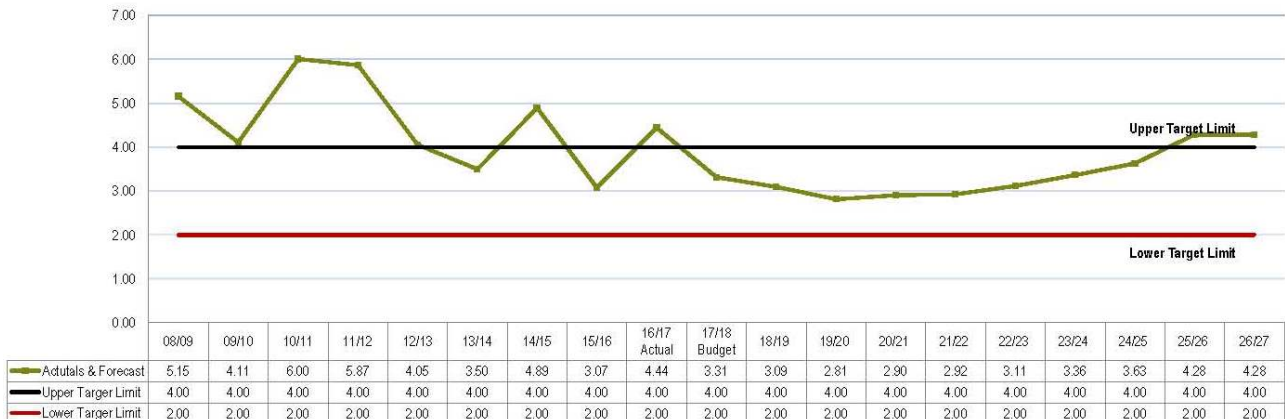
ASSET SUSTAINABILITY RATIO



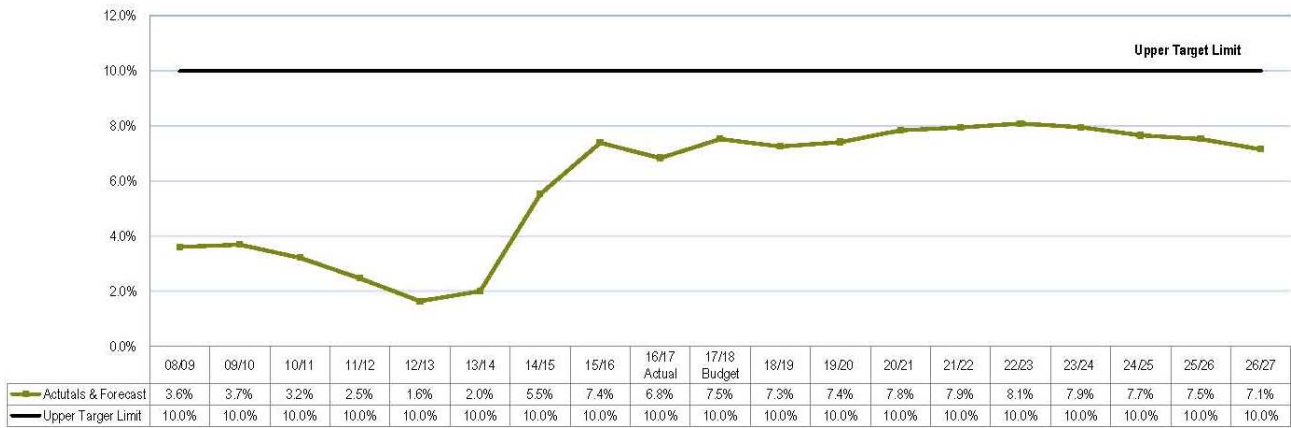
NET FINANCIAL LIABILITIES



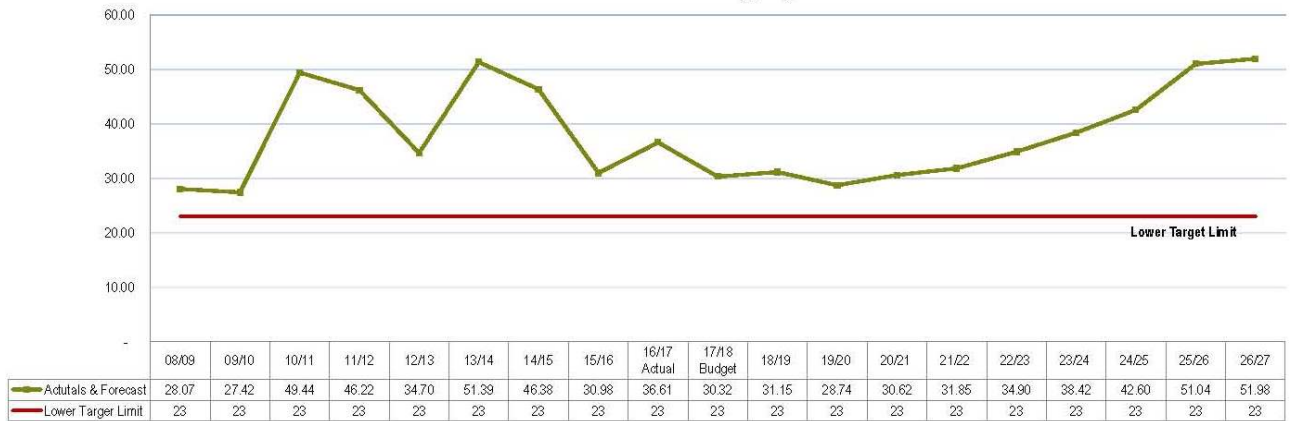
CURRENT RATIO



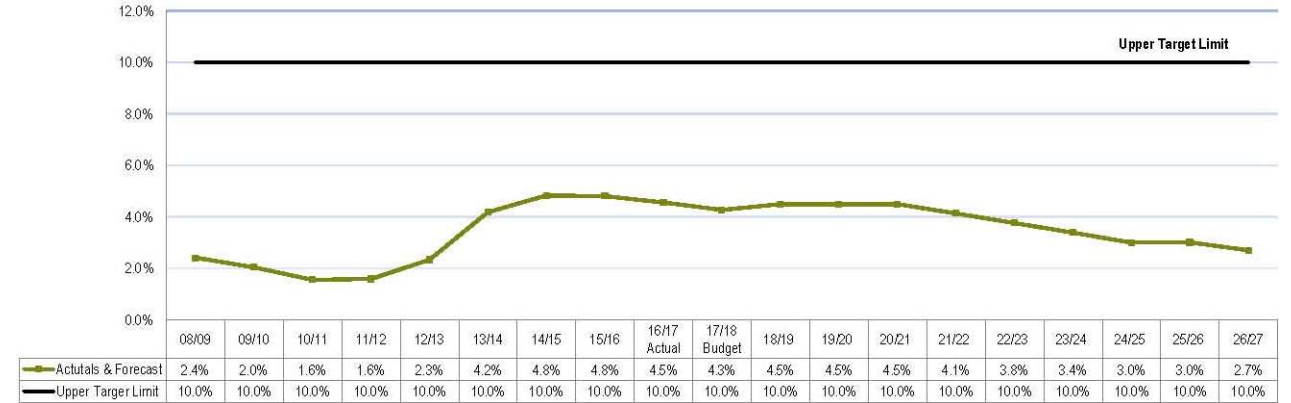
DEBT SERVICING RATIO



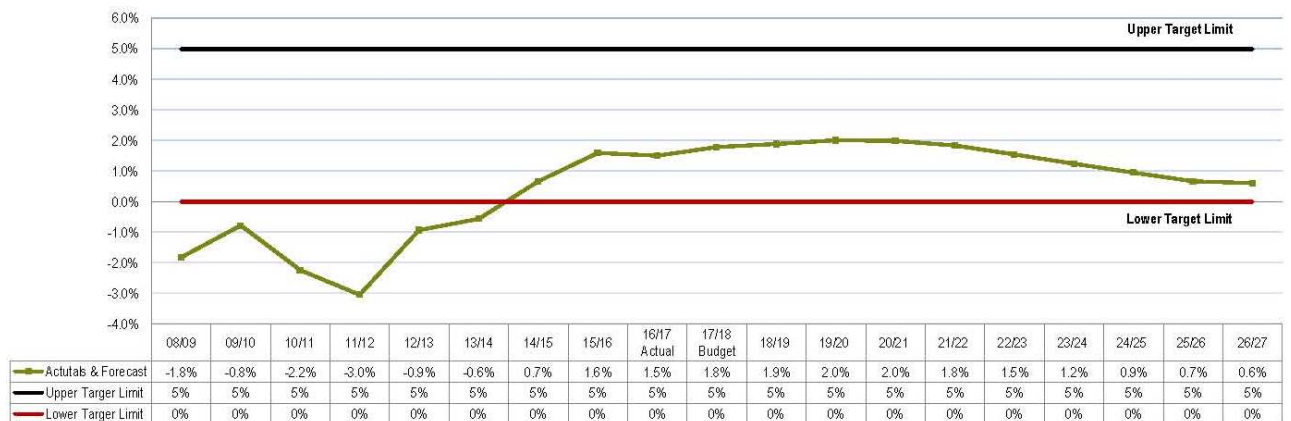
CASH BALANCE (\$M)



DEBT TO ASSET RATIO



INTEREST COVER RATIO



2017/2018 Capex Report for Council

as at 31 March 2018

Project Code	2017/2018 Adopted Budget	2016/2017 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2017/2018 Commitments	2017/2018 Actual Expenditure	
Buildings & Other Structures									
Admin Office - Kinga	45,000.00	301,000.00	-	-	315,768.00	-	30,232.00	363.64	31,868.00
Admin Office - Nanan	100,000.00	180,000.00	-	-	273,000.00	-	553,000.00	-	-
Aerodrome - Kingaroy	-	-	-	-	-	-	95.09	-	-
Aerodromes - Nanango	60,000.00	-	-	-	-	60,000.00	-	-	-
Cemeteries - Kingaro	55,000.00	-	-	-	-	55,000.00	2,495.45	-	-
Cemeteries - Murgon	10,000.00	45,000.00	-	-	-	55,000.00	53,748.18	-	-
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 - Wondal	-	53,500.00	-	-	-	53,500.00	88,781.03	13,362.30	-
SES- Nanango	-	120,000.00	-	-	190,000.00	-	310,000.00	-	315,755.16
Hall - Kingaroy Town	35,000.00	88,000.00	-	-	34,568.00	-	88,432.00	-	88,585.93
Hall - Wondal Memori	30,000.00	-	-	-	30,000.00	-	-	-	-
Hall - Blackbutt Mem	500,000.00	215,000.00	-	360,000.00	7,445.00	-	362,445.00	6,156.80	330,859.27
Museum - Nanango Rin	305,000.00	30,000.00	-	30,000.00	-	-	305,000.00	-	118.63
Parks & Gardens	-	137,000.00	-	-	-	120,500.00	257,500.00	46,801.26	830,242.49
Priv Hospital - Buli	100,000.00	137,150.00	-	46,750.00	-	-	190,400.00	105,932.84	3,888.53
Saleyards - Coolabun	17,000.00	-	-	-	1,600.00	-	18,600.00	-	18,502.82
Swimming Pool - King	400,000.00	-	-	-	-	-	400,000.00	-	124,143.40
Swimming Pool - Murg	150,000.00	-	-	-	-	-	150,000.00	-	139,188.78
Swimming Pool - Nana	100,000.00	-	-	-	-	-	100,000.00	-	58,455.85
Tourism - Yallakool	47,000.00	7,000.00	-	-	-	-	54,000.00	22,306.37	2,245.45
Tourism - Lake Boon	-	76,500.00	-	-	-	-	76,500.00	47,185.00	4,273.78
Public Conveniences	15,000.00	120,000.00	-	-	-	-	135,000.00	500.00	12,404.23
Sp/ground-Hivesville	7,000.00	-	-	-	-	-	7,000.00	-	-
Tennis Courts - Reg	-	50,000.00	-	-	-	-	50,000.00	-	50,000.00
W4Q - Round 1	-	-	611,100.00	-	92,500.00	-	518,600.00	32,060.91	625,980.56
W4Q - Round 2	-	-	1,084,500.00	-	-	-	1,084,500.00	269,021.13	373,441.68
Parks - Kingaroy	5,000.00	73,000.00	-	-	124,550.00	-	202,550.00	-	203,102.53
Parks - Nanango	-	-	-	-	4,050.00	-	4,050.00	-	4,050.00
Parks - Blackbutt	30,000.00	-	-	-	-	-	30,000.00	-	27,875.00
Parks - Murgon	55,000.00	-	-	-	-	-	55,000.00	32,090.91	-
	2,176,000.00	1,663,150.00	1,258,850.00	-	2,391.00	250,700.00	5,346,309.00	707,538.61	3,258,344.39
Intangibles									
Business System	280,000.00	620,860.00	-	-	-	-	900,860.00	163,085.16	182,965.20
	280,000.00	620,860.00	-	-	-	-	900,860.00	163,085.16	182,965.20

Project Code	2017/2018 Adopted Budget	2016/2017 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2017/2018 Commitments	2017/2018 Actual Expenditure
Plant & Equipment								
Info Serv - ICT	610,000.00	18,000.00	-	-	-	628,000.00	86,520.29	450,598.13
Plant & Fleet Manage	1,982,000.00	452,000.00	-	-	-	2,434,000.00	1,148,895.84	718,802.25
	2,592,000.00	470,000.00	-	-	-	3,062,000.00	1,235,416.13	1,169,400.38
Roads								
W4Q - Round 1	1,910,000.00	-	292,700.00	-	80,200.00	-	-	2,110,868.51
W4Q - Round 2	-	-	2,020,000.00	-	-	2,020,000.00	181,628.38	1,066,427.57
Bridges	682,000.00	-	-	-	57,234.74	739,234.74	-	21,353.55
Rural Drainage	130,000.00	-	-	-	5,468.63	135,468.63	-	135,468.63
Pavement Rehab	2,848,000.00	385,000.00	-	65,000.00	175,000.00	-	3,343,000.00	215,451.15
Footpaths & Cycleway	430,000.00	5,000.00	-	142,000.00	7,255.68	584,255.68	11,577.60	303,591.83
Reseals	2,000,000.00	-	-	-	-	2,000,000.00	91,558.41	1,715,459.83
Town Development	712,000.00	-	-	-	3,203.57	715,203.57	142,624.00	108,247.63
TIDS - LRRS Projects	1,475,000.00	-	-	22,083.00	4,754.38	1,501,837.38	59,495.46	995,689.83
Roads to Recovery	2,260,000.00	480,000.00	-	69,000.00	0.00	2,671,000.00	43,508.64	1,301,656.53
General	10,000.00	-	-	-	-	10,000.00	-	5,040.00
Urban Drainage	100,000.00	-	-	22,083.00	-	77,917.00	-	8,952.03
	12,557,000.00	870,000.00	2,247,700.00	167,800.00	-	15,842,500.00	745,843.64	9,358,635.39
Water Services								
Water - General Oper	-	-	-	-	-	-	-	-
Water - Blackbutt	100,000.00	20,000.00	2,000.00	-	-	122,000.00	-	55,950.69
Water - Kingaroy	2,700,000.00	1,821,900.00	200,000.00	-	-	4,721,900.00	419,427.95	1,165,250.88
Water - Kumbia	200,000.00	-	-	-	-	200,000.00	-	-
Water - Murgon	150,000.00	71,000.00	-	-	-	221,000.00	22,759.63	129,946.53
Water - Nanango	320,000.00	80,000.00	-	-	-	400,000.00	2,307.48	193,241.60
Water - Proston	50,000.00	-	-	-	-	50,000.00	1,818.18	67,618.17
Rural Water - Prosto	100,000.00	65,000.00	-	-	-	165,000.00	-	-
Water - Wondal	200,000.00	50,000.00	-	-	-	250,000.00	-	22,985.74
Water - Wooroolin	-	100,000.00	-	-	-	100,000.00	-	-
	3,820,000.00	2,207,900.00	202,000.00	-	-	6,229,900.00	446,313.24	1,634,993.61
Wastewater Services								
Wastewater - Blackbu	100,000.00	180,000.00	8,000.00	-	280,000.00	288,000.00	-	34,720.62
Wastewater - Kingaro	600,000.00	-	500,000.00	-	600,000.00	600,000.00	108,559.33	215,450.95
Wastewater - Murgon	200,000.00	750,000.00	-	-	550,000.00	950,000.00	49,299.09	207,933.19
Wastewater - Nanango	200,000.00	517,700.00	-	-	717,700.00	717,700.00	-	105,921.81
Wastewater - Wondal	200,000.00	815,000.00	-	-	715,000.00	715,000.00	19,086.35	9,906.73
	1,300,000.00	2,262,700.00	508,000.00	-	2,862,700.00	2,862,700.00	176,944.77	573,933.30
Waste								
Waste Management - R	91,538.00	165,000.00	65,780.00	-	-	322,318.00	-	53,264.58
	91,538.00	165,000.00	65,780.00	-	-	322,318.00	-	53,264.58
	22,816,538.00	8,259,610.00	4,282,330.00	-	2,697,291.00	3,113,400.00	3,475,141.55	16,125,007.69

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*: Develop and implement long term financial plans; and Optimise Council's revenue, based on realistic and equitable policies and practices.

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 - 2486177 - Reports for the Information of Council

Document Information

IR No 2486177

Author Executive Services

Date 10 April 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 - 1572710 - Tender SBRC17/18 - 09 - Maintenance and Supervision Duties at the Nanango Waste Disposal Facility

Document Information

IR No 1572710

Author Manager Environment and Waste

**Endorsed
By General Manager Corporate Services**

Date 6 April 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

