



South Burnett
Regional Council

Agenda

of the

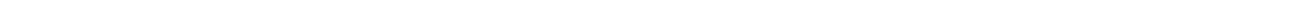
General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 24 June 2015

Commencing at 9.00 am

Chief Executive Officer: Gary Wall



SOUTH BURNETT REGIONAL COUNCIL AGENDA

Wednesday, 24 June 2015

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1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association, Gideon Okesene from the Seventh-day Adventist Church 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 3 June 2015 as recorded be confirmed.

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

See Business Function Headings

4.0 Portfolio - Economic Development, Governance and Communication

4.0.1 Economic Development, Governance and Communication Portfolio Report

Document Information

IR No 1467202

Author Mayor, South Burnett Regional Council

Date 22 June 2015

Précis

Economic Development, Governance and Communication Portfolio Report

Summary

Economic Development, Governance and Communication Portfolio Report to Council.

Officer's Recommendation

That the Economic Development, Governance and Communication Portfolio Report to Council be received.

4.1 Governance

Officer's Report

4.1.1 G - 1468162 - Operational Plan 2015/16

Document Information

IR No 1468162

Author Manager Social & Corporate Performance

Endorsed By Chief Executive Officer

Date 11 June 2015

Précis

The purpose of this report is to recommend adoption of the Operational Plan for 2015/16.

Summary

Council is required to adopt an Operational Plan pursuant to Section 174(1) which states how Council will progress the implementation of the Corporate Plan during the 2015/16 financial year.

Officer's Recommendation

That in accordance with Section 174(1) of the *Local Government Regulation 2012*, Council adopt the Operational Plan for 2015/16.



Executive Services Operational Plan 2015/16

Mission: To provide effective executive services to and on behalf of the organisation
Officer Responsible: Chief Executive Officer
Responsibilities: Executive Services, Strategy Planning and Council Operations

SECTION EXECUTIVE SERVICES		Performance Measurement			
Mission: To promote and support good governance in the organisation's performance compliant with relevant legislation					
Significant activities and services					
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Promote and support good governance activities.	To provide management and administration support to promote and support governance branch activities	Internal and External Stakeholders Community		Inform Consult Involve	100% delivery of Council meeting administration compliant with legislation
Relevant legislative requirements	Compliance with relevant legislative requirements	Internal and External Stakeholders		Inform Consult Involve Collaborate	100% coordination of the review and update of Council's Policy and Procedures by December 31
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



Economic Development Operational Plan 2015/16

Mission: To provide effective economic development services to and on behalf of the organisation
Officer Responsible: Manager Economic Development
Responsibilities: Economic Development

SECTION ECONOMIC DEVELOPMENT						
Mission: Create a Prosperous Region						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
South Burnett Directions most effective organisation structure	Establish effective governance, operating and reporting structure that will enhance the delivery of long term economic development for the region	Internal Stakeholders Business Community Wide Bay Burnett Regional Organisation of Councils		Inform Consult Involve Collaborate	Structure developed through South Burnett Directions adopted by Council by December 31	
Reporting and communicating to the business community	Present an economic performance scorecard for the South Burnett to business leaders	Internal Stakeholders Business Community		Inform Consult Involve	Annual business forum held by 30 June 2016	
Economic Development priorities recognised in the South Burnett Planning Scheme	The South Burnett Planning Scheme provides the pathway for the delivery of projects of regional significance	Internal Stakeholders Business Community		Inform Consult Involve	Substantiated economic development input to the new Town Plan ongoing 2015-16	

SECTION ECONOMIC DEVELOPMENT						
Mission: Create a Prosperous Region						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Business growth through forums and workshops	Hold business networking sessions, business development workshops, mentoring for growth and other programs that assist business to grow and provide employment.	Internal Stakeholders Business Community		Inform Consult Involve Collaborate	Develop and deliver a program of business development activities ongoing 2015-16	
Health Services	Grow health services that support the local community and increase employment opportunities	Community		Inform Consult Involve Collaborate	Identify, scope and plan new health services ongoing 2015-16	
Transport	Business transport efficiency	Business Community		Inform Consult Involve Collaborate	Identify weaknesses that can be improved and generate more efficient business transport ongoing 2015-16	

SECTION ECONOMIC DEVELOPMENT						
Mission: Create a Prosperous Region						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Tertiary Education	Grow employment opportunities through education pathways	Business Community Students		Inform Consult Involve Collaborate	Key Performance Indicator Facilitate conversations with universities and TAFE to identify and implement education programs ongoing 2015-16	
Employment Opportunities	Encourage businesses to source employment locally and as needed from outside the region and the country (i.e. backpackers)	Business Community		Inform Consult Involve Collaborate	Identify employment sources by 30 June 2016	
Precinct Planning	Ensure business input to planning	Business Community		Inform Consult Involve Collaborate	Share town streetscape development with business leaders and seek their input ongoing 2015-16	

SECTION ECONOMIC DEVELOPMENT						
Mission: Create a Prosperous Region						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Recognise and develop business excellence	Seek nominations from local business to achieve recognition for business improvement and success supporting business excellence	Business leaders Business Community		Inform Consult Involve Collaborate	Hold an annual regional Business Excellence Awards by 30 June 2016	
New Infrastructure	Identify capacity building opportunity through new infrastructure	Internal Stakeholders Business Community		Inform Consult Involve Collaborate	Identify key infrastructure projects to be delivered along with planning and implementation by 30 June 2016	
Tourism Development	Through a tourism reference group comprising of Tourism operator, leaders identify and implement tourism growth projects	Business Community		Inform Consult Involve Collaborate	Produce a tourism strategy and implementation plan by 30 June 2016 Produce an events strategy that encourages more visitors to the region by 30 June 2016	
Agriculture development	Seek opportunities for increasing export sales	Business Community		Inform Consult Involve Collaborate	Organise and run a business and investment delegation to an overseas region that demonstrates business export opportunity for South Burnett businesses	

SECTION ECONOMIC DEVELOPMENT

Mission: Create a Prosperous Region

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Local business income growth	Develop a program that produces additional income flow through local businesses	Business Community		Inform Consult Involve Collaborate	Implement a buy local campaign with measurable outcomes
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



Human Resources Branch Operational Plan 2015/16

Mission: To provide human resource services and promote a safety first environment across the organisation.
Officer Responsible: Manager Human Resources
Responsibilities: Employee Administration and Support Services, Workplace Health & Safety, Workplace Relations, Payroll and Organisational Development.

SECTION HUMAN RESOURCE ADMINISTRATION

Mission: To provide human resource services, consultancy and support by working in partnership with the organisation, to engage, value and retain our people.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews

SECTION EMPLOYEE ADMINISTRATION AND SUPPORT SERVICES

Mission: To provide human resource services, consultancy and support by working in partnership with the organisation, to engage, value and retain our people.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Learning & Development	Learning and development support, coordination and delivery in line with Learning and Development Plan and budget allocation	Internal Stakeholders		Inform Consult Involve Collaborate	100% of Learning and Development requests processed within 14 days of receiving
Trainees & Apprentices	Manage traineeship and apprenticeship contracts and ensure trainees and apprentices are skilled to seek permanent employment on completion	Internal Stakeholders		Inform Consult	100% successful completion of Apprentices and Trainees employment contracts within required timeframes
Employee recruitment, selection and retention services	Implement the recruitment, selection and retention policy	Internal Stakeholders		Inform Consult Involve Collaborate	100% of advertised positions have candidate appointed or status of selection reported. Convenors of all panels accredited in Recruitment & Selection by June 2016

SECTION EMPLOYEE ADMINISTRATION AND SUPPORT SERVICES

Mission: To provide human resource services, consultancy and support by working in partnership with the organisation, to engage, value and retain our people.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Human resources systems, support and administration services	An information system to develop, analyse and report on human resource measures that will assist and support effective management of labour resources.	Internal Stakeholders		Inform Consult Involve Collaborate	100% of the identified metrics rolled out by 30 June 2016 (number of reports currently reduced against proposed) Human Resource Policy and Procedures Manual to be developed by 30 June 2016 Human Resource Management Standards review by 30 June 2016 Workforce Planning Framework to be developed by 30 June 2016

SECTION WORKPLACE HEALTH & SAFETY						
Mission: To achieve a 'zero harm' workplace supported by appropriate Workplace Health and Safety (WH&S) and rehabilitation advice, systems, processes and procedures.						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
WH&S Training	Training delivered in line with Council's Safety System, including external providers.	Internal Stakeholders Training Providers		Inform Consult Involve	Key Performance Indicator 100% of all new employees to attend Corporate WH&S Induction within one month of commencement 100% of new employees to have site specific induction at time of commencement 100% coverage of GM's and Managers to receive their role and responsibilities for WH&S	
WH&S System	Effective support, advice, policies, procedures and assistance in meeting all legislative requirements in relation to WH&S.	Internal Stakeholders		Inform Consult Involve Collaborate	Internal: Compliance with Safeplan system - Audit 80% Compliance at any point Audits are conducted as per Enforceable Undertaking requirements Implement the Health & Safety Strategic Plan by June 2016 as per Enforceable Undertaking requirements	

SECTION WORKPLACE HEALTH & SAFETY					
Mission: To achieve a 'zero harm' workplace supported by appropriate Workplace Health and Safety (WH&S) and rehabilitation advice, systems, processes and procedures.					
Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Rehabilitation System	Effective consultancy, support, policies, procedures and assistance in meeting all legislative requirements in relation to Rehabilitation / Return to Work	Internal Stakeholders		Inform Consult Involve Collaborate	100% compliance with legislative standards

SECTION EMPLOYEE RELATIONS

Mission: To provide employee relations, advice and support services.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Employee relations, advice and support	Employee / industrial relations support.	Internal Stakeholders Unions		Inform Consult Involve Collaborate	100% compliance with Council's dispute resolution procedure. Planning for Enterprise Bargaining Agreement

SECTION PAYROLL

Mission: To provide employees with payroll services and benefits and entitlements in accordance with legislation, relevant awards and Councils enterprise bargaining agreements (i.e. Certified Agreement Field Staff 2011 and Certified Agreement Officers 2011)

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Payroll services	Provide an efficient fortnightly payroll to Council employees and Councillors. Process all leave requests and timesheets.	Internal Stakeholders		Inform Consult Involve	Accuracy of payments processed measured against the data provided to payroll. Maximum 5% error rate. 100% Payments made into employees accounts on pay Wednesdays.	



Corporate Services Department - Libraries Operational Plan 2015/16

Mission: To support balanced development that preserves and enhances our region.
Officer Responsible: General Manager Corporate Services
Responsibilities: Environment and Waste Branch, Natural Resource Management and Parks and Gardens Branch, Planning and Land Management Branch, Social and Corporate Performance Branch, Libraries.

SECTION LIBRARIES

Mission: To enhance and promote the quality of life of our community and the unique environment of our area through leadership and engagement.

Activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Library Services, Collection and Facilities	Libraries providing library services and collection across the region to meet community needs	External Stakeholders		Inform Consult Involve	Identify target groups (including outreach) and implement relevant programs throughout 2015-16 100% compliance with the management system for the library collection throughout 2015-16 Delivery and administration of externally funded programs as at 30 June 2016
State Library of Queensland (SLQ) Service Level Agreement	Management of the SLQ service level agreement and annual book grant	External Stakeholders		Inform Consult	100% compliance with the SLQ service level agreement and annual book grant as at 30 June 2016
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually

SECTION LIBRARIES

Mission: To enhance and promote the quality of life of our community and the unique environment of our area through leadership and engagement.

Activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



Social & Corporate Performance Operational Plan 2015/16

Mission:
Officer Responsible:
Responsibilities:

To provide effective social, corporate and administrative services to and on behalf of the organisation
Manager Social & Corporate Performance
Branch Administration, Mayor and Councillors, Strategic Planning and Performance, Legal Services, Media, Communications, Community Engagement, Marketing, Promotions, Civic Receptions, Corporate Events, Customer Contact, Arts, Community and Sports Development.

SECTION CORPORATE GOVERNANCE

Mission: To promote and support good governance in the organisation's performance compliant with relevant legislation

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Promote and support good governance activities.	To provide management and administration support to promote and support governance branch activities.	Internal and External Stakeholders Community		Inform Consult Involve Collaborate	100% compliance with the relevant legislation for the administration of governance functions as at 30 June 2016
Organisational performance	To assist Council in planning the future direction of the organisation and in monitoring organisational performance against plan outcomes, outputs and actions.	Internal and External Stakeholders Community		Inform Consult Involve Collaborate	Development and adoption of the Corporate Plan 2014-18 by August 30 Development and adoption of the Operational Plan 2016-17 by 30 June 2016 Quarterly review Council reports for Operational Plan 2015-16 by 30 June 2016 Development and adoption of the Annual Report 2014-15 by November 30

SECTION CORPORATE GOVERNANCE

Mission: To promote and support good governance in the organisation's performance compliant with relevant legislation

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Relevant legislative requirements and legal services	Compliance with relevant legislative requirements and coordinate legal services within budget allocations	Internal and External Stakeholders Community		Inform Consult Involve Collaborate	100% review and update of Register of Delegations by September 30 100% review and update of Local Laws by 30 June 2016
Communication	To deliver quality media, communication, community engagement, marketing, promotions, to and on behalf of Council	Internal and External Stakeholders Community		Inform Consult Involve Collaborate	Develop and implement a Council organisational-wide communication strategy with supporting policy, procedures and tools by 30 June 2016 Deliver advertising as per advertising schedule within budget by 30 June 2016 Develop and implement a media protocol by September 30
Budget Management	Ongoing preparation monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews

SECTION INTERNAL AUDIT

Mission: To assist Council in continuous improvement and internal control

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Internal audit engagements for significant strategic and operational risk	To assist Council in continuous improvement by conducting internal audit engagements for significant strategic and operational risk	Internal and External Stakeholders		Inform Consult Involve Collaborate	100% Audit Plan activities completed as per schedule for 2015-16 as at 30 June 2016	
Internal control and risk management functions	To assist Council in obtaining assurance that internal control and risk management functions are operating effectively by reviewing the integrity of financial documents, monitoring internal audit and risk management functions and overseeing the effectiveness and objectivity of internal audit and risk management	Internal and External Stakeholders Internal Audit Committee		Inform Consult Involve Collaborate	Audit Plan 2015-18 meets organisational requirements – Internal Audit Committee review and approval completed by 30 June 2016 Auditor General's report reviewed to meet statutory requirement of adopting Annual Report 2014-15 by 31 December 2015 Administration of the Internal Audit Committee as per Management Advisory Committee Guidelines as at 30 June 2016	

SECTION RISK MANAGEMENT						
Mission: To assist Council in continuous improvement and risk management						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Enterprise Risk Management	To assist Council in the implementation and management of Enterprise Risk Management through the identification, assessment and treatment of Council's strategic, operational and new project risks.	Internal and External Stakeholders		Inform Consult Involve Collaborate	Risk Register developed for Operational Plan 2015-16 by October 2015 Risk Register developed for Corporate Plan 2014-18 by December 2015	

SECTION MAYOR AND COUNCILLORS

Mission: To provide resources and support to the Mayor and Councillors to enable them to fulfil their responsibilities

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Quality advise and support services	To provide quality advise and support services to the Mayor and Councillors	Mayor and Councillors		Inform Consult Involve Collaborate	Develop and implement an assessment tool to measure quality of administrative support provided by 30 June 2016 Develop and deliver an comprehensive induction post 2016 Election for all elected representatives by May 31

SECTION COMMUNITY AND SPORT DEVELOPMENT

Mission: To facilitate and support community and sport development in conjunction with the delivery of civic receptions and corporate events.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Facilitate and support community development	To facilitate and support community development through effective delivery of the grants and donation program	Internal Stakeholders Community		Inform Consult Involve Collaborate	Mayors Community Benefit Fund administered \$30,000 in grants complying with policy and procedures by 30 June 2016 SBRC Grants and Donations program – two (2) rounds administered complying with policy and procedures within budget by 30 June 2016 Regional Arts Development Fund – three (3) rounds administered complying with policy and procedures, within budget by 30 June 2016
Facilitate and support sport development	To provide, facilitate and support sport development	Internal Stakeholders Community		Inform Consult Involve	Two (2) information/ education sessions delivered to the sports community in partnership with agencies by 30 June 2016 Action plan developed addressing the recommendations from the Sports Club survey 2014-15 by October 2015 Representation at 75% of the Wide Bay Burnett Regional Recreation and Sport Steering Committee meetings providing regional update by 30 June 2016

SECTION COMMUNITY AND SPORT DEVELOPMENT

Mission: To facilitate and support community and sport development in conjunction with the delivery of civic receptions and corporate events.

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Quality civic receptions and corporate events	To deliver quality civic receptions and corporate events, to and on behalf of Council	Internal Stakeholders Community		Inform Consult Involve	100% successful delivery of the SBRC Community and Corporate Events Calendar by 30 June 2016 Delivery of arts culture events as supported by the Art Culture Heritage Advisory Committee and within the allocation for the 2015-16 budget.	

SECTION CUSTOMER CONTACT

Mission: To provide a high standard of front line customer service over the counter of the Customer Service Centres and through the Call Centre.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Quality front line customer service	To provide quality front line customer service at the Customer Service Centres and through the Call Centre.	External and Internal Stakeholders Community		Inform Consult Involve	80% of calls answered by Customer Contact and less than 3% of unanswered calls are abandoned annually as at 30 June 2016 100% compliance with the maintenance schedule for the Customer Contact Information database (HARRY) by 30 June 2016 Develop a Customer Contact Charter and internal service level agreement by 30 June 2016
Self service facilities and agents functions	To provide the community with self service facilities and agents functions for Centrelink, QGAP and ECU at the Blackburn Customer Service Centre.	External Stakeholders Community		Inform Consult	100% of services delivered in accordance with Centrelink agent agreement by 30 June 2016 100% of services delivered in accordance with QGAP agent agreement by 30 June 2016 100% of services delivered in accordance with ECU agent agreement by 30 June 2016



Planning and Land Management Branch Operational Plan 2015/16

Mission: To support balanced development that preserves and enhances our region.
Officer Responsible: Manager Planning and Land Management
Responsibilities: Planning, Building and Plumbing Services

SECTION PLANNING SERVICES

Mission: To 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

Operating activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Community Engagement Level	Key performance Indicator
Development Applications	To manage the assessment of development applications across the South Burnett area	Internal and External Stakeholders		Inform Consult	90% of development applications are to be assessed within the statutory timeframes
Planning Enforcement	Investigate possible breaches of Planning Scheme	Internal and External Stakeholders		Inform Consult	Respond to 90% of requests within 10 business days
New Planning Scheme for the South Burnett region.	Finalisation of the new Planning Scheme for the South Burnett region.	Internal and External Stakeholders		Inform Consult	Receive Ministerial approval to proceed with Public Notification by July 2015 Complete public notification by October 2015 Adoption of Scheme by December 2015 Monitor implementation of new Planning Scheme to correct administrative errors and other omissions.

SECTION PLANNING SERVICES						
Mission: To 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						
Operating activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Community Engagement Level	Performance Measurement	
Local Heritage Register	Preparation and adoption of local Heritage Register	Internal and External Stakeholders		Inform Consult	Key performance Indicator Review of current heritage list completed by end August 2015 Draft report and place cards completed by end October 2015 Local Heritage Register adopted by January 2016	
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews	

SECTION BUILDING SERVICES

Mission: To provide building regulatory services to meet legislative requirements.

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key performance Indicator	
Provide Council's Building Certification Service	Applications processed for new structures, additions, alterations and undertake compliance inspections	Internal and External Stakeholders		Inform Consult	90% of development applications processed within statutory timeframes	
Building Searches	Process search requests	Internal and External Stakeholders		Inform Consult	95% of buildings searches completed within 10 business days	
Building Enforcement	Undertake enforcement activities when potential breaches are identified	Internal and External Stakeholders		Inform	Respond to 90% of requests within 10 business days	
Pool Safety Compliance	Provide pool safety inspection service as per the requirements of the Queensland Development Code (QDC) and Queensland Building and Construction Commission (QBCC)	Internal and External Stakeholders		Inform	100% of pool safety certificates and/or non-conformity notice issued as required by the QBCC Respond to complaints and immersion incidents within the statutory requirements	

SECTION PLUMBING AND DRAINAGE SERVICES

Mission: To provide plumbing and drainage regulatory services to meet legislative requirements.

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Compliance permits and certificates for plumbing and drainage works	Assessment of plumbing and drainage application Undertake plumbing installation inspections	Internal and External Stakeholders		Inform Consult	90% of assessment of plumbing and drainage applications within statutory timeframes Undertake inspections in accordance with statutory timeframes by 30 June 2016	
Plumbing Enforcement	Undertake enforcement activities when potential breaches are identified	Internal and External Stakeholders		Inform Consult	Respond to 90% of requests within 10 business days	
Audit of notifiable work	Undertake inspections based on available resources	Internal and External Stakeholders		Inform	5% of notifiable works inspected for compliance based on list provided by State – Plumbing Application Service (PAS) and available resources	
Administer register for HSTP and backflow prevention devices	Maintain register, forward notices and review of annual inspection reports by private plumbers	Internal and External Stakeholders		Inform	Undertake Annual Inspection Program by 30 June 2016	

SECTION PLUMBING AND DRAINAGE SERVICES

Mission: To provide plumbing and drainage regulatory services to meet legislative requirements.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Comprehensive trade waste audit program	Provide resource support to Infrastructure Department to conduct a comprehensive trade waste audit program	Internal Stakeholders		Inform Consult Involve Collaborate	Provide resource support to Infrastructure Department to conduct a comprehensive trade waste audit program by 30 June 2016.



Environment and Waste Branch Operational Plan 2015/16

Mission: To serve the community through the provision of services which protect and enhance public and environmental health.
Officer Responsible: Manager Environment and Waste
Responsibilities: Public Health, Compliance, Environmental Protection and Waste Management.



SECTION PUBLIC HEALTH

Mission: To ensure public health issues are effectively managed in accordance with the relevant legislation.

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Corporate Plan Linkages	Engagement Level	Key performance Indicator	
Public Health Licence applications and Routine inspections of licensed premises	<p>A Licence is required for certain activities as prescribed by the:</p> <ul style="list-style-type: none"> • <i>Food Act 2006</i> • <i>Public Health (Infection Control for Personal Appearance Services) Act 2003 - Higher Risk Personal Appearance Services</i> • <i>Residential Services (Accreditation) Act 2002</i> 	<p>External Stakeholders</p> <p>Community</p>		Inform	<p>90% of applications are to be assessed within 30 business days (as per legislative timeframes)</p> <p>90% of licensed premises inspected/audited at least once per financial year.</p>	
Public Health Complaint Management	Investigation in response to customer service request being generated	<p>Internal and External Stakeholders</p> <p>Community</p>		Consult	<p>90% of Customer Service Requests (CRs) actioned within six (6) working days</p> <p>90% of urgent Customer Service Requests (CRs) actioned within forty-eight (48) hours</p>	

SECTION PUBLIC HEALTH

Mission: To ensure public health issues are effectively managed in accordance with the relevant legislation.

Significant activities and services				Performance Measurement
School Based Immunisation Clinics	Provision of School Based Immunisation Clinics in partnership with Queensland Health	External Stakeholders	Consult	95% vaccination rate of those who present for immunisation at school based clinics Deliver the School Based Immunisation Initiative in accordance with the Queensland Health "School Based Vaccination Program Service Provider Agreement"

SECTION COMPLIANCE (Local Laws)

Mission: To provide regulation of Council's Local Laws and other relevant legislation

Significant activities and services						Performance Measurement	
Function	Description	Customer(s)	Corporate Plan Linkages	Engagement Level	Key performance Indicator		
Certain Activities within the Local Government area requires an a Permit/Licence	A Permit/Licence is required under the <i>Local Government Act 2009</i> – Council Local Laws: Commercial Use of Footpaths Keeping of Animals Caravan Parks Kennels Temporary Home	External Stakeholders Community		Inform	90% of applications assessed within 20 business days 90% of all Permitted/Licensed Activities to be inspected/audited at least once annually		
Compliance Complaint management	Investigation in response to customer service request being generated.	Internal and External Stakeholders Community		Consult	90% of Customer Service Requests (CRs) actioned within six (6) working days 90% of urgent Customer Service Requests (CRs) [e.g. Dog Attacks] are actioned within forty-eight (48) hours		
Animal Management Education/Public Awareness	To raise the level of awareness of the Animal Management legislation and how to be a Responsible Pet Owner	External Stakeholders Community		Inform	75% of presentations on the Animal Management Laws provided to students of participating schools or other interested community groups per financial year.		

SECTION COMPLIANCE (Local Laws)

Mission: To provide regulation of Council's Local Laws and other relevant legislation

Significant activities and services						Performance Measurement	
Function	Description	Customer(s)	Corporate Plan Linkages	Engagement Level	Key performance Indicator		
Abandoned Vehicles	Impound abandoned vehicles, where necessary, under the <i>Transport Operations (Road Use Management) Act 1995</i>	External Stakeholders Community		Inform	90% of identified abandoned vehicles to be removed/impounded within 10 business days		
Impoundment of wandering cats and dogs	Hold impounded animals for the prescribed timeframe.	External Stakeholders Community		Inform	100% of Animals held for the prescribed impound period, namely, <ul style="list-style-type: none"> • For registered animals or the owner is known – impound for 5 days • For unregistered or unknown owner – impound for 3 days 		

SECTION ENVIRONMENTAL PROTECTION						
Mission: To ensure that activities which could affect the environment are effectively managed in accordance with the relevant legislation.						
Significant activities and services						
Function	Description	Customer(s)	Corporate Plan Linkages	Engagement Level	Performance Measurement	
Environmental Authority Registration applications and Routine inspections of registered activities	A Registration Certificate is required for certain Environmentally Relevant Activities (ERAs) as prescribed by the <i>Environmental Protection Act 1994</i>	Environmentally Relevant Activity Registration Holders		Inform	<p>Key performance Indicator</p> <p>90% of applications are to be assessed within 20 business days.</p> <p>90% of registered activities inspected/audited at least once per financial year.</p>	
Environmental Protection Complaint management	Investigation in response to customer service request being generated.	Internal and External Stakeholders		Consult	<p>90% of Customer Service Requests (CRs) actioned within six (6) working days</p> <p>90% of urgent Customer Service Requests (CRs) actioned within forty-eight (48) hours</p>	

SECTION WASTE MANAGEMENT

Mission: To provide effective Waste Management Services

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Corporate Plan Linkages	Engagement Level	Key performance Indicator	
Waste Collection Services	Provision of regular waste collection services	External Stakeholders Community		Inform	99.5% of general refuse wheelle bins serviced at least once weekly	
Environmental Compliance	Compliance with Department Environment & Heritage Protection's (DEHP) registration conditions for Council's licensable Waste Facilities.	External Stakeholders		Consult	Develop an internal audit program in the 2015-16 financial year that monitors Council's level of compliance with DEHP's registration certificate for Waste Facilities. 90% of all Waste Facility audits conducted at least biannually.	
Legacy Landfills	Restore and monitor condition of Legacy Landfills	External Stakeholders		Consult	The restoration of Legacy Landfills is being implemented in accordance with the adopted timetable in the Council's Waste Management Plan. Conduct 90% of all Legacy Landfill audits at least biannually	
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually	

SECTION WASTE MANAGEMENT				
Mission: To provide effective Waste Management Services				
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders	Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



NRM and Parks Branch Operational Plan 2015/16

Mission: To preserve, promote and protect the natural and cultural resources under the management of the South Burnett, with the provision of well-maintained and appropriate recreational and service infrastructure for a diverse range of environmental experience, education, opportunity and lifestyle choices.

Officer Responsible: Manager NRM and Parks
Responsibilities: Branch Administration, Natural Resources Management, Parks and Gardens and Cemeteries, Commercial facilities

SECTION COMMERCIAL FACILITIES

Mission: To provide maintained airports to assist with Regional Growth and contribute to Public Transport network.

Initiatives/Special Projects					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Airports	To provide maintained Airports	External Stakeholders Community		Inform Consult Involve	Participate and implement recommendations from CASA safety audit by 30 June 2016 Provide usage figures to Stakeholders as per reporting schedule ongoing to 30 June 2016
Recreational Dam Facilities	To provide facilities that meet the demand of the target group users of the facilities	Internal and External Stakeholders Community		Inform Consult Involve	Provide usage figures to Stakeholders quarterly Manage operational contract for onsite Managers ongoing to 30 June 2016
Saleyards	To provide facilities that meet the demand of the target group users of the facilities	Internal and External Stakeholders Community		Inform Consult Involve	Provide usage and sale figures to Stakeholders quarterly

SECTION PARKS AND RECREATION

Mission: Foster participation in social and physical activity by providing well planned recreational facilities, open space and parkland.

Initiatives/Special Projects						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Open Space Plan	Actively plan for appropriate open space within the region	Internal and External Stakeholders Community		Inform Consult Involve	Maintain/update 10 year capital plan ongoing to 30 June 2016	
Parks and Open Space network	Service and develop Parks and Open Space network and recreation facilities to meet community expectations and enhance community wellbeing	Internal and External Stakeholders Community		Inform Consult Involve	Implement service schedules ongoing to 30 June 2016 Provide maintained playground to the appropriate Australian standard ongoing to 30 June 2016	
Rail Trail networks	Service and maintain Rail Trail networks	Internal and External Stakeholders Community		Inform Consult Involve	Undertake annual inspection and schedule maintenance to address needs identified ongoing to 30 June 2016 Develop and implement Rail Trail between Murgon to Kingaroy ongoing to 30 June 2016	

SECTION CEMETERIES						
Mission: To provide well maintained cemeteries across the region						
Initiatives/Special Projects						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Regional cemetery and associated services	Deliver regional cemetery and associated services that meet current and future burial and remembrance needs.	External Stakeholders Community		Inform Consult	Key Performance Indicator Maintain/update 10 year capital plan ongoing to 30 June 2016	

SECTION NRM & PARKS ADMINISTRATION

Mission: To provide quality administration.

Initiatives/Special Projects					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually



Finance Department Plant & Fleet/Business System Management Operational Plan 2015/16

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

Officer Responsible: General Manager Finance

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

SECTION PLANT AND FLEET MANAGEMENT

Mission: To provide functional and cost effective plant and fleet services to the organisation.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Workshops	Maintenance of Council Plant & Fleet	Internal Stakeholders		Inform Consult Involve	Council fleet serviced within reasonable time of receiving plant given priority requirements of plant and fleet as at 30 June 2016
Plant & Fleet	Management of Council's fleet including purchases and disposals. Ensure that surplus plant and fleet are forwarded to auction for sale	Internal Stakeholders		Inform Consult Involve	Adhere to and monitor the fleet replacement program throughout 2015-16 Report on surplus fleet items sold at auction ongoing to 30 June 2016 Annual Plant and Fleet purchases as per operational requirements to 30 June 2016
Plant & Fleet Hire Rates	Hire rates updated annually	Internal Stakeholders Private Works Contracts		Inform Consult Involve	Review 2015-16 hire rates by 30 June
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually

SECTION PLANT AND FLEET MANAGEMENT

Mission: To provide functional and cost effective plant and fleet services to the organisation.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews

SECTION BUSINESS SYSTEM MANAGEMENT

Mission: To ensure Council's business systems are compliant with the relevant legalisation and meet the needs of the organisations.

Operating activities and services					Performance Measurement
Title	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
System Management	To ensure Council's business systems are compliant with the relevant legalisation and meet the needs of the organisations	Internal and External Stakeholders Community		Inform Consult Engage	100% compliant with Public Records Act —continuous to 30 June 2015 Tech One business system modules developed and integrated as per schedule by 30 June 2016
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



Finance Branch Operational Plan 2015/16

Mission: To provide excellent financial services and professional advice to enable our organisation to achieve its goals.
Officer Responsible: Manager Finance
Responsibilities: Branch Administration, Rates, Finance Operations, Procurement, Financial Planning/Reporting, Asset Management

SECTION BRANCH ADMINISTRATION

Mission: To provide management and administration support to the branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Cash Management	Effectively manage Council's Cash Assets and Debt portfolio by maximising returns and minimising financial risk	Internal Stakeholders		Inform Consult	Cash managed in accordance with 2015-16 Investment Policy including <ul style="list-style-type: none"> Debt portfolio in accordance with 2015-16 Debt Policy to be able to secure long term financial funding Annual debt service payment is made by 15 September 2015
Trust Fund Management	Effectively manage monies held in trust	Internal and External Stakeholders		Inform Consult	Monies held in trust reconciled to general ledger on a quarterly basis
Regulatory Returns	Preparation of various statutory returns Some examples include Annual FBT, Monthly BAS Returns, Payroll Tax and ASIC Returns	External Stakeholders		Inform Consult	Completed in accordance with following statutory timeframes: Annual 2015-16 FBT – April 2016 Monthly BAS Returns – every 21 st day of the month for the 2015-16 financial year Payroll Tax 7 th day of the month for the 2015-16 financial year ASIC returns lodged for the 2014-15 financial year by 31 December 2015 Castra and KPH return lodged for the 2014-15 financial year by 31 October 2015

SECTION BRANCH ADMINISTRATION

Mission: To provide management and administration support to the branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Maintain Finance Registers	Investment Register Bonds and Guarantees Register Expressions of Interest, Quotes and Tenders Register Fees and Charges Register	Internal and External Stakeholders		Inform Consult	Investment Register – completed within 7 days of investing surplus funds Bonds and Guarantees Register – completed within 7 days of a bond or guarantee being released or received Expressions of Interest, Quotes and Tenders Register – updated monthly Fees and Charges Register – adopted by 1 July 2015 Contracts Register updated on Council's website within 7 days of contracts being let

SECTION RATES						
Mission: To levy rates in accordance with Council policy.						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	Key Performance Indicator
Rates Notices	Rates notices levied quarterly by Council	External Stakeholders		Inform		Rates (including supplementary rates) and associated charges levied on a quarterly basis
Accounts Receivable	Management of accounts receivable, and control of the effective recovery of outstanding debts	Internal Stakeholders		Inform Consult		Review aging schedule of rates debtors outstanding and general ledger reconciliation on a quarterly basis
Rescue & Evacuation / Rural Fire Levy	Distribute funds received for the purpose of sponsoring South Burnett region: - airborne emergency rescue & evacuation transport providers - the rural fire service providers	External Stakeholders Community		Inform Consult		Funds collected are distributed to sponsor the airborne emergency rescue & evacuation transport providers on a quarterly basis

SECTION FINANCE OPERATIONS

Mission: To ensure timely and accurate disbursements and provide monitoring support for cash transactions.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Accounts Payable	Management of accounts payable	Internal and External Stakeholders		Inform Consult Involve Collaborate	90% of invoices paid within payment terms Creditors reconciled with general ledger on a monthly basis
Sundry Debtors	Management of sundry debtors, and control of the effective recovery of outstanding debts	Internal and External Stakeholders		Inform Consult Involve Collaborate	Review of overdue sundry debtors, which are greater than 90 days on a quarterly basis Reconciliation of sundry debtors with general ledger on a monthly basis
Bank Reconciliation	Monitoring of cash receipts and disbursements	Internal Stakeholders		Inform Consult Involve Collaborate	Daily matching of cash receipts and disbursements vs bank deposits and payments Reconciliation of cash – general ledger balance vs bank statement balance on a monthly basis

SECTION FINANCE OPERATIONS

Mission: To ensure timely and accurate disbursements and provide monitoring support for cash transactions.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Insurance services	Annual insurance renewal and management of claims	Internal/ External Stakeholders		Inform Consult Involve Collaborate	Ensure that the brokers are appointed by June 2015. Appropriate levels of insurance by 1 July 2015. 80% of claims actioned and referred to internal departments.

SECTION PROCUREMENT						
Mission: To maintain efficient stores operations to meet organisational needs and ensure Council's procurement practices comply with Local Government Act and Regulation.						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Procurement	Coordinate tendering processes Monitor procurement transactions	Internal and External Stakeholders		Inform Consult Involve Collaborate	Key Performance Indicator Report completed tenders on a quarterly basis Report non-compliant procurement transactions on a quarterly basis	
Stores	To provide inventory items which have been efficiently procured and ensuring items are available as required. Purchasing arrangements ensure that best value for money is obtained.	Internal Stakeholders		Inform Consult Involve Collaborate	95% of standard stock items available or accessible on a quarterly basis Ensure 3 quotes are obtained when bulk purchasing is carried out Report Stock Turnover ratio, Percentage of obsolescence annually	

SECTION FINANCIAL PLANNING/REPORTING

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

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Planning	Budget: 2015- 2016 finalised within statutory timeframes	Internal Stakeholders Community		Inform Consult Involve Collaborate Empower	2015-16 Budget prepared and adopted by Council within statutory and organisational timeframes
Budget Management	Ongoing monitoring of operational and capital budgets	Internal Stakeholders Community		Inform Consult Involve Collaborate Empower	Regular periodic (current – 3 weekly) reporting to Council Budget reviewed and revised on a quarterly basis
Long Term Financial Forecast	Long Term Financial Forecast 2015-16 as per LG Regulation 2012	Internal Stakeholders Community		Inform Consult Involve Collaborate Empower	Long Term Financial Forecast 2015-16 adopted by Council within statutory timeframes

SECTION FINANCIAL PLANNING/REPORTING

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

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Financial Statements for 2014 - 2015	Annual Financial Statements for 2014-15 prepared, with unqualified audit report by Queensland Audit Office	Internal and External Stakeholders		Inform Consult Involve Collaborate	Unqualified Audit Certificate from Queensland Audit Office	
External Audit	Ensure adequate planning and coordination of, and timely finalisation of the external audit	Internal/ External Stakeholders		Inform Consult Involve Collaborate	2014-15 Statements presented to QAO by 31 October 2015	
Financial Assistance Grant Return	Financial Assistance Grant Return completed and forwarded to Queensland Local Government Grants Commission	Internal/ External Stakeholders		Inform Consult Involve Collaborate	FAG Return accurately completed by 21 November 2015	

SECTION ASSET MANAGEMENT

Mission: To implement a program for improving Council's operational effectiveness and efficiency in terms of asset management.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Asset Management Plans	Develop asset management plans	Internal Stakeholders		Inform Consult Involve Collaborate Empower	Asset Management Plans reviewed and communicated to the organisation by 30 June 2016
Annual Asset Valuations	Undertake a review of asset values in all asset classes	Internal Stakeholders		Inform Consult Involve Collaborate	Valuations in place by 31 July 2015
Asset Register	Ongoing maintenance of asset register including depreciation, WOr In Progress, asset take up, sales and revaluations.	Internal Stakeholders		Inform Consult Involve Collaborate Empower	Asset Register up to date at 30 June 2016

SECTION ASSET MANAGEMENT

Mission: To implement a program for improving Council's operational effectiveness and efficiency in terms of asset management.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Annual CapEx Budget	Capital works budget 2015-16 developed for budget planning	Internal Stakeholders		Inform Consult Involve Collaborate Empower	CapEx Budget 2015-16 prepared and adopted by Council within statutory and organisational timeframes
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews



Information Services Branch Operational Plan 2015/16

Mission: To provide, develop and deliver information management business improvements services to the organisation and customers.
Officer Responsible: **Manager Information Services**
Responsibilities: Information and Communication Technology and Geographic Information Systems (GIS).

SECTION INFORMATION & COMMUNICATION TECHNOLOGY

Mission: To provide, develop and deliver information and communication technology improvements to the organisation and customers.

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
ICT Support Services	Helpdesk - provide monitoring and resolution of ICT system related problems	Internal Stakeholders		Inform Consult	Support requests are dealt with within acceptable timeframes	
Computer systems replacement and allocation	Provision of computer hardware and software – User level	Internal Stakeholders		Inform Consult	Hardware meets minimum software requirements	
Communications	Mobile phones Internet VoIP Phone system Email	Internal Stakeholders		Inform Consult Involve	Handsets provided are functional and compliant with Mobile device Management Software 4hr maximum downtime on council controllable faults Email outages resolved ASAP with no more than 4hr outage on council controllable faults	
IT Infrastructure Network	Wan network switches, routing and firewall	Internal Stakeholders		Inform Consult	4hr maximum downtime on council controllable faults	
Infrastructure Server Storage	Updates, upgrades, lifetime cycles and capacities	Internal Stakeholders		Inform	4hr maximum downtime on council controllable faults	

SECTION INFORMATION & COMMUNICATION TECHNOLOGY

Mission: To provide, develop and deliver information and communication technology improvements to the organisation and customers.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
External Security	Antivirus, firewall security threats	Internal Stakeholders		Inform	Security threats addressed immediately and devices removed from SBRC corporate network that are classed as high threat.
Corporate application support and licensing	System uptime, fault recovery and monitoring Application Licensing	Internal Stakeholders		Inform	License agreement criteria complied with. True up values addressed at each renewal cycle and license amounts are not exceeded.
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews

SECTION GEOTECHNICAL INFORMATION SYSTEMS (GIS)

Mission: To ensure record keeping is compliant with the Public Records Act 2002 and effectively captures all incoming correspondence for the organisation.
To ensure Geotechnical Information Systems (GIS) meet the needs of the organisations.

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
GIS Support desk	Helpdesk	Internal Stakeholders		Inform Consult	Support requests are dealt with within acceptable timeframes	
Development of GIS solutions for data accumulation and usability	GBM mobile, custom forms and investigation of mobile solutions	Internal Stakeholders		Inform Consult	Suitable solution that effectively accumulates new information	
Web presence and development	Intramaps public – SBRC GIS data available to the public.	Community Internal Stakeholders		Inform Consult	Software investigated by December 2015 Software purchased and deployment scheduled by March 2016	



Property Operational Plan 2015/16

Mission: To provide effective management and maintenance of Councils property and buildings for community and Council use.
Officer Responsible: Manager Property
Responsibilities: Property and Building Maintenance, Building Capital Projects, Leases, Contract Management, Land and Equipment Sales and Management of Community Facilities i.e. Halls, Swimming Pools



SECTION PROPERTY ADMINISTRATION

Mission: To deliver scheduled and reactive maintenance on Council owned buildings and property.

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually

SECTION BUILDING AND PROPERTY MAINTENANCE

Mission: To deliver scheduled and reactive maintenance on Council owned buildings and property

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Building and Property Maintenance	Scheduled Maintenance	Internal and External Stakeholders		Inform Consult Involve	100% scheduled maintenance programs implemented within budget by 30 June 2016
Building and Property Maintenance	Reactive Maintenance	Internal and External Stakeholders		Inform Consult Involve	100% Building maintenance urgent WHS requests met within 8 hours; other WHS requests met within reasonable timeframe by 30 June 2016

SECTION BUILDING CAPITAL WORKS PROGRAM

Mission: To deliver Councils Building Capital Works program to align with Councils Asset Management Plan and Budgets

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Building Capital Works Program	Building projects	Internal and External Stakeholders		Inform Consult Involve Collaborate	100% Projects implemented within budget by 30 June 2016

SECTION BUILDING ASSET MANAGEMENT PLAN

Mission: To assist Council in planning and developing a Building Asset Management Plan

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Asset Management Plan	Planning Asset Management Plan	Internal and External Stakeholders		Inform Consult Involve	100% Identification of Building Assets utilising available data by 30 June 2016 100% Identification of Building Condition principles utilising available data by 30 June 2016 100% Identification of a Building Asset data collection process, management and storage of data by 30 June 2016
Asset Management Plan	Developing Asset Management Plan	Internal and External Stakeholders		Inform Consult Involve	Collection of data to commence on priority assets by 30 June 2016

SECTION LEASE AND CONTRACT REGISTER

Mission: To develop and implement Councils Lease and Contract Register

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Lease and Contract Register	Develop Lease and Contract Register	Internal Stakeholders		Inform Consult Involve	Lease Register designed in Tech One utilising available data by 30 June 2016
Lease and Contract Register	Implement Lease and Contract Register	Internal Stakeholders		Inform Consult Involve	Leases since 2014 and any new leases moved into Lease Register utilising available data by 30 June 2016

SECTION LAND AND EQUIPMENT SALES						
Mission: To legally dispose of Councils surplus land and equipment assets						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Land and Equipment Sales	Dispose of Councils surplus land	Internal and External Stakeholders		Inform Consult Involve	Tender the disposal of surplus Council owned land as determined by 30 June 2016 List land for sale with Councils Exclusive Agent as determined by 30 June 2016	
Land and Equipment Sales	Dispose of Councils surplus Buildings	Internal and External Stakeholders		Inform Consult Involve	Tender the disposal of surplus buildings as determined by 30 June 2016 List buildings for sale with Exclusive Agent as determined by 30 June 2016	
Land and Equipment Sales	Dispose of surplus Equipment	Internal and External Stakeholders		Inform Consult Involve	Tender or Auction the disposal of Council's surplus equipment as determined by 30 June 2016	

SECTION COMMUNITY FACILITIES						
Mission: To effectively manage Community facilities (i.e. Halls, Swimming Pools) to maximise community use and meet community needs.						
Significant activities and services						Performance Measurement
Title	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Community Facilities	Manage Community Facilities	Internal and External Stakeholders Community		Inform Consult Involve	Facilities to be opened and operational for community use ongoing to 30 June 2016	
Community Facilities	Utilisation by Community Groups	Internal and External Stakeholders Community		Inform Consult Involve	Facilities utilised by community groups ongoing to June 2016	30



Infrastructure Department Operational Plan 2015/16

Mission: To effectively plan, manage and deliver the region's infrastructure to provide the adopted levels of service to the community
Officer Responsible: General Manager Infrastructure
Responsibilities: Department Management, Roads & Drainage, Design & Technical Services, Water & Wastewater



SECTION DEPARTMENT MANAGEMENT

Mission: To provide strategic management and administration support to facilitate the branch activities of the department.

Significant activities and services					Performance Measurement	
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Organisational Structure for Infrastructure Department	Maintain organisational structure to meet current and future needs	Internal Stakeholders		Inform Consult	Structure reviewed quarterly to ensure effective and efficient and >95% of positions within the approved structure are resourced to maintain service delivery	
Quality Management System	Documented department procedures and standards	Internal Stakeholders		Inform Consult	Department procedures and standards documented as part of Quality Management System and ISO9001 certification maintained	
Asset Management Plans	Maintain Asset Management Plans for all infrastructure assets	Internal Stakeholders		Inform Consult	Asset Management Plans provide budgeting and decision making process for asset renewal, replacement and new works	
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually	
Infrastructure Funding	Sustainability of existing assets maintained	Internal Stakeholders		Inform Consult	>80% of funding budgeted annually for asset renewals and replacements as per AMP's	

SECTION DEPARTMENT MANAGEMENT						
Mission: To provide strategic management and administration support to facilitate the branch activities of the department.						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Project Management	Maintain Project Management Framework	Internal Stakeholders		Inform Consult	Project management plans, controls and reporting implemented and reviewed every 6 weeks by Project Control Group	
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews	

SECTION DISASTER MANAGEMENT						
Mission: To maintain an effective and coordinated response framework to disaster events and to facilitate structured and timely community recovery						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Disaster Management	Maintain an effective Disaster Management framework	Internal Stakeholders Qld Fire and Emergency Services		Inform Consult	Quarterly Local Disaster Management Group Meetings Annual exercise with all agencies DM plan and sub-plans maintained	
State Emergency Service	Assistance with the provision of operational resources	SES Groups Qld Fire and Emergency Services		Inform Consult	State Emergency Service groups across the region are adequately operational within budget allocations	



Water & Wastewater Operational Plan 2015/16

Mission: To deliver quality and reliable water and wastewater services that meet the customer service standards
Officer Responsible: **Manager Water and Wastewater**
Responsibilities: Water & Wastewater Administration, Reticulation, Treatment & Quality

SECTION WATER & WASTEWATER ADMINISTRATION

Mission: To provide management and administration support services to promote the activities of the branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Customer Service	Responses to customer requests	Customers Council		Inform	Responses to enquiries and requests for service within Customer Service Standards
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve Collaborate	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Departments		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually
Program Planning & Coordination	Continuous planning and coordination of works programs to align resources	Internal Stakeholders		Inform Consult	Works programs developed within one month of budget adoption to ensure effective utilisation of resources and delivery of budget
Branch Meetings	Regular Coordinator and Supervisor meetings	Internal Stakeholders		Inform Consult Involve	Coordinators/Engineer monthly Coordinators and Supervisors quarterly Branch 6 monthly

SECTION WATER & WASTEWATER ADMINISTRATION

Mission: To provide management and administration support services to promote the activities of the branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Asset Management	Asset Management Plan implementation.	Internal Stakeholders		Inform Consult	Asset Management Plans implemented into infrastructure operations and management
Infrastructure Planning	Planning to determine future needs of water and wastewater systems	Internal Stakeholders		Inform Consult	Future works and needs determined and budgeted for in long term financial plans

SECTION RETICULATION

Mission: To provide water and wastewater networks which meet customer service standards through a planned and proactive approach

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Programmed Maintenance	Delivery of programmed maintenance in accordance with budget	Internal Stakeholders		Inform Consult	Decrease in reactive maintenance costs	
Reactive Maintenance	Service sewer blockages and water main breaks	Internal Stakeholders		Inform Consult	Customer Service Standards met – 95% compliance	
Capital Works	Completion of Capital Works Program	Internal Stakeholders		Inform Consult	Capital works program completed as scheduled and within budget	
Program Planning Design and Coordination	Construction Design	Internal Stakeholders		Inform Consult	Construction program developed within one month of budget Designs completed 3 months in advance of project commencement	
New Connections	Service delivery of new connections	Applicants		Inform Consult	All connections in accordance with Customer Service Standards timeframes	

SECTION TREATMENT & QUALITY

Mission: To maximise and optimise the performance of treatment plant systems through proactive improvements and preventative maintenance

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Capital Works Program	Completion of Capital Works Program	Internal Stakeholders		Inform Consult	Capital works program completed as scheduled and within budget	
Legislative Compliance and Monitoring	Statutory reports of results and compliance	Queensland Government Federal Government		Inform	Statutory timeframes for reporting achieved	
Treatment Plants, Reservoirs and Chlorination	Operate and manage facilities	Internal Stakeholders		Inform Consult	Compliance with licence conditions 95% Water quality targets met	
Dams and Weirs	Operate and manage dam and weir facilities within regulations	Queensland Government Council		Inform Consult	Compliance with Dam Safety Regulations	
Recycled Water	Supply of recycled water to community and sporting groups	Community and sporting groups Council		Inform Consult	Recycled water available within climatic restraints and licence conditions	

SECTION TREATMENT & QUALITY

Mission: To maximise and optimise the performance of treatment plant systems through proactive improvements and preventative maintenance

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Water Quality	Maintain water quality in accordance with relevant guidelines	Community Council		Inform	Compliance with public health requirements and requests responded to within Customer Service Standards timeframes



Design & Technical Services Operational Plan 2015/16

Mission: To provide efficient infrastructure planning and design services and technical support to the Infrastructure Department
Officer Responsible: Manager Design & Technical Services
Responsibilities: Infrastructure Planning, Design Services and Materials Laboratory



SECTION INFRASTRUCTURE PLANNING & DESIGN SERVICES						
Mission: To provide efficient infrastructure planning and design services to the Infrastructure Department						
Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
Infrastructure Planning	Assist with strategic planning for future infrastructure	Internal Stakeholders		Inform Consult	Concept planning, preliminary design and cost estimates provided in advance of project prioritisation and budgeting	
Design	Provision of design services for the Infrastructure Department	Internal Stakeholders		Inform Consult	Detail design services completed >3 months prior to programmed timing of construction delivery	
Surveying	Provision of surveying services for the Infrastructure Department	Internal Departments		Inform Consult	Surveying services completed to meet programmed timing of works	
Development application assessment and advice	Advice regarding infrastructure requirements for development applications	Applicants Internal Stakeholders		Inform	Timely and professional engineering advice on development applications and operational works within SPA timeframes	
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually	

SECTION INFRASTRUCTURE PLANNING & DESIGN SERVICES

Mission: To provide efficient infrastructure planning and design services to the Infrastructure Department

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews

SECTION MATERIALS LABORATORY

Mission: To provide timely and efficient materials laboratory services to internal departments and external customers

Significant activities and services						Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator	
NATA Certification	Maintain NATA certification for materials laboratory functions	NATA		Inform Consult	NATA audits completed successfully and certification maintained	
Materials Testing	Tests undertaken for Council operations	Internal Stakeholders		Inform	Tests analysed and reports provided to project Supervisors promptly	
Private Works	Tests undertaken for client purposes	Customers		Inform	Tests analysed and reports provided to customers promptly	



Roads & Drainage Operational Plan 2015/16

Mission: To provide safe, adequate, effective and efficient road and drainage network
Officer Responsible: Manager Roads & Drainage
Responsibilities: Roads & Drainage Administration, Construction, Maintenance, Contracts

SECTION ROADS & DRAINAGE ADMINISTRATION

Mission: To provide management and administration support services to the roads and drainage branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Customer Service	Responses to customer requests	Community Internal Stakeholders		Inform	Responses to enquiries and requests for service within Customer Service Standards
Budget Management	Ongoing preparation, monitoring and reviewing of budget (operational and capital expenditure)	Internal Stakeholders		Inform Consult Involve	Annual Budget Preparations Ongoing Monitoring of Operational and Capital Expenditure Quarterly Budget Reviews
Program Planning & Coordination	Continuous planning and coordination of works programs to align resources	Internal Stakeholders		Inform Consult	Works programs developed within one month of budget adoption to ensure effective utilisation of resources and delivery of budget
Branch Meetings	Regular Coordinator and Supervisor meetings	Internal Stakeholders		Inform Consult Involve	Coordinators and Supervisors monthly Branch 6 monthly

SECTION ROADS & DRAINAGE ADMINISTRATION

Mission: To provide management and administration support services to the roads and drainage branch

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
Asset Management	Asset Management Plan implementation.	Internal Stakeholders		Inform Consult Involve	Asset Management Plans implemented into infrastructure operations and management

SECTION CONSTRUCTION						
Mission: To deliver a construction program of new works, upgrading and renewals across the road and drainage networks						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Transport Infrastructure Development Scheme and R4R	Completion of Capital Works Program jointly funded by the Council and TMR	External and Internal Stakeholders		Inform Consult Involve	Key Performance Indicator Capital works program completed as scheduled and within budget	
Roads to Recovery Program	Completion of Capital Works Program funded by the Australian Government Roads to Recovery Program	External and Internal Stakeholders		Inform Consult Involve	Capital works program completed as scheduled and within budget	
Road and Drainage Program	Completion of Capital Works funded by General Revenue	Internal Stakeholders		Inform Consult Involve	Capital works program completed as scheduled and within budget	
Capital Works Planning	Detailed 10 year forward capital works requirements	Internal Stakeholders		Inform Consult Involve	10 Year Capital Works Plan prepared for future budget considerations by January annually	

SECTION MAINTENANCE

Mission: To maintain safe, adequate and effective road and drainage networks

Significant activities and services					Performance Measurement
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Key Performance Indicator
General Maintenance Program	Deliver general maintenance program across the region	Internal Stakeholders		Inform Consult Involve	Delivery of the general maintenance program through efficient and effective use of materials and resources
Heavy Maintenance Program	Deliver heavy maintenance program across the region	Internal Stakeholders		Inform Consult Involve	Delivery of the heavy maintenance program through efficient and effective use of materials and resources

SECTION CONTRACTS						
Mission: To provide services across the State controlled road network on behalf of the Department of Transport and Main Roads						
Significant activities and services						
Function	Description	Customer(s)	Link to Corporate Plan	Engagement Level	Performance Measurement	
Road Maintenance Performance Contract (RMPC)	Undertake maintenance activities on the State road network for the Queensland Government Department of Transport and Main Roads	External Stakeholders		Inform Consult Involve	Key Performance Indicator Completion of works to specification and in accordance with the RMPC contract	
Queensland Transport and Roads Investment Program (QTRIP)	Completion of capital works funded by the Queensland Government Department of Transport and Main Roads	External Stakeholders		Inform Consult Involve	Completion of works to specification and in accordance with contracts	

Financial and Resource Implications

The Operational Plan has been developed and aligned with the proposed budget for 2015/16.

Link to Corporate/Operational Plan

The Operational Plan details direct linkages to the Corporate Plan.

Communication/Consultation (Internal/External)

The Operational Plan has been developed in consultation with General Managers and Managers.

Legal Implications (Statutory Basis, Legal Risks)

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

Policy/Local Law/Delegation Implications

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

Asset Management Implications

No direct asset management implications arise from this report.

5.0 Portfolio - Roads & Drainage

5.0.1 Roads & Drainage Portfolio Report

Document Information

IR No 1467145

Author Cr Damien Tessmann

Date 22 June 2015

Précis

Roads & Drainage Portfolio Report

Summary

Roads & Drainage Portfolio Report to Council.

Officer's Recommendation

That the Roads & Drainage Portfolio Report to Council be received.

5.1 Roads & Drainage (R&D)

Officer's Reports

No Report.

5.2 Design & Technical Services (D&TS)

Officer's Reports

5.2.1 D&TS - 1454319 - National Blackspot Program Submissions

Document Information

IR No 1454319

Author General Manager Infrastructure

Date 15 June 2015

Précis

The Department of Transport and Main Roads is seeking applications for the development of the 2016/17 National Blackspot Program by 24 July 2015.

Summary

Several intersection upgrades identified and assessed for submission under the National Blackspot Program in recent years have failed to meet the minimum eligibility criteria from a reactive sense, primarily as the casualty crash history and type did not meet the minimum requirements. A proactive approach by preparing and submitting road safety audits is the only method that will allow submission of these proposals. Previous success in securing funding under this program was by this same method.

Officer's Recommendation

That Council prepare road safety audits, concept designs and estimates for upgrades to the following three intersections and submit these to the Department of Transport and Main Roads for National Blackspot Program funding:

1. Bunya Highway and Taylors Road intersection, Kingaroy
2. D'Aguiar Highway and Mary Street / Coolabunia Road intersections, Coolabunia
3. D'Aguiar Highway and Rogers Drive / Industrial Avenue intersections, Kingaroy

Financial and Resource Implications

The National Blackspot Program provides for fully funding safety treatments if successful. Council will need to fund the cost of engaging a consultant to undertake and prepare a compliant road safety audit report. Quotes are currently being obtained for this component of the work.

Link to Corporate/Operational Plan

SD2.1

Communication/Consultation (Internal/External)

This matter was discussed at the Portfolio Meeting held on Wednesday 10 June 2015.

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

Each of these intersections identified fall under the jurisdiction of the Department of Transport and Main Roads being part of the state controlled network.

Report

The Federal Government has announced changes to the program's eligibility criteria for 2015-16 and 2016-17 aimed at assisting local communities to compete for the additional funding available over the next two years.

Under the new criteria, the minimum Benefit Cost Ratio for proposals has been reduced from 2:1 to 1:1. In addition, the minimum crash history of sites has been reduced from 3 to 2 casualty crashes over five years or 0.13 casualty crashes per kilometre per year over 5 years.

The criteria has also been amended to allow more funding for the proactive treatment of unsafe roads. Consultative Panels will be able to allocate up to 40% of funding to sites on the basis of a road safety audit.

The Government has also guaranteed that at least 50 per cent of funding provided over the next two years will be dedicated to fixing roads in regional Australia.

Council has previously assessed and submitted the following projects for submission and they have been deemed ineligible as the benefit cost ratio (BCR) did not meet the minimum ratio:

- 1) Bunya Highway and Taylors Road intersection
- 2) D'Aguiar Highway and Mary Street / Coolabunia Road intersections

The requirement of meeting the minimum BCR is a reactive treatment to unsafe roads, relying on casualty crash history over the past five (5) years and is dependent on the crash type recorded.

As described above, the eligibility criteria now allows the relevant Blackspot Consultative Panels to allocate up to 40% of funding to sites on the basis of a road safety audit as a proactive treatment for unsafe roads. As such, it is considered most appropriate to be proactive and undertake a road safety audit of these intersections, as well as the D'Aguiar Highway and Rogers Drive / Industrial Avenue intersection for submission to the Department.

5.2.2 D&TS - 1367510 - Consideration of Wide Bay Burnett Principal Cycle Network Plan

Document Information

IR No 1367510

Author General Manager Infrastructure

Date 15 June 2015

Précis

The Department of Transport and Main Roads is seeking endorsement of the cycle network maps for the South Burnett Region contained within the Wide Bay Burnett Principal Cycle Network Plan.

Summary

A final draft of the Wide Bay Burnett Principal Cycle Network Plan particularly within the South Burnett Regional Council area has been prepared by the Department of Transport and Main Roads. The Department is seeking endorsement of the network maps on pages 14-18 of the plan.

Officer's Recommendation

That Council endorse the cycle network maps shown on pages 14-18 of the draft Wide Bay Burnett Principal Cycle Network Plan.

Financial and Resource Implications

The plan is a guide for practitioners involved in the planning, design and construction of the regions transport network by providing a vision for the cycle network in the Wide Bay Burnett. It does not require Council to fund the development of the network over any period of time. It has been noted by the Department that the State Government may expand a program of cycle network grants outside of South East Queensland into areas where these plans have been endorsed, which could potentially provide matching funding to further development of this network.

Link to Corporate/Operational Plan

EC2.1, EC4.1 and SD2.1

Communication/Consultation (Internal/External)

Council Officers have been dealing with the Department of Transport and Main Roads regarding the appropriateness of the network maps to come to the current draft plan. The plan was also discussed with Council at the Portfolio Meeting on Wednesday 10 June 2015.

Legal Implications (Statutory Basis, Legal Risks)

The proposed plan is a guideline only and has no statutory basis. Initially, the Department were seeking the network plans identified by incorporated into Council's planning scheme, however this requirement has since been removed.

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

Nil, unless Council chooses to commit funding towards construction of the cycle networks in the future, which could result in new assets having to be funded and managed.

Report

The draft Wide Bay Burnett Principal Cycle Network Plan provides a vision for cycle networks of various forms across the region. It is a guideline document for designers of transport networks, both internally within Council as well as the Department of Transport and Main Roads on the state controlled networks. Council is not obliged to commit to the development of the networks as a result of endorsing the network maps provided in this plan. The Department of Transport and Main Roads however do have a State Cycling Infrastructure Policy whereby the cost of cycle infrastructure is incorporated into the overall scope of a larger transport infrastructure project. Council may also be able to access funding for this type of work under the Transport Infrastructure Development Scheme on a 50/50 partnership between state and local government and departmental correspondence did indicate that a specific program of cycle network grants may be expanded to areas where a PCNP has been published.

It is acknowledged that concern exists within Council that if these cycle network maps are endorsed, future road upgrading projects that occur on the state controlled network will trigger the implementation of the departments State Cycling Infrastructure Policy. This could result in dedicated cycle lanes adjacent to traffic lanes being created as is occurring in other cities. This certainly may occur, however further investigation and planning is required to confirm the exact location and form of the cycling facility. As such, it is considered that further consultation should occur between the department and Council prior to the implementation of the plan within the region.

It is further considered that the plan does support and link with the following existing Council initiatives:

- Kingaroy - Theebine rail trail development, as this rail corridor is identified on the network maps as a regional recreational route and is a safer alternative to the Bunya Highway. Council has state government funding to commence the development of this rail trail and further funding may be available for further specific development of this route around cycling arising from the endorsement of this cycle network plan;
- South Burnett Healthy Communities Plan includes objectives for the development of cycle networks to assist in promoting active and healthy communities.

It is considered that the benefits arising from endorsing the cycle network maps into the future outweigh the reputational risk that could arise from the creation of isolated cycling facilities on the state controlled road network. Whilst Council does not have the final decision making power regarding the design of the state controlled network, consultation between Officers' does occur as to the design elements through town areas due to the joint responsibility along these corridors.

6.0 Portfolio - Arts, Communities, Health and Waste Services

6.0.1 Arts, Communities, Health and Waste Services Portfolio Report

Document Information

IR No 1467192

Author Cr Ros Heit

Date 22 June 2015

Précis

Arts, Communities, Health and Waste Services Portfolio Report

Summary

Arts, Communities, Health and Waste Services Portfolio Report to Council.

Officer's Recommendation

That the Arts, Communities, Health and Waste Services Portfolio Report to Council be received.

6.1 Arts and Communities

Officer's Reports

6.1.1 C - 1469560 - Minutes of the Boondooma Homestead Management Advisory Committee meeting held on 9 June 2015

Document Information

IR No 1469560

Author Senior Officer Community & Events

**Endorsed
By** Manager Social Performance

Date 16 June 2015

Précis

Minutes of the Boondooma Homestead Management Advisory Committee meeting held on Tuesday 9 June 2015

Summary

Providing a copy of the Minutes of the Boondooma Homestead Management Advisory Committee Meetings held on 9 June 2015

Officer's Recommendation

That Council endorses the recommendations and minutes of the Boondooma Homestead Management Advisory Committee meeting held on 9 June 2015.



Directorate- Planning , Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Tuesday, 9 June 2015 @ 10.00 am

Present: Cr Kathy Duff, Cr Ros Heit, Mavis & Bruce Metzroth, Lynne Bennett, Marion & Lance Darlington, Jenny Bishop, Buddy Thompson, Keith & Judy Brandt, Dave & Delma Robbins, Patty Brown, Robert Shackel, Bob Sommerset,
Apologies: Lesley Somerset, Bruce Bishop
Observers: Russell Springall
Chair: Cr Kathy Duff **Council Officer:** Michael Hunter **Minutes:** Kristy Board

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Kathy Duff welcomed everybody to the meeting		
Minutes from Previous Meeting	That the minutes of the previous Committee Meeting held on 14 April 2015 as recorded be confirmed. <i>Moved: Patty Brown</i> <i>Seconded: Buddy Thompson</i> <i>Carried 16/0</i>		
Correspondence			
Stop Work Letter	Russell Springall explained to the Committee that the stop work letter was issued to the Boondooma Heritage and Museum Inc. to cease further works to the cabins until further conversations and decisions are made. The letter was sent to prevent any further work carried out that may need to be "undone" due to not meeting the original development application requirements.		
Cleaning and caretaking invoices			



Directorate- Planning , Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
 Tuesday, 9 June 2015 @ 10.00 am

Agenda Item	Action Summary	Responsible Officer	Due Date
Business Arising from Previous Meeting - 14 April 2015			
Registration of Boondooma Homestead's Name	<p>Michael Hunter advised that Council has progressed the application form, however to compete the Business Name Registration we require a person to be nominated from the Boondooma Museum and Heritage Inc.</p> <p>Recommendation Cr. Kathy Duff has been nominated by the Committee as the contact person to complete this application process. <i>Moved: Buddy Thompson</i> <i>Seconded: Lyne Bennett</i> Carried 16/0</p>		
North West Tourist Drive Map	<p>Michael Hunter presented the second draft of the Tourist Drive Map covering the North-West area of the region for comment and feedback. Changes were noted and recorded. An amendment of the map will be sent to Stacey Perrett for updating. Third draft will be sent to Cr Duff and Michael Hunter for final proofing prior to print.</p>		
Caravan Signage – Boondooma Homestead	<p>Buddy Thomson advised that this was still a work in progress, and will liaise with Cr Kathy Duff so that she can take proposed designs, locations and distances of the signage to the next T.A.C meeting for discussion.</p>		



Directorate- Planning , Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
 Tuesday, 9 June 2015 @ 10.00 am

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>Recommendation Cr. Kathy Duff to liaise with Main Roads and report back at next meeting.</p>		
<p>Insulation on Caretakers Cottage</p>	<p>Boondooma Inc. have provided cheque to Cr. Heit for the batts already purchased. Extra batts required will come from the Boondooma Homestead budget.</p>		
<p>Update on Cabins</p>	<p>Russell advised the committee that the extension of time to carry out works has been received and granted. He also advised that whilst the original concept has changed without approval, the design concept has been achieved. Russell further advised that now each cabin is all under one roof. Individual unit firewalls will be required. Russell advised that a final decision will need to be made on the number of cabins. Buddy Thompson confirmed that going ahead with the extra two rooms would be of benefit to the homestead moving forward.</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. Boondooma Inc. to send a letter to council to advise that steps are being taken to fulfil the requirements of the change of development. 2. Building designer to draft plans (Council may assist with names in the region, however the responsibility falls 		



South Burnett
Regional Council

Directorate- Planning , Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Tuesday, 9 June 2015 @ 10.00 am

Agenda Item	Action Summary	Responsible Officer	Due Date
	with the Boondooma Homestead Inc.) 3. Boondooma Homestead Inc. to apply for change of development approval for the two (2) extra cabins and new roofing. <i>Moved: Judy Brandt</i> <i>Seconded: Dave Robbins</i> <i>Carried 16/0</i>		
Blades for Tractor	It is councils policy to source from preferred suppliers list however, businesses interested are encouraged to apply during the tender process which is advertised on council's website, newspapers and radio or to contact councils procurement officer Claire Matthews. All businesses within or out of the South Burnett Region can apply.		
General Business			
Capital Works Items for 2015-2016	Michael Hunter and Russel Springall requested that the Inc. update and supply their 5 year plan. Michael explained that the plan is essential to gain further funding and to follow timelines. Boondooma Inc. has requested a project plan template. Michael Hunter agreed to source a template and email to Judy Brandt.		



South Burnett
Regional Council

Directorate- Planning , Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Tuesday, 9 June 2015 @ 10.00 am

Agenda Item	Action Summary	Responsible Officer	Due Date
<p>Agenda Items - New Business</p> <p>Boondooma Homestead Signage- Proston</p>	<p>Discussions were held around the location and placement of signage directing visitors from Proston to Boondooma Homestead. Cr. Duff to investigate and report back at the next meeting on the location and visibility of the existing signage.</p> <p>Cr. Duff acknowledged that this will be the last meeting with Michael Hunter and thanked him for his efforts and hard work in building great relationships between Council and the Boondooma Homestead Committees.</p> <p>Michael Hunter thanked the committee for their support over the time that he has been involved in the MAC and is very proud of the progress that has occurred between Council and the Committee in maintaining this historical facility as one of the main tourist attractions in our region. Michael wished the Committee all the best in the future and certainly will miss the friendships formed.</p>		
<p>Next Meeting Meeting closed at 12.05pm</p>	<p>Next meeting to be held 4 August 2015 at 11 am</p>		

Financial and Resource Implications

The works and activities to be undertaken are within the Boondooma Homestead budget allocation for 2014-15.

Link to Corporate/Operational Plan

Link to Operational Plan:

Continue to support Boondooma Homestead through the Management Advisory Committee.

EC1 A community with the capacity to develop the area of arts, culture and heritage

(Corporate Plan Goal)

EC1.2 Build the capacity of our arts, heritage and library facilities to become vibrant community centres (Corporate Plan Strategy)

Continue to coordinate the MAC through the VIC and Heritage Team Leader position

(Key Performance Indicator)

Communication/Consultation (Internal/External)

Membership of the Boondooma Homestead Management Advisory Committee.

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Nil

Asset Management Implications

Improved asset management of the Boondooma Homestead facility.

7.0 Portfolio - Property and Human Resources

7.0.1 Property and Human Resources Portfolio Report

Document Information

IR No 1467168

Author Cr Deb Palmer

Date 22 June 2015

Précis

Property and Human Resources Portfolio Report

Summary

Property and Human Resources Portfolio Report to Council.

Officer's Recommendation

That the Property and Human Resources Portfolio Report to Council be received.

7.1 Property (P)***Officer's Reports***

No Report.

7.2 Human Resources (HR)***Officer's Reports*****7.2.1 HR - 1467013 - Arrangements regarding Christmas Closedown for 2015/16****Document Information****IR No** 1467013**Author** Manager Human Resources**Endorsed
By** Chief Executive Officer**Date** 11 June 2015**Précis**

Discussion regarding proposed Christmas Closedown for 2015 / 2016.

Summary

It is proposed to hold this year's South Burnett Regional Council's Christmas function in Kingaroy on Friday 18 December 2015. It is open to all Council employees and all employees are encouraged to attend. It is requested that employees are not rostered to take RDO's on this Friday so they can attend the Christmas function. Employees who do not attend the Christmas function must remain at work until usual closing times as the function is deemed to be part of Council business.

It is proposed to close Council operations over the Christmas period from Friday 18 December 2015 and re-open on Monday 4 January 2016 with on-call, emergency and other essential staff to be rostered on over this period.

However, Council's Libraries and Customer Service Centres will only close from 12:00pm on Thursday 24 December 2015 and re-open on Monday 4 January 2016.

The operating hours for the region's Visitor Information Centres over the Christmas / New Year period are outlined below:-

Blackbutt Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Sun 9:00am to 3:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Kingaroy Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:30pm Sat-Sun 10:00am to 4:00pm

	Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Murgon Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Sat 9:00am to 4:00pm Sun 10:00am to 1:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Nanango Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:30pm Sat 10:00am to 4:00pm Sun 10:00am to 2:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Wondai Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Sun 9:00am to 4:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day

Officer's Recommendation

That:

- Council closes administration offices, depots and library facilities on Friday 18 December 2015 at the following times for the purpose of allowing Council employees to attend the staff Christmas function:
 - Blackbutt – 11:30am
 - Kingaroy – 12:30pm
 - Murgon – 11:15am
 - Nanango – 11:45am
 - Proston – 11:15am
 - Wondai – 12:00pm
- Council will generally be closed from Friday 18 December 2015 and re-open on Monday 4 January 2016. With all Customer Service centres and Council Libraries remaining open until 12:00pm Thursday 24 December 2015 and re-open on Monday 4 January 2016.
- The operating hours for the region's Visitor Information Centres over the Christmas / New Year period are outlined below:-

Blackbutt Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Sun 9:00am to 3:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Kingaroy Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:30pm Sat-Sun 10:00am to 4:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Murgon Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Sat 9:00am to 4:00pm Sun 10:00am to 1:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
Nanango Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:30pm Sat 10:00am to 4:00pm Sun 10:00am to 2:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day

Wondai Visitor Information Centre (Accredited)	Hours: Mon-Sun 9:00am to 4:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
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4. Key staff will be rostered on to undertake on-call, emergency and other essential work where required during the Christmas Closedown period.
5. Council will advise employees to use accrued leave entitlements (eg. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.

Financial and Resource Implications

Budget funds provided for the costs associated with the office and library closures.

Link to Corporate/Operational Plan

EXC3.4 Develop and promote an environment where our people feel valued and rewarded for their performance.

Communication/Consultation (Internal/External)

Advice of Christmas Closedown will be provided to the relevant Unions by Human Resources.

Human Resources will advise employees of the closedown via newsletter, email, payslip message, intranet and notices in depots etc.

Council will notify the community of the changes to opening times in local newspaper, on Council's website, social media and possibly via radio announcements.

Notices will also be placed in the Customer Contact offices and locations in the weeks prior to the closedown.

Legal Implications (Statutory Basis, Legal Risks)

N/A

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

N/A

8.0 Portfolio - Water, Wastewater and Sport Development

8.0.1 Water, Wastewater & Sport Development Portfolio Report

Document Information

IR No 1467093

Author Cr Barry Green

Date 22 June 2015

Précis

Water, Wastewater & Sport Development Portfolio Report

Summary

Water, Wastewater & Sport Development Portfolio Report

Officer's Recommendation

That the Water, Wastewater & Sport Development Portfolio Report to Council be received.

9.0 Portfolio - Natural Resource Management, Parks and Indigenous Affairs

9.0.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Document Information

IR No 1467116

Author Cr Kathy Duff

Date 22 June 2015

Précis

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Summary

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

That the Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

10.0 Portfolio - Finance, Planning and ICT

10.0.1 Finance, Planning and ICT Portfolio Report

Document Information

IR No 1467256

Author Cr Keith Campbell

Date 22 June 2015

Précis

Finance, Planning and ICT Portfolio Report

Summary

Finance, Planning and ICT Portfolio Report to Council.

Officer's Recommendation

That the Finance, Planning and ICT Portfolio Report to Council be received.

10.1 Finance (F)

Officer's Reports

10.1.1 F - 1468930 - Monthly Financial Statements

Document Information

IR No 1468930

Author Finance Officer (Financial Reporting)

Endorsed By General Manager Finance

Date 15 June 2015

Précis

Report on the Financial Position of South Burnett Regional Council as at 15 June 2015.

Summary

The following information provides a snapshot of Council's Financial Position as at 15 June 2015.

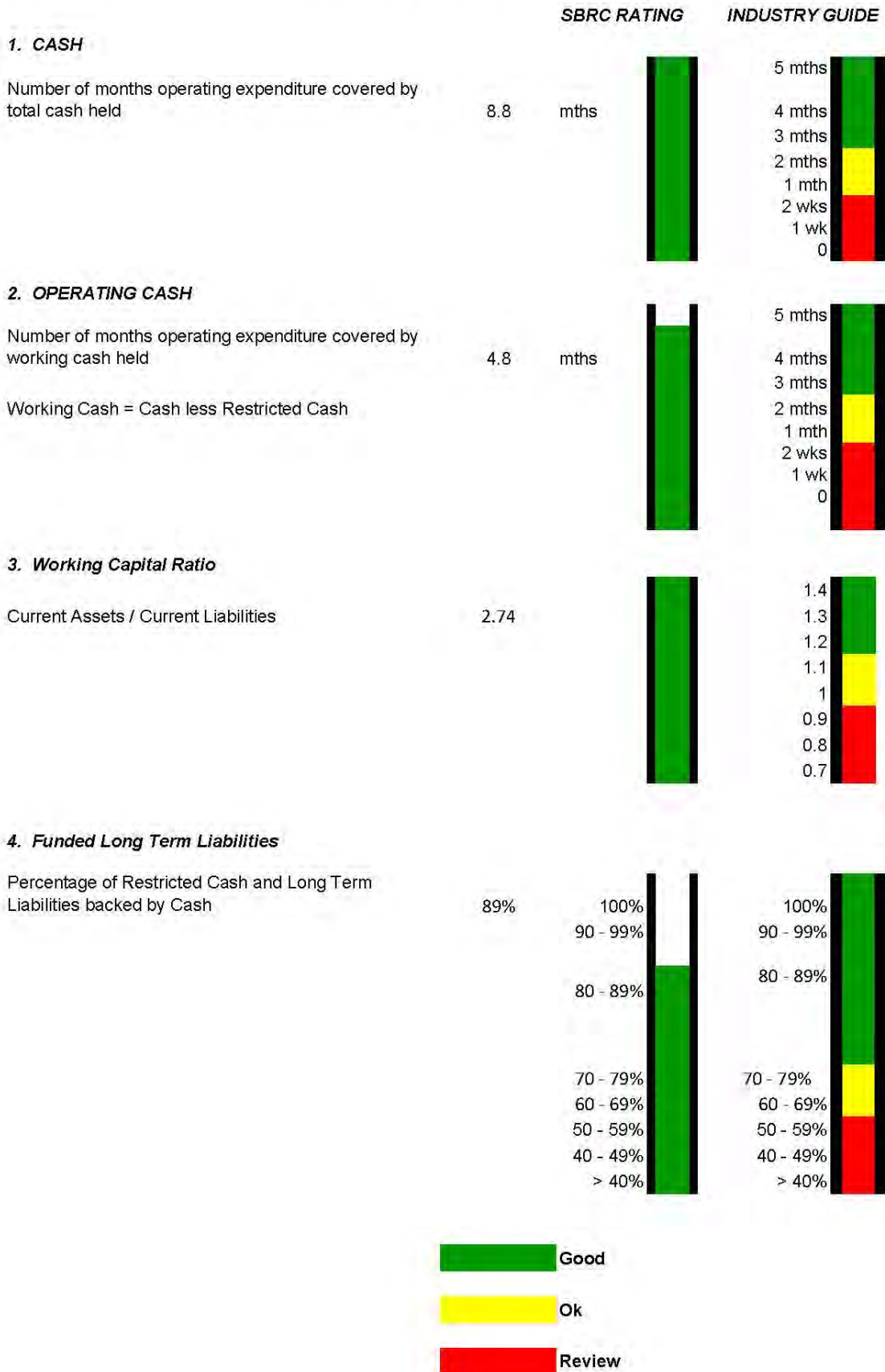
Officer's Recommendation

That the Monthly Financial Report as at 15 June 2015 be received and noted.

Key Financial Ratios

SOUTH BURNETT REGIONAL COUNCIL

FINANCIAL SCORECARD



Statement of Comprehensive Income**Statement of Comprehensive Income**

As at 15 June 2015
97% of Year Complete

	2015	Amended Budget	Variance
	\$	\$	%
Income			
Revenue			
Recurrent Revenue			
Rates, levies and charges	41,189,390	40,708,675	101%
Fees and charges	4,123,762	4,125,399	100%
Rental Income	451,312	463,030	97%
Interest received	1,454,171	1,657,190	88%
Sales revenue	5,632,453	5,348,620	105%
Other Income	655,631	910,102	72%
Grants, subsidies, contributions and donations	14,184,747	15,785,346	90%
	<u>67,691,467</u>	<u>68,998,362</u>	
Capital Revenue			
Grants, Subsidies, Contributions & Donations	3,286,975	3,808,477	86%
	<u>70,978,442</u>	<u>72,806,839</u>	
Total Revenue	<u>70,978,442</u>	<u>72,806,839</u>	
Total Income	<u>70,978,442</u>	<u>72,806,839</u>	
Expenses			
Recurrent Expenses			
Employee benefits	22,482,857	25,422,958	88%
Materials and services	23,494,547	25,896,292	91%
Finance costs	1,801,087	2,446,730	74%
Depreciation and amortisation	12,522,532	12,634,005	99%
	<u>60,301,022</u>	<u>66,399,985</u>	
Capital Expenses			
	(519,144)	(923,623)	56%
	<u>59,781,878</u>	<u>65,476,362</u>	
Total Expense	<u>59,781,878</u>	<u>65,476,362</u>	
Net Result	<u>11,196,564</u>	<u>7,330,477</u>	

Statement of Financial Position

Statement of Financial Position
As at 15 June 2015

	2015 \$	Original Budget \$
Current Assets		
Cash and Cash Equivalents	46,078,516	50,632,230
Trade and Other Receivables	16,523,159	9,669,729
Inventories	1,046,188	824,044
Investments	-	10,000
Total Current Assets	63,647,863	61,136,004
Non-Current Assets		
Trade and other receivables	20,242	20,242
Investment Property		
Property, Plant and Equipment	819,926,829	813,269,163
Intangible Assets	7,643,981	6,234,639
Total Non-Current Assets	827,591,052	819,524,044
TOTAL ASSETS	891,238,915	880,660,047
Current Liabilities		
Trade and other payables	16,338,860	6,548,909
Borrowings	3,622,878	1,687,761
Provisions	3,264,734	3,184,739
Total Current Liabilities	23,226,472	11,421,410
Non-Current Liabilities		
Borrowings	30,627,090	34,674,093
Provisions	10,616,231	10,616,231
Total Non-Current Liabilities	41,243,321	45,290,324
TOTAL LIABILITIES	64,469,793	56,711,733
NET COMMUNITY ASSETS	826,769,122	823,948,314
Community Equity		
Asset Revaluation Surplus	395,865,569	402,909,686
Retained Surplus/(Deficiency)	430,903,553	421,038,628
TOTAL COMMUNITY EQUITY	826,769,122	823,948,314

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

EC1.1 Development and implement long term financial plans and indicators to achieve optimum use of resources and alignment to strategic priorities.

Communication/Consultation (Internal/External)

N/A

Legal Implications (Statutory Basis, Legal Risks)

N/A

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

N/A

10.1.2 F - 1468151 - South Burnett Regional Council Monthly Capital Works Report

Document Information

IR No 1468151

Author Financial Accountant (Asset Management)

**Endorsed
By** General Manager Finance

Date 12 June 2015

Précis

Report of the Capital Works of South Burnett Regional Council as at 12 June 2015.

Summary

The following information provides a snapshot of Council's Capital Works as at 12 June 2015.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 12 June 2015 be received and noted.

South Burnett Regional Council
Capital Works Program - 2014/2015

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
LAND				
Land for Sale				
	Decontaminate Old Depot		29,034.95	31,100.00
	Sale to BGA		22,162.48	21,920.00
TOTAL LAND		-	51,197.43	53,020.00
BUILDINGS				
Administration Offices				
Kingaroy Office	Repair Photocopier Room	8,000.00	-	-
	Upgrade Kitchen	40,000.00	-	-
	Additional Security Exit to Executive Services Area	-	-	-
	Roof Leak - Western Portion	-	100.00	-
Murgon Office				
	New Automatic Doors	-	-	9,000.00
Nanango Office				
	Replace Roof & Gutters	20,000.00	-	-
	Upgrade Electrical Switchboard	-	5,985.45	5,900.00
	Upgrade Electrical Switchboard	-	2,495.50	4,600.00
	Reinststate Carpark	-	-	20,000.00
Total Administration Offices		68,000.00	8,580.95	39,500.00
Aerodromes				
Kingaroy	Weather Forecasting Station	60,000.00	66,309.27	70,000.00
Total Aerodromes		60,000.00	66,309.27	70,000.00
Art Galleries				
Wondai Art Gallery	Building Renovations	30,000.00	71,212.11	70,000.00
Total Art Galleries		30,000.00	71,212.11	70,000.00
Caravan Parks				
Murgon Caravan Park	Install Dump Point & Remove Damaged Services	-	3,545.32	4,000.00
	Internal & external painting of Amenities	-	-	13,000.00
Wondai Caravan Park	New Amenities Block	150,000.00	-	-
Total Caravan Parks		150,000.00	3,545.32	17,000.00
Cemeteries				
Kingaroy	New Wall Plinths	7,500.00	4,350.67	7,500.00
Nanango	Cemetery Redevelopment	-	18,533.65	25,068.00
	New Wall Plinths	7,500.00	4,157.24	7,500.00
Wondai	Replace Toilet Block & Small Shed	75,000.00	62,243.20	75,000.00
Total Cemeteries		90,000.00	85,284.76	115,068.00
Depots				
	Nanango - Boundary Fence	-	-	15,680.00
Total Depots		-	-	15,680.00
Disaster Management				
Murgon SES	Re Roof	-	-	10,000.00
Nanango SES	Building Renovations	-	90,291.64	90,500.00
Total Disaster Management		-	90,291.64	100,500.00
Halls				
Boondooma Hall	Structural Repairs	10,000.00	-	-
		10,000.00	-	-
Kingaroy Town Hall	Repaint External Building	60,000.00	-	60,000.00
	Kitchen Renovations	-	-	-
	New Key and Lock System	-	-	-
		60,000.00	-	60,000.00
Mondure Hall	Replace Doors at Side Entrance	-	2,227.27	2,250.00
		-	2,227.27	2,250.00
Murgon Town Hall	Mobile Stairs	12,000.00	-	-
		12,000.00	-	-
Nanango Cultural Centre	Replace Warped Floor	12,000.00	36,943.99	27,000.00
	Replace Tables & Chairs	50,000.00	67,466.36	67,500.00
	Replace Cultural Centre Roof	-	102,566.38	96,100.00
	New Cold Room	-	-	14,000.00
		62,000.00	196,976.73	204,600.00
Wondai Town Hall	Toilet Repairs	-	-	-
	Mobile Stairs	12,000.00	-	-
		12,000.00	-	-
Total Halls		166,000.00	199,204.00	266,850.00
Housing				
Rental	Brighthaven Units - Airconditioning in each unit	28,000.00	12,632.73	13,000.00
	Floor Coverings - 41 McAlister St, Murgon	-	-	5,000.00
Total Housing		28,000.00	12,632.73	18,000.00

South Burnett Regional Council
Capital Works Program - 2014/2015

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
Museums				
Boondooma Homestead	Restoration Materials	-	2,081.82	10,257.00
		-	2,081.82	10,257.00
Ringsfield House	New Roof	-	5,126.89	5,200.00
		-	5,126.89	5,200.00
Total Museums		-	7,208.71	15,457.00
Parks & Gardens				
	Murgon Skate Park	-	30,379.99	33,680.00
	Murgon Youth Park Graffiti Wall	-	14,260.00	14,260.00
	Pioneer Park Nanango - Power Outlet Upgrade	-	328.00	320.00
	Preston Skate Park	-	3,726.12	3,726.00
	Lions Park Murgon - Upgrade	-	11,829.00	-
	Kingaroy Memorial Park - RSL Monument Statue	-	1,390.60	25,000.00
	Graffiti Sealing - Dingo Park Wandai Toilets	-	-	-
	Graffiti Sealing - O'Neil Square Kingaroy Toilets	-	-	-
	Graffiti Sealing - Lions Park Kingaroy Toilets	-	-	-
	Butter Factory Park - Bike Training (Insurance)	-	14,360.91	16,606.00
	Lions Park Nanango - Toilet	-	-	-
	Murgon Lions Park - Playground/EBQ	15,000.00	-	12,000.00
Total Parks & Gardens		15,000.00	76,274.62	105,592.00
Private Hospital				
Building Projects	Roof & Ceiling Repairs	-	100,559.43	129,200.00
	Replace AC unit	-	-	-
	Fire Panel etc.	-	50,130.00	53,270.00
	Bathroom Renovations	-	-	-
	Electrical Upgrade	-	-	-
	Generator	-	-	1,614.00
	Room Renovations	-	3,463.64	3,464.00
Plant & Equipment Projects	Surgery Equipment Upgrade	110,000.00	47,000.00	94,000.00
Total Private Hospital		110,000.00	201,153.07	281,548.00
Public Conveniences				
	Glendon St Toilets - Redesign & Refurbish	-	1,875.00	2,000.00
Total Public Conveniences		-	1,875.00	2,000.00
Saleyards				
Coolabunia	Yards Upgrades	-	-	-
	Ramp	-	18,049.01	19,000.00
		-	18,049.01	19,000.00
Clearing Dips				
Preston Dip	Dip Upgrades	-	11,450.04	12,000.00
		-	11,450.04	12,000.00
Total Saleyards		-	29,499.05	31,000.00
Sport & Recreation				
Regional Sportsgrounds	Maidenwell Sportsground	-	-	1,052.00
	Maidenwell Sportsground - Dump Point	-	10,527.38	-
		-	10,527.38	-
Murgon	PCYC - Replace Roof	100,000.00	-	-
	Showgrounds - Refurbish, Repair & Repaint Grandstand	60,000.00	38,649.09	60,000.00
		160,000.00	38,649.09	60,000.00
Wondai	Sportsground - Upgrade Facilities	100,000.00	5,417.26	7,000.00
	Netball - Relocate building to Wheatlands School	5,000.00	-	-
		105,000.00	5,417.26	7,000.00
Total Sport & Recreation		265,000.00	54,593.73	68,052.00
Swimming Pools				
Blackbutt	Safety Audit Requirements - Blackbutt Pool	-	5,621.35	5,500.00
		-	5,621.35	5,500.00
Kingaroy	Paint Kiosk (External & Inside)	-	2,130.00	21,460.00
	Fibreglass Toddler Pool	40,000.00	37,301.00	37,300.00
	Chlorine Control System Upgrade	-	-	-
	Safety Audit Requirements - Kingaroy Pool	-	23,341.35	24,600.00
	Learn to Swim Pool Blanket	20,000.00	2,202.27	20,000.00
	Foot Valve	-	8,585.77	9,000.00
	Pool cover and roller Kingaroy Pool Kids	-	-	8,000.00
	Toddler Pool Heat Blanket	-	-	20,000.00
	Pool Repair	-	-	-
		60,000.00	73,560.39	140,360.00
Murgon	Relocate Heated Water to Toddlers Pool	-	-	-
	Repaint Pool & Building	-	65,910.00	65,900.00
	Replace Kiosk & Change Rooms	584,000.00	143,853.24	151,800.00
	Survey Murgon Pool Land	-	-	-
	Safety Audit Requirements - Murgon Pool	-	4,859.16	4,900.00
		584,000.00	214,622.40	222,600.00
Nanango	Repair Roof	-	-	-
	Replace Expansion Joints	-	-	-
	New Blankets	20,000.00	3,143.64	20,000.00
	Safety Audit Requirements - Nanango Pool	-	12,776.59	13,400.00
		20,000.00	15,920.23	33,400.00

South Burnett Regional Council
Capital Works Program - 2014/2015

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
Wondai	Redirect Back Wash to Stormwater	-	-	10,000.00
	Residence Dress/Plant Shed - Carpet & Timber Post Brackets	10,000.00	-	-
	Repaint Non Slip Surface in Wading Pool	-	4.88	-
	Safety Audit Requirements - Wondai Pool	-	3,469.42	4,100.00
		10,000.00	3,474.10	14,100.00
Regional Pools	Safety Audit Requirements	180,000.00	-	-
		180,000.00	-	-
Total Swimming Pools		854,000.00	313,398.47	415,960.00
Tourism Facilities				
Yallakool Tourist Park	Amenities Upgrades	-	315,411.90	164,072.00
	Cabin Upgrades	5,000.00	1,617.28	5,000.00
	Road Signage	-	3,054.73	273.00
	New Cabins	350,000.00	168,107.45	350,000.00
		355,000.00	488,191.36	519,345.00
Lake Boondooma	New Cabins	300,000.00	165,122.51	300,000.00
	Cabin Upgrades	5,000.00	5,697.40	5,000.00
		5,000.00	5,697.40	5,000.00
Kingaroy VIC	New/Internal Painting & Touch up	5,000.00	-	-
		5,000.00	-	-
Total Tourism Facilities		655,000.00	659,011.27	824,346.00
TOTAL BUILDINGS		2,481,000.00	1,884,074.70	2,456,552.00
PLANT & EQUIPMENT				
INFORMATION SERVICES				
ICT	User Hardware	135,000.00	-	135,000.00
	Computer Infrastructure & Upgrade	-	114,927.97	-
	Business Operating System	667,000.00	471,681.06	1,009,960.00
	Server Hardware	30,000.00	31,222.49	32,530.00
	Photocopiers & Printers	160,000.00	130,307.00	143,056.00
	Telecommunication (2 way radio & phone base stations)	75,000.00	195,249.37	271,344.00
	Durong Communication Tower	-	126,979.44	150,000.00
	Disaster Recovery	90,000.00	-	62,800.00
	Kingaroy Depot - Upgrade Link	35,000.00	-	35,000.00
TOTAL INFORMATION SERVICES		1,192,000.00	1,070,361.32	1,839,480.00
PLANT & FLEET MANAGEMENT				
Plant & Equipment	Plant Fleet Purchases	2,786,050.00	2,325,407.91	3,402,050.00
TOTAL PLANT & FLEET MANAGEMENT		2,786,050.00	2,325,407.91	3,402,050.00
TOTAL PLANT & EQUIPMENT		3,978,050.00	3,395,769.23	5,241,530.00
INFRASTRUCTURE				
Streetscapes				
	Drayton Street Streetscapes	900,000.00	239,683.60	2,100,000.00
	Fitzroy Street Streetscape	-	67,720.60	-
	Scott Carpark (Incl. Little Drayton Laneway)	-	217,493.23	-
	Henry Street Roadworks	-	565,296.60	-
	Henry Street Streetscape	-	78,701.07	-
	Wondai Community Development - Stage 1	-	170,539.54	173,000.00
	<i>Donations to above</i>			
	<i>Infrastructure Subsidy 2013/14</i>			
	<i>Local/State Subsidies</i>			
Total Streetscapes		900,000.00	1,359,435.04	2,273,000.00
Town Entrance Statements				
Signage	Replace Town Entrance Statements	175,000.00	-	200,000.00
Total Town Entrance Statements		175,000.00	-	200,000.00
ROADS				
Bridges				
	Timber Bridge - Sandy Cr (Drayton St Nao)	-	128,296.96	128,500.00
	Gayndah Hivesville	-	93,844.85	-
	Kumbia Brooklands	-	45,560.15	-
	Hansens Gully Bridge, Mundure Road	-	28,010.00	30,000.00
	Campbells Road	60,000.00	28,911.72	35,000.00
	Stonelands Road Bridge	-	1,386.61	1,500.00
	Daniels Bridge, Weens Road	-	26,821.50	30,000.00
Total Bridges		60,000.00	352,820.79	225,000.00
Minor Capital Works				
Intersection Improvements				
	Scott/Hathaway 1 sect Reshape (Denarkin)	-	-	-
Rural Drainage				
	Rackemanns Road	-	1,988.00	2,000.00
	Wattlecamp Road - Culvert Upgrade (RTR Carry Over)	-	16,287.82	16,300.00
	Campbells Road	100,000.00	49,718.22	60,000.00
		100,000.00	67,974.04	68,300.00
Urban Roads				
	Crawford Road	-	-	-
	Dalby St Naniango - (Gipps/Fitzroy) Construct Road	100,000.00	17,430.09	100,000.00
	Venman St Kingaroy - Replace Kerb & Channel	100,000.00	273,962.12	260,000.00
	Sandy Creek Pedestrian Bridge	-	612.07	50,000.00
	Horse Gully Flood Mitigation Project	-	26,355.99	200,000.00
	Dingo Creek Pedestrian Bridge	-	111,337.34	150,000.00
		200,000.00	429,697.61	760,000.00

**South Burnett Regional Council
Capital Works Program - 2014/2015**

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
Rural Roads				
	Franks Road Reconstruction (RTR Carry Over)	-	207,997.46	247,000.00
	Minmore Road Wattlegrove Ch3100 - 3700	80,000.00	6,394.70	80,000.00
	Semgreens Road (Lucas to Bellbird) - Sealing	120,000.00	130,241.58	340,000.00
		200,000.00	344,633.74	667,000.00
Car Parks				
	Glendon Street Carpark	300,000.00	6,192.96	10,000.00
		300,000.00	6,192.96	10,000.00
Gravel Resheeting				
	Gravel Resheeting	-	396,649.76	-
			396,649.76	
Pavement Rehabilitation				
	Kumba Road	1,200,000.00	1,218,909.01	1,305,000.00
	Main Street, Hivesville - Pavement Rehabilitation	-	34,387.78	35,000.00
	Powerlink Contribution			
		1,200,000.00	1,253,296.79	1,340,000.00
Footpaths & Bikeways				
	Baynes Street, Wondai	-	-	-
	Haly Street, Kingaroy	-	3,193.22	3,200.00
	Blake St Proston (Rodney to Collingwood)	130,000.00	16,624.33	130,000.00
	Burnett St Nanang (Goode to Mill Flat)	70,000.00	40,984.81	41,000.00
	Gore St Murgon (adjacent to Skate Park)	30,000.00	42,648.46	43,000.00
	Albert St Kingaroy (Youngman to Jarrah)	170,000.00	137,463.42	166,800.00
	Scott St Wondai (Edward St to Sportsground)	80,000.00	-	-
		480,000.00	240,914.04	384,000.00
Total Minor Capital Works		2,480,000.00	2,739,358.94	3,229,300.00
Road Levy				
Division 1				
	Wattlecamp Road	-	-	-
Division 2				
	Douglas Street (Kerb & Channel)	-	34,849.01	35,000.00
	Langton Rd (Ch 560-1000)/Bowman Rd (Ch 1945-2195)	-	21,841.49	22,000.00
	Langton Rd/Bowman Rd Intersection	-	11,656.88	11,600.00
	Pine St (Coulson/Douglas - Minor Urban Seal & Kerb & Channel)	-	53,922.51	54,000.00
	Pine St (Miller/Morris - Minor Urban Seal)	-	374.56	-
	Franks Road	-	-	-
			122,543.44	122,600.00
Division 5				
	Beresford Street, Proston	-	-	-
Division 6				
	Alexander St Wooroolin (Carpark)	-	-	-
	Weens Road	-	-	-
Total Road Levy			122,543.44	122,600.00
Reseals				
Southern Area				
	Hart Street	-	533.00	2,060,000.00
	Alexander Lane	6,966.00	3,703.66	-
	Almond Road	6,963.00	6,796.57	-
	Anderson Road	17,337.00	17,242.54	-
	Bowman Road	-	9,434.23	-
	Bunya Way	40,766.00	28,283.18	-
	Butts Lane	6,889.00	4,088.86	-
	Cairns Street	9,398.00	7,869.11	-
	Chester Street	42,803.00	45,377.63	-
	Clapperton Road	1,848.00	1,374.66	-
	Cobby Road	45,293.00	29,377.12	-
	Coomba Waterhole Road	48,185.00	53,385.57	-
	Corbett Street	7,600.00	6,292.44	-
	Darley Crossing Road	24,115.00	25,707.71	-
	Digging Road	14,908.00	10,781.28	-
	Douglas Street	22,234.00	21,375.50	-
	Embrey Road	9,656.00	6,954.67	-
	Fitzroy Street	-	342.36	-
	Franks Road	-	18,152.42	-
	George Green Road	36,496.00	23,201.42	-
	George Street	21,340.00	12,125.33	-
	Gipps Street	22,628.00	18,327.43	-
	Gipps Street North	4,014.00	3,937.12	-
	Grant Road	17,351.00	20,796.58	-
	Greenhills Drive	57,208.00	36,220.36	-
	Grey Street	19,435.00	16,786.64	-
	GS Wilson Drive	21,626.00	14,177.95	-
	Hamilton Road	2,986.00	2,667.99	-
	Hardgrave Road	43,647.00	44,277.94	-
	Henry Street	-	39,429.40	-
	Hilary Road	35,861.00	31,956.84	-
	Hohnke Road	16,562.00	9,291.20	-
	Howlett Lane	4,729.00	4,346.46	-
	Kassulke Road	18,925.00	12,709.61	-
	Kurajong Drive	-	-	-
	Langton Road	33,520.00	25,501.78	-
	Major Road	-	-	-
	Martin Crescent	49,875.00	57,411.53	-
	Middle Creek Cooyar Road	102,490.00	77,990.48	-
	Millis Way	20,017.00	18,892.43	-
	Muir Street	4,368.00	3,920.26	-
	Munro Street	9,360.00	6,839.19	-
	Myrtle Court	10,020.00	7,537.37	-
	Nanango Brooklands Road	-	-	-

**South Burnett Regional Council
Capital Works Program - 2014/2015**

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
	Nukku North Road	10,630.00	10,636.20	-
	Palace Lane	5,076.00	3,481.93	-
	Parsons Street	4,668.00	2,783.34	-
	Pine Street	4,275.00	4,260.67	-
	Pitts Road	11,445.00	9,774.88	-
	Pool Street	4,655.00	4,136.61	-
	Railway Street	9,380.00	14,142.09	-
	Ridge Road	-	-	-
	Hathaway Street (Scott Intersection)	7,500.00	4,385.87	-
	Scott Street (Hathaway Intersection)	-	4,385.87	-
	Scotts Close	18,429.00	13,628.60	-
	Tandungie School Road	41,302.00	31,682.67	-
	Tom Smith Drive	25,411.00	22,349.71	-
	Williams Road	139,819.00	140,989.56	-
	Youngs Lane	4,699.00	3,153.30	-
		1,144,508.00	1,053,900.12	2,060,000.00
Central Area				
	Oliver Street	-	578.50	-
	Allens Road	2,622.00	2,032.71	-
	Andrew Street	7,148.00	7,325.73	-
	Bonds Road	4,784.00	3,828.16	-
	Denmark Road	43,473.00	35,909.35	-
	Dunfords Road	6,999.00	5,307.93	-
	Fredrick Street	17,522.00	16,563.80	-
	Kate Street	20,921.00	16,122.85	-
	Logans Road	4,820.00	8,285.81	-
	Moonya Street	-	492.00	-
	Petersen Drive	-	29,706.41	-
	Wellers Road	87,870.00	64,386.55	-
	West Wooolin Road	133,469.00	106,750.35	-
		329,628.00	297,290.15	-
Northern Area				
	Krebs Street	-	136.65	-
	Bramston Lane	4,807.00	1,667.81	-
	Butler Drive	59,365.00	36,949.31	-
	Burrows Street	-	43,639.51	-
	Cloyne West Road	30,813.00	23,826.74	-
	Coase Lane	12,888.00	9,083.07	-
	Cooper St (Nutt St Intersection)	9,234.00	8,809.58	-
	Cosy Dell Lane	8,930.00	7,527.88	-
	Cranitch Street	6,098.00	6,023.69	-
	Elizabeth Place	2,087.00	2,310.00	-
	Haager Drive	48,581.00	46,467.78	-
	Hines Road	2,401.00	3,772.30	-
	Hodge Street	12,395.00	15,836.61	-
	Jellicoe Street	12,666.00	10,855.99	-
	Jones Street	5,640.00	5,246.35	-
	Kemp Street	-	27,640.97	-
	Lavers Road	-	29,358.20	-
	Main Street (Tingoora)	19,003.00	18,705.49	-
	McKenzie Road	3,610.00	2,016.71	-
	McLucas Crescent	17,002.00	13,450.76	-
	North Street	-	12,903.69	-
	Nutt St	4,347.00	4,382.50	-
	Rails Avenue	-	-	-
	Rifle Range Road	14,145.00	12,658.25	-
	Rippingale Street	14,019.00	7,641.56	-
	Rose Road	35,915.00	22,744.06	-
	Sempfs Avenue	-	-	-
	Shiraz Court	3,633.00	2,685.56	-
	Steinhardt's Road (Removed from Program)	84,637.00	-	-
	Stonelands Road	43,539.00	28,959.62	-
	Susan Crescent	19,098.00	14,531.75	-
	Tesch's Road	57,899.00	44,944.93	-
	Thompson St	2,637.00	3,188.10	-
	Webbers Bridge Road	96,470.00	50,909.81	-
	Wesslins Road	41,803.00	32,716.05	-
	William Webber Road	79,500.00	50,181.98	-
	Wilson's Road	38,125.00	77,799.56	-
		850,277.00	708,474.64	-
Total Reseals		2,324,413.00	2,059,664.91	2,060,000.00
TIDS Works				
LRRS Projects				
	Blackbutt Crows Nest Road D 80-3-20 (261/LGSR/15)	-	3,803.88	4,000.00
	Radunz Road Ch D - 1-100(261/LGSO/002)	-	1.82	-
	Gayndah Hivesville Rd B8-30-88-33km Sunday Ck Bridge (261/LGSR/13)	2,100,000.00	1,412,484.43	1,510,000.00
	Kumbia Brooklands Rd - Stuart River Bridge (261/LGSR/21)	3,109,477.00	1,415,680.19	1,465,000.00
Total TIDS WORKS		4,209,477.00	2,831,950.12	2,979,000.00
Roads to Recovery				
	Franks Road	-	38,234.01	-
	Malar Road	-	63.45	-
	Stuart Valley Drive	-	342.65	-
	Transmitter Road - Tingoora Charleston Rd	-	208.15	-
	Wattlecamp Road	-	498.58	-
	Clark & Swendon Road - Floodway	169,000.00	-	-
	Ellesmere Road Intersection (Stuart Valley Road)	-	-	-
	Ironpot Road - Sealing (Ch15800-16400)	205,000.00	146,949.45	205,000.00
	Fisher & Moore Sts - Intersection Upgrade	150,000.00	25,425.37	150,000.00
	Markwell Street - Pavement Rehab and K&C	350,000.00	251,023.75	487,862.00
	Brights Road	300,000.00	401,801.96	300,000.00
Total Roads to Recovery		1,174,000.00	864,547.39	1,142,662.00
Loan Funded Projects	Blackbutt Town Development	1,420,000.00	-	1,500,000.00
	Pine Street Construction (Miller/Morris)	-	136,934.60	-
	Coulston Street Construction (Muir/Pine)	-	278,079.88	-
	Railway St - Blackbutt - ch 90 to ch 150	-	41,266.64	-
	Coulson St, Blackbutt - Stormwater	-	61,327.98	-

South Burnett Regional Council
Capital Works Program - 2014/2015

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
	Reseals			
	Reseal/Prep Works Blackbutt Streets	-	-	-
	Chester La Street	6,308.00	4,351.28	-
	Coulson Street	-	6,706.95	-
	Creek Street	3,473.00	4,384.29	-
	Crofton Street	18,789.00	15,373.57	-
	Janice Court	21,614.00	17,585.11	-
	John Street	23,906.00	14,232.50	-
	Thomas Street	5,910.00	4,238.81	-
	Total Blackbutt Town Development	1,500,000.00	584,371.61	1,500,000.00
	Memetambi Estate Development	2,138,400.00	-	-
	Total Loan Funded Projects	3,638,400.00	584,371.61	1,500,000.00
	Soil Laboratory			
	Soil Lab Capital Equipment	10,000.00	396.00	10,000.00
	Total Soil Laboratory	10,000.00	396.00	10,000.00
	TOTAL ROADS	14,971,290.00	10,915,088.24	13,741,562.00
	NDRRA - Additional Loan Funded Projects			
	NDRRA Complementary Works	500,000.00	13,154.00	500,510.00
	FR 2013 - SBRC 114.13	-	1,127.11	-
	FR 2013 - SBRC 041.13	-	181,306.00	-
	SBRC 153.13 - Wattcamp Road	-	1,640.48	-
	Total NDRRA - Additional Loan Funded Projects	500,000.00	197,227.59	500,510.00
	NDRRA - Other Projects			
	SBRC 114.13 - Rwer Road Sewer Main	-	1,433,299.51	-
	SBRC 114.13 - Rwer Road Sewer Main	-	376,421.62	-
	SBRC 169.13 - Gordonbrook Dam Spillway	-	2,136,426.43	-
	SBRC 172.14 - Lavers Road	-	475,629.45	-
	Total NDRRA - Other Projects	-	4,421,777.01	-
	WATER SERVICES			
	GENERAL OPERATIONS			
	Telemetry Upgrades	30,000.00	-	-
	TOTAL GENERAL OPERATIONS	30,000.00	-	-
	BLACKBUTT WATER			
	Mains Unallocated Budget	100,000.00	-	-
	WTP Unallocated Budget	20,000.00	-	-
	Pump Stns Unallocated Budget	-	-	-
	Reservoir Unallocated Budget	-	-	-
	Other Unallocated Budget	-	-	-
	Rechlorination Unallocated Budget	-	-	-
	TOTAL BLACKBUTT WATER	120,000.00	-	-
	KINGARROY WATER			
	Mains - Unallocated Budget	700,000.00	-	220,697.00
	Replace Rising Main - Stuart River-WTP	-	377,369.46	384,000.00
	Aford St (Youngman/William)	-	4,957.16	-
	Rising Main - Haly St Upgrade	-	-	-
	Replace Rising Main - Mt Wooroolin to Haly St	600,000.00	-	-
	Earl St (Water Rd/End)	-	1,970.66	-
	Goodgar Rd (Airport Link)	-	55,562.66	-
	Haly St (Fisher/Willowaten)	-	396.26	-
	James Street Main Replacement	-	85,368.09	-
	Booth Street Main Replacement	-	373.20	-
	William St Water Main Replacement	-	36.03	-
	Queen St Water Main Replacement	-	383.68	-
	Henry Street Main Replacement	-	2,586.04	-
	Reen St Water Main Replacement	-	2,391.70	-
	Mount Wooroolin to Pump Station	-	8,669.68	-
	Fisher/Moore Street Realignment	-	5,490.43	-
	WTP - Unallocated Budget	-	-	4,870,470.00
	DAF - Design & Tender	-	258,685.95	-
	DAF - Construction	-	-	-
	DAF Plant & Inlet Structure	-	-	-
	Replace Vacuum Priming with Diaphragms	-	-	-
	Replace Actuated Valves, Orifice Plates etc	-	-	-
	Refurb or Replace Building	-	-	-
	New Filters in conjunction with DAF	2,200,000.00	-	-
	Gordonbrook WTP - Raw Water Delivery 1	-	-	-
	Gordonbrook WTP - PAC Tank 2	-	79,496.60	-
	Gordonbrook WTP - Coag & Flocculation 3	-	-	-
	Gordonbrook WTP - Clarification 5	-	14,802.66	-
	Gordonbrook WTP - DAF 6	-	673,685.63	-
	Gordonbrook WTP - CW Storage & Pumps 7	-	44.25	-
	Gordonbrook WTP - PAC Dosing 8	-	-	-
	Gordonbrook WTP - Alum Dosing 9	-	413.50	-
	Gordonbrook WTP - Soda Ash Dosing 10	-	-	-
	Gordonbrook WTP - Poly Dosing 12	-	-	-
	Gordonbrook WTP - Hypochlorite Dosing 13	-	-	-
	Gordonbrook WTP - Sludge Handling 14	-	-	-
	Gordonbrook WTP - Potable Water 18	-	-	-
	Gordonbrook WTP - Service Water 19	-	-	-
	Gordonbrook WTP - Elect Control Inst 20	-	19,441.78	-
	Gordonbrook WTP - DAF Building 21	-	-	-
	Gordonbrook WTP - Exist WTP Building 22	-	-	-
	Gordonbrook WTP - Wastewater System 24	-	-	-
	Gordonbrook WTP - Siteworks 25	-	8,190.00	-
	Gordonbrook WTP - Commissioning 26	-	-	-
	Gordonbrook WTP - Design, RPT, Wetpots 27	-	895,414.61	-
	Gordonbrook WTP - Miscellaneous 28	-	400,693.66	-
	Gordonbrook WTP - VSD Upgrade	-	29,381.85	-
	Program Management	-	9,220.63	-
	Pump Stations - Unallocated Budget	-	-	-
	Rechlorination facility at Haly St PS	150,000.00	-	-
	Rechlorination facility at Orana PS	100,000.00	-	-
	Reservoir - Unallocated Budget	-	-	-
	New LLZ - SML Reservoir and Trunk Main	500,000.00	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
	TOTAL KINGARROY WATER	4,460,000.00	2,925,060.89	5,475,067.00

**South Burnett Regional Council
Capital Works Program - 2014/2015**

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
KUMBIA WATER				
	Mains - Unallocated Budget	-	-	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL KUMBIA WATER				
MURGON WATER				
	Mains - Unallocated Budget	140,000.00	-	144,000.00
	Watt St (Fearon/Lamb-Bunya Hwy) - Murgon	-	56,690.66	-
	Jaffries St (Gora/Nutt)	-	66,392.34	-
	WTP - Unallocated Budget	-	-	-
	Upgrade CWPS Rechlorination	-	979.65	-
	Upgrade CWPS Rechlorination	-	39,470.00	43,600.00
	WTP - Filter Media Upgrade	-	219.77	-
	PLC Control Upgrade	-	12,095.24	13,600.00
	Upgrade Telemetry WTP/PS Reservoirs	-	40,751.60	41,000.00
	Intake Upgrade & Land Acquisition	-	-	-
	Upgrade to Filter Media & Backwash Equipment	250,000.00	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Hospital Tower Upgrade	-	22,970.00	23,000.00
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL MURGON WATER		390,000.00	261,469.06	265,000.00
NANANGO WATER				
	Mains - Unallocated Budget	320,000.00	-	400,000.00
	Drayton St (Gippe/Henry)	-	155,486.91	-
	Chester St (Elk/Arpin)	-	1,426.00	-
	Henry St (Drayton/Arpin)	-	136,293.94	-
	Fitzroy Street	-	91,113.99	-
	Alfred Street	-	2,215.91	-
	Dalby St Water Main Installation	-	28,726.94	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL NANANGO WATER		320,000.00	417,262.69	400,000.00
PROSTON WATER				
	Main - Unallocated Budget	40,000.00	-	-
	Collins St (Drake/Wendai Rd)	-	659.87	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL PROSTON WATER		40,000.00	659.87	-
PROSTON RURAL WATER				
	Mains - Unallocated Budget	100,000.00	-	100,000.00
	Mt McEuen Rd Water main upgrade	-	33,538.49	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL PROSTON RURAL WATER			33,538.49	-
WONDAI WATER				
	Mains - Unallocated Budget	240,000.00	-	144,000.00
	Pring St Water Main Replacement	-	139,425.18	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Scott Street Pump Station Upgrade	-	4,749.49	5,000.00
	Reservoir - Unallocated Budget	-	-	-
	Hines Road - Lining & Repairs	-	90,641.82	-
	Other - Unallocated Budget	-	-	91,000.00
	Rechlorination - Unallocated Budget	-	-	-
TOTAL WONDAI WATER		240,000.00	234,816.49	240,000.00
WOOROOLIN WATER				
	Mains - Unallocated Budget	-	-	-
	WTP - Unallocated Budget	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Reservoir - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
	Rechlorination - Unallocated Budget	-	-	-
TOTAL WOOROOLIN WATER				
TOTAL WATER SERVICES		5,690,000.00	3,872,807.49	6,480,067.00
WASTEWATER SERVICES				
GENERAL OPERATIONS				
	Telemetry Upgrades	20,000.00	-	-
TOTAL GENERAL OPERATIONS		20,000.00		
BLACKBUTT WASTEWATER				
	Mains - Unallocated Budget	120,000.00	-	-
	Manholes - Unallocated Budget	-	-	-
	WWTP - Unallocated Budget	-	-	-
	WWTP - Sludge Dewatering Screen & Press	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
TOTAL BLACKBUTT WASTEWATER		120,000.00		
KINGAROY WASTEWATER				
	Mains - Unallocated Budget	700,000.00	-	459,769.00
	River Road Trunk Main Replacement	-	-	143,723.00
	Sewer Main Relining	-	393,490.50	-
	Fisher/Moore Sts Realignment	-	3,962.86	-
	Manholes - Unallocated Budget	-	20.13	-

South Burnett Regional Council
Capital Works Program - 2014/2015

Program/ Activity	Job Description	Original Budget	Actual YTD Costs	Revised Budget
	WWTP - Unallocated Budget	-	-	-
	Tender & Design Prep	-	0.30	-
	WWTP Upgrade	15,300,000.00	-	9,547,218.00
	WWTP Upgrade - Supervision	-	250,228.30	-
	WWTP Upgrade - Preliminary Works	-	254,663.54	-
	WWTP Upgrade - Stage 3 Design & Document	-	14,382.04	-
	WWTP Upgrade - Stage 4 Tender & Tender Assessment	-	223,688.40	-
	WWTP Upgrade - Stage 5 Supervision & Commissioning	-	282,014.42	-
	WWTP Upgrade - River Road Water Main	-	185,388.98	-
	Kingaroy WWTP - Septage Reception - 1	-	-	-
	Kingaroy WWTP - PTA - 2	-	440,913.13	-
	Kingaroy WWTP - Foulwater Pump Station 3	-	6,472.41	-
	Kingaroy WWTP - Bioreactor - 4	-	279,982.62	-
	Kingaroy WWTP - Underground Pipework - 5	-	-	-
	Kingaroy WWTP - Effluent Bal. Tank - 6	-	-	-
	Kingaroy WWTP - Outfall & Disinfection 7	-	339,477.36	-
	Kingaroy WWTP - Recyc Water Facility - 8	-	13,623.75	-
	Kingaroy WWTP - WAS Thickening - 9	-	-	-
	Kingaroy WWTP - Aerobic Digester - 10	-	-	-
	Kingaroy WWTP - Mechanical Dewatering 11	-	-	-
	Kingaroy WWTP - Potable Water System 12	-	-	-
	Kingaroy WWTP - Bulk Chem Dose Sys - 13	-	-	-
	Kingaroy WWTP - Elect Control Inst - 14	-	-	-
	Kingaroy WWTP - Admin Building - 15	-	22,313.63	-
	Kingaroy WWTP - Major Yard Pipework - 16	-	-	-
	Kingaroy WWTP - Steworks - 17	-	65,303.27	-
	Kingaroy WWTP - Commissioning - 18	-	-	-
	Kingaroy WWTP - Design, Rpt, WShops 19	-	1,742,472.06	-
	Kingaroy WWTP - Miscellaneous - 20	-	540,108.83	-
	Kingaroy WWTP - Construction	-	5,477.66	-
	Kingaroy WWTP - Hodges Rd Widen	-	3,267.62	-
	Program Management	-	9,135.92	-
	Kingaroy WWTP - Final Pond Desludge	-	-	-
	Pump Stns - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
KINGAROY WASTEWATER		16,000,000.00	5,076,388.35	10,150,710.00
MURGON WASTEWATER				
	Mains - Unallocated Budget	470,000.00	-	550,000.00
	Manholes - Unallocated Budget	-	-	-
	Sewer Main Relining	-	467,584.44	-
	WWTP - Unallocated Budget	-	-	-
	Inlet Screen	-	8,749.60	9,000.00
	Pump Stns - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
TOTAL MURGON WASTEWATER		470,000.00	476,334.04	559,000.00
NANANGO WASTEWATER				
	Mains - Unallocated Budget	370,000.00	-	374,530.00
	Relocated Rising Sewer Main Drayton Brid	-	-	-
	Relocate Gravity Sewer Drayton Sl	-	14,749.00	-
	Dalby St Sewer Extension	-	3,221.88	-
	Manholes - Unallocated Budget	-	352,437.35	-
	Manholes - Unallocated Budget	-	-	-
	WWTP - Unallocated Budget	-	-	-
	Change from Chlorine Gas to Hypo	-	4,103.55	-
	Pump Stations - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
TOTAL NANANGO WASTEWATER		370,000.00	374,511.73	374,530.00
PROSTON CED				
	Mains - Unallocated Budget	-	-	-
	Manholes - Unallocated Budget	-	-	-
	WWTP - Unallocated Budget	-	-	-
	Pump Stations - Unallocated Budget	-	-	-
	Other - Unallocated Budget	-	-	-
TOTAL PROSTON CED		-	-	-
WONDAI WASTEWATER				
	Mains - Unallocated Budget	350,000.00	-	472,668.00
	Sewer Main Relining	-	399,637.00	-
	Manholes - Unallocated Budget	-	-	-
	WWTP - Unallocated Budget	-	-	-
	Sludge Handling Upgrade	-	-	-
	Rotating Intake Screen	-	-	-
	Pump Stations - Unallocated Budget	80,000.00	-	-
	Other - Unallocated Budget	-	-	-
TOTAL WONDAI WASTEWATER		430,000.00	399,637.00	472,668.00
TOTAL WASTEWATER SERVICES		17,410,000.00	6,326,871.12	11,556,908.00
WASTE				
Regional Waste Management				
	Briggooda Transfer Station	25,000.00	-	26,777.00
	Chahpingah Transfer Station	-	-	-
	Cloyne Transfer Station	55,106.00	-	82,219.00
	Duroona Transfer Station	-	-	132,189.00
	Hivesville Transfer Station	202,030.00	-	89,028.00
	Home Creek - 2 Skip Bins	20,000.00	-	21,000.00
	Maidenwell Transfer Station	75,765.00	-	-
	Mimmerambi Transfer Station	-	-	21,000.00
	Wattlecamp Transfer Station	-	-	53,328.00
	Other Transfer Station Upgrades	515,455.00	-	-
Total Regional Waste Management		893,356.00	-	425,461.00
TOTAL WASTE		893,356.00	-	425,461.00
TOTAL CAPITAL WORKS PROGRAM		45,923,696.00	31,064,812.81	40,455,610.00

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

EC1.1 Development and implement long term financial plans and indicators to achieve optimum use of resources and alignment to strategic priorities.

Communication/Consultation (Internal/External)

Ongoing budget monitoring and review undertaken by all Departments.

Legal Implications (Statutory Basis, Legal Risks)

Works are part of normal operations.

Policy/Local Law/Delegation Implications

Works undertaken have been approved as part of 2014-2015 Budget.

Asset Management Implications

Asset registers will be updated on completion of projects.

10.1.3 F - 1468165 - LGM Assets - Offer of Membership 2015/2016**Document Information****IR No** 1468165**Author** General Manager Finance**Endorsed
By** Chief Executive Officer**Date** 11 June 2015**Précis**

Consideration of membership of LGM Assets 2015/16.

Summary

Queensland Local Government Mutual has now established another fund LGM Assets. The LGM Queensland Trust Deed will now provide for two Funds being a (new) Assets Fund and the (continuing) Liability Fund.

LGM Assets will facilitate the provision of cover across all classes of the insurable risk exposures, including (but not limited to):

- a) Industrial Special Risks (Property Protection);
- b) Comprehensive Motor Vehicle;
- c) Equipment & Machinery Breakdown;
- d) Marine;
- e) Personal Accident; and
- f) Corporate Travel.

Queensland Local Government Mutual has established the new self-insurance scheme to ensure that the scheme is fully funded from commencement. It is therefore proposed that members would, where possible, join LGM Assets based on their 2014/15 cost of insurances which was \$416,908.11 for South Burnett Regional Council exclusive of a \$10,000 brokerage fee.

Summarised below are the 2014/15 cost of insurances, which will be the insurance costs for the 2015/16 financial year.

Class of Insurance	2014/15 Premium	
Industrial Special Risks	\$251,321.11	plus GST and Stamp Duty
Motor Vehicle	\$142,800.00	plus GST and Stamp Duty
Equipment Breakdown	\$21,422.00	plus GST and Stamp Duty
Personal Accident (Group)	\$550.00	plus GST and Stamp Duty
Personal Accident (Voluntary Workers)	\$815.00	plus GST and Stamp Duty
Broker Fee	\$0.00	
Total	\$416,908.11	plus GST and Stamp Duty

Officer's Recommendation

That

1. Council accept the offer to join the LGM Assets Funds established by Queensland Local Government Mutual in addition to the Queensland Local Government Mutual Liability Fund.
2. the Chief Executive Officer accept the offer to join the LGM Assets Fund in writing and be authorised to sign any relevant documents as required to complete membership of the Fund.
3. Council pay the first year contributions within the required timeframe as required by the Queensland Local Government Mutual Scheme Rules.

Financial and Resource Implications

The first year cost of membership of the LGM Assets Fund will be the same as the cost of the insurance cover for 2014/15 less a \$10,000 brokerage fee. The initial year membership cost is \$416,908.11.

Link to Corporate/Operational Plan

EXC1.1 Develop and implement long term financial plans and indicators to achieve optimum use of resources and alignment to strategic priorities

Communication/Consultation (Internal/External)

Discussed with Council and the Leadership Team.

Legal Implications (Statutory Basis, Legal Risks)

Queensland Local Government Mutual advise that Local Governments are not required to tender before becoming a member of the LGM Assets Fund.

Policy/Local Law/Delegation Implications

Acceptance of offer by resolution of Council.

Asset Management Implications

Membership of LGM Assets Fund maintains the insurance cover for Council's assets.

10.1.4 F - 1469063 - Rate Exemptions and Remissions - Additions to Approved List (Blackbutt RSL at 17 Douglas Street, Blackbutt)

Document Information

IR No 1469063

Author Rates Team Leader

Endorsed By General Manager - Finance & Information Services

Date 12 June 2015

Précis

Requesting Council approve an ongoing rate remission for the Blackbutt RSL for their property situated at 17 Douglas Street, Blackbutt.

Summary

A request has been received from the Blackbutt RSL to allow a rate remission on their property situated at 17 Douglas Street, Blackbutt.

It is recommended that Council agree to provide a rate remission for the Blackbutt RSL.

Officer's Recommendation

That Council agree to provide a rate remission for the Blackbutt RSL situated at 17 Douglas Street, Blackbutt effective from 01/04/2015.

Financial and Resource Implications

Reduction in Council's Revenue

Link to Corporate/Operational Plan

EXC1.2 Optimise Council's revenue, based on realistic and equitable policies and practices.

Communication/Consultation (Internal/External)

Nil required – this is a specific request from a ratepayer

Legal Implications (Statutory Basis, Legal Risks)

Nil

Policy/Local Law/Delegation Implications

Revenue Policy, Revenue Statement.

Asset Management Implications

Nil

10.1.5 F - 1468209 - Fees and Charges Schedule

Document Information

IR No 1468209

Author General Manager Finance

Endorsed
By Chief Executive Officer

Date 12 June 2015

Précis

Fees and Charges for the South Burnett Regional Council.

Summary

Each year the Council considers the level of fees and charges.

The Fees and Charges Schedule attached includes both the Regulatory Fees and Commercial Charges.

Section 97(2) of the Local Government Act 2009 provides examples of a Cost Recover Fee/Regulatory Fee:

“A **cost-recovery fee** is a fee for—

- (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an **application fee**); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act; or
- (d) seizing property or animals under a Local Government Act; or
- (e) the performance of another responsibility imposed on the local government under the Building Act or the Plumbing and Drainage Act.”

A commercial fee is for a service which Council provides, however the service could also be sourced from another provider.

In the case of Cost Recovery Fee/Regulatory Fees the Act also states that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

The Fees & Charges in the attached schedule have been generally increased by 2.5%. However some fees have not changed from those charged in the 2014/2015 financial year and a more detailed review was undertaken for Building Charges. The charges for 2014/2015 financial year have been included in the schedule to allow comparison with the proposed charges for the 2015/2016 financial year.

As per section 98(1) of the Local Government Act 2009 South Burnett Regional Council maintains a register of Cost Recovery Fees.

Officer's Recommendation

That the Fees and Charges listed be received and adopted effective from 1 July 2015 continuing in place until further reviewed by Council.



Register of Fees & Charges



Contents

Animals - Domestic	Halls-Category B	Saleyards & Dips
Animals - Other	Halls-Category C	Searches
Art Gallery	Library	Soil Laboratory Testing
Bjelke-Petersen Dam	Pest Management	Subdivision - Engineering
Books	Planning	Swimming Pools
Boondooma Dam	Plumbing	Waste Services
Buildings	Printing & Stationery	Waste Water
Caravan Parks	Private Works	Water - Sales
Cemeteries	Rentals	Water Supplies
Environmental Health Licenses / Permits	Right to Information	
Halls-Category A	Roads	Glossary

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Animals - Domestic					
Anti-Barking Collar					
Here Anti-Barking Collar	/ fortnight or part thereof	\$ 57.00	Y		□
Impounding					
Release Fee: Cats & Dogs					
Dog Off (if able to find owner prior to taking to Animal Housing Facility)		\$ 57.00	N	Local Government Act 2009 S97 (2)(d)	R
First Impounding		\$ 103.00	N	Local Government Act 2009 S97 (2)(d)	R
Second Impounding		\$ 154.00	N	Local Government Act 2009 S97 (2)(d)	R
Third Impounding (Fee plus possible fine of minimum 2 penalty units)		\$ 171.00	N	Local Government Act 2009 S97 (2)(d)	R
Fourth Impounding		Legal Action			
Dogs - Unregistered (Excludes Non-Registrable Areas)		\$ 208.00	N	Local Government Act 2009 S97 (2)(d)	R
Sustenance Fee	/ day	\$ 8.00	Y		□
Veterinary and Other Costs		At Cost	Y		□
(Payment prior to release of impounded animal of actual Veterinary and other costs incurred in impounding the animal)					
Delivery of Cat / Dog Cage and / or the Collection of Stray Cat / Dog		At Cost	Y		□
Permits					
To Keep Excess Animals (e.g. three (3) Dogs) in a Registrable Area					
Application for Permit		\$ 171.00	N	Local Government Act 2009 S97 (2)(a)	R
Registration - Dogs					
Defined Area					
Defined Area Entire Dog		\$ 148.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Defined Area Entire Dog - Microchipped		\$ 112.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Defined Area De-sexed Dog		\$ 56.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Defined Area De-sexed Dog - Microchipped		\$ 28.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Guide Dogs for the Blind / Deaf / Companion		No Charge			
Declared Restricted Dog		\$ 273.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Declared Menacing Dog		\$ 328.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Declared Dangerous Dog		\$ 656.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Breeders and Show Dog					
Breeders and Show Dog		\$ 269.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
(Capped at 12 animals based on Entire Non-Defined Area Dog)					
Non-Defined Area					
Non-Defined Area Entire Dog		\$ 23.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Non-Defined Area De-sexed Dog		\$ 9.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
ID Tag / Replacement Tag		\$ 9.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Working Dog - Tag Cost Only		\$ 9.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Guide Dogs for the Blind / Deaf / Companion		No Charge			
Declared Restricted Dog		\$ 273.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Declared Menacing Dog		\$ 328.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Declared Dangerous Dog		\$ 656.00	N	Animal Management (Cats & Dogs) Act 2008 Ch3, Pt1, S44 (2)	R
Traps					
Dog or Cat Trap Hire	/ day	No Charge			
Registration					
All fees are waived for the initial registration for the first year for dogs purchased through the RSPCA rehoming facility					
If newly obtained dog is registered in the first 6 months of the registration period then full registration fee applies.					
If newly obtained dog is registered in the last 6 months of the registration period then 50% of registration fee applies.					
Animal previously registered in another shire, but transferring to the South Burnett, then reciprocal registration for free applies.					
Deceased Dog					
Deceased Animal Refund - 50% refund of the initial registration fee where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first 6 months of the registration period.					
De-sexing / Microchipping - New Animal or Renewal					
If the dog is registered in the first 6 months of the registration period (as Entire and / or Non-Microchipped) and the animal is subsequently de-sexed / microchipped within 6 months of being registered then there will be a reimbursement of the difference between the full fee and the revised fee upon production of the necessary supporting documentation / certificates.					
If the dog was registered after the first 6 months of the registration period then went and had the animal de-sexed and / or microchipped within 6 months they would not be entitled to a de-sexed or microchipped reimbursement. They have already had a concession on the registration fee.					
Pensioner Discount					
50% Aged Pensioner discount applies on registered defined area de-sexed and microchipped dogs - effective from 11 July 2015.					

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Com	
Animals - Other					
Departure: (Maximum Fee as Prescribed by Regulations)					
Cattle & Horses - Minimum Charge	/ head per week	\$ 1.00	N	Local Government Act 2009 597(2)(a)	R
Cattle & Horses - Maximum Charge	/ head per week	\$ 2.00	N	Local Government Act 2009 597(3)(a)	R
Small Animals (Pigs, Goats, Sheep, Alpacas)	/ head per week	\$ 0.40	N	Local Government Act 2009 597(3)(a)	R
Impounding					
Cattle & Horses					
Impounding Fee (Release)	/ head	\$ 392.00	N	Local Government Act 2009 597(2)(d)	R
Foundry Fee	/ head per day or part thereof	\$ 39.00	N	Local Government Act 2009 597(2)(e)	R
Inspection Fee - Impounded Livestock - Wondai Pound	/ head - 15 min interval	\$ 36.00	N	Local Government Act 2009 597(2)(f)	R
Spray Fee - Impounded Livestock - Wondai Pound	/ head	\$ 12.00	N	Local Government Act 2009 597(2)(g)	R
Transport Costs		At Cost	N	Local Government Act 2009 597(2)(h)	R
Subsequent Impounding Fee for Same Animals		\$ 426.00	N	Local Government Act 2009 597(2)(i)	R
Sustenance Rate	/ head per day or part thereof	\$ 25.00	N	Local Government Act 2009 597(2)(j)	R
Damages (Grass Paddock)	/ head	\$ 47.00	N	Local Government Act 2009 597(2)(k)	R
Damages (Orchard, Crop, garden)	/ head	\$ 289.00	N	Local Government Act 2009 597(2)(l)	R
Damages (Council Saltyards, Portable Yards)	/ head	\$ 148.00	N	Local Government Act 2009 597(2)(m)	R
Advertising Cost		At Cost	N	Local Government Act 2009 597(2)(n)	R
Extracts from Register	/ extract	\$ 34.00	N	Local Government Act 2009 597(2)(o)	R
Shaying Stock, Not Impounded - Returned to Owner by Council Officer	/ call out	\$ 229.00	N	Local Government Act 2009 597(2)(p)	R
Pigs / Goats / Sheep / Other Domestic Livestock					
Impounding Fee (Release)	/ head	\$ 140.00	N	Local Government Act 2009 597(2)(d)	R
Foundry Fee	/ head per day or part thereof	\$ 24.00	N	Local Government Act 2009 597(2)(e)	R
Transport Costs		At Cost	N	Local Government Act 2009 597(2)(h)	R
Sustenance Rate	/ head per day or part thereof	\$ 15.00	N	Local Government Act 2009 597(2)(j)	R
Damages (Grass Paddock)	/ head	\$ 35.00	N	Local Government Act 2009 597(2)(k)	R
Damages (Orchard, Crop, Garden)	/ head	\$ 98.00	N	Local Government Act 2009 597(2)(l)	R
Damages (Council Saltyards, Holding Pens)	/ head	\$ 85.00	N	Local Government Act 2009 597(2)(m)	R
Advertising Cost		At Cost	N	Local Government Act 2009 597(2)(n)	R
Extracts from Register	/ extract	\$ 24.00	N	Local Government Act 2009 597(2)(o)	R
Sale of Impounded Animals					
Auction of Animals as Advertised - Refer to Local Law					
(CBO or Poundkeeper Authorised to Conduct Sales)					

Print to Printer

Fees & Charges					
Type of Charge	15 / 16	15 / 16	GST	Head of Power	Reg / Class
Art Gallery, Kingaroy					
To Exhibit in Main Gallery		\$	200.00	Y	15
To Show Works in Two-Side Galleries (Each)	each	\$	100.00	Y	15
To Show Works in "Earthworks" Gallery		\$	100.00	Y	15
Commission on All Works Sold Including the Craft Shop			20%	Y	15

Report of Fees and Charges

15/16

15/16

Fees & Charges					
Type of Charge		15 / 16	08T	Head of Power	Reg / Date
Bjelke-Petersen Dam and Recreation Park					
		1-2 days	>2 days		
Accommodation					
Cabins					
Self-Contained Cabins (9 - with TV - Sleep 5 - 1 dbed + triple bunks)					
Per Night		\$ 120.00	\$ 100.00	Y	C
Villas					
All Villas are Air-Conditioned, with DVD Player & Large TV - All Linen Provided - Sleeps up to 6 People	/ night	\$ 158.00	\$ 127.00	Y	C
Powered Sites - 2 Persons	/ night	\$ 32.00	\$ 26.00	Y	C
Powered Sites - Extra Adult	/ night	\$ 16.00	\$ 13.00	Y	C
Powered Sites - Extra Child (Children under 5 years - No Charge)	/ night	\$ 10.00	\$ 9.00	Y	C
Unpowered Sites - 2 Persons	/ night	\$ 28.00	\$ 23.00	Y	C
Unpowered Sites - Extra Adult	/ night	\$ 13.00	\$ 11.00	Y	C
Unpowered Sites - Extra Child (Children under 5 years - No Charge)	/ night	\$ 9.00	\$ 8.00	Y	C
Ensuite Powered Caravan Sites					
Ensuite Site - 2 Persons	1 night only	\$ 45.00	\$ 34.00	Y	C
Ensuite Site - Extra Adult	/ night	\$ 20.00	\$ 16.00	Y	C
Ensuite Site - Extra Child	/ night / person	\$ 10.00	\$ 9.00	Y	C
Tennis Court Hire					
Daily - Staying in Park	/ hour				
Night Hire (Tennis Court)	/ hour	\$ 15.00	\$ -	Y	C
Bed Linen Hire	/ bed	\$ 15.00	\$ -		
Caravan Club Discount		10%			
Fishing Club Discount		10%			
Key Deposit		\$ 20.00	\$ -		

Book 10/2015

Fees & Charges				
Type of Charge	15 / 16	GBT	Head of Power	Reg / Cont
Books				
Books				
First 100 Years	\$ 11.00	Y		<input type="checkbox"/>
Landscapes of Change - 1970 to Stock	\$ 55.00	Y		<input type="checkbox"/>
Gathering of the Waters	\$ 35.00	Y		<input type="checkbox"/>
Flowing into the Future	\$ 35.00	Y		<input type="checkbox"/>
Cradled in the Ranges	\$ 10.00	Y		<input type="checkbox"/>
The Saps of a Stone	\$ 10.00	Y		<input type="checkbox"/>
Murphy Gardens	\$ 12.00	Y		<input type="checkbox"/>
Murphy in Focus	\$ 25.00	Y		<input type="checkbox"/>
Heart Break, Hope and Harmony (Volume)	\$ 110.00	Y		<input type="checkbox"/>
All Postage and Handling		At Cost		

Register of Fees and Charges

Books

PLM/AM/1

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Fees & Charges					
Type of Charge		15 / 16	GBT	Head of Power	Reg / Date
Boondooms Dam and Recreation Park					
		1-2 days	>2 days		
Accommodation					
Cabins - Sleeps 5*					
2 Persons Per Night	/ night	\$ 105.00	\$ 84.00	Y	C
Extra Adult	/ night	\$ 14.00	\$ 11.00	Y	C
Extra Child	/ night	\$ 10.00	\$ 9.00	Y	C
Caravan & Camping Area					
Jamboree Caravan Park					
Powered Sites - Minimum 2 Persons	/ night	\$ 33.00	\$ 26.00	Y	C
Powered Sites - Extra Adult	/ night	\$ 16.00	\$ 14.00	Y	C
Powered Sites - Extra Child	/ night	\$ 9.00	\$ 8.00	Y	C
The Lookout Caravan Park					
Powered Sites - Minimum 2 Persons	/ night	\$ 33.00	\$ 26.00	Y	C
Powered Sites - Extra Adult	/ night	\$ 16.00	\$ 14.00	Y	C
Powered Sites - Extra Child	/ night	\$ 9.00	\$ 8.00	Y	C
Lakeside Camping					
Unpowered Sites - Extra Adult	/ night	\$ 15.00	\$ 12.00	Y	C
Unpowered Sites - Extra Child	/ night	\$ 9.00	\$ 8.00	Y	C
Deposits					
100% - School Holidays, Easter, Christmas and Public Holidays					
50% - Other Periods					
Bunk House					
Per Room (4 Persons Max)	/ night	\$ 72.00	\$ 57.00	Y	C
Per Facility Booking - All Rooms	/ night	\$ 450.00	\$ 380.00	Y	C
Bed Linen Hire					
Caravan Club Discount		10%			
Fishing Club Discount		10%			
* Excludes Bed Linen.					

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Com	
Buildings					
Class 1					
Single Dwelling & Relocatable Dwelling					
New Buildings Up to 200 Square Metres	\$ 1,200.00	Y			C
New Buildings Over 200 Square Metres	\$ 1,250.00	Y			C
Modifications / Alterations	\$ 841.00	Y			C
Change to Development Approval	\$ 275.00	Y			C
Removal or Demolition of Building					
Demolition Permit	\$ 300.00	N	Sustainable Planning Act 2009 s260(d)(1)		R
Security Deposit - to ensure the site is cleared of all debris & finished surface levels are reinstated to a maintainable state - (Cash or Bank Guarantee)	\$ 1,120.00	N	Sustainable Planning Act 2009 s260(d)(1)		R
Relocated Buildings					
Competence Agency Referral	\$ 292.00	N	Sustainable Planning Act 2009 s272(c)(iii)		R
Inspection within South East Queensland - Other Areas by Quotation (only if supporting documentation is not provided)	\$ 720.00	Y			C
Security Bond (Minimum) - to ensure the buildings are reinstated or upgraded in accordance with current building regulations within the currency period of the Approval - (Cash or Bank Guarantee) amount may vary upwards dependent on the condition of the building	\$ 16,800.00	N	Sustainable Planning Act 2009 s260(d)(1)		R
Restumping of Building	\$ 455.00	Y			C
Class 2					
New Buildings Up to 300 Square Metres	\$ 1,200.00	Y			C
New Buildings 300-500 Square Metres	\$ 1,741.00	Y			C
New Buildings Over 500 Square Metres By Quotation		Y			C
Modifications / Alterations	\$ 815.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
Class 3					
New Buildings Up to 300 Square Metres	\$ 1,200.00	Y			C
New Buildings 300-500 Square Metres	\$ 1,741.00	Y			C
New Buildings Over 500 Square Metres By Quotation		Y			C
Modifications / Alterations	\$ 815.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
Class 4, 5, 6 & 8					
New Buildings Under 500 Square Metres	\$ 1,200.00	Y			C
Modifications / Alterations	\$ 697.00	Y			C
New Buildings Over 500 Square Metres	\$ 1,741.00	Y			C
Modifications / Alterations	\$ 871.00	Y			C
Internal Fitout Under 500 Square Metres	\$ 584.00	Y			C
Internal Fitout Over 500 Square Metres	\$ 697.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
Class 7 & 8					
Industrial Buildings					
New Buildings Under 500 Square Metres	\$ 1,200.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
New Buildings Over 500 Square Metres	\$ 1,517.00	Y			C
Modifications / Alterations Under 500 Square Metres	\$ 584.00	Y			C
Modifications / Alterations Over 500 Square Metres	\$ 1,157.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
Special Structure Piggery / Poultry, etc.					
Per New Structure	\$ 828.00	Y			C
Modifications / Alterations	\$ 416.00	Y			C
Change to Development Approval	\$ 350.00	Y			C
Class 10a					
New Structures	\$ 405.00	Y			C
Modifications / Alterations	\$ 236.00	Y			C
Change to Development Approval	\$ 300.00	Y			C
Class 10b					
Swimming Pools					
New Structures	\$ 485.00	Y			C
Modifications / Alterations	\$ 236.00	Y			C
Change to Development Approval	\$ 200.00	Y			C
Signs / Satellite Dishes, etc.					
New Structures	\$ 482.00	Y			C
Modifications / Alterations	\$ 174.00	Y			C
Change to Development Approval	\$ 174.00	Y			C
Temporary Tents 100 to 500					
New Structures	\$ 350.00	Y			C
Modifications / Alterations	\$ 174.00	Y			C
Change to Development Approval	\$ 174.00	Y			C
Temporary Tents Over 500					
New Structures	\$ 350.00	Y			C
Modifications / Alterations	\$ 174.00	Y			C
Change to Development Approval	\$ 174.00	Y			C
Retaining Walls					
New Structures	\$ 350.00	Y			C
Modifications / Alterations	\$ 174.00	Y			C
Change to Development Approval	\$ 174.00	Y			C
Budget Accommodation					
Compliance Inspection and Report	\$ 500.00	N	Building Act 1975 s144(1)		R
Fire Safety Assessment					
Compliance Inspection and Report	\$ 485.00	N	Building Act 1975 s231AL(c)		R
Swimming Pool Compliance (Fence)					
Compliance Inspection and Report	\$ 320.00	Y			C
Certificate of Classification					
Inspection	\$ 430.00	Y			C
Copy of Certificate (Hard Copy)	\$ 183.00	Y			C
Copy of Certificate (Electronic)	\$ 84.00	Y			C
Reinspections, Miscellaneous Inspections, Reports	\$ 200.00	Y			C
Building Form 19 Requisition	\$ 100.00	N	Sustainable Planning Act s272(c)(i)		R
Building Records Search	\$ 170.00	N	Local Government Act s262B)(g)		R
Building Records Search (Urgent)	\$ 255.00	N	Local Government Act s262B)(g)		R
Building Property Search	\$ 295.00	N	Local Government Act s262B)(g)		R

Plan No: 2015/001

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Buildings					
Copy of Building Plans (Hard Copy) with Owner's Consent	\$ 150.00	N	Sustainable Planning Act 2009 5728(1)(i)		R
Copy of Building Plans (Electronic) with Owner's Consent	\$ 34.00	N	Sustainable Planning Act 2009 5728(1)(i)		R
Extension of Time	\$ 100.00	N	Sustainable Planning Act 2009 5728(1)(i)		R
Building Regulation Concession	\$ 349.00	N	Sustainable Planning Act 2009 5728(1)(i)		R
Document Lodgement Fee	\$ 158.00	N			R
Miscellaneous Fees					
Application Following Disengagement of Private Certifier - % of Base Fee	80%	N	Local Government Act 2009 557(2)(a)		R
Application Following Lapsed Approval - % of Base Fee	80%	N			C
Private Certification Inspections (by Quotation (Inspection for Private Certifier))	minimum \$ 250.00	Y			C
Building Fees Refund					
Under Assessment Prior to Approval - % of Fees Paid	80%	N			C
Permit Issued Structure Not Commenced - % of Fees Paid	40%	N			C

Subject of Fees and Charges

Display

Release

Fees & Charges					
Type of Charge	15 / 16	GST	Head of Power	Reg / Date	
Caravan Parks					
	1-2 days	>2 days			
Caravan Park - Wondal					
Van Sites - Short Term					
Nightly Charge (Up to 2 Persons)	\$ 22.00	\$ 18.00	Y		C
Additional Person - Per Night (Over 6 People)	\$ 11.00	\$ 9.00	Y		C
Van Sites - Long Term (After 4 Weeks)					
Weekly (Up to 2 Persons)		\$ 107.00	Y		C
Additional Persons - Per Week		\$ 40.00	Y		C
Tent Sites - Short Term					
Nightly Charge (Up to 2 Persons)	\$ 21.00	\$ 17.00	Y		C
Additional Person - Per Night (Over 6 People)	\$ 9.00	\$ 8.00	Y		C
Amenities (Whilst Not Staying in Caravan Park)					
Showers (Per Person)	\$ 11.00	\$ 11.00	Y		C
Showers (Weekly)	\$ 34.00	\$ 34.00	Y		C
Key Deposit					
Per Key	\$ 20.00	\$ 20.00	Y		C
Caravan Park - Preston					
Van Sites - Short Term					
Nightly Charge (Up to 2 Persons)	\$ 22.00	\$ 18.00	Y		C
Additional Person - Per Night	\$ 11.00	\$ 9.00	Y		C
Van Sites - Long Term (After 4 Weeks)					
Weekly (Up to 2 Persons)		\$ 107.00	Y		C
Additional Persons - Per Week		\$ 40.00	Y		C
Tent Sites - Short Term					
Nightly Charge (Up to 2 Persons)	\$ 21.00	\$ 17.00	Y		C
Additional Person - Per Night	\$ 9.00	\$ 8.00	Y		C
Amenities (Whilst Not Staying in Caravan Park)					
Showers (Per Person)	\$ 11.00	\$ 11.00	Y		C
Showers (Weekly)	\$ 34.00	\$ 34.00	Y		C
Key Deposit					
Per Key	\$ 20.00	\$ 20.00	Y		C
Sportsgrounds					
Maintenance Oval Facilities					
Use of Kitchen	\$	38.00	Y		C
Shower					
Per Person		\$ 1.00	N		C

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Fees & Charges					
Type of Charge		15 / 16	OBT	Head of Power	Reg / Com
Cemeteries					
Purchase of Grave & Interment	adult	\$ 1,845.00	Y		C
	child > 12 years	\$ 1,136.00	Y		C
	infant > 2 years	\$ 669.00	Y		C
Reopening of Grave for 2nd Interment	adult & child	\$ 1,136.00	Y		C
	infant > 2 years	\$ 710.00	Y		C
Reservation Fee (Rebate of Interment Expenses if Surrendered)		\$ 1,845.00	Y		C
Purchase of Grave for Interment of Ashes		\$ 710.00	Y		C
2nd and Subsequent Interment of Ashes in Existing Grave – at Customer's Expense (Details of Interment to be provided to Council)		No Charge	Y		C
Breaking of Concrete / Removal of Monument		\$ 355.00	Y		C
Exhumation of Remains		\$ 2,150.00	Y		C
Additional Charge for Council Services Out of Business Hours		Standard Fees +	Y		C
		\$ 425.00	Y		C
Columbaria & Garden					
Purchase / Reservation of Niche or Garden Plot (A Reserve Marker will be Installed)		\$ 277.00	Y		C
Plaques and Installation Thereof and Interment of Ashes - No Service Provided by Council, but must be to Council Specification					
Cemetery Search					
Standard Search (Over 6 Names)		At Cost	Y		C

Register of Fees and Charges

2015/16

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Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Com	
Environmental Health Licences / Permits					
Environmental Protection Act 1984					
Environmental Relevant Activities					
Registration Certificates					
Application for Registration Certificate - Annual Fee	\$ 375.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
Application for Operating Registration Certificate	\$ 138.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
Annual Registration Certificate Fees					
ERA with AES of 0	\$ 148.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
ERA with AES of 0 to 10	\$ 204.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
ERA with AES of 11 to 30	\$ 443.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
ERA with AES of more than 30	\$ 700.00	N	Environmental Protection Regulation 2008, Ch8, Pt2, S117	R	
Food Act 2006					
Application for Licence					
Assessment of Applicant (N/A for Temporary Licence)	\$ 77.00	N	Food Act 2006, Ch1, Pt4, S31	R	
High	\$ 455.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Medium	\$ 419.00	N	Food Act 2006, Ch1, Pt4, S32	R	
Low	\$ 337.00	N	Food Act 2006, Ch1, Pt4, S33	R	
Supermarket	\$ 416.00	N	Food Act 2006, Ch1, Pt4, S34	R	
Add Unit (to Supermarket for Each Additional Over 2 Departments)	\$ 30.00	N	Food Act 2006, Ch1, Pt4, S35	R	
Market (Held on a Monthly Basis)	\$ 60.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Temporary	\$ 39.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Renewal of Licence					
High	\$ 319.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Medium	\$ 275.00	N	Food Act 2006, Ch1, Pt4, S32	R	
Low	\$ 198.00	N	Food Act 2006, Ch1, Pt4, S33	R	
Supermarket	\$ 275.00	N	Food Act 2006, Ch1, Pt4, S34	R	
Add Unit (to Supermarket for Each Additional Over 2 Departments)	\$ 30.00	N	Food Act 2006, Ch1, Pt4, S35	R	
Market	\$ 60.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Home Based Business					
(Selling within South Burnett at Local Markets Only)					
Assessment of Applicant (N/A for Temporary Licence)	\$ 77.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Home Based Business - Market Licence	\$ 60.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Renewal of Licence	\$ 60.00	N	Food Act 2006, Ch1, Pt4, S31	R	
Food Safety Program Accreditation/Audit					
Non-Compliance Inspection Fee	/hour		At Cost	N	C
				Y	C
Public Health (Infection Control for Personal Appearance Services) Act 2003					
Higher-Risk Personal Appearance Service					
Licence Application Fees					
Application for a New Licence	\$ 375.00	N	Local Government Act 2009 S97 (2)(a)	R	
Application to Renew a Licence	\$ 237.00	N	Local Government Act 2009 S97 (2)(a)	R	
Application to Amend a Licence	\$ 336.00	N	Local Government Act 2009 S97 (2)(a)	R	
Transfer Fee	\$ 77.00	N	Local Government Act 2009 S97 (2)(a)	R	
Non-Higher Risk Personal Appearance Service					
Inspection Fee	\$ 103.00	N	Local Government Act 2009 S97 (2)(a)	R	
Residential Services (Accreditation Act 2002)					
Application Fee	At Cost	N	Local Government Act 2009 S97 (2)(a)	R	
Local Law Permits					
Transfer Fee					
	\$ 77.00	N	Local Government Act 2009 S97 (2)(a)	R	
Registration of Catteries or Kennels					
Application Fee	\$ 395.00	N	Local Government Act 2009 S97 (2)(a)	R	
Renewal Fee	\$ 297.00	N	Local Government Act 2009 S97 (2)(a)	R	
Temporary Home Permit					
Application Fee	\$ 154.00	N	Local Government Act 2009 S97 (2)(a)	R	
Display of Goods on Footpaths					
Application Fee	\$ 154.00	N	Local Government Act 2009 S97 (2)(a)	R	
Renewal Fee	\$ 70.00	N	Local Government Act 2009 S97 (2)(a)	R	
Caravan Parks / Camping Grounds					
Application Fee	\$ 375.00	N	Local Government Act 2009 S97 (2)(a)	R	
Renewal Fee	\$ 237.00	N	Local Government Act 2009 S97 (2)(a)	R	
Public Swimming Pools					
Application Fee	\$ 375.00	N	Local Government Act 2009 S97 (2)(a)	R	
Renewal Fee	\$ 77.00	N	Local Government Act 2009 S97 (2)(a)	R	
Standing Stall Site					
Application Fee - Relevant Minimum General Rate for the Current Financial Year + \$50			N	Local Government Act 2009 S97 (2)(a)	R
Renewal Fee - Relevant Minimum General Rate for the Current Financial Year			N	Local Government Act 2009 S97 (2)(a)	R
General					
The Application Fee for all Environmental Health Licences / Permits includes the Assessment Fee & the Licensing Fee. The Licence / Permit will be considered valid for 12 months from the month the Licence / Permit is issued.					
Miscellaneous Fees					
Special Inspection (e.g. Compliance Search)					
To Undertake Inspection of any Licensed Premises and Require a Written Report	\$ 324.00	Y			C
Health Records Search					
	\$ 197.00	Y			C
Impounded Vehicles / Goods					
Impounding Fee	\$ 154.00	N	Local Government Act 2009 S97 (2)(a)	R	
Holding Fee	\$ 8.00	Y			C
Transportation	At Cost	N	Local Government Act 2009 S97 (2)(a)	R	
Overgrown Allotments					
Stall Residential Block	At Cost	N	Local Government Act 2009 S97 (2)(a)	R	
Stall Block Larger than Residential	At Cost	N	Local Government Act 2009 S97 (2)(a)	R	
Administration Cost - Authority to Search	\$ 51.00	Y			C
Administration Cost - No Authority to Search	\$ 82.00	Y			C
Testing Water Samples					
Testing of Private Water Samples (+ Costs of Tests, if Chartered by QM Scientific Services)	\$ 78.00	Y			C

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Halls-Category A : Kingaroy Town Hall					
Large Functions (Concerts, Stage Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, School Formals, Eisteddfods)					
Up to 12 hours					
Main Hall	\$ 500.00	Y			C
Reception Room	\$ 250.00	Y			C
BBQ Area	\$ 120.00	Y			C
Total Complex	\$ 870.00	Y			C
National Tours					
Main Hall	\$ 1,520.00	Y			C
Reception Room	\$ 750.00	Y			C
BBQ Area	\$ 250.00	Y			C
Total Complex	\$ 2,520.00	Y			C
Bond for Large Function including National Tours (Refundable less Cost of Damage or Loss)					
Main Hall	\$ 500.00	Y			C
Reception Room	\$ 250.00	Y			C
BBQ Area	\$ 200.00	Y			C
Total Complex	\$ 950.00	Y			C
Small Functions (Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set ups)					
Up to 3 hours					
Main Hall	\$ 33.00	Y			C
Reception Room	\$ 24.00	Y			C
BBQ Area	\$ 20.00	Y			C
Total Complex	\$ 77.00	Y			C
Other Functions (Funerals, Memorials, Wakes)					
Main Hall	\$ 400.00	Y			C
Reception Room	\$ 200.00	Y			C
BBQ Area	\$ 50.00	Y			C
Total Complex	\$ 650.00	Y			C
Other Fees					
Commercial Kitchen Hire per 12 hours	\$ 300.00	Y			C
Portable Stage	\$ 80.00	Y			C
Large Conference Projector	\$ 250.00	Y			C
Public Address System	\$ 250.00	Y			C
Public Address System Bond	\$ 300.00	Y			C
Public Address System Delivery and Setup	\$ 100.00	Y			C
Portable PA System	\$ 50.00	Y			C
Portable PA System Bond	\$ 200.00	Y			C
Not for Profit Community Organisation in the South Burnett					
		Y			
Large Functions (Concerts, Stage Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, School Formals, Eisteddfods)					
Up to 12 hours					
Main Hall (for 12 hour period)	\$ 100.00	Y			C
Reception Room (for 12 hour period)	\$ 80.00	Y			C
Barbecue Area (for 12 hour period)	\$ 20.00	Y			C
Total Complex (for 12 hour period)	\$ 200.00	Y			C
Small Functions (Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set ups)					
Up to 3 hours					
Main Hall (for 12 hour period)	\$ 80.00	Y			C
Reception Room (for 12 hour period)	\$ 60.00	Y			C
Barbecue Area (for 12 hour period)	\$ 20.00	Y			C
Total Complex (for 12 hour period)	\$ 160.00	Y			C

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Fees & Charges				
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com
Halls-Category B : Kingaroy Town Common Hall, Murgon Town Hall, Nanango Cultural Centre, Proston Town Hall and Wondai Town Hall				
Large Functions: Concerts, Play Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, Expos				
Up to 12 hours				
Total Complex (includes: Supper Room or Stage 1 or 2, Kitchen, Bar, Cold Rooms)	\$	400.00	Y	C
National Tours				
Town Hall	\$	1,500.00	Y	C
Reception Room	\$	750.00	Y	C
Barbecue Area	\$	250.00	Y	C
Total Complex	\$	2,500.00	Y	C
Bond for Large Function including National Tours (Refundable less Cost of Damage or Loss)				
Main Hall	\$	400.00	Y	C
Supper Room or Stage 1 or 2, Kitchen, Bar, Cold Rooms	\$	200.00	Y	C
Total Complex	\$	600.00	Y	C
Small Functions: Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set up				
Up to 3 hours				
Supper Room and Kitchen	\$	20.00	Y	C
Stage 1 and Kitchen	\$	20.00	Y	C
Stage 2 and Kitchen	\$	20.00	Y	C
Total Complex (includes Kitchen, Supper Rooms, Cold Rooms, Stage 1 & 2)	\$	45.00		
Other Functions (Funerals, Memorials, Wakes)				
Main Hall	\$	400.00	Y	C
Reception Room	\$	200.00	Y	C
Barbecue Area	\$	50.00	Y	C
Total Complex	\$	650.00	Y	C
Other Fees				
Commercial Kitchen Hire per 12 hours	\$	300.00	Y	C
Portable Stage	\$	80.00	Y	C
Large Conference Projector	\$	250.00	Y	C
Public Address System	\$	250.00	Y	C
Public Address System Bond	\$	300.00	Y	C
Public Address System Delivery and Setup	\$	100.00	Y	C
Portable PA System	\$	50.00	Y	C
Portable PA System Bond	\$	200.00	Y	C
Not for Profit Community Organisation in the South Burnett				
Large Functions (Concerts, Stage Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, School Formals, Eisteddfods)				
Main Hall (for 12 hour period)	\$	100.00	Y	C
Supper Room or Stage 1 or Stage 2 (for 12 hour period)	\$	100.00	Y	C
Small Functions (Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set ups)				
Main Hall (for 12 hour period)	\$	20.00	Y	C
Supper Room or Stage 1 or Stage 2 (for 12 hour period)	\$	20.00	Y	C

10/16/15/15

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Cont	
Halls-Category C - Maidenwell					
Maidenwell Hall					
Large Functions: Concerts, Play Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, Expos, Up to 3 hours					
Total Complex	\$	170.00	Y		C
Bond	\$	100.00	Y		C
Small Functions: Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set ups, Up to 2 hours					
Main Hall	\$	13.00	Y		C
Other Functions (Funerals, Memorials, Wakes)					
Total Complex	\$	170.00	Y		C
Other Fees					
Commercial Kitchen Hire per 12 hours	\$	300.00	Y		C
Portable Stage	\$	60.00	Y		C
Large Conference Projector	\$	250.00	Y		C
Public Address System	\$	250.00	Y		C
Public Address System Bond	\$	200.00	Y		C
Public Address System Delivery and Setup	\$	100.00	Y		C
Portable PA System	\$	50.00	Y		C
Portable PA System Bond	\$	200.00	Y		C
Not for Profit Community Organisation in the South Burnett					
Large Functions (Concerts, Show Productions, Balls, Dances, Weddings, Private Dinners, Conferences, Speech Nights, School Formals, Extended)					
Main Hall per event	\$	10.00	Y		C
Small Functions (Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set ups)					
Main Hall - per event	\$	10.00	Y		C
Meeting Rooms					
Kingaroy 1913 Chambers					
Non Profit Organisations - Free Hire - \$60 Cleaning Charge if Facility Not Left Clean					
Commercial Organisations		/ day or part thereof	\$	70.00	Y

Register of Assets and Liabilities

10/16/15/15

10/16/15/15

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Library					
Fines on Overdue Books					
Member - After 4 Weeks - Per Book Per Working Day - Minimum 20c		No Charge			
Internet					
First Hour		No Charge			
Per Half Hour Over First Hour		No Charge			
<i>Prior bookings for the internet take precedence over sessions that booked.</i>					
Lost Books					
Replacement Fee		At Cost	Y		C
Membership					
Membership		No Charge			
Board /or Visitor Membership (Refundable)		No Charge			
Photocopying (as per Administration Costs)					
A4 Page	/ page	\$ 0.70	Y		C
A3 Page	/ page	\$ 0.80	Y		C
A4 Commandy Groups	/ page	\$ 0.20	Y		C
Printing (as per Administration Costs)					
Full Page Colour (e.g. picture / poster)	/ page	\$ 2.50	Y		C
Colour Picture and Writing	/ page	\$ 1.25	Y		C
Colour Writing	/ page	\$ 0.70	Y		C
Black Writing	/ page	\$ 0.20	Y		C
Other					
Library Membership Card Replacement Fee	each	\$ 5.50	Y		C
Library Bags	each	\$ 3.00	Y		B

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Class	
Pest Management					
Administration Fee - Control Notices					
Administration Fee - Control Notices	\$ 56.00	N	Local Government Act 2009 527(2)(a)		R
Purchase of Doggone Bait					
Purchase of Doggone Bait	AI Cost + Admin	V			C
Wild Dog Scaops					
Wild Dog Scaop (Rebate)	/ head	\$ 31.00	N	Local Government Act 2009 527(2)(a)	R
Noxious Weeds - Property Inspection					
Noxious Weeds - Property Inspection	\$ 175.00	N	Local Government Act 2009 527(2)(a)		R

Approved Fees and Charges

15/16

15/16

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Com	
Planning					
Planning Searches					
Limited Planning Certificate	\$ 120.00	N	Sustainable Planning Act 2009 S272(1)	R	
Standard Planning Certificate	\$ 339.00	N	Sustainable Planning Act 2009 S272(2)	R	
Full Planning Certificate	\$ 750.00	N	Sustainable Planning Act 2009 S272(2)	R	
Preliminary Approval					
Application Fee (70% of Prescribed Fee)	\$ 2,875.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Reconfiguring Lot Cede					
Boundary Realignments, Easements & Compliance Assessments	\$ 1,049.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure 1 to 5 lots	\$ 1,331.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure 6 to 15 lots	\$ 2,634.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure Over 15 lots	\$ 3,471.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfiguring Lot Impact					
Boundary Realignments & Easements	\$ 2,390.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure 1 to 5 lots	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure 6 to 15 lots	\$ 3,924.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Reconfigure Over 15 lots	\$ 5,227.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Sealing of Survey Plans & Compliance					
Sealing of a Survey Plan (includes endorsement of plan and associated documentation, site inspections, re-inspection for condition compliance) (Compliance Certificate)	\$ 378.00	N	Sustainable Planning Act 2009 S260(1)(d)(iii)	R	
DEEM Valuation Fee (Per Lot on Survey Plan)	\$ 47.00	N	Local Government Act 2009 S87 C(1)(a)	R	
Separate Assessment of Documents including Landscaping Plans (Compliance Certificate), Resealing of a Survey Plan	\$ 152.00	N	Sustainable Planning Act 2009 S260(1)(d)(iii)	R	
Material Change of Use Code					
Dwelling House	\$ 1,048.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Annexed Unit, B&B, Caretakers Residence, Estate Office, Home Based Business, Relative's Unit	\$ 1,312.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Animal Keeping, Farming Forestry Business, Rural Service Industry, General Store < 100m ²	\$ 1,966.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Neighbourhood Shopping Centre < 500m ²	\$ 3,769.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Integrated Shop	\$ 3,836.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Major Shopping Development > 500m ²	\$ 6,680.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Commercial Uses < 500m ²	\$ 1,965.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Commercial Uses > 500m ²	\$ 2,269.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Borrow Pits Small Scale	\$ 1,867.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Borrow Pits Large Scale	\$ 3,269.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Extractive Industry < 2ha, General Industry, Service Station, Transport Station	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Extractive Industry > 2ha	\$ 3,636.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
High Impact Industry	\$ 5,754.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Industrial Uses < 500m ²	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Industrial Uses > 500m ²	\$ 3,336.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Intensive Animal Husbandry (Feedlots < 50 cow, Piggery < 200 cow)	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Intensive Animal Husbandry (Feedlots > 50 cow, Piggery > 200 cow, Poultry Farm, Other)	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Child Care Centre	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Local Utility	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Major Utility	\$ 3,938.05	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Special Use	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Telecommunications facility (Medium Impact)	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
All other Community Uses	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Indoor Entertainment	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Indoor Sports Facility	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Outdoor Recreation	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Park	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Material Change of Use Impact					
Dwelling House	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Annexed Unit, B&B, Caretakers Residence, Estate Office, Home Based Business, Relative's Unit	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Animal Keeping, Farming Forestry Business, Rural Service Industry, General Store < 100m ²	\$ 1,969.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Neighbourhood Shopping Centre < 500m ²	\$ 3,938.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Integrated Shop	\$ 4,680.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Major Shopping Development > 500m ²	\$ 7,950.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Borrow Pits Small Scale	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Borrow Pits Large Scale	\$ 3,936.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Extractive Industry < 2ha, General Industry, Service Station, Transport Station	\$ 4,689.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Extractive Industry > 2ha	\$ 5,259.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
High Impact Industry	\$ 7,950.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Industrial Uses < 500m ²	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Industrial Uses > 500m ²	\$ 5,249.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Commercial Uses < 500m ²	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Commercial Uses > 500m ²	\$ 3,936.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Intensive Animal Husbandry (Feedlots < 50 cow, Piggery < 200 cow)	\$ 5,269.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Intensive Animal Husbandry (Feedlots > 50 cow, Piggery > 200 cow, Poultry Farm, Other)	\$ 5,299.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Child Care Centre	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Local Utility	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Major Utility	\$ 6,660.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Special Use	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Telecommunications facility (Medium Impact)	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
All other Community Uses	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Indoor Entertainment	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Indoor Sports Facility	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Outdoor Recreation	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	
Park	\$ 2,624.00	N	Sustainable Planning Act 2009 S260(1)(d)(iv)	R	

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Clau	
Planning					
Multiple Dwelling Units / Caravan Parks / Accommodation Buildings / Retirement Villages (Per Unit) Code					
Code - Small <= 5 Units	\$ 1,968.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Code - Medium 5-10 Units	\$ 6,208.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Code - Large > 10 Units	\$ 5,551.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Multiple Dwelling Units / Caravan Parks / Accommodation Buildings / Retirement Villages (Per Unit) Impact					
Impact - Small <= 5 Units	\$ 1,968.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Impact - Medium 5-10 Units	\$ 2,509.00	N	Sustainable Planning Act 2009 S260(1)(d)(ii)	R	
Impact - Large > 10 Units	\$ 5,551.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Minor Relaxations & Sitting Variations					
Relaxation of Sitting variation	\$ 795.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Building Work / Operational Work Not Associated With an MCU					
Class 10 on Vacant Land, Fast Track Approval	\$ 262.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Building or Structure - Height, Site Cover or Setback	\$ 776.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Fence or wall forward of building line and less 50% transparent	\$ 252.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Retaining wall over 2m to height	\$ 776.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Displacement of more than 20 cubic metres of material	\$ 776.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Building or structure on Cultural Heritage Site shown on SMDA	\$ 252.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Building or structure on land in SMDA to the Kingoony airport	\$ 252.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Excavation and/or filling that materially affects premises	\$ 776.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Advertising Devices	\$ 640.00	N	Sustainable Planning Act 2009 S260(1)(d)(i)	R	
Change to an Approval					
Application to amend an approval, extension to relevancy period	\$ 1,580.55	N	Sustainable Planning Act 2009 S370(2)(a)	R	
Request for Negotiated Decision Notice (10% of prescribed fee with a minimum \$200)		N	Sustainable Planning Act 2009 S380	R	
Other Planning Fees					
Enquiry - Preliminary Application	\$ 653.95	N	Local Government Act 2009 897(2)(i)	R	
Itinerant Vendors / Commercial Use of Roads					
Application Fee (for Council Decision)	\$ 454.08	N	Local Government Act 2009 897(2)(i)	R	
Annual Licence Fee	\$ 320.00	N	Local Government Act 2009 897(2)(a)	R	
Refund of Fees					
<i>Refund of Application Fees when an Application is Withdrawn or Refused due to "Not Properly Made"</i>					
(i) Application submitted and preliminary clerical work completed	90%	N	Sustainable Planning Act 2009 S260 / S355	R	
(ii) Application advertised and placed on public display	50%	N	Sustainable Planning Act 2009 S260 / S355	R	
(iii) Site inspected and department reports prepared	25%	N	Sustainable Planning Act 2009 S260 / S355	R	
(iv) Meeting Report completed, prior to Council Meeting	10%	N	Sustainable Planning Act 2009 S260 / S355	R	
(v) After Council's consideration	Nil	N	Sustainable Planning Act 2009 S260 / S355	R	
Planning Scheme Documents and Stationery					
Transitional Planning Schemes (Superseded Planning Schemes)	\$ 31.00	N	Sustainable Planning Act 2009 S23(4)(b)(ii)	R	
IPA Planning Scheme (2006) Disk (any ex. Shire - per item)	\$ 31.00	Y		C	
IPA Planning Scheme (2006) Hard Copy (any ex. Shire - per item)	\$ 404.00	Y		C	
Maps in Current Planning Schemes (Colour) A4	\$ 18.00	Y		C	
Maps in Current Planning Schemes (Colour) A3	\$ 38.00	Y		C	
Planning Scheme Application Pack (all relevant Codes and application forms) A4	\$ 44.00	Y		C	
Purchase of Public Notification Signs	\$ 39.00	Y		C	

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Cont	
Plumbing					
Dwelling - Sewered	\$ 796.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Dwelling - Unsew - HSTP / SEPTIC	\$ 796.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Multi Dwell Units - Sewered Per Unit	\$ 492.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Multi Dwell Units - Unsew - HSTP / SEPTIC Per Unit	\$ 492.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Commercial Applications - School Projects, Industrial Development	\$ 912.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Plus Per Fixture Up To 19	\$ 30.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Plus Per Fixture More Than 20	\$ 26.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Plumbing & Drainage Applications - Alterations					
Dwelling & Multi Units - Sewered	\$ 926.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Plus Per Fixture < 20	\$ 30.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Dwelling & Multi Units - Unsew - HSTP / SEPTIC	\$ 679.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Plus Per Fixture < 20	\$ 30.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Reinspection Fees					
Residential	\$ 159.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Commercial	\$ 187.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Miscellaneous Plumbing & Drainage Inspections					
Swimming Pool & Sewer Lines	\$ 181.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Unsewered (HSTP / SEPTIC)	\$ 211.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Disconnection from Sewered or Unsewer (HSTP / SEPTIC)	\$ 248.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Searches					
Plumbing Search - House Drainage Plans within the Property (Owner / Private Certifier Info Required)	\$ 41.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Backflow Prevention Devices					
Backflow Prevention Device Assessment Fee - New Applications	\$ 211.00	N	Plumbing & Drainage Act 2002 385(2)(c)	R	
Backflow Prevention Device Registration Fee (Per Device)	\$ 40.00	N	Plumbing & Drainage Act 2002 385(2)(c)	R	
HSTP Maintenance Fees					
Assessment Service Reports for HSTP (Unsewered Areas)	\$ 47.00	N	Plumbing & Drainage Act 2002 385(2)(c)	R	
Grey Water Installations					
Full Grey Water Use Facility for New Dwelling					
Application Fee	\$ 375.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Inspection Fee	\$ 205.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Alteration to Existing Drainage Work & Approval of Grey Water Use Facility	\$ 269.00	N	Plumbing & Drainage Act 2002 3145(3)(b)	R	
Refund of Fees					
Prior to Assessment - % of Fees Paid	80%	N	Plumbing & Drainage Act 2002 342(B)	R	
Following Assessment - % of Fees Paid	25%	N	Plumbing & Drainage Act 2002 342(B)	R	
Permit Issued - % of Fees Paid	N/A	N	Plumbing & Drainage Act 2002 342(B)	R	

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Cont	
Printing & Stationery					
Council Documents					
Council Minutes	/ page	\$ 0.70	N	Local Government Act 2009 597(2)(c)	R
10 Copies or More	/ page	\$ 0.30	N	Local Government Act 2009 597(2)(d)	R
Per Set		\$ 2.50	N	Local Government Act 2009 597(2)(d)	R
Local Laws & Local Law Policies	/ page	\$ 0.70	N	Local Government Act 2009 597(2)(c)	R
10 Copies or More	/ page	\$ 0.30	N	Local Government Act 2009 597(2)(d)	R
Budget Document		No Charge	N	Local Government Act 2009 597(2)(d)	R
Corporate Plan		No Charge	N	Local Government Act 2009 597(2)(c)	R
Annual Report		\$ 50.00	N	Local Government Act 2009 597(2)(d)	R
Annual Report - CD		\$ 5.00	N	Local Government Act 2009 597(2)(c)	R
Annual Financial Statements		\$ 20.00	N	Local Government Act 2009 597(2)(c)	R
Register of Fees & Charges		No Charge	N	Local Government Act 2009 597(2)(c)	R
Facsimile Transmissions					
Local Call - First Page		\$ 2.00	Y		C
Local Call - Each Additional Page		\$ 0.70	Y		C
STD or ISD - First Page		\$ 2.70	Y		C
STD or ISD - Each Additional Page		\$ 1.25	Y		C
Laminating					
A4	/ page	\$ 3.70	Y		C
A3	/ page	\$ 4.50	Y		C
A0	/ metre	\$ 27.90	Y		C
Photocopying					
A4					
Double Sided	/ page	\$ 0.70	Y		C
Own Paper Supplied	/ page	\$ 0.20	Y		C
10 Sheets or More	/ page	\$ 0.30	Y		C
Community Organisations	/ page	\$ 0.20	Y		C
Colour	/ page	\$ 2.70	Y		C
A3					
Double sided	/ page	\$ 0.80	Y		C
Own Paper Supplied	/ page	\$ 0.20	Y		C
10 Sheets or More	/ page	\$ 0.30	Y		C
Community Organisations	/ page	\$ 0.20	Y		C
Colour	/ page	\$ 5.80	Y		C
Plan Printing					
Platoc Sheets A1		\$ 26.25	Y		C
Platoc Sheets A0		\$ 33.60	Y		C

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Class	
Private Works					
Mowing					
Staking of Allotments (14 acres w/ 14 Hour) - At Cost + Administration	\$	60.00	Y		17
Staking and Blanking off of Private Land - Up to >1100sqm - At Cost + Administration / hour or part thereof	\$	100.00	Y		17
Staking and Blanking off of Private Land - Up to <1100sqm - At Cost + Administration / hour or part thereof	\$	100.00	Y		17
Where the Owner Enters an Ongoing Agreement <1000sqm - At Cost + Administrative / hour or part thereof	\$	104.00	Y		17

Report of Fees and Charges

15/06/2015

15/06/2015

Pub 11/2008

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Rentals					
Community Housing					
Murgon					
Jeffries Street Units					
% of Weekly Household Assessable Income		30%			
Passant to Community Housing Ready Reckoner					
Wright Way Units					
% of Weekly Household Assessable Income		30%			
Passant to Community Housing Ready Reckoner					
Nanango					
Appin Place					
Standard Unit	\$	159.00	Y		C
Main Unit	\$	200.00	Y		C
Brighthaven					
Units 1 - 10	\$	117.00	Y		C
Drayton Villae					
Minimum Standard Unit	\$	179.00	Y		C
Minimum Extended Unit	\$	189.00	Y		C
Scottsaven					
Units 1 - 4	\$	125.00	Y		C
Council Housing					
Murgon					
Goodchild Drive		CMV	Y		C
Macalister Street House		DMV	Y		C
Tierman Terrace		CMV	Y		C
Nanango					
Pioneer Cottage		CMV			
Bunker Avenue (Staff Accommodation as per Contract) #		CMV			
Hunter Street (Staff Accommodation as per Contract) #		CMV			
Brisbane Street		CMV			
# If Contracts Cease - Fees Will Be Set at Current Market Rental Values (CMV)					

Register of Fees and Charges

1/2015

PLM/AMH

End to Council

Fees & Charges						
Type of Charge	15 / 16	GBT	Head of Power	Reg / Class		
Right to Information						
Address Application		\$ 43.35	N	RTI Regulation 2009 54		R
Processing Charge for an Address Application (For Any Application Where the Processing Time is More Than 5 Hours)	/ 15 minutes	\$ 6.70	Y	RTI Regulation 2009 55		R
Address Charge (Only Where Actual Costs are Incurred as per RTI Regulation 2009)	# 15 minutes	\$ 6.70	Y	RTI Regulation 2009 56		R
Photocopying (A4) B & W	/ page	\$ 0.25	Y	RTI Regulation 2009 58		R

Right of Access Charges

Right of Access

Right of Access

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Roads					
Banners Across Roads					
Use of Banner Poles	\$ 225.00	N	Local Government Act 2009 597(2)(a)		R
Permits					
Bedding	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Awings and Balconies Over Roads	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Building Materials Placed on Road	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Licensed Gates - Application Fee	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Licensed Gates - Application Fee	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Scaffolding	\$ 125.00	N	Local Government Act 2009 597(2)(a)		R
Car Park Bays / day	\$ 10.00	N	Local Government Act 2009 597(2)(a)		R
Pipes Across Gazetted Roads					
Application Fee	\$ 135.00	N	Local Government Act 2009 597(2)(a)		R
Marker Posts (Complete)					
Each	\$ 55.00	Y			O
Complete Repairs					
Estimated Cost for Council to Supply, Lay & Backfill Enveloping Pipe (Actual Cost to be Charged)		At Cost	Y		O
Removal Bond					
For Movements Into, Out of, or Within the South Burnett Regional Council (When Damage Occurs to Council Roads Cost of Repairs to be Deducted from the Bond)	\$ 1,200.00	N	Local Government Act 2009 597(2)(a)		R
	(\$200 Non-Refundable Application Fee)	N			
Rural Property Number					
Installation Fee for Relocation or Replacement	\$ 110.00	Y			C
Rural Numbers / each cap	\$ 5.50	Y			O
Rural Numbers / each number	\$ 7.70	Y			C
Rural Numbers / verti post	\$ 18.50	Y			C

Fees & Charges					
Type of Charge		15 / 16	GBT	Head of Power	Reg / Cont
Saleyards & Dips					
Agents Licence Fee					
License Fee for Specialty Sales (1 or 2 Day Sale)		\$	1,100.00	Y	C
Annual Charge - Porters Transport			No Charge	Y	C
Livestock Selling Fees					
Liveweight Sale (Weighing & Yard Due Fee)	/ head	\$	5.40	Y	C
Open Auction Sale (Yard Due Fee Only)	/ head	\$	2.60	Y	C
Cattle Sold Per Head at Sales Other Than Store, Liveweight & Stud Sales	/ head	\$	1.80	Y	C
Agents Licence and Scale Fee	/ head	\$	1.60	Y	C
Pigs, Sheep, Goats, Chickens, Llamas Sold	/ head	\$	1.60	Y	C
Horses and Buffalo	/ head	\$	7.20	Y	C
Calves Sold	/ head	\$	1.10	Y	C
Cattle Sold at Open Auction and Privately Weighed on Completion of Sale	/ head	\$	3.10	Y	C
Stud Selling Fees					
Open Auction Sale Ring Use	/ head	\$	25.50	Y	C
Open Auction Sale (Yard Use Fee Only)		\$	3.60	Y	C
Hay Feeders					
Hire of Hay Feeders	/ pen per day	\$	8.00	Y	C
Consignment Fee for Cattle					
Consignment Fee 1st Day (Yard Due, Use of Ramp, Mob Base Transfer)	/ head	\$	2.20	Y	C
Consignment Holding Fee 2nd Day and Thereafter (Yard Use)		\$	1.00	Y	C
Mob Based Transfers		\$	1.50	Y	C
Cleaning of Other Areas					
Cleaning of Agents Room and Toilets After Additional Specialty Sales	/ event	\$	205.00	Y	C
Cleaning of Yards					
Cattle Yards	/ pen	\$	70.00	Y	C
National Livestock Identification Scheme (NLIS)					
Saleryard NLIS Denross Replacement		\$	15.50	Y	C
Agent Fee for Hire of NLIS Scanner 4217 Prior to Sales	/ head	\$	1.20	Y	C
Removal and Disposal					
Removal and Disposal of Dead Animal		\$	200.00	Y	C
Weighing Fees					
Other Than at Cattle Liveweight Sales					
Minimum Fee - 1 to 20 Head		\$	31.50	Y	C
Weighted Per Head - Over 20 Head		\$	1.60	Y	C
Inspections Fees - Weekdays					
Inspection Fee	/ hour	\$	120.00	Y	C
Minimum Charge of 15 Minutes		\$	30.00	Y	C
Off Site Inspections - Travel Time Cost Per Kilometre Travelled		\$	0.90		
On Property Inspections (Properties in the Infected Area During Business Hours)					
Per Hour		\$	113.80	Y	C
Minimum Charge of 15 Minutes		\$	30.00	Y	C
Inspection Fees - Out of hours / Weekends / Public Holidays					
Minimum Charge of 1 Hour	/ hour - minimum 1 hour	\$	240.00	Y	C
Callout Fee		\$	90.00	Y	C
Off Site Inspections - Travel Time Cost Per Kilometre Travelled		\$	0.90	Y	C
Dipping Fees					
Dipping Fee		\$	2.20	Y	C
Travel Time Cost Per Kilometre Travelled				Y	C
Shaving Fees					
Per Animal		\$	4.80	Y	C
Minimum Fee		\$	12.60	Y	C

Fees & Charges					
Type of Charge	15 / 16	OBT	Head of Power	Reg / Com	
Searches					
Building Searches					
Building Property Search	\$ 295.00	N	Local Government Act 2009 (2)(g)		R
Building Records Search	\$ 170.00	N	Local Government Act 2009 (3)(g)		R
Building Records Search (Urgent)	\$ 255.00	N	Local Government Act 2009 (3)(g)		R
Copy of Building Plans (Hard Copy)	\$ 185.00	N	Sustainable Planning Act 2009 5729(1)(f)		R
Copy of Building Plans (Electronic)	\$ 84.00				
Cemetery Search					
Standard Search (Over 6 Names)		N Oast	Y		C
Environmental Health Licences					
Special Inspection (e.g. Compliance Search)					
To Undertake Inspection of any Licensed Premises and Requires a Written Report The Application Fee for all Environmental Health Licences / Permits includes the Assessment Fee and the Balance of the Licensing period. If a new application is received in the last 3 months of the licensing period the approval shall be issued to the common due date in the following financial year.	\$ 334.00	Y			C
Health Records Search					
	\$ 87.00	Y			C
Noxious Weeds - Property Inspection					
	\$ 175.00	N	Local Government Act 2009 5972)(a)		R
Rate / Property Searches					
Spot Search	\$ 72.00	N	Local Government Act 2009 5972)(c)		R
Full Search	\$ 129.00	N	Local Government Act 2009 5972)(g)		R
Urgent Search (Less than 48 hours from receipt of request)	\$ 185.00	N	Local Government Act 2009 5972)(c)		R
Property Archive Search/Miscellaneous Administration Fee	/hour	Y			C
Property Archive Search/Miscellaneous Administration Fee - if less than 1/2 hour	/half hour - minimum	Y			C
Note:					
(i) The owner (or his Agent authorised in writing) may inspect the Rate Book in respect of land of which he is the owner, lessee, or occupier, and / or land adjoining thereto, without charge.					
(ii) Rate information is not to be given by telephone.					
Special Water Meter Reading					
	N	N	Local Government Act 2009 5972)(g)		R
Planning Searches					
Limited Planning Certificate	\$ 132.00	N	Sustainable Planning Act 2009 5737(2)		R
Standard Planning Certificate	\$ 389.00	N	Sustainable Planning Act 2009 5737(2)		R
Full Planning Certificate	\$ 783.00	N	Sustainable Planning Act 2009 5737(2)		R
Searches					
Plumbing Search - House/Drainage Plans within the Property (Owner / Private Contractor Info Request)	\$ 41.00	N	Plumbing & Drainage Act 2002 8145(5)(b)		R

Fees & Charges				
Type of Charge	15 / 16	GBT	Head of Power	Reg / Cont
Soil Laboratory Testing				
Aggregate Sampling				
Sampling of Aggregate	/ hour	\$ 70.00	Y	C
Flakiness Index (Including ALO, Particle Size Distribution)		\$ 188.00	Y	C
Degradation Test		\$ 200.00	Y	C
Weak Particles		\$ 70.00	Y	C
Crushed Particles		\$ 70.00	Y	C
Degree Precoat		\$ 70.00	Y	C
10% Fines Wd / Dry Variation		\$ 504.00	Y	C
Sand, Silt Clay Content		\$ 50.00	Y	C
Loose Density		\$ 50.00	Y	C
CBR Testing				
CBR (5 Points)				
Unsoaked		\$ 420.00	Y	C
Soaked		\$ 430.00	Y	C
In situ CBR Test (DCP)				
CBR (1 Point)	/ hour	\$ 70.00	Y	C
Unsoaked				
		\$ 252.00	Y	C
Soaked				
		\$ 252.00	Y	C
Compaction Testing				
Conventional				
Dry Density - Moisture Relationship (MDR)				
Large Mould MDR		\$ 170.00	Y	C
Small Mould MDR		\$ 130.00	Y	C
Field Density (Sand Replacement)				
		\$ 78.00	Y	C
Concrete Testing				
Slump Test				
		\$ 25.00	Y	C
Making Cylinders and Curing (Each Cylinder) (Includes 1 Slump Test Per Set of 3)				
Set of 3		\$ 165.00	Y	C
Cast and Cure Extra Cylinder		\$ 25.00	Y	C
Unconfined Compressive Strength (UCS)				
		\$ 238.00	Y	C
Compressive Strength Tests (Each Cylinder)				
		\$ 25.00	Y	C
Nuclear Meter Testing (NATA Certified)				
Field Dry Density - Moisture Content Each		\$ 41.00	Y	C
Soil Testing				
Moisture Content				
	/ test	\$ 28.00	Y	C
Sieve Analysis				
Particle Size Distribution (PSD) Dry /Wet		\$ 127.00	Y	C
Particle Size Distribution (PSD) Less than 5 Sieves		\$ 85.00	Y	C
Atterberg Limits				
5 Points (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$ 165.00	Y	C
1 Point (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$ 88.00	Y	C
Linear Shrinkage				
		\$ 40.00	Y	C
Discount for Bulk Customers - On Request				
Standard Fees				
Hourly Travel Rate	/ hour	\$ 90.00	Y	C
Notes				
1. Costs include travel of up to 10km radius of Kingoonya, otherwise travel charges apply.				
2. A wait time of 15 minutes per job after which hourly rate charged at 15 minute intervals				
3. If a sample is to be sent to another Laboratory, postage shall be added.				
4. Any tests not listed but able to be undertaken by the Soils Laboratory shall be charged at the hourly rate.				
5. The Soils Laboratory hours of operation are 6.30am to 3.30pm Monday to Friday. Testing outside of these hours will attract overtime rates.				
6. When Soil Tester is undertaking a large volume of testing for a single client a lower charge out rate may be negotiated if in agreement with the Chief Executive Officer.				
7. Call fee of half an hour applies if job cancelled and not notified plus travel costs where applicable.				

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Com	
Subdivision - Engineering					
01. Inspection of Construction When Design Carried Out By Others					
Up to \$200,000	+ 2.2%	Y			C
\$200,000 - \$500,000		Y			C
+ % of Construction Cost Between \$200,000-\$500,000	+ 1.65%	Y			C
Over \$500,000		Y			C
+ % of Construction Cost Over \$500,000	+ 1.1%	Y			C
Over \$1,000,000		Y			C
+ % of Construction Cost Over \$1,000,000	+ 0.55%	Y			C
02. Inspection of Construction When Design Carried Out By Others and Supervised and Certified By Consulting Engineers	+0.55%	Y			C
03. Design, Preparation of Estimate and Supervision of Engineering Works, When Carried Out by Council % of Estimated Cost	+ 9.9%	Y			C
04. Design and Preparation of Estimate % of Estimated Cost	+ 7.7%	Y			C
05. Preparation of Estimate Only, Where Schedule of Quantities Submitted by Others % of Estimated Cost	+ 0.55%	Y			C
06. Supervision of Construction Works, When Designed by Others + % of Estimated Cost	+3.65%	Y			C
07. Where a NATA Certified Testing Authority is Used for Testing of Water and Sewerage Mains the Total Fee Shall be Reduced by 15%	- 15%	Y			C
08. Reinspection Fee Where First of Subsequent Inspections Have Failed	\$ 200.00	Y			C
Schedule of Submitted Engineering Plans					
% of Estimated Cost		+ 1.1%	N	Local Government Act 2009 597 (2)(b)	R
minimum	\$ 375.00	N		Local Government Act 2009 597 (2)(a)	R
Notes:					
1. When Council refuses a subdivision application and the applicant desires to submit a revised design, then Council allows a 50% reduction in fees, subject to the following conditions:					
(i) The minimum charge is still to apply;					
(ii) A fresh application form must be completed;					
(iii) The application must be on behalf of the same owner;					
(iv) The revised design must be submitted within 12 months of the refusal;					
(v) Normally it will be a revision of the internal design only;					
(vi) The required period for assessment of applications will still apply.					
2. That when an application is refused because of the non-payment of rates and a fresh application is submitted a 50% reduction in fees will be allowed, subject to the following conditions:					
(i) An application form only is to be submitted;					
(ii) The application must be on behalf of the same owner;					
(iii) The fresh application form is to be submitted within 12 months of the refusal;					
(iv) The minimum charge is still to apply;					
(v) If any amendment of the application is desired, it does not qualify under this policy.					
3. Refund of Application Fees when an Application is withdrawn					
(i) Application submitted and preliminary clerical work completed;					
(ii) Application advertised and placed on public display;					
(iii) Site inspected and department reports prepared;					
(iv) Meeting report completed, prior to Council meeting;					
(v) After Council consideration.					

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Cont	
Swimming Pools					
South Burnett Swimming Pools - Kingaroy, Murgon and South Burnett Aquatic Centre					
Adult	/ head	\$ 3.20	Y		C
Children < 12	/ head	\$ 2.50	Y		C
Senior / Concession Card Holders	/ head	\$ 2.50	Y		C
Hydrotherapy Pool	/ head	\$ 3.20	Y		C
School Swimming (Annual)		\$ 340.00	Y		C
Private Hire	/ hour	\$ 70.00	Y		C
Lane Hire	/ lane per hour	\$ 13.00	Y		C
Learn to Swim Lessons	/ head	\$ 1.00	Y		C
South Burnett Swimming Pools - Wondai, Proston and Blackbutt					
Adult	/ head	\$ 3.20	Y		C
Children < 12	/ head	\$ 2.50	Y		C
Senior / Concession Card Holders	/ head	\$ 2.50	Y		C
School Swimming (Annual)		\$ 340.00	Y		C
Private Hire	/ hour	\$ 70.00	Y		C
Lane Hire	/ lane per hour	\$ 13.00	Y		C
Learn to Swim Lessons	/ head	\$ 1.00	Y		C
South Burnett Swimming Pools - Individual Passes					
9 Month Season Pass - Sep-2015 through to May-2016					
Child	/ season	\$ 120.00			
Adult	/ season	\$ 150.00			
Senior / Concession Card Holders	/ season	\$ 120.00			
Family	/ season	\$ 430.00			
South Burnett Aquatic Centre - 12 Month Season Pass					
12 Month Season Pass - Sep-2016 through to Aug-2017					
Child	/ season	\$ 160.00			
Adult	/ season	\$ 200.00			
Senior / Concession Card Holders	/ season	\$ 160.00			
Family	/ season	\$ 570.00			
10 and 20 Visit Pass					
10 Visit Pass - Child		\$ 20.00	Y		C
10 Visit Pass - Adult		\$ 30.00	Y		C
10 Visit Pass - Senior / Concession Card Holders		\$ 20.00			
20 Visit Pass - Child		\$ 40.00	Y		C
20 Visit Pass - Adult		\$ 60.00	Y		C
20 Visit Pass - Senior / Concession Card Holders		\$ 40.00			

Fees & Charges					
Type of Charge		15 / 16	GBT	Head of Power	Reg / Cont
Waste Services					
Bin Purchase – Kingaroy					
Bulk Bin (10 cubic metre, 27 cubic metre, etc)			At Cost	Y	C
Casual Bin Hire (Including Collection) (Special Events Backyard Cleanups) - Kingaroy					
Wheeler Bin – Each Bin (Minimum of 10 Required in Order to be Delivered)	/service	\$	12.00	Y	C
Casual Bin Hire (Including Collection) (Special Events Backyard Cleanups) - Murrumbidgee, Nanango, Yandral					
Wheeler Bin – Each Bin (Minimum of 10 Required in Order to be Delivered)	/service		At Cost	Y	C
Casual Refuse Collection Service (Additional Services)					
Wheeler Bin	/service	\$	120.00	Y	C
Disposal of Dead Animals					
A Small Sized Animal <15Kgs	/animal	\$	18.00	Y	C
A Medium Sized Animal >15Kgs - <45Kgs	/animal	\$	28.00	Y	C
A Large Sized Animal >45Kgs - <90Kgs	/animal	\$	101.00	Y	C
A Horse & Cow Type Animal (In respect of the Weight)	/animal	\$	148.00	Y	C
Animal Offal Waste Products (In respect of the Weight)					
Disposal of Septic Tank and Grease Trap Waste – Contractor Fee					
Annual Fee		\$	5,048.00	Y	C
Tipping Fees – Disposal of Regulated Waste					
	/cubic metre or part thereof	\$	152.00	Y	C
Commercial / Industrial Tipping Fees - Landfills / Transfer Stations					
Batteries	each		No Charge		
Waste Oil	/ litre		No Charge		
Clean Fill			No Charge		
Light Gauge Metal / Cast Bodies / Metal Tanks			No Charge		
Cardboard and Paper Waste (Only Able to be Recycled at Kingaroy and Nanango)			No Charge		
General Waste	/ cubic metre or part thereof	\$	28.00	Y	C
<p>Only minor amounts less than 20m³ or 20 tonnes in total of construction and demolition (C&D) waste is able to be received at waste facilities other than Kingaroy with prior approval. Major C&D disposal (20m³ or 20 tonnes in total) is to be disposed of at the Kingaroy Waste Facility. Please contact Council's Waste Services Administrator (07) 4187 8100 for further details.</p>					
Green Waste	/ cubic metre		No Charge	Y	
Liquid Paint (Disposal Available at Kingaroy Only)	litre	\$	8.00	Y	C
Truck (Compacted Waste)	/ cubic metre	\$	68.00	Y	C
Truck (Uncompacted Waste Including Skips)	/ cubic metre	\$	24.00	Y	C
Waste from Outside Shire	/ cubic metre	\$	47.00	Y	C
Commercial Tipping Fees - Kingaroy Wefahbridge					
Commercial & Industrial Waste	/tonne	\$	90.00	Y	C
Construction & Demolition Waste	/tonne	\$	31.00	Y	C
Green Waste	/tonne		No Charge	Y	
Tyres (Commercial or Residential)					
Tyres - Motorcycle		\$	5.00	Y	C
Tyres - Car		\$	8.00	Y	C
Tyres - Truck to Super Single		\$	24.00	Y	C
Tyres - Tractor < 1.5		\$	109.00	Y	C
Tyres - With Rims + Base Cost		\$	1.00	Y	C
Other			At Cost	Y	C

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Cont	
Waste Water					
Sewerage Connection	\$ 500.00	N	Local Government Act 2009 597(2)(e)		R
Service Connection - Dial Into Existing Main	At Cost	N	Local Government Act 2009 597(2)(e)		R
Service - Other	At Cost	N	Local Government Act 2009 597(2)(e)		R
Location of Service (Water & Sewer)	\$ 130.00	N			U
Water & Wastewater Searches					
Requests for Sewer & Water Details Within Property (Sewer Main & Water Main Location Information)	\$ 50.00	N	Local Government Act 2009 597(2)(e)		R
Requests for Sewer & Water Details Adjacent to the Property (Sewer Main & Water Main Location Information)	\$ 50.00	N	Local Government Act 2009 597(2)(e)		R
Trade Waste Application Fee					
Category 1 Licence	\$ 250.00	N	Local Government Act 2009 597(2)(e)		R
Category 2 (Minimum \$20 F/A volume c/k)	\$ 1.00	N	Local Government Act 2009 597(2)(e)		R
Category 3 (Minimum \$20 F/A volume c/k)	\$ 1.00	N	Local Government Act 2009 597(2)(e)		R
BOD5 - c/kg	\$ 1.50	N	Local Government Act 2009 597(2)(e)		R
Sus Solids c/kg	\$ 1.00	N	Local Government Act 2009 597(2)(e)		R
Swimming Pool Application Fee	\$ 165.00	N	Local Government Act 2009 597(2)(e)		R
Miscellaneous Wastewater Fees					
Hire of Sewer Camera including Staff	/ hour	\$ 165.00	Y		R
Hire of Sewer Jetter including Staff	/ hour	\$ 250.00	Y		R

Fees & Charges					
Type of Charge	15 / 18	GBT	Head of Power	Reg / Class	
Water - Sales					
Blackbutt Bulk Naldu Pipeline Water	1 kilometre	\$ 1.00	N		G
Purchase of Water					
Water from Standpipe Commercial or Dom	1 kilometre	\$ 4.00	N		G
Deposit on Standpipe Key		\$ 125.00	N		G

Report of Fees and Charges

Water Supply

RELEVANT

Fees & Charges					
Type of Charge	15 / 16	GBT	Head of Power	Reg / Dist	
Water Supplies					
Connection Fees (Measurements are Internal Diameter)					
Standard 20mm Service (<30 metres)	\$	970.00	N	Local Government Act 2009 597(2)(e)	R
Standard & Restricted Rural 12mm Service	\$	970.00	N	Local Government Act 2009 597(2)(e)	R
25mm Service (includes 25mm meter) (<30 metres)	\$	1,391.00	N	Local Government Act 2009 597(2)(e)	R
Multiple Dwelling Units - Connection 25mm (incl. 1 #20mm meter Per Unit) (<30 metres)	\$	862.00	N	Local Government Act 2009 597(2)(e)	R
22mm Service (includes 22mm meter) (<30 metres)	\$	2,534.00	N	Local Government Act 2009 597(2)(e)	R
40mm and Above Service (including meter)		At Cost	N	Local Government Act 2009 597(2)(e)	R
Over 30 metres from Main (All Sizes)		At Cost	N	Local Government Act 2009 597(2)(e)	R
Other Fees					
Disconnection Fee	\$	134.00	N	Local Government Act 2009 597(2)(e)	R
Inspection of Testable Backflow Prevention Valves	\$	139.00	N		G
Raise Meter Above Ground	\$	140.00	N	Local Government Act 2009 597(2)(e)	R
Reconnection Fee (Where Old Service Reused)	\$	140.00	N	Local Government Act 2009 597(2)(e)	R
Relocate Meter to Other Location		At Cost	N	Local Government Act 2009 597(2)(e)	R
Special Water Meter Reading	\$	71.00	N	Local Government Act 2009 597(2)(e)	R
Testing Meter - Internally	\$	88.00	N	Local Government Act 2009 597(2)(e)	R
Testing Meter - Externally		At Cost	N	Local Government Act 2009 597(2)(e)	R
Location of Water Mains	\$	129.00	N		G
Meter Boxes (PVC)					
Existing Connection (To be Installed by Council)	\$	99.00	N		G

Register of Fees & Charges

Glossary

Acts and Regulations

BA	Building Act 1975
DGSMR	Dangerous Goods Safety Management Regulation 2001
EPA	Environmental Protection Act 1994
FA	Food Act 2006
FOI	Freedom of Information Act 1992
HR	Health Regulations 1996
IPA	Integrated Planning Act 1997
LPA	Land Protection (Pest & Stock Route Management) Act 2002
PDA	Plumbing & Drainage Act 2002

Corporate Program

AF	Administration, Finance
CDYW	Cultural Development, Youth, Welfare
CG	Corporate Governance
EDT	Economic Development, Tourism
EHS	Environmental Health Service
EMS	Engineering Management Services
King W	Kingaroy Water
Kum W	Kumbia Water
KS	Kingaroy Sewerage
P&DS	Planning & Development Services
RDTS	Roads, Drainage, Transport Services
RS	Recreation, Sport
RSNRM	Rural Services, Natural Resource Management
Woor W	Wooroolin Water

Local Laws

LL 3	Libraries
LL 4	Keeping and Control of Animals
LL 5	Impounding
LL 6	Entertainment Venues
LL 7	Temporary Homes
LL 8	Rental Accommodation with Shared Facilities
LL 11	Domestic Water Carriers
LL 15	Commercial Use of Roads
LL 17	Caravan Parks
LL 18	Cemeteries
LL 19	Swimming Pools
LL 20	Roads
LL 22	Control of Advertising
LL 35	Control of Stock Saleyards

Financial and Resource Implications

Fees and Charges are a revenue source used to fund Councils service delivery. This revenue is included in each annual budget. Appropriate levels of funding from user fees reflect the cost of providing the service and are essential for long term financial sustainability.

Link to Corporate/Operational Plan

EXC1.2 Optimise Council's revenue, based on realistic and equitable policies and practices.

Communication/Consultation (Internal/External)

Input was requested from each officer who has responsibility for implementing their section of the Fees and Charges as well as the respective Managers and General Managers.

Legal Implications (Statutory Basis, Legal Risks)

Fees and Charges proposed in accordance with the Local Government Act 2009.

Policy/Local Law/Delegation Implications

Fees and Charges proposed in accordance with any Policy or Local Law and Delegations.

Asset Management Implications

Revenue required for the renewal and development of Council's assets are not factored into the fees and charges. Fees and charges can cover operational aspects of assets.

10.1.6 F - 1469443 - Operating Budget Review - June 2015**Document Information****IR No** 1469443**Author** Manager Finance**Endorsed
By** General Manager Finance**Date** 15 June 2015**Précis**

Review of Council's 2015 Budget for the quarter ending 30 June 2015.

Summary

A review of the 2015 Budget has been undertaken as at 30 June 2015. The Operational Budget forecasts an operating surplus of \$972,707.

The table below shows the projected changes compared to the original and amended budgets:

Operating Budget Forecast

Operating Function	14/15 Original Budget	14/15 Amended Budget	14/15 Proposed Budget
General Operations (Including NDRRA)	(\$2,465,095)	\$1,765,658	\$39,298
Plant & Fleet	\$852,245	\$698,960	\$691,400
Water	(\$182,273)	(\$182,273)	(\$156,023)
Waste Water	\$91,525	\$91,525	\$188,525
Waste	\$65,275	\$224,507	\$209,507
Result from Operating	(\$1,638,323)	\$2,598,377	\$972,707

Financial Position Forecast

Account Title	14/15 Original Budget	14/15 Proposed Budget
Current Assets	\$ 47,073,692	\$ 69,706,263
Non- Current Assets	555,228,380	866,443,546
TOTAL ASSETS	602,302,072	936,149,809
Current Liabilities	9,339,933	15,883,396
Non-Current Liabilities	35,047,569	50,981,721
TOTAL LIABILITIES	44,387,502	66,865,117
TOTAL COMMUNITY EQUITY	\$557,914,570	\$ 869,284,692

The decrease in Operating Result from the Amended to the Proposed Budget of about \$1.7 Million is due to adjustments made to:

Capital Income

- Decrease in capital income related to the recognition of loss on disposal of assets

Expenditure:

- Increase in depreciation expense as per independent appraiser's projection for roads
- Decrease in finance costs –adjustment of financial interest due to late drawdown of loans

The increase in Equity is due to:

- increase in revaluation surplus resulting from asset appraisal increment

Officer's Recommendation

That in accordance with Section 170(3) of the Local Government Regulation 2012 the revised Budget to 30 June 2015 be adopted.

Comprehensive Income Statement

	14/15 YTD	Actuals	14/15 Original Budget	14/15 Amended Budget	14/15 Proposed Budget
REVENUE					
Recurrent Revenue					
Fees & Charges	-	4,123,767	3,947,695	4,125,399	4,165,459
Interest Received	-	1,454,171	1,657,190	1,657,190	1,657,190
Other Income	-	653,467	987,565	907,897	681,117
Rates, Levies & Charges	-	41,138,382	40,830,385	40,708,675	40,708,675
Rental Income	-	451,409	459,580	463,030	482,590
Sales Revenue	-	5,634,759	5,351,535	5,350,825	5,350,825
Grants, Subsidies, Contributions & Donations	-	14,184,747	21,269,950	15,785,346	15,812,836
Total Recurrent Revenue	-	67,640,702	74,503,900	68,998,362	68,858,692
Capital Revenue					
Grants, Subsidies, Contributions & Donations	-	3,286,975	12,168,477	3,808,477	3,808,477
Total Revenue	-	70,927,677	86,672,377	72,806,839	72,667,169
Capital Income					
Capital Income	-	640,634	1,444,130	923,623	554,123
TOTAL INCOME	-	71,568,310	88,116,507	73,730,462	73,221,292
EXPENSES					
Recurrent Expenses					
Depreciation		12,522,532	12,634,005	12,634,005	14,334,005
Donations		17,191	510,500	480,773	480,773
Employee Benefits		22,391,505	25,877,400	25,422,958	25,422,958
Finance Costs		1,801,087	2,319,070	2,446,730	2,232,730
Materials & Services		23,494,547	34,801,248	25,415,519	25,415,519
Total Recurrent Expenses		60,226,862	76,142,223	66,399,985	67,885,985
TOTAL EXPENSES		60,226,862	76,142,223	66,399,985	67,885,985
Net Operating Surplus	-	11,341,449	11,974,284	7,330,477	5,335,307

Estimated Statement of Financial Position
As at 30 June 2015

	2015	ORIGINAL BUDGET	Revised Budget
	\$	\$	\$
Current Assets			
Cash and Cash Equivalents	46,078,516	38,458,231	55,602,077
Trade and Other Receivables	16,523,159	7,450,390	13,057,999
Inventories	1,046,188	1,155,071	1,046,188
Investments	-	10,000	-
Total Current Assets	63,647,863	47,073,692	69,706,263
Non-Current Assets			
Trade and other receivables	20,242	20,000	11,148
Investment Property	-	-	-
Property, Plant and Equipment	819,926,829	546,971,508	858,788,417
Intangible Assets	7,643,981	8,236,872	7,643,981
Total Non-Current Assets	827,591,052	555,228,380	866,443,546
TOTAL ASSETS	891,238,915	602,302,072	936,149,809
Current Liabilities			
Trade and other payables	16,338,860	3,018,579	8,995,784
Borrowings	3,622,878	2,947,743	3,622,878
Provisions	3,264,734	3,373,611	3,264,734
Total Current Liabilities	23,226,472	9,339,933	15,883,396
Non-Current Liabilities			
Borrowings	30,627,090	30,466,147	40,365,490
Provisions	10,616,231	4,581,422	10,616,231
Total Non-Current Liabilities	41,243,321	35,047,569	50,981,721
TOTAL LIABILITIES	64,469,793	44,387,502	66,865,117
NET COMMUNITY ASSETS	826,769,122	557,914,570	869,284,692
Community Equity			
Asset Revaluation Surplus	395,865,569	152,321,813	435,865,569
Retained Surplus/(Deficiency)	430,903,553	405,592,757	433,419,123
TOTAL COMMUNITY EQUITY	826,769,122	557,914,570	869,284,692

Financial and Resource Implications

The revised budget maintains the link with achieving the Operational Plan 2014/15 and is generally in line with the revenue and expenditure priorities of the Original Budget as adopted by Council on 25 July 2014.

Link to Corporate/Operational Plan

EXC1.1 Develop and implement long term financial plans and indicators to achieve optimum use of resources and alignment to strategic priorities.

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.

10.2 Planning (P&LM)

Officer's Reports

- 10.2.1 P&LM - 1456380 - Requesting Council waive all fees associated with the relocating of a former single car garage constructed of timber framing and weatherboard walling from Moffatdale to the Museum to be used for display purposes**

Document Information

IR No 1456380

Author Technical Officer – Planning

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

Date 9 June 2015

Précis

Requesting Council waive all fees associated with the relocating of a former single car garage constructed of timber framing and weatherboard walling from Moffatdale to the Museum to be used for display

Summary

Council received a written request from the Queensland Dairy and Heritage Museum Murgon Inc for the waiver of the Building Application Fee and Inspection Fee. The application is for the relocation of a single car garage constructed of timber framing and weatherboard walling from Moffatdale to the Museum. The garage will be converted to a Display Building (Zanow Building) for the purpose of housing a Butcher Shop and a Baker Shop which will create much interest for visitors.

Officer's Recommendation

That Council *approve* a 100% waiver of the Building Application Fee \$1,157.00, taking into consideration the community nature of the Queensland Dairy and Heritage Museum Murgon.

Based on previous decisions by Council in these matters, it is considered appropriate to retain the document lodgement fee (\$168.00) associated with the Building Work application.

Financial and Resource Implications

Financial implication - reduced revenue – Building Application Fee - \$1,157.00

Link to Corporate/Operational Plan

No implication can be identified.

Communication/Consultation (Internal/External)

Not relevant

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

Consideration of Applications for Reduction in Council's Fees & Charges – Building & Development Applications Policy

Asset Management Implications

No implication can be identified.

**10.2.2 P&LM - 1435714 - Forwarding Reconfiguration of a Lot (Boundary realignment)
69 & 174 Jacobsens Road, Wooroolin - Lots 10 & 11 SP223289 Applicant: C
Horne C/- O'Reilly Nunn Favier - ROLC2015/0007**

Document Information

IR No 1435714

Author Technical Officer Planning

**Endorsed
By Manager Planning & Land Management
General Manager Corporate Service**

Date 15 June 2015

Précis

Forwarding Reconfiguration of a Lot (Boundary realignment) 69 & 174 Jacobsens Road, Wooroolin - Lots 10 & 11 SP223289 Applicant: C Horne C/- O'Reilly Nunn Favier - ROLC2015/0007

Summary

- Application is for a Development Permit for the Reconfiguration of a Lot (Boundary Realignment) pursuant to the Kingaroy Shire IPA Planning Scheme
- The existing configuration was created as result of a family lot subdivision approved in 2008
- The properties are zoned Rural and are affected by the following Special Management Overlay Areas (SMOAs):
 - SMOA Map 2D – Good Quality Agricultural Land – Class A & B
 - SMOA Map 2D(i) – 500m buffer area to a piggery on the northern corner
- The proposed reconfiguration is considered Code Inconsistent under the Rural Zone as both proposed lots are less than 200ha in area
- The applicant has provided documentation to support their application which is based primarily on the rural production potential of the land. The report highlights the potential gross income, however it does not take into account the costs and outlay for farming enterprises such as: drought, flood, irrigation costs, fuel, transport, fertiliser, water, seed, loss of crops, wages, farm machinery, ongoing maintenance and repairs, depreciation, rates, chemicals, seasonal fluctuating prices, crop management and insect and weed control to name but a few.
- The Rural Locality Code stipulates that lots resulting from reconfiguration comply with the standards set out in Table 3.1 of the Code. Table 3.1 requires that if reconfiguration does not comply with S3.1, but is on Class A or B Good Quality Agricultural Land (GQAL) then the resulting lot size must be a minimum of 200ha. The proposed development does not comply with S3.1 of the Code and is Class A & B GQAL. It is therefore inconsistent with the Planning Scheme in this regard and has the potential to result in creating a precedent for other similar proposals
- Application recommended for refusal subject to grounds listed below

Officer's Recommendation

That Council *refuses* the applicant's request for a Development Permit for Reconfiguration of a Lot (Boundary Realignment) at 69 Jacobsens Road, Wooroolin (and described as Lot 10 on

SP223289) and 174 Jacobsens Road, Wooroolin (and described as Lot 11 on SP223289) based on the following grounds:

- (1) The proposal does not support farm restructuring or is necessitated by the existing productive agricultural use of the site as the reconfiguration fragments good quality agricultural land.
- (2) The proposal has the potential, if approved, to signal a departure from Council's current policy regarding rural subdivisions below 200ha and could lead to a precedent for further rural subdivision creating rural residential type lots in the area without having to demonstrate the appropriateness of such development.
- (3) Having regard for (2) above, the proposal is inconsistent with the outcomes specified in the Kingaroy Shire IPA Planning Scheme.

Advice

ADV1. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—

- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
- b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

10.2.3 P&LM - 1442878 - Forwarding application for Reconfiguration of a Lot (1 lot into 2) for property at 6 Bunya Highway Charlestown - Lot 6 SP194438 - Applicant & Owner - JH & CL Gleich

Document Information

IR No 1442878

Author Technical Officer Planning

**Endorsed
By Manager Planning & Land Management
General Manager Corporate Services**

Date 15 June 2015

Précis

Forwarding application for Reconfiguration of a Lot (1 lot into 2) for property at 6 Bunya Highway Charlestown - Lot 6 SP194438 - Applicant & Owner - JH & CL Gleich

Summary

Key Point Summary

- Application is for the Reconfiguration of a Lot (1 Lot into 2 Lots) and is Code Assessable development pursuant to the Wondai Shire IPA Planning Scheme
- The proposed reconfiguration is inconsistent under the Rural Zone pursuant to the Wondai Shire IPA Planning Scheme as the proposed lot is less than 200ha in area
- The owner operates two (2) separate businesses from the site:
 - The majority of the property is utilised for cattle grazing purposes and
 - Gleich Contracting use a relatively small section of the property to store trucks and trailers required for the transportation of local grains and crops in the South Burnett Region – this use is considered an Existing Lawful Use on the site as it has been operating as such since the owner purchased the property in 1986.
- The Special Management Overlay Areas (SMOAs) affecting the property are:
- SMOA Map C – Environmental Management Areas – Water Quality Elements – Indicative Riparian Land 100m Buffer
- SMOA Map D – Economic Resource – Part A & Part B Good Quality Agricultural Land
- SMOA Map D(i) - Buffer Area Management to Intensive Animal Husbandry and Industrial Zoned Land – 500m Buffer to Piggery
- Application recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approves* the Development Application for Reconfiguring a Lot (1 Lot into 2 Lots) on Bunya Highway, Charlestown (and described as Lot 6 on SP194438), 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 unless otherwise amended by the following conditions:
- Title: Proposed Subdivision, Drawing No: 5647P/1, Sheet No: 1 of 1, Drawn by: O'Reilly Nunn Favier, Dated 7/4/15
-

- GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN3. Prior to sealing the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Section 815 of the *Sustainable Planning Act 2009*.
- GEN4. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.
- GEN5. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.
- GEN6. Payment of Department of Environmental and Resource Management valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$92.00 (2 lots x \$46.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.
- GEN7. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the Plan of Survey, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

Sealing of a Plan of Survey fee will be charged, with payment required prior to Council consenting to the Survey Plan.

Property Access

- ENG1. Prior to sealing the survey plan, ensure that property access to the proposed lot from Burns Road is in accordance with the details in Table S2.7 – *Design and Construction Standards* of the Wondai Shire Council IPA Planning Scheme; and Council's standard Drawing No. SBRC 00049 *Rural Access*.
- ENG2. Only one access to the site will be permitted.
- ENG3. Road works and the property entrances shall be constructed so as to:
- a) permit access to and egress from the properties in a forward gear;
 - b) avoid a trip hazard to pedestrians;
 - c) ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property; and
 - d) ensure that fencing, landscaping and letterboxes do not impede sight lines for vehicles entering or leaving the proposed reconfigured properties or travelling along Burns Road or along road reserve adjacent to the property which is the subject of the proposed boundary realignment.

Stormwater

- ENG4. Management of stormwater shall be in accordance with Schedule 2, Tables S2.11, S2.12 and S2.13 *Design and Construction Standards* of the Nanango Shire IPA Planning Scheme.
- ENG5. The stormwater drainage system serving the site shall 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.
- ENG6. Drainage shall be designed such that no restriction to existing or developed stormwater flow from upstream or downstream properties or ponding of stormwater within upstream and downstream properties occurs as a result of this development.

ENG7. Any new earthworks, landscaping, pavements or structures shall not concentrate or impede the natural flow of water across property boundaries and onto any other properties.

Property Boundaries

ENG8. All existing on-site structures, dams and sewage treatment facilities including transpiration and irrigation areas shall be relocated so as not to cross proposed property boundaries

Clearing of Vegetation

ENG9. Any proposed clearing of vegetation within road reserves shall comply with the requirements of the Nanango Shire Council *Rural Locality Code* section 3.2.2 (2) (d).

Access

ADV 1. The applicant should contact Council's Co-ordinator Natural Resource Management for advice and approval before carrying out any proposed clearing of vegetation within road reserves.

Advice

ADV1. Section 341(3) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of two (2) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

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 <http://www.datsima.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form

ADV3. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—

- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
- b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

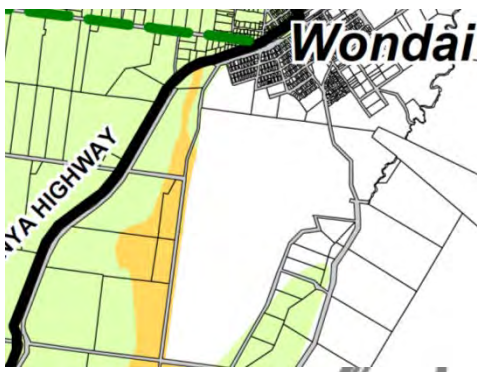
SMOA MAP 2C 2006

SPECIAL MANAGEMENT OVERLAY AREAS: ENVIRONMENTAL MANAGEMENT AREAS



- REGIONAL ECOSYSTEM**
- Critical Nature Conservation Network
- CONSERVATION STATE LANDS**
- Forest Reserve
 - Conservation Reserves
 - Indicative 500m Buffer on Abutting Land
- WATER QUALITY ELEMENTS**
- Bjelke Peterson Dam - Declared Catchment
 - Water Resources
 - 800m Indicative Buffer to Full Supply Level of Boondooma Dam
 - Waterways
 - Other Drainage Features
 - Indicative Riparian Land 100m Buffer
 - Indicative Riparian Land 50m Buffer

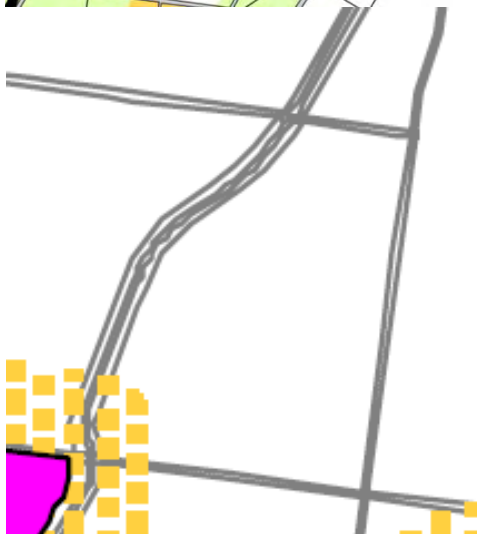
SMOA MAP 2D 2006



SPECIAL MANAGEMENT OVERLAY AREAS: ECONOMIC RESOURCE

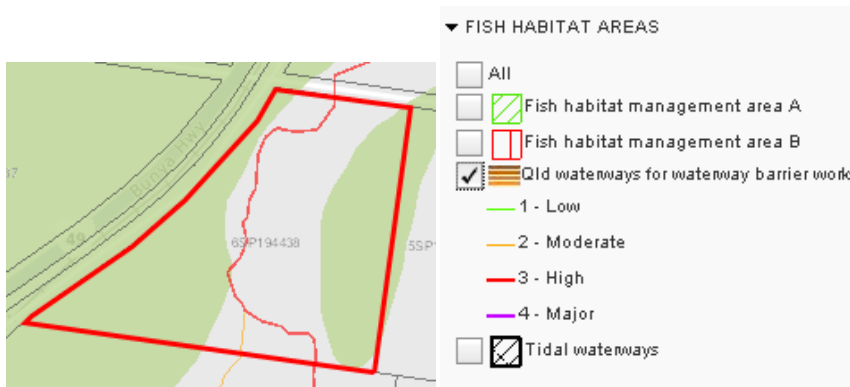
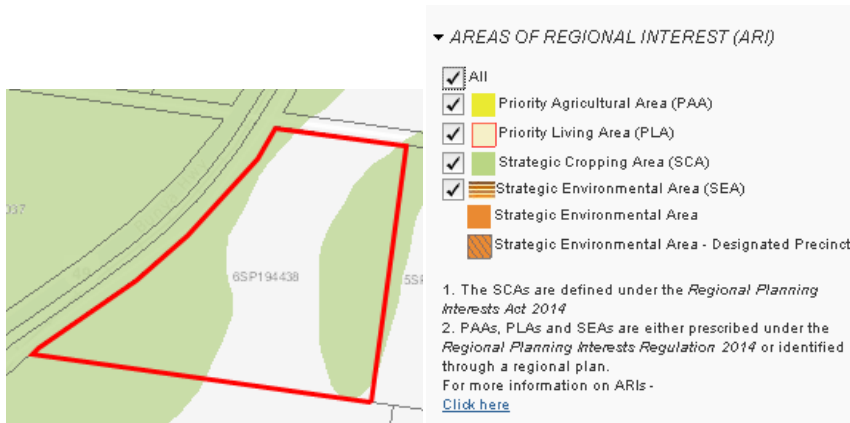
- Class A - Good Quality Agricultural Land
- Class B - Good Quality Agricultural Land
- Class C1 - Good Quality Agricultural Land
- Full Supply Level of Dam

SMOA MAP 2D (i) 2006



SPECIAL MANAGEMENT OVERLAY AREAS ECONOMIC RESOURCES - BUFFER AREA MANAGEMENT TO INTENSIVE ANIMAL HUSBANDRY & INDUSTRIAL ZONED LAND

- Feedlots
- Piggery
- 500m Buffer to Feedlots and Piggeries



Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

- GO3 Balanced development that preserves and enhances our region.
- GO3.3 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 can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

10.2.4 P&LM - 1438848 - Forwarding Application for Reconfiguration of a Lot (1 lot into 2 lots) 68 Meiers Road, Kingaroy - Lot 215 FY195 Applicant: J & T Smith C/- O'Reilly Nunn Favier

Document Information

IR No 1438848

Author Technical Officer Planning

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

Date 15 June 2015

Précis

Forwarding Application for Reconfiguration of a Lot (1 lot into 2 lots) 68 Meiers Road, Kingaroy - Lot 215 FY195 Applicant: J & T Smith C/- O'Reilly Nunn Favier

Summary

Key Point Summary

- Application is for Reconfiguring a Lot (1 Lot into 2 Lots) and is “Inconsistent” Code Assessable development against the Kingaroy Shire IPA Planning Scheme;
- The site is approximately 57.83ha in extent with the proposed allotments 56.5ha and 1.9ha in area respectively;
- Subject site included within the Rural Zone with Preferred Land use of Open Space;
- The proposed reconfiguration is inconsistent under the Rural Zone as both proposed lots are less than 200ha in area;
- The proposal does not support farm restructuring or is necessitated by the existing productive agricultural use (cropping) of the site;
- There are no special circumstances in support of the application that is based on supporting the rural production potential of the land;
- Application recommended for refusal subject to grounds listed below.

Officer's Recommendation

That Council *refuse* the Applicants request for a Development Permit for Reconfiguration of a Lot (1 Lot into 2 Lots) on Lot 215 on FY195 located at 68 Meiers Road, Kingaroy based on the following grounds:

- 1) The proposed subdivision is below the 200ha minimum and has the potential to fragment good quality agricultural land by creating a rural residential lifestyle lot, not supporting the continued agricultural activities on the balance lot.
- 2) Organic farming does not support or is required for farm restructuring or is essential to enhance the productive potential of the land by subdividing 1.9ha. The applicant's organic farming proposal is based on the subdivision of land and is not considered sufficient justification to support the departure from the Rural Locality Code Overall Outcomes of the Kingaroy Shire IPA Planning Scheme.

- 3) The reconfiguring of the land, as proposed, is inconsistent with the overall outcomes of the Rural Locality Code of the Kingaroy Shire IPA Planning Scheme, having regard for points 1 and 2 above.
- 4) The property is identified under the State Planning Policy and Regional Interests as Important Agricultural area (IAA) and the proposed subdivision creates land use conflict, particularly when occupants of new dwellings have no direct connection with the surrounding agricultural activities.
- 5) The use of agricultural land for rural residential 'lifestyle' or 'hobby' farms will alter the planning focus from protecting rural land.
- 6) The proposal has the potential, if approved, to signal a departure from Council's current policy regarding rural subdivisions below 200ha and could lead to a precedent for further rural subdivision creating rural residential type lots in the area without having to demonstrate the appropriateness of such development.

Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

- GO3 Balanced development that preserves and enhances our region.
GO3.3 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 can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

11. Information Section (IS)

11.1 IS - 1469024 - Reports for the Information of Council

Document Information

IR No 1469024

Author Executive Support Officer

**Endorsed
By Chief Executive Officer**

Date 16 June 2015

Précis

Reports received for the Information of Council.

Summary

List of correspondence pending completion of assessment report
Delegated Authority Report
Workplace Health & Safety Report
Road Maintenance Expenditure Report

Officer's Recommendation

That the reports be received.

12. General Section

No Report.

13. Confidential Section

No Report.

