



AGENDA

Ordinary Council Meeting Wednesday, 15 July 2020

**I hereby give notice that an Ordinary Meeting of Council will be held
on:**

Date: Wednesday, 15 July 2020

Time: 10.30am

**Location: Warren Truss Chamber
45 Glendon Street
Kingaroy**

**Mark Pitt PSM
Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 PRAYERS**
- 4 RECOGNITION OF TRADITIONAL OWNERS**
- 5 DECLARATION OF INTEREST**

6 DEPUTATIONS/PETITIONS

6.1 FORWARDING AN EPETITION REQUESTING MURGON TARGET COUNTRY BE CONVERTED TO A KMART HUB STORE

File Number: 15-07-2020

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Forwarding an ePetition requesting Murgon Target Country be converted to a Kmart Hub Store

SUMMARY

An epetition has been received requesting Murgon Target Country be converted to a Kmart Hub Store

OFFICER'S RECOMMENDATION

That the epetition be received and referred to the Chief Executive Officer for consideration and relevant action.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

N/A

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

ATTACHMENTS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 SOUTH BURNETT REGIONAL COUNCIL MINUTES

File Number: 15-07-2020

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Minutes of meeting of the South Burnett Regional Council held on Wednesday 17 June 2020

SUMMARY

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 Council Meeting held on Wednesday 17 June 2020 be received and the recommendations therein be adopted.

BACKGROUND

Nil

ATTACHMENTS

1. **South Burnett Regional Council Minutes - Wednesday 17 June 2020** [!\[\]\(a16a19bbc0e991a431a3f945e52ea4ee_img.jpg\) !\[\]\(84adebc4a9e78c4c1c7cf356a810b3d7_img.jpg\)](#)



Minutes
Of The
General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On

Wednesday 17 June 2020

Chief Executive Officer: Mark Pitt

Our Vision

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

Our Values

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



Cr BW Otto (Mayor)

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 17 June 2020

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Cr BW Otto (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – WEDNESDAY 17 JUNE 2020

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Cr BW Otto (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – WEDNESDAY 17 JUNE 2020

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 17 June 2020 at 9.00am

PRESENT:**Councillors:**

Cr BW Otto (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KM Schumacher, Cr KA Duff, Cr SW Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance), Peter O'May (General Manager Community), Aaron Meehan (General Manager Infrastructure)

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association/Barambah Ministers Association, Pastor Chris Downes, from the Murgon District Baptist Church offered prayers for Council and for the conduct of the Council meeting.

3. Recognition of Traditional Owners

Cr Duff conducted Acknowledgement of Country

4. Confirmation of Minutes of Previous Meeting**4.1 South Burnett Regional Council Minutes****Resolution:**

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That the minutes of the previous meeting held on Wednesday 20 May 2020 as recorded be confirmed.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

5. Declaration of Interest

Mayor Otto and Cr Schumacher declared a perceived conflict of interest in relation to Item 12.4 - Approval to transfer the tenancy of a shed at Kingaroy Enterprise Centre from Taabinga Rotary to St John's Lutheran P&C for the Bookarama fundraising event

6. Petitions / Presentations

- 6.1 Requesting Council vote on the attached petition with a request that Council reconsider issuing an updated letter of support for the Bunya Mountains Dark Sky Park and fund the \$20000 needed for the Lighting Management Plan**

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That the petition be received and referred to the Chief Executive Officer for consideration and relevant action.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

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

See Business Function Headings

7. Portfolio – Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT

- 7.1 Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report**

Resolution:

Moved Cr BW Otto, seconded Cr KA Duff.

That Mayor Otto's Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council be received.

Social & Corporate Performance:**Successful Grants for Council**

This Council is committed to exploring the avenues of external funding to relieve the financial burden on our ratepayers. In recent weeks, Council has hit a significant milestone in securing major external funding for our region:

- *\$4.7M funding through the Federal Government's Building Better Regions Fund to progress the Kingaroy Transformation project;*
- *\$3.31M from the 2020/21 COVID Works for Queensland program as part of the Queensland Government's Economic Recovery Strategy: "Unite and Recover for Queensland Jobs";*
- *\$1,644,465 from the Local Road and Community Infrastructure Program (LRCIP); and*
- *\$1.6M from Roads to Recovery (R2R).*

'Have a chat' meet and greets in our community

In the past month, I am pleased to announce that I have commenced the promised 'have a chat' meet and greets in our community. My visits to Proston, Murgon and Wondai communities were well received with time well spent meeting with a large number of residents. Having listened to residents share their concerns as well as their aspirations for their communities, I have brought back to Council a range of issues for consideration. These sessions start the process of improved

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SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – WEDNESDAY 17 JUNE 2020

community engagement, which is a commitment of this term of Council. In the coming weeks I will be visiting:

Town	Venue	Date	Time
Kingaroy	Muffin Break	Monday 22 June	7:00am – 1:00pm
Nanango	Nanango Country Bakehouse & Cafe	Monday 29 June	7:00am – 1:00pm
Blackbutt	Bunya Nut Cafe	Monday 6 July	7:00am – 1:00pm
Maidenwell	Trading Post	Monday 13 July	7:00am – 1:00pm
Kumbia	Kumbia Services Station / Cafe	Monday 20 July	7:00am – 1:00pm

Work on Council facilities

I would like to take this opportunity to formally acknowledge the recent work that our staff have undertaken maintaining our Council facilities such as community parks and gardens. It is encouraging to receive positive feedback from across the region.

2020/2021 Budget Process Update

Council has been diligently working behind the scenes to progress the development of the draft 2020/2021 budget. Collectively we have reviewed the capital works program in the areas of Water/Wastewater, Roads, Buildings and Parks/Gardens. The next stage is to workshop the review of the operational budget for the various departments. In conjunction with these workshops, Council is discussing the rating strategy for the upcoming year considering the longer-term impact on our community. The review of the rating categories to reflect equity across the rating system is also being undertaken. At this stage, it is the intention of Council to bring down the budget next month on 15 July 2020.

People & Culture:

People and Culture Management

Continual review of engagement of council staff across the organisation with particular focus on communications delivery.

Workplace Health and Safety

WHS statutory training has recommenced where possible with the continued restrictions by the State government.

Learning and Development

Employee Development Review process is being reviewed prior to the roll out in July/August 2020.

Workplace Relations

Officer and Field Staff Collective Agreement documents continue to progress to the Queensland Industrial Relations Commission (QIRC) for certification of the two Collective Agreements. Documents and lodgement forms are currently with Industrial Advisors and relevant Unions. Back payments and Bonus payments have been made to eligible staff and rates have increased accordingly.

Communications/Media:

In May 2020 the Media and Communications team progressed the following:

Media Releases x 41:

- 207. Media Release 07-05-20 - Successful Community Grants recipients announced
- 208. Media Release 07-05-20 - UPDATE - Lamb Street Murgon - CBD Footpath Kerb and Channel Replacement
- 209. Media Release 07-05-20 - Request for Quotations – Private Building Certifier

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- 210. *Media Release 07-05-20 - Waste Services Update - Managing household waste during the COVID-19 crisis*
- 211. *Media Release 07-05-20 - COVIDSAFE App a key to opening up businesses*
- 212. *Media Release 07-05-20 - Head to Health – COVID-19*
- 213. *Media Release 07-05-20 - Residential Rental Hub*
- 214. *Media Release 07-05-20 - Can you help – Care Army*
- 215. *Media Release 07-05-20 - Be Connected – online learning resources*
- 216. *Media Release 13-05-20 - Coolabunia State School Bus Parking Upgrade*
- 217. *Media Release 13-05-20 - Online Compost Workshops*
- 218. *Media Release 14-05-20 - South Burnett Councillors remuneration and expenses reimbursements explained*
- 219. *Media Release 14-05-20 - UPDATE - Lamb Street, Murgon - CBD Footpath, Kerb and Channel Replacement – 17-05-20*
- 220. *Media Release 14-05-20 - Temporary disruption – Tree removal Murgon 17-05-20*
- 221. *Media Release 14-05-20 - Council to commence a staged approach to reopening of facilities*
- 222. *Media Release 15-05-20 - Stage 1 Easing of COVID-19 Restrictions*
- 223. *Media Release 18-05-20 - Council Meeting scheduled for Wednesday 20 May 2020*
- 224. *Media Release 18-05-20 - Care Hampers – Do you know someone that needs a helping hand*
- 225. *Media Release 19-05-20 - Where to go for assistance during COVID-19*
- 226. *Media Release 19-05-20 - Rogers Drive Roundabout Final Stage*
- 227. *Media Release 19-05-20 - Did you know - reporting property damage*
- 228. *Media Release 20-05-20 - Council Brief - Wednesday 20 May 2020*
- 229. *Media Release 20-05-20 - Council to write-off outstanding debtor accounts*
- 230. *Media Release 21-05-20 - TAFE Queensland delivers in the South Burnett*
- 231. *Media Release 22-05-20 - UPDATE - Gravel Resheeting and Upgrade Works - May and June*
- 232. *Media Release 22-05-19 - Water Meter Reading Program scheduled to commence 30-05-2020*
- 233. *Media Release 22-05-20 - Councils new Customer Service Standards for water and wastewater adopted*
- 234. *Media Release 22-05-20 - Join South Burnett libraries - Simultaneous Storytime*
- 235. *Media Release 22-05-20 - Council welcomes community members as Customer Service and Library Facilities reopen*
- 236. *Media Release 25-05-20 - South Burnett armed with Battleplan*
- 237. *Media Release 25-05-20 - South Burnett Regional Council supportsmall*
- 238. *Media Release 25-05-20 - Have a chat with the Mayor*
- 239. *Media Release 25-05-20 - Iconic Wondai clock sees facelift*
- 240. *Media Release 25-05-20 - UPDATE - Lamb Street Murgon - CBD Footpath Kerb and Channel Replacement – 24-05-20*
- 241. *Media Release 25-05-20 - Community members urged to be vigilant*
- 242. *Media Release 25-05-20 - Do you need assistance with mental health and wellbeing*
- 243. *Media Release 27-05-20 - Council supports National Reconciliation Week 2020*
- 244. *Media Release 27-05-20 - Queensland Return to Play - South Burnett urged to prepare*
- 245. *Media Release 29-05-20 - Council supports Domestic Violence Prevention Month in May*
- 246. *Media Release 29-05-20 - Funding available through Sport and Recreation COVID SAFE Restart Plan*
- 247. *Media Release 29-05-20 - UPDATE - Lamb Street Murgon - CBD Footpath Kerb and Channel Replacement – 31-05-20*

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SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – WEDNESDAY 17 JUNE 2020

2019	Jul	Aug	Sep	Oct	Nov	Dec
	5	5	15	18	27	21
2020	Jan	Feb	Mar	Apr	May	Jun
	24	23	29	39	41	

Media enquiries x 20:

- 01/05/2020 SBT - Mayor and Councillor Remuneration
- 06/05/2020 SBT – Ray of Sunshine photo opportunity
- 07/05/2020 South Burnett Online - Successful Drought Communities Programme Extension (DCPE) projects
- 08/05/2020 Resonate - RADF Grants
- 11/05/2020 South Burnett Online - Expenses Reimbursement Policy passed at Council's April meeting
- 12/05/2020 SBT - Dark Sky Accreditation
- 12/05/2020 ABC - Playgrounds and Gym Equipment re-opening
- 13/05/2020 ABC - Composting Workshop
- 13/05/2020 South Burnett Online - Eradication of Dengue Fever Mosquito
- 15/05/2020 SBT - Kingaroy Roundabout
- 15/05/2020 SBT – Regions pools reopening
- 19/05/2020 SBT - Battleplan
- 20/05/2020 SBT - Agenda / meeting Notes
- 25/05/2020 South Burnett Online - Murgon Target
- 25/05/2020 SBT - Murgon Target
- 26/05/2020 South Burnett Online - Battleplan projects x 36 - phone call
- 26/05/2020 South Burnett Online - Battleplan projects x 36 - Drought Communities Programme projects - email
- 26/05/2020 High Country News - Bunya Mountains Dark Sky Park
- 26/05/2020 SBT - Vandalism
- 27/05/2020 South Burnett Online - Battleplan projects x 36 - Drought Communities Programme projects – email

2019	Jul	Aug	Sep	Oct	Nov	Dec
			7	9	11	2
2020	Jan	Feb	Mar	Apr	May	Jun
	11	3	3	7	20	

Social Media: Facebook Posts x 67

The most popular post: 01-05-20 'Restrictions eased' reached an audience of 8,075.

Council's 'southburnettregion' Facebook page ended the month with 7,608 likes and 7,859 followers.

2019	Jul	Aug	Sep	Oct	Nov	Dec
	42	37	72	85	110	56
2020	Jan	Feb	Mar	Apr	May	Jun
	58	47	71	72	67	

Printed Advertising:

Council progressed two full page ads (Page 4) in the South Burnett Times during May.

Council progressed one full page ad in the Murgon Moments for What's on @ South Burnett libraries and one half page ad for the region's dams.

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Graphical Design:

- Brochure - COVID-19 Recovery – Community Relief & Support Agencies in the South Burnett
- Brochure - Weed hygiene Washdown Facilities

Finance:

The monthly financial report is designed to illustrate the financial performance and position of South Burnett Regional Council compared to the adopted third quarter budget, at an organisational level, for the period ended 30 June 2020. This financial report is prepared based on interim financial results as at 31 May 2020.

Overall, recurrent revenue is tracking high at 98% due to the rates being levied for the full year and having received \$4.7m from the FAGS grant during May.

Fees and charges and rental income are also tracking high at 104% and 116% respectively due to the timing of applications and annual invoices/ registrations. Due to the impact of COVID-19 on the economy we do not anticipate receiving any more substantial fees and charges by 30 June 2020. We also expect that some of this additional income in these areas will need to be deferred into next year when end of year adjustments are performed as they relate to rental for future periods.

Overall, recurrent expenditure is tracking on target at 91%. Materials and Services is tracking on target at 91%. This will be closely monitored by finance over this next month.

Finance costs are still tracking slightly low at 69% due to the number of end of year adjustments that will be performed at 30 June 2020, including landfill and gravel provisions.

It should be noted that:

- Whilst Depreciation is tracking on target, the processing of WIP and disposals remains underway for Roads, Fleet and ICT which may impact the final year-end balance.
- Employee benefits is tracking on target however the amount of capitalised wages, end of year adjustments and EB negotiations will affect the final June numbers.
- Cash and Cash Equivalents are sitting at \$50.3m. This is high due to both FAGS and W4Q3 grant funds being received this month. This balance should decrease next month as very little revenue is expected in June.

AR Debtors 90-day balance has increased slightly this month. While debt collection has been temporarily suspended due to the impact of COVID-19, outstanding debts are still being monitored and followed up internally with department managers to ensure we are ready to begin collection processes again when the time arises.

Rate in arrears is currently \$6.231m or 11%. This has again decreased since the previous month.

The current monthly ratios are tracking on target, except for the operating cash ratio, which is sitting above the target benchmark. This is partially due to the spike in cash balance from the FAGS and W4Q3 grants which were received in May.

Of the total available capital budget of \$37.4m, 76% has been spent to date including committed costs.

Road maintenance has increased approximately \$527k from April to a total actual and committed cost of \$5.931m.

Works for Queensland has \$3.724m of actuals to date with a further \$809k in committed costs. The \$1.8m milestone was paid into Council's account in May.

Council's interim audit is currently underway with auditors commencing their second interim audit remotely on 25 May 2020. The next visit is scheduled for September 2020.

Council is in the process of preparing the 2020/21 original budget.

Carried 7/0
AGAINST VOTE - Councillors voted unanimously

7.2 Minutes of the Audit Advisory Committee Meeting held on 28 May 2020**Resolution:**

Moved Cr KM Schumacher, seconded Cr SW Henschen.

That Council receive the attached minutes of the Audit Advisory Committee Meeting held on Thursday 28 May 2020.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

7.3 Delegations to the Chief Executing Officer under the Water Regulation 2016 and Disaster Management Act 2003**Resolution:**

Moved Cr RJ Frohloff, seconded Cr DA Potter.

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

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

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

7.4 LGAQ Annual Conference Call for Motions**Resolution:**

Moved Cr KA Duff, seconded Cr DA Potter.

That South Burnett Regional Council resolves to submit resolutions to the 2020 Local Government Association of Queensland (LGAQ) Annual Conference in relation to roadside grazing, wild dog bounty and reworking of the state waste levy.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

7.5 Monthly Financial Report as at 31 May 2020**Resolution:**

Moved Cr DA Potter, seconded Cr GA Jones.

That in accordance with Section 204 of the Local Government Regulation 2012, Monthly Financial Report including Capital Works, Road Maintenance Expenditure and Works for Queensland (W4Q3) as at 31 May 2020 be received and noted.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

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7.6 Procurement Policy Review - June 2020

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That the South Burnett Regional Council Procurement Policy – Statutory-007 be adopted as presented.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

7.7 Investment Policy 2020/2021

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That the South Burnett Regional Council Investment Policy 2020/2021 – Statutory-009 be adopted as presented.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

7.8 Debt Policy 2020/2021

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That South Burnett Regional Council Debt Policy – Statutory 010 be adopted as presented.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

8. Portfolio - Roads & Drainage

8.1 Roads & Drainage Portfolio Report

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

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

Works in Progress & Future Works Summary for June 2020

The following are current/planned works

Updated as of 5 June 2020

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Construction / Capital Works

Name	Description	Status
Alford Street Carpark Kingaroy	Rehabilitation of carpark	Preparation work expected to commence late June – early July.
Brisbane Street	Drainage Upgrade	Complete. Final bitumen seal in June.
Murgon CBD	Footpath Upgrade Lamb Street, Murgon	Northern side concrete complete, currently working on the southern side. Project expected completion end of June with final spray pave in July.
Haly Street Wondai	Concrete footpath and retaining wall	Works nearing completion, expected completion mid-June.
Maidenwell Bunya Mountains Road	Road realignment at Glenclyffe – Wengenville intersection	Earthworks, pavement and primer seal complete. Final seal scheduled for Oct 2020.
Old Esk Road	Widen overlay and seal	Clearing complete, earthworks and pavement underway. Expected completion late June.
Stehbens Kingaroy	Street Upgrade to bitumen seal standard	Construction crew plan to mobilise on completion of Old Esk Road, expected late June, mid-July

Gravel Resheeting & Heavy Formation Grade

Name	Description	Expected Start Date	Expected Completion Date
Boonenne Road	Gravel Resheet	Jun	Jun
Dangore Mountain Road	Gravel Resheet	Jun	Jun
Flats Road	Gravel Resheet	May	Jun
Haynes Kite Miller Road	Gravel Resheet	May	Jun
Kangaroo Yard Road	Gravel Resheet	Jun	Jun
Mondure Road	Gravel Resheet	May	Jun
Mondure Crossing Road	Shoulder Resheet	May	Jun
Morgans Road	Gravel Resheet	May	Jun
Nanango Neumgna Road	Gravel Resheet	May	Jun
Old Esk North Road	Gravel Resheet	Jun	Jun
Reagon Road	Gravel Resheet	Jun	Jul
Reeves Road	Gravel Resheet	May	Jun
Robin and Lee Road	Gravel Resheet	Apr	Jun
Wilsons Road	Shoulder Resheet	Jun	Jul

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Patrol Grading

Locality	Description	Expected Start Date	Expected Completion Date
Benair	<i>Kumbia Minmore Road, Wooden Hut, Wattlegrove Road, Benair Road</i>	Jun	Jun
Gordonbrook	<i>Halfmile Road, Smiths Road</i>	Jun	Jun
Hivesville	<i>Ten Chain Road</i>	Jun	Jun
Inverlaw	<i>Deep Creek Road, Inverlaw School Road, Minmore Road, Barrons Road North</i>	Jun	Jun
	<i>Luck Road</i>	Jun	Jul
Kinleymore	<i>Stumckes Road, Kinleymore School Road, Middle Road, Back Road</i>	Jun	Jun
Kumbia	<i>Maize Company Road, Kumbia Back Road</i>	Jun	Jun
Neumgna	<i>Rocky Glen Road, Bishop Road, Hobdell Road</i>	Jun	Jun
Okeden	<i>Parishs Road</i>	Jun	Jun
Pimpimbudgee	<i>Tanduringie School Road, Soldier Settlement Road, Connolly Road, Middle Creek Cooyar Road, Clapperton Road, Cause Road, Behan Road, Pimpimbudgee Road</i>	Jun	Jun
Proston	<i>The Weir Road, Blanches Road, Moloneys Road</i>	Jun	Jun

Roadside Slashing / Boom Mowing

Locality	Description	Expected Start Date	Expected Completion Date
Benarkin North	<i>McLaughlan Road, Williams Road</i>	Jun	Jun
Blackbutt	<i>Service Road, Griffin Road</i>	Jun	Jun
Blackbutt North	<i>Crumpton Drive, Anita Road</i>	Jun	Jun
Brooklands	<i>Nanango Brooklands Road</i>	May	Jun
Chelmsford	<i>Jacksons Road</i>	Jun	Jun
Coolabunia	<i>Bellbird Road</i>	May	Jun
Kingaroy	<i>Kingaroy Cooyar</i>	May	Jun
Silverleaf	<i>Mondure Wheatlands Road, Campbells Road,</i>	Jun	Jun
Taromeo	<i>Taromeo Rise Road</i>	Jun	Jun
Wheatlands	<i>Wheatlands Loop Road, Kangaroo Yard Road, Flats Road</i>	Jun	Jun
Woorooden	<i>Freemans Road, Reidys Road,</i>	May	Jun

Storm Damage

Description
<i>Council has submitted a funding submission for the Queensland Reconstruction Authority relating to the storm damage occurring in February 2020 on our road network. The submission contained approximately 70 roads affected with a cost estimate of \$3M.</i>

Summary of Completed Works for May

For your information, the below works have been completed

Gravel Resheeting & Heavy Formation Grade

<i>Name</i>	<i>Description</i>
Birt Road	Gravel Resheet
Couchmans Road	Road Shoulder Repairs
Gayndah Hivesville Road	Gravel Resheet
Meehans Road	Gravel Resheet
Mustons Road	Gravel Resheet

Patrol Grading

<i>Locality</i>	<i>Description</i>
Benair	Winters Road
Brooklands	Peron Road
Chelmsford	Red Hill Road, Springs Road, Coulsens Road, Old Chelmsford Road, Weirs Road
Cushnie	McAlister Road
Fairdale	Baker Road, Bushnell Road
Ficks Crossing	Ficks Crossing Road, Jarvis Road, Mollenhauers Road, Iszlaub Road
Greenview	Lower Red Hill Road, Rex Schultz Road, Jorgensens Road
Hivesville	Wilsons Road
Hodgleigh	Cooper Road
Keysland	Dip Road, The Bluff Road
Kumbia	Hays Road, Dicks Road, Enderby Road, Nollers Road, Roberts Road, Collier Street, Janetzki Street, Francis Road
Maidenwell	Trapp Road, Copper Creek Road
Mannuem	Johnstons Road, Wolskis Road, McMurdys Road, Hancocks Road
MP Creek	MP Creek Road, Beutels Road
Mt McEuen	Hoffmanns Road, Mt McEuen Road
Neumgna	Tarong Yarraman Road, Henderson's Road, Ryan Reagon Road, Nystrom Duffy Road, Maidenwell Upper Yarraman Road
South Nanango	Bowhunters Road, Wallison Road
Tablelands	Uptons Road
Wheatlands	Kinnie Road, Wheatlands Loop Road, Kerkow Road, Harms Road
Wondai	Day Lane, Simpson Road, McKenzie Street, Ryan Road, Racecourse Road, Cherbourg Road, Lysdale Road, Keates Road

Roadside Slashing / Boom Mowing

<i>Locality</i>	<i>Description</i>
Barkers Creek Flat	McCauley Broom Road
Barkers Flat	McCauley Broome Road
Booie	Redmans Road, Malar Road, Franklins Road, Burtons Road,

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	<i>Radunzs Road, Reagon Road, Smith Road, Faulkners Road, Booie Road, Malar Crescent</i>
Brooklands	<i>Peron Road</i>
Chahpingah	<i>Bassingthwaites Road</i>
Chelmsford	<i>Red Hill Road, Old Chelmsford Road</i>
Cloyna	<i>William Webber Road, Cloyna West Road</i>
Coolabunia	<i>Coolabunia Road, Barsbys Road, Mary Street, Peterson Drive, Sommerfelds Road, Royles Road, West Coolabunia Road</i>
Crownthorpe	<i>Smiths Road, Uptons Road, Pringles Hill Road</i>
Cushine	<i>Cushine Road, Springs Road</i>
Fairdale	<i>Fairdale Road</i>
Glan Davon	<i>Cobby Road, Chappell Road, Heights Road</i>
Glenrock	<i>Glenrock Road, Louttits Road</i>
Goodger	<i>Goodger Kunioon Road, Goodger Gully Road</i>
Greenview	<i>Jorgensens Road</i>
Hillsdale	<i>Hillsdale Road</i>
Hivesville	<i>Hivesville Township, Stonelands Road</i>
Hodgleigh	<i>Coolabunia Malar Road, Semgreens Road, Hodgleigh North Road, Roberts Road</i>
Kawl Kawl	<i>Kawl Kawl Road</i>
Kingaroy	<i>Geritz Road, Edenvale North Road, Clark and Swendson Road, Harris Road, Edenvale South Road</i>
Kitoba	<i>Kitoba Road</i>
Merlwood	<i>Eisenmengers Road, Elbow Road</i>
Mondure	<i>McConnell Way, Mondure Road</i>
MP Creek	<i>MP Creek Road</i>
Mt McEuen	<i>Mt McEuen Road</i>
Murgon	<i>Gesslers Road, Bellottis road, Paul Holznagel Road, Murgon Gayndah</i>
Nanango	<i>Phipps Street East, Muller Street, Ridley Street, Phipps Street West, Burnett Highway</i>
Oakdale	<i>Vieritz Road</i>
South Nanango	<i>Hazeldean Road, W Dugdell Road, Berlin Road, Nanango Neumgna Road</i>
Sunnynook	<i>Headings Road</i>
Taabinga	<i>Aerodrome Road, Geoff Ralf Road</i>
Tablelands	<i>Crownthorpe Road</i>
Windersa	<i>Kratzmanns Road, Morgans Road, Wilsons Road</i>
Wooroonden	<i>Brandt Road, Wooroonden Road, Bradleys Road, Webber Bridge Road</i>

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

8.2 Asset Management plans for the Transport, Building, NRM and Parks, Waste, Wastewater and Water asset classes

Resolution:

Moved Cr DA Potter, seconded Cr SW Henschen.

That Council adopt the following Asset Management Plans:

- *Transport Asset Management Plan*
- *Building Asset Management Plan*
- *NRM and Parks Asset Management Plan*
- *Waste Asset Management Plan*
- *Wastewater Asset Management Plan*
- *Water Asset Management Plan*

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

8.3 Forwarding a Proposal that the waterway that crosses through Memorial Park be gazetted 'Memorial Creek' to eternalise the commemorations of the 101st Remembrance Day and to acknowledge the memory of servicemen and women

Resolution:

Moved Cr DA Potter, seconded Cr KA Duff.

That the name "Memorial Creek" be given to the section of the waterway through Memorial Park.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

8.4 Requesting approval of Luna Rise as the road name for Development at 14471 D'Aguilar Highway Nanango - Lot 1 RP180937 - RAL19/0015

Resolution:

Moved Cr RJ Frohloff, seconded Cr GA Jones.

That Council adopt the name of Luna Rise as the road name for the development at 14471 D'Aguilar Highway Nanango - Lot 1 RP180937.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

8.5 Requesting Funding for Wide Bay Burnett Warning Infrastructure Upgrade Program**Resolution:**

Moved Cr KM Schumacher, seconded Cr SW Henschen.

That Council allocate \$175,000 from its 2020/21 infrastructure budget to undertake installation of automated road flood warning signs in South Burnett if the project proceeds with an external balance of funds.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

ADJOURNMENT:**Motion:**

Moved Cr BW Otto, seconded Cr SW Henschen.

That the meeting adjourn for morning tea.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

RESUMPTION:**Motion:**

Moved Cr BW Otto, seconded Cr KM Schumacher.

That the meeting resume at 11.06am with attendance as previous to the adjournment

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

9. Portfolio - Community, Arts, Heritage and Sport & Recreation**9.1 Community, Arts, Heritage, Sport and Recreation Portfolio Report****Resolution:**

Moved Cr DA Potter, seconded Cr RJ Frahlaff.

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received.

Community:**Reopening of Libraries & Customer Contact Centres**

On Monday 25 May 2020, South Burnett Libraries reopened to the public after closing due to the COVID19 pandemic on Wednesday 25 March 2020.

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As stipulated by Queensland Government guidelines, a maximum of 10 people were permitted in each library during the first week of opening. This number increased to 20 at noon on Monday 1 June 2020. During this time, library staff carried out scheduled cleaning of high contact surfaces and encouraged patrons to use the sanitisation stations installed in each branch.

Patronage has been steady with many customers telling staff how glad they are that the libraries are open again. Many customers have remarked on the beautiful "Ray of Sunshine" displays in each library, stating that the sunflowers and yellow decorations are cheery and inviting. Although visitation was slightly lower than anticipated during the libraries' first week open, correctly processing returned library items in accordance with ALIA guidelines ensured library staff were kept on their toes. During the first week of opening, close to 3,000 items were returned across the region.

RB Digital eAudiobooks & eMagazines

A partnership with Western Downs Libraries for an eResource consortia has seen South Burnett Libraries' catalogue of eAudiobooks expand greatly, with over 1,250 new titles available via the RB Digital app. The range of publishers available through RB Digital means there is an excellent selection of titles across all genres and subjects, with many accessible as multi use borrowing; meaning there is no need to reserve or wait for your next favourite read.

This arrangement with Western Downs has also provided a collection of eMagazines, with many popular titles including "Women's Weekly", Better Homes & Gardens" and "Australian Geographic" available to borrow from the comfort of your lounge chair. An added bonus with eMagazines is that they remain a permanent download to your device, which means that if you spot a handy recipe or pattern, you can keep it for as long as you'd like.

South Burnett Libraries Online

While South Burnett Libraries buildings were closed, staff worked behind the scenes to ensure a strong online presence kept the library service connected with the community. Families tuned in to digital storytime sessions, whilst Be Connected tutorials educated viewers on the importance of eSafety and how Skype can be used to keep connected with friends and family. The Kingaroy Library's Write in the Moment program continued online, with authors including Tony Park and Shandi Boyes providing writing tips and tricks to share with budding local authors. Staff also wrote reviews about the many library resources available online, including BorrowBox eBooks and eAudiobooks and educational databases accessible via the library's website.

To view the content created during the COVID19 closure, follow the South Burnett Libraries Facebook page.

Blackbutt & Proston Mini Makeovers

In order to prepare for the reopening of the Blackbutt and Proston Libraries, library staff carried out a mini makeover to provide better access to popular sections of the collection. In Blackbutt, additional DVD shelving was added, whilst in Proston the junior collection was relocated to allow more room for the adult fiction collection. Feedback from customers about these changes has been very positive. Staff also carried out a stock rotation of adult fiction between the six library branches to ensure fresh stock was awaiting customers when they returned.

Arts:

It is fantastic news that South Burnett's own Olivia Everett was accepted to the Central Queensland Regional Arts Services Network (CQ RASN) Tough and Tender Beauty, Artists 'at home' residency program. This is a signature project for CQ RASN for 20-21 and will help profile the diversity of the regions, and the importance of the arts for creative response, resilience, recovery, memorialising and celebrating.

Unite and Recover stART Grant Program opened on 15 June for grants up to \$3000 to support Queensland independent creative practitioners impacted by COVID-19. Please go to the Arts Queensland Website for more information on this and other types of funding also available and follow the CQ RASN Facebook page for more information of upcoming events.

Cr BW Otto (Mayor) Page 15

SB Arts Hours is going strong and if you would like to be part of the conversations please go to the SB Arts Facebook page and follow.

Heritage:

The Kingaroy Heritage Museum now has the Queensland Coat of Arms that was gifted to the South Burnett Regional Council last year is now up in all its glory beside Sir Joh Bjelke-Petersen for our Community to enjoy.

*Carried 7/0
AGAINST VOTE - Councillors voted unanimously*

10. Portfolio – Rural Services, Natural Resource Management, Planning, Compliance Services

10.1 Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report

Resolution:

Moved Cr SW Henschen, seconded Cr KA Duff.

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received.

Rural Services / Natural Resource Management:

Weed Control

Pest Management contractors and staff treated 29 hectares of restricted and environmental weeds in May including;

- *Lantana – Chelmsford, Fairdale and Coolabunia*
- *Giant Rats Tail Grass – across the region*
- *Tree Pear – Hivesville*
- *Mother of Millions – on main roads across the region*

Splatter guns were loaned to landowners at Dangore, Ellesmere, Fairdale and Brooklands.

Trailers were hired out at Tingoorra for the treatment of Boxthorn.

Wild Dog and Feral Pig Control

Council's Pest and Stock Route Officer provided landholders with the loan of traps to control Feral Cats in the Wilkesdale and South Nanango area and Wild Pigs in the Proston area.

Landowners were supplied with 132 wild dog baits in Brooklands area, landholders in Stonelands area distributed 60kg of grain baits to manage Feral Pigs.

Council received 35 bookings for the June 1080 Baiting Program, 4 enquiries and 3 new landowners.

Rabbit Control

Calici virus was distributed in the Wattlecamp area, South Nanango, Kingaroy and Taabinga area to reduce rabbit populations.

Wandering Livestock

Council received 8 requests to attend to wandering livestock across the region. No stock were impounded in the month of May.

Stock Route Grazing Permits

No roadside Agistment applications were received during May.

Fire Management

Prescribed burns have been completed at Staines Road, Benarkin and Maidenwell Reserve.

Saleyards

Saleyard staff inspected 1135 and processed 1061 through the dip in May. A total of 511 head were sold through the Coolabunia Saleyards.

Planning:**Planning Post COVID-19**

Over the last couple of weeks Council's Planning Department has been receiving an increased number of enquiries from the public regarding the use of the land for income generating activities and value adding to their existing farming operations. Enquiries include the use of land for short stay tourist activities like Bed and Breakfast or Farm stay operations and Paddock to Plate facilities for on farm meat processing.

Council is currently assessing a development application for the processing of up to 400 birds (squab pigeons) per week and breeding and keeping up to a 1000 birds on site. The enterprise is aimed at producing meat products for human consumption and sale to wholesalers. This application is currently progressing through the application process and is available via the public notification process on Council's website.

Council further received a number of enquiries about processing beef on-site where carcasses are delivered and processed on site and packaged meat are transported to market outside the region.

The current planning scheme deals favourably with tourist accommodation in the rural zone and most of these activities for utilising up to five (5) bedrooms in an existing house or other accommodation facility on site does not trigger planning approval. This provision is implemented to further allow farmers to accommodate up to five (5) self-contained caravans or camping sites on their properties without planning approval provided no facilities (toilet, showers camp kitchen) are provided.

Public Notification and Digital Newspapers

The Development Assessment (DA) Rules currently require a notice to be published at least once in a newspaper circulating generally in the locality of the premises the subject of the application. With the announcement of the South Burnett Times ceasing its print production soon, it is not clear if advertising via digital media meets the requirements of the DA Rules given that digital publications are often behind a paywall and not readily accessible.

Enquiries to the State's Planning Department confirmed that the State is aware of this issue which seems to be a State-wide issue at this point in time. The Department confirmed that it is aware of this issue and is working on publishing a solution in the immediate future. Until a decision is available from the State, applicants are reminded that public notices must appear in printed media meeting the requirements of the DA Rules.

Carried 7/0

AGAINST VOTE - Councillors voted unanimously

10.2 Development Application - Material Change of Use for Service Station (Above Ground Fuel Cell) and Reconfiguring of Lot (Long Term Lease) at Chinchilla-Wondai Road, Durong - Lot 1 RP50789 - SBRC - MCU19/0010

Resolution:

Moved Cr KA Duff, seconded Cr KM Schumacher.

That Council approve the Development Application comprising Material Change of Use for Service Station (Above Ground Fuel Cell) and Reconfiguring a Lot (Long Term Lease) on land at Chinchilla-Wondai Road, Durong – described as Lot 1 RP50789 subject to the following conditions:

Part 1. Material Change of Use – Service Station (Fuel Cell)

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing No.	Sheet Name	Issue	Date
19-2724-TN	Elevations	-	26/08/2019
C-G0101	General Layout and Drawing Index Plan	2	13/03/2020
C-SK0001	Fuel Facility Swept Paths	B	16/03/2020
C-SK0002	Decoupling Area Swept Paths – 1	B	16/03/2020
C-SK0003	Decoupling Area Swept Paths – 2	B	16/03/2020

Timing: *To be maintained at all times
Proposed Plans – Refer Attachment A*

PLANNING

GEN1. Unless stated otherwise, all conditions are to be complied with prior to commencement of the use and compliance maintained at all times while the use continues. Written notification shall be provided to Council of the commencement of the use, confirming compliance with conditions of this approval.

GEN2. The approved use is a Service Station (Fuel Cell), with a capacity not exceeding 65,000L. This approval does not endorse the de-coupling and truck storage use on the site.

GEN3. The development may not start until the following development permits have been issued and complied with as required:

- Development Permit for Building Work;*
- Permit for Plumbing and Drainage Work;*
- Development Permit for Operational Work (including site works, access driveways, stormwater disposal)*

GEN4. Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein.

GEN5. The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.

GEN6. The hours of operation for the use are 24 hours per day, 7 days per week.

GEN7. Design all external lighting in accordance with AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting".

Outdoor lighting does not involve:

- (e) lighting that shines, projects or reflects above a horizontal plane;*
- (f) coloured, flashing or sodium lighting;*
- (g) flare plumes; and*
- (h) configurations of lights in straight parallel lines 500m to 1,000m in length.*

Artificial illumination is not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjacent premises to minimise the protrusion of light outside the street.

Submit the Council, within three months from the use commencing, certification from a suitably qualified person that all exterior lighting has been installed in accordance with AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting".

GEN8. *The approved activity must operate in a manner that minimises dust generation from the site, including wind-blown and traffic-generated dust as far as practicable. The operator must identify and implement all practicable dust mitigation measures, including cessation of relevant works, as appropriate, such that emissions of visible dust are minimised during severe weather conditions.*

GEN9. *The applicant must submit, prior to commencement of the use, a compliance certificate for the design, installation and operation of petroleum storage systems and the certificate must be retained by the owner/operator for the life of the storage system.*

GEN10. *A containment device must be installed to capture spills and runoff from the fuel dispensing areas on site prior to commencement of the use.*

GEN11. *Submit to council a certificate of compliance from a suitably qualified person outlining the details and management of hazardous goods storage on site prior to commencement of the use.*

GEN12. *Any spillage of wastes, contaminants or other materials must be cleaned up as soon as practicable to prevent off-site contamination. Such spillages must be cleaned up in accordance with documented emergency response and clean up procedures.*

Appropriate materials and equipment are to be available on site at all times to contain and clean up spills of potentially polluting materials. An inventory of all clean up and containment materials and equipment, and documented emergency response and clean up procedures must be kept on site.

GEN13. *No external (third party) advertising devices associated with the approved development are permitted to be placed or erected at the premises, or affixed or otherwise to any building or structure.*

ENGINEERING WORKS

ENG8. *Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.*

ENG9. *Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.*

ENG10. *Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.*

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

ENG11. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG12. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

ENG13. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

ENG14. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

EROSION AND SEDIMENT CONTROL - GENERAL

ENG8. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ELECTRICITY AND TELECOMMUNICATION

ENG9. Connect the development to electricity and telecommunication services.

Part 2. Reconfiguring of a Lot (Long Term Lease)

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing No.	Sheet Name	Issue	Date
8230-P2	Proposal Lease Plan as amended by the Department of Transport and Main Roads on 2 April 2020.	-	26/02/2020

Timing: To be maintained at all times
Proposed Plan – Refer Attachment A

GEN2. The reconfiguration of a lot approved d by this Development Permit must be completed and the Plan of Survey submitted to Council for endorsement within six (6) years from the commencement of this approval or this approval will lapse.

ENGINEERING

ENG1. The lease area is to be sealed and appropriately drained to the same standard as the easement areas described by State Assessment Referral Agency(SARA).

STANDARD ADVICE

ADV1. Section 85(1)(a) of the Planning Act 2016 provides that, if this approval is not acted upon within a period of six (6) years for the Reconfiguring a Lot component, or six (6) years for the Material Change of Use component, the approval will lapse.

ADV2. The general environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance cause by noise, aerosols, particles, dust, ash, fumes,

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light, odour or smoke beyond the boundaries of the premises during all stages of the development, including earthworks, construction and operation.

ADV3. *Where dangerous goods are stored on site, compliance with Queensland Work Health and Safety Act 2011 is required at all times.*

ADV4. *This approval does not include any permission for Environmentally Relevant Activities. Separate permits may be required prior to commencement of the use from the Department of Environment and Science (DES).*

ADV5. *This approval includes a concurrence agency response with conditions from the Department of State Development, Manufacturing, Infrastructure and Planning – Reference: 1909-12993 SRA and dated 7 April 2020.*

ADV6. *All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the “cultural heritage duty of care”). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsima.qld.gov.au*

ADV7. *Attached for your information is a copy of Chapter 6 of the Planning Act 2016 as regards Appeal Rights.*

Carried 7/0

AGAINST VOTE - Councillors voted unanimously

10.3 Alignment of Plumbing Fees with the Plumbing & Drainage Act 2018. Alignment of Building Fees with the Building Act 1975

Resolution:

Moved Cr GA Jones, seconded Cr SW Henschen.

That Council adopt the proposed amendments to the Register of Fees and Charges for Plumbing and Building applications as following:

1. Plumbing Fees

- a) *Delete the lodgement of application fee;*
- b) *Retain the approval and inspection fee*
- c) *Retain \$109.50 per fixture fee.*
- d) *Insert a new fee for alterations or modifications to replace the full fee for a new application.*
- e) *Delete the service report registration fee of \$55 for each service report and insert a \$55 lodgement fee for service reports that is a once off payment at the time the respective service reports are lodged with Council.*

2. Building Fees

- a) *Insert a new \$640 fee for Minor Alterations/Modifications to kitchen or bathroom for existing Class 1.*
- b) *Insert a new fee for Class 7 and Class 8 Farm Sheds and Farm Buildings that is calculated at \$1,020 for buildings with a floor area less than 500m² and \$2,040 for buildings with a floor area more than 500m².*
- c) *Delete the \$180 modification/alteration fee and the \$105 change to development approval fee for Temporary Tents over 500m².*

Carried 7/0

AGAINST VOTE - Councillors voted unanimously

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11. Portfolio – Local Disaster Management, Water & Wastewater, Waste

11.1 Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That Cr Frohloff's Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report to Council be received.

Water & Wastewater:

Works in Progress & Future Works Summary for May/June 2020

The following are current/planned works

Current Water Main Replacements

Name	Description	Expected Start Date	Expected Completion Date
Nanango			
Wickham Street	Water Main Replacement	Commenced Jul 19	Complete
Wills Street West	Water Main Replacement	Commenced Jul 19	Complete
George Street North	Water Main Replacement	Commenced Sep 19	Complete
Alfred Street	Water Main Replacement	Commenced Sep 19	Complete
Drayton Street	Water Main Replacement	Commenced Nov 19	Complete
Wooroolin			
West Wooroolin Road	Water Main Replacement	Commenced Dec 19	Complete
Kingaroy			
Burnett Haly - Alford	Water Main Replacement	Commenced Sep 19	Completed
West Haly - Kurtellan	Water Main Replacement	Commenced Sep 19	Completed
Knight Walter - Hodge	Water Main Replacement	Commenced Sep 19	Complete
Youngman Haly - Avoca	Water Main Replacement	Commenced Nov 19	May 20, 98% completed. Defect repairs underway.
Youngman Venman - Banksia	Water Main Replacement	Commenced Nov 19	May 20,
Toomey Youngman - William	Water Main Replacement	Commenced Oct 19	Completed
Regional			
	Replace 1800 Water Meters	Commenced Jan 20	Currently 1711 completed, progressing well.

Restriction & Dam Levels

In the last reporting period, BP dam is 20.4%, Boondooma dam is 35.9%

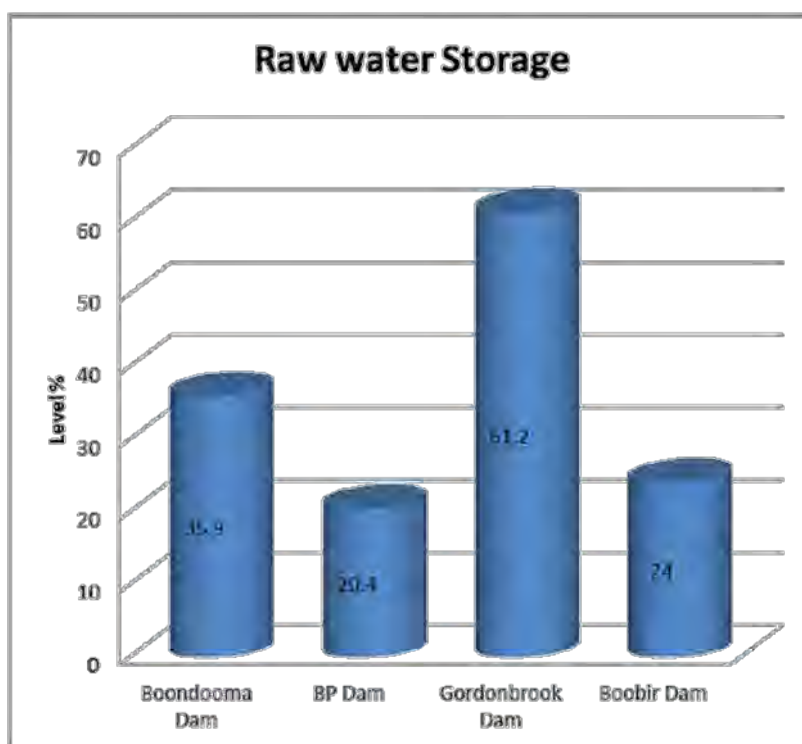
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Council will continue with seeking alternative water supplies. With drought conditions continuing throughout the South Burnett area, Council is monitoring water restriction levels.

All towns remain on Level 3 restrictions.

Recorded at: 27/5/2020

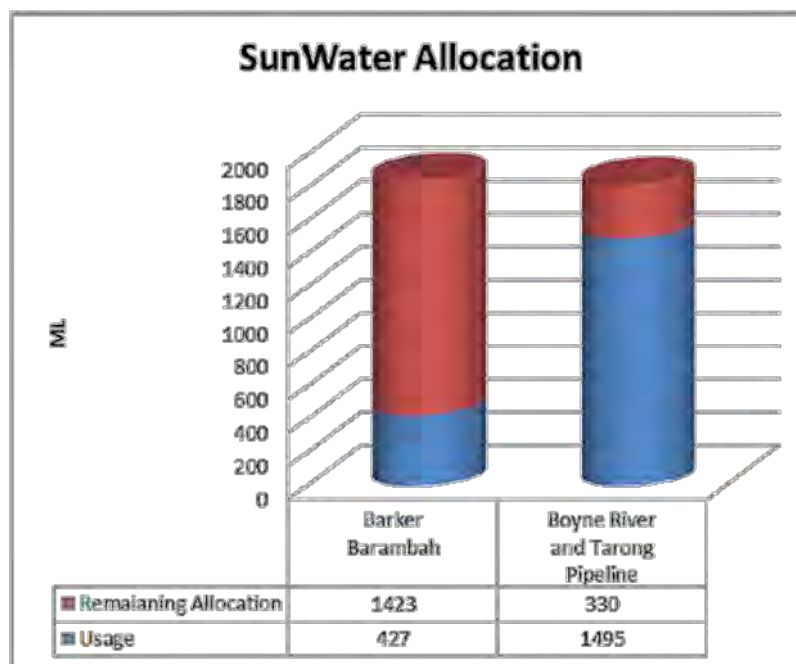
Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current level	FS Volume (ML)	Current Volume (ML)	Current capacity (%)	High Priority water Allocation	Medium Priority Allocation
Boyne River & Tarong	Boondooma Dam	Boondooma Scheme, Preston Rural scheme, Kingaroy, Blackbutt	280.4	289.16	204200	73349	35.9	100%	72% One month
Barker Barambah	BP Dam	Wondal, Murgon	307.3	399.3	134900	27506	20.4	100%	91%
	Gordonbrook Dam	Kingaroy	391.5	390.21	6800	4041	61.2	N/A	N/A
	Boobir Dam	Blackbutt	434	428	170	32	24	N/A	N/A



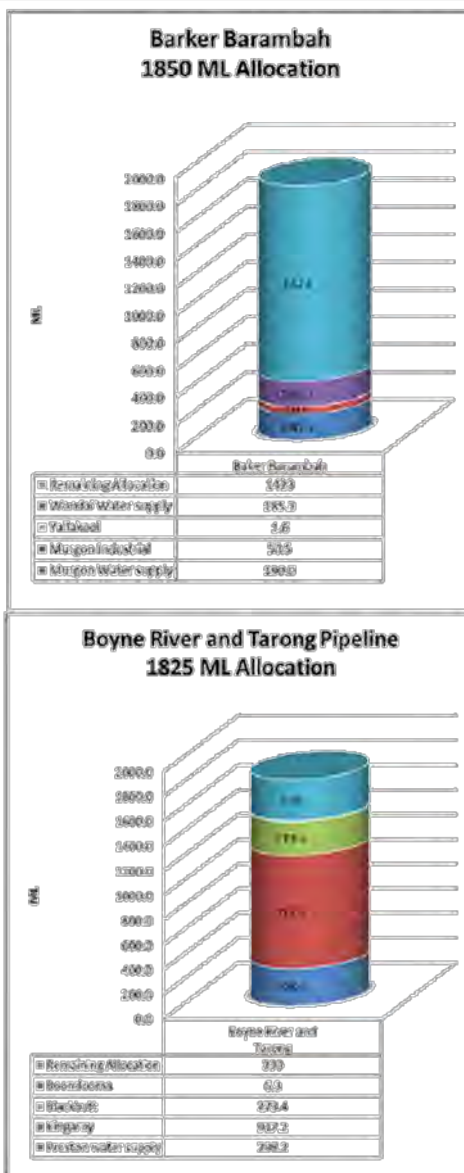
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Water Allocations and Financial Year Consumption

Water allocation SunWater scheme	Location / Allocation	Usage to date (ML)	Annual Allocation (ML)	Remaining Allocation (ML)	Remaining Allocation in (%)	Year remaining in (%)
Barker Barambah	Murgon Water supply	190.0	1400	1157.8	83%	9%
	Murgon Industrial	50.5				
	Yallakool	1.6				
	Wondai Water supply	185.3	450	264.665	59%	
	Sub Total	427	1850	1423	77%	
Boyne River and Tarong Pipeline	Proston water supply	298.2	500	201.8	40%	
	Kingaroy	917.2	1110	192.8	17%	
	Blackbutt	273.4	200	-73.4	-37%	
	Boondooma	6.3	15	8.7	58%	
	Sub Total	1495	1825	330	18%	



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*Annual allocations are for the financial year

Reactive Work - Financial Year to Date

Town	Sewer Blockages	Other issues	Sewer	Water Breaks	Main	Other issues	water
Kingaroy	23	20		18			571
Murgon	4	4		10			115
Wondai	1	3		7			65
Nanango	11	1		11			191
Blackbutt	2	2		0			55
Proston	1	1		0			26
Proston Rural	NA	NA		3			32
Kumbia	NA	NA		0			7
Wooroolin	NA	NA		1			16

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<i>Other Sewer Issues</i>	<i>Kingaroy</i>	<i>Murgon</i>	<i>Wondal</i>	<i>Nanango</i>	<i>Blackbutt</i>	<i>Preston</i>
Sewer Main/Jump Up Repair	0	0	0	0	0	1
Odour	3	0	0	0	0	0
Manhole/Lid Repair	4	0	3	1	0	0
Enquiry Only	7	3	0	0	1	0
Owners Side	6	1	0	0	1	0

<i>Other Water Issues</i>	<i>Kingaroy</i>	<i>Murgon</i>	<i>Wondal</i>	<i>Nanango</i>	<i>Blackbutt</i>	<i>Preston</i>	<i>Kumbia</i>	<i>Wooroolin</i>
Water Main Repairs	20	3	7	11	2	7	3	1
Hydrant/Valve Repair	41	2	6	10	1	3	0	5
Water Meter Repair	161	34	16	43	10	13	2	2
Water Meter Replaced	37	4	0	18	1	2	0	1
Water Service Repair	177	30	14	55	17	19	1	6
No/Low Pressure	13	2	1	6	2	4	0	1
Water Quality	34	13	3	1	1	0	0	0
Standpipe	N/A	N/A	N/A	12	12	3	N/A	N/A
Enquiry Only	56	16	10	16	6	5	0	0
Owners Side	32	11	8	19	3	2	1	0

Carried 7/0
AGAINST VOTE - Councillors voted unanimously

11.2 Review of Standpipe water charges

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That

1. *Council adopts the recommendation to increase standpipe charges to \$10.00 per kilolitre and;*
2. *the Chief Executive Officer is delegated to close any standpipe unit or place on bypass if it becomes inoperable or damaged.*

Carried 6/1
**FOR VOTE - Cr BW Otto (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter,
Cr KM Schumacher, Cr SW Henschen**
AGAINST VOTE - Cr KA Duff

12. Portfolio – Rural Resilience, Parks & Gardens, Property & Facility Management, Indigenous Affairs**12.1 Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report****Resolution:**

Moved Cr KA Duff, seconded Cr GA Jones.

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received.

Rural Resilience:

It was uplifting to see the wonderful prices received for cattle producers at Coolabunia sale with over a million dollars worth of cattle sold recently. The Federal Government Drought money will be rolled out across our region with lots of small capital and renewal projects soon to begin. We also have around \$200,000 of that funding earmarked to help to build resilience and capacity in our communities as well as a long term drought resilience plan for our region. Councillors have been asked by General Manager O'May to put forward ideas on how that could work. Those ideas are being collated to come up with a proposal that will be rolled out over the next 6 months.

Parks & Gardens:**Kingaroy, Murgon, Wondai, Proston, Nanango, Blackbutt and all surrounding areas**

Rogers Drive roundabout revitalisation program is progressing to schedule with the first two rounds of plantings completed. The next planting will be in September with approximately 300 emu bushes completing this project. The planting has certainly made a difference in enhancing the approach into Kingaroy. This project was lead by two of Council's most experienced Parks and Gardens Supervisors along with an enthusiastic team of staff and trainees. This project was a great learning exercise for our Horticultural trainees.

The damaged BBQ at Mt Wooroolin has been demolished and replaced with a new BBQ, the walking track has been cleaned up, rolled and patched where needed. The gardens have had the soil turned over and topped up with fresh forest mulch and will be planted with some natives and ground cover. The entrance road will be trimmed with the Flail mower in June to tidy up the roadsides, along with the removal of dead tress etc leading up to the lookout.

The walking track and bollards at Mt Wooroolin on the service road to the water tanks were damaged in the rainy period by 4x4s this area has been cleared and the road will be tidied to allow a safe passage for walkers. This area has been used as a dumping ground for household rubbish with 3 ute loads being removed in the tidy up.

Annual Tree pruning has commenced in the CBD of Kingaroy, along with tree lopping and removal of unhealthy trees across the region. Other general maintenance is continuing throughout the region with a focus on entrances, exits, traffic Islands and the CBD's.

Cemetery scopes have been developed for the region and are in progress with the main focus on maintenance of sunken areas, watering and fertilising, pest eradication garden beds, seating and creating a higher level of care across the region.

Parks staff are continuing to undertake duties as requested in response to the Federal/State Government direction with COVID-19. Currently all playgrounds, skate parks and open park space including 48hr stop overs are re-opened as per Queensland State Government Roadmap to easing restrictions (Stage 2). Council has updated signage in all these areas to ensure a consistent message is received with-in our community.

- *Stay At Home If You're Unwell*
- *Avoid Touching Your Face, Nose & Mouth*
- *Stay 1.5metres Away From People Who Are Coughing Or Sneezing*
- *Cover Coughs & Sneezes*
- *Wash Hands Regularly*
- *Maximum Gatherings Of Up To 20 People*

Capex – *The removal and replacement project of 40 service pillars at Yallakool Park has commenced which will modernise and improve these serviced sites and reduce electrical/plumbing maintenance costs. Also, refurbishments are underway on the 8 powered ensuite buildings, these works include (painting, new showers screens, new shower heads, new tap wear, and new toilet systems).which will lift these facilities.*

Dams

Currently Boondooma & BP Dams are open for day use only from 6am to 6pm, Council is planning on re-opening both dams in August 2020 in line with COVID-19 requirements.

Compliments

- *Family members from Sunshine Coast who travel to Wondai every 2 months to visit passed family, stated "that this is by far the nicest visit they have had, the place looks amazing" – "we are so glad to see some watering happening, the lawn area looks beautiful and fresh and the drab plants taken away" – "first time in a long time have we seen the area freshly mowed and looking pristine, thank you for looking after our Grandfather and Great grandfather".*
- *Former Council employee of 20 years when visiting the Kingaroy Cemetery said "it was pleasure to see someone take the time to explain and show me the issues, what was being done and show some care for the our cemetery, it is wonderful to come out in the late afternoon and be greeted by Council staff actually making a fuss over this place and it looking beautiful and green, tidy and maintained.*
- *Murgon Staff member was approached in CBD whilst on a break from COVID-19 spraying of Virukill and was given a big thank you for keeping locals safe and said this is a great thing to see happen*
- *Lady and her 5 friends working out in Memorial park expressed their thanks to the staff for chemical spraying and cleaning of the play grounds and tables etc. They had not seen anything like this happening outside of this region to this level to alleviate the COVID-19 issues; it was great but scary to see Council staff in outfits spraying to keep us and our children safe and expressed their sincere appreciation to Council and Staff.*

Property and Facility Management:

Works have commenced at Wondai Swimming Pool for the installation of solar heating and replacement of the pool filtration system. Works will include craning in the filtration tanks, circulation pumps and material to the site on Tuesday 23 June 2020.

Council has completed the additional maintenance projects at the South Burnett Aquatic Centre. These works included the replacement of valves, replacement of grandstands, new floor coverings in the kitchen and new plastic grates around the hydro and 25m pool.

Painting contractors have recently completed the painting of Wondai Sportsground grandstand; the final touch will include a sign illustrating the names and logos of each of the different Wondai sporting and recreation groups such as Wondai Garden Expo that utilise the facility.

Council has commenced installation of a large generator to the Kingaroy administration building. This will ensure back up electricity supply to the office in periods when there is no power available.

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Ongoing lease enquiries, survey of lease areas and negotiation of lease conditions have continued during May for community groups and commercial operators.

Indigenous affairs:

The Cherbourg Councillors and CEO have been invited to share lunch with our Council tomorrow followed by a meeting. Mayor Elvie Sandow and her team have accepted the invitation and we look forward to meeting with them in the Town Hall reception room tomorrow. This will be a great opportunity to meet their new team and start to build some relationships and share ideas as the COVID-19 restrictions begin to ease.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.2 Appointment of Managers to Council's Tourist Parks - Lake Boondooma Caravan & Recreation Park & Yallakool Caravan & Recreation Park at Bjelke-Petersen Dam.

Resolution:

Moved Cr RJ Frohloff, seconded Cr GA Jones.

That Council delegate to the Chief Executive Officer the power to negotiate terms and appoint new Park Managers including a Relief Manager at Council's tourist parks - Lake Boondooma Caravan & Recreation Park & Yallakool Caravan & Recreation Park at Bjelke-Petersen Dam.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.3 Offer of a trustee lease to Queensland Government (represented by Public Service Business Agency) (PSBA) over part of Lot 346 on FY489, to formalise tenure for the existing telecommunications tower on Mt Wooroolin, Kingaroy

Resolution:

Moved Cr GA Jones, seconded Cr SW Henschen.

That, in accordance with Section 236 of the Local Government Regulation 2012, Council enter into a trustee lease with the State of Queensland (Represented by the Public Safety Business Agency) for part of Lot 346 on FY489 for the continued use of the telecommunications tower for emergency services.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ADJOURNMENT:

Motion:

Moved Cr BW Otto, seconded Cr KM Schumacher.

That the meeting adjourn for lunch.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

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RESUMPTION:**Motion:**

Moved Cr BW Otto, seconded Cr RJ Frohloff.

That the meeting resume at 1.43pm with attendance as previous to the adjournment.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

The Deputy Mayor assumed the chair.

DECLARATION OF CONFLICT OF INTEREST

Mayor BW Otto & Cr KM Schumacher declared a perceived conflict of interest (as defined in section 175D) of the *Local Government Act 2009*) in agenda item 12.4 - Meeting Standard 2007 (Minutes).

Mayor Otto is a member of the Taabinga Rotary Club
Cr Schumacher's children attend St John's Lutheran School.

Mayor Otto and Cr Schumacher determined that this personal interest is not of sufficient significance that it will lead them to making a decision on the matter that is contrary to the public interest. Mayor Otto and Cr Schumacher will best perform their responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However Mayor Otto and Cr Schumacher acknowledged that the remaining Councillors must now determine, pursuant to Section 175E(4) of the *Local Government Act 2009*:

- a. Whether they have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- b. If so, whether:-
 - i. they must leave the meeting while this matter is discussed or voted on; or
 - ii. they may participate in the meeting in relation to the matter, including by voting on the matter.

Motion:

Moved Cr DA Potter, seconded Cr KA Duff.

That Council resolve that Cr Schumacher and Mayor Otto has a perceived conflict of interest in the matter and notwithstanding the conflict, Cr Schumacher and Mayor Otto may participate in the matter, discuss and vote upon it.

*Carried 5/0
Did Not Vote – Mayor Otto and Cr Schumacher*

The Mayor resumed the Chair.

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12.4 Approval to transfer the tenancy of a shed at Kingaroy Enterprise Centre from Taabinga Rotary to St John's Lutheran P&C for the Bookarama fundraising event

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That Council approves the transfer of occupation of the shed to the St John's Lutheran School Parents and Friends Association to continue the Bookarama fundraising event.

Carried 7/0

FOR VOTE - Councillors voted unanimously

12.5 Sale of Macalister Street Murgon by tender (house only)

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

That Council dispose of the house, a valuable non-current asset, located at 41 Macalister Street, Murgon, in accordance with Section 227 of the Local Government Regulation 2012.

Carried 7/0

FOR VOTE - Councillors voted unanimously

13. Portfolio – Economic Development – Industry, Agriculture, Water Security, Tourism

13.1 Economic Development Portfolio Report

Resolution:

Moved Cr KM Schumacher, seconded Cr KA Duff.

That Cr Schumacher's Economic Development Portfolio Report to Council be received.

COVID-19 Road to recovery

Over this past month I have engaged in conversations from across the region, with different support agencies, businesses and farming enterprises. In these conversations I have learned COVID-19 has impacted everyone differently and that the uptake in government incentives including JobKeeper have helped many local businesses to continue to operate during these unprecedented times.

.idcommunity demographic resources has modelled and estimated the potential impacts of the virus on economic activity, employment and sectors at the Local Government Area (LGA) level to June 2020. The modelling draws on the economic forecast model developed by NIEIR and assumptions have been made about the household, business and government suppression rates following the restrictions introduced to contain the virus. These forecasts are subject to a high degree of uncertainty and will continue to be improved and updated as more information is released and can be accessed online: <https://economy.id.com.au/south-burnett/covid19>.

The key insights from the modelling for the June Quarter 2020 include:

- Gross Regional Product is forecast to fall by -9.3 per cent. This fall was lower than the state average.*
- Local Jobs are forecast to fall by -6.1 per cent. This equates to a fall of 780 local jobs.*

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- *If JobKeeper recipients are included then the employment fall is estimated at -11.5 per cent (1,466 jobs).*

While we have each stepped up and done everything asked of us to stop the spread, we now face a new challenge to restore the jobs and economic activity that we lost, particularly in the areas of tourism, retail and hospitality. I encourage everyone across our region to support our local businesses and to explore the experiences and opportunities we have available here on our doorsteps. Every dollar invested here in our region is a dollar that supports local jobs, families, employees and businesses.

Economic growth will require strong collaboration and investments that encourage regional population growth.

Strong collaboration and bold conversations will be critical to shaping our economic development strategy, our priorities and the key performance indicators that we will hold ourselves accountable to, in the measurement of our success. It is both timely and opportune for this Council to redefine the role we play in economic development and pivot like the many other businesses in our region.

Over this past month, this Council has discussed the desired attributes of liveability and lifestyle, and how community owned facilities and council's broader operations support our resident's way of life, and encourage investment and business confidence. While our search for ideas and concepts will come from both in and outside of our region, we share a deep desire to be innovative in our pipeline of shovel ready projects, and to use our seat at the many tables in which Council sits to support, encourage, drive and advocate for outcomes and funding that strengthens the sustainability of our region and targets opportunities for growth.

Our region is challenged by its heightened level of social disadvantage, with the towns of Kingaroy and Nanango ranking in the top quartile of Queensland's 513 Statistical Local Areas (SLAs) for socio-economic disadvantage as measured by Socio-Economic Indexes for Areas (SEIFA). This index considers income, education, employment, occupation and housing.

I also find it concerning that in 2019 the Australian Bureau of Statistics (ABS) reported the South Burnett's third consecutive year of population decline at 32,521 people, a reduction of 28 people who no longer live in our region. In the early 1990's the South Burnett experienced growth that fluctuated into the early 2000's. However since 2013 population has continued to decline and some correlations have been drawn to the operations of Tarong power stations and Meandu Mine, the commissioning of Tarong North and temporary cold storage of generating units in 2012 that have since been returned to service.

The Australian Energy Market Operator's (AEMO) modelling, and its published list of expected closure dates, suggests a dramatic reduction in the number of coal-fired power stations by 2040. AEMO has publicly reported Tarong power station's planned exit from the National Electricity Market (NEM) in 2036-2037. While the date of Tarong's end of life is uncertain and under continual review, closing down any significant business, like a power station or a mine, is not only complex, but requires careful planning and management. In planning the South Burnett of 2040, it is important we consider how we can be best prepared and positioned for this eventual transition.

Furthermore, as stated in the Australian Government (2019) Planning for Australia's future population policy, population growth is considered a shared responsibility involving Federal, State and local governments working together. As a Council, we must make the most of opportunities to attract and draw businesses, professionals and skilled residents away from metropolitan areas. During 2019, the Australian Bureau of Statistics recorded an increase of 2.1 per cent growth in population in Brisbane. I believe the South Burnett is well position for growth into the future and I stand with you, my fellow Councillors and our community, in recognising our advantageous geographical location, the significant affordability of housing and the continued possibilities offered by our vast and diverse economy. As a Council I would like to see us do what we can to remove red tape, and work hand in hand with businesses and industry to enable them to grow their operations, sustain and if possible, increase their workforce capacity, because every job matters here in the South Burnett.

The progression of the \$11.3 million Kingaroy Transformation project is an example of how this Council and Government are together, investing in infrastructure that supports our resident's quality of life and enables growth in an effort to meet the needs of future generations. I'd like to thank and acknowledge Federal Minister for Agriculture, Drought and Emergency Management and Member for Maranoa David Littleproud, who recently announced that Council has secured \$4.7 million funding through the Federal Government's Building Better Regions Fund to proceed with this project, that will provide timely economic stimulus in our region.

In talking with businesses in Kingaroy's CBD and local residents, I recognise this project is much more than the asphalt, footpaths, underground water infrastructure, cabling and communications network. It's more than the street furniture, landscaping and the improved safety of pedestrian access. It's the core infrastructure, essential to a healthy and vibrant local economy, a project that will complement the current progression of the Murgon CBD footpath redevelopment and Council's ongoing commitment to future footpath redevelopment programs to be considered in the communities of Wondai, Blackbutt, Kumbia and Nanango, as funding becomes available.

In many conversations, many agree, the provision of modern, efficient and reliable infrastructure in Kingaroy's CBD is good for our entire region. This project will create a space for vibrant day and night time experiences, and enable everyone across the region, to within a short drive, continue to access the goods and services they need, here from within the South Burnett.

An evolving visitor economy

While tourism operators have been hit hard by the impacts of COVID-19, our region offers wide open spaces and our location means we are well positioned to capitalise on tourism as restrictions continue to ease. Over this past month the Tourism Advisory Committee has met and Mayor Otto, CEO Mark Pitt and I also met with the Local Tourism Operator (LTO), Visit South Burnett and Regional Tourism Operator (RTO), Southern Queensland Country Tourism to understand their vision and aspirations for the year ahead.

We've also been at the table with an exciting project concept that would create employment opportunities and significant direct and indirect benefits in the South Burnett. This business is currently preparing an application for the Growing Tourism Infrastructure Fund, and while the project is commercial in confidence, I am hopeful for their success.

Furthermore I'd like to encourage everyone to consider exploring what is on offer in our own backyards during the upcoming school holidays, to take a look at the Discover South Burnett website and social media pages, and the Visit South Burnett social media pages for more information.

Water supply requirements in the North and South Burnett Options Analysis

The strategic business case was completed in April 2020 and is soon to be publicly released and available on Council's website. The strategic business case has considered a large and diverse collection of studies and technical reports, and included significant stakeholder engagement in an effort to openly discuss potential issues, concerns and valuable insights relating to the proposed projects. While COVID-19 restrictions interrupted the study, both virtual and telephone consultations were extensively utilised by the lead consultant Jacobs who continued to meet with stakeholders across the Burnett Region.

In an effort to take advantage of the region's natural endowments, and to address identified impediments to water security across urban, industrial and agricultural sectors, an options longlist of 28 potential projects was compiled for the North and South Burnett regions and were assessed for feasibility against the multi-criteria of strategic and policy alignment, legal and regulatory concerns, public interest considerations and strategic risk.

The project steering committee recently met to discuss the next stage of options analysis to be undertaken so that projects that were found to have considerable merit can be shortlisted and should be investigated further in some way. While some of the options require much more

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assessment, such as that of a detailed business case, others can be progressed more rapidly in a fit-for-purpose assessment.

The final options analysis is expected to be undertaken in the coming weeks, and Council has made representation to the steering committee for further studies and a longer term focus on the economy and way forward to progress the security of supply in the South Burnett.

Planning is currently underway for a public meeting to update the community over the coming month, as well as subsequent stakeholder meetings that will help inform the long term economic road map and potential benefits for the region.

I recognise many of the ideas for water security and growth will not work in isolation, hence a longer term strategy to improve the reliability and security of water in the South Burnett region is required. The strengthening and expansion of urban water security and enabling further agricultural and industrial activity into the future, remains a key focus moving forward.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

13.2 South Burnett Tourism Advisory Committee April and May 2020 Minutes

Resolution:

Moved Cr KM Schumacher, seconded Cr SW Henschen.

That Council receive the minutes of the South Burnett Tourism Advisory Committee's meetings held on 27 April and 11 May 2020.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

14. Consideration of Notices of Motion

No Report.

15. Information Section

15.1 List of Correspondence Pending Completion of Assessment Report

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

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

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

15.2 Delegated Authority Report**Resolution:**

Moved Cr KM Schumacher, seconded Cr RJ Frohloff.

That the Delegated Authority Report be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

CLOSED SESSION:**Motion:**

Moved Cr DA Potter, seconded Cr SW Henschen.

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

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

Cr GA Jones left the meeting at 2.35pm
Cr GA Jones returned to the meeting at 2.35pm

OPEN COUNCIL:**Motion:**

Moved Cr BW Otto, seconded Cr KM Schumacher.

That the meeting resume in Open Council.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

Report:

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

Motion:

Moved Cr BW Otto, seconded Cr DA Potter.

That the Mayor's report be received

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

16. Confidential Section**16.1 Financial Hardship Rates Application - Assessment 40388-00000-001****Reason for Confidentiality**

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

- (d) rating concessions

Resolution:

Moved Cr DA Potter, seconded Cr KA Duff.

That Council agree to a special payment arrangement subject to the following terms and conditions:

- *Commencing from 1 July 2020 until 31 December 2020 all repayments will be on hold.*
- *Commencing from 1 January 2021 payment of rates be made at \$200.00 per month for the first 12 months for Assessment 40388-00000-001.*
- *Commencing from 2 January 2022, a further two (2) year payment arrangement of \$787 per month, reviewed annually subject to the amount of rates issued.*
- *No interest charged on overdue rates whilst the payment arrangement is in place and the agreed monthly payment amount is adhered.*
- *This Payment Plan will expire upon payment in full of all outstanding rates and charges.*
- *The General Manager Finance and Corporate be authorised to negotiate a suitable repayment plan should the payment arrangement be rejected or varied.*

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

16.2 Financial Hardship Rates Application - Assessment 21199-50000-000**Reason for Confidentiality**

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

- (d) rating concessions

Resolution:

Moved Cr KM Schumacher, seconded Cr SW Henschen.

That Council agree to a special payment arrangement subject to the following terms and conditions:

- *Commencing from 1 June 2020 until 30 September 2020 payment of rates deferred for Assessment 21199-50000-000.*
- *Commencing from 1 October 2020, the ratepayer enter a three (3) year payment arrangement of \$119.50 per week (\$478.00 per month).*

Cr BW Otto (Mayor) Page 36

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES – WEDNESDAY 17 JUNE 2020

- *No interest charged on overdue rates whilst the payment arrangement deferral is in place and the ratepayer continue to pay the agreed weekly payment amount.*
- *This Payment Plan will expire upon payment in full of all outstanding rates and charges.*
- *The General Manager Finance and Corporate be authorised to negotiate a suitable repayment plan should the ratepayer reject or vary the payment plan discussed above.*

Carried 7/0
FOR VOTE - Councillors voted unanimously

16.3 Quote SBRCQ-19/20-60 - Replacement of John Deere 670D Grader (Plant 52)

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

That the South Burnett Regional Council purchase from John Deere, the John Deere 670G with Top Con 2D Laser for \$403,910 excluding GST as it represents value for money and with standard lever controls Council operators have extensive experience in operating the plant.

Carried 7/0
FOR VOTE - Councillors voted unanimously

16.4 Gordonbrook Water Treatment Plant Construction Contract

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That Council delegate to the Chief Executive Officer to negotiate the Gordonbrook Water Treatment Plant contract.

Carried 7/0
FOR VOTE - Councillors voted unanimously

Cr BW Otto (Mayor) Page 37

16.5 Preferred Supplier Tender SBRC 18/19-14 - Traffic Management

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Resolution:

Moved Cr KM Schumacher, seconded Cr RJ Frohloff.

That Council accept the tender from South Burnett Security and Traffic Control for the supply and delivery of traffic control services for a period of twenty-four (24) months with a fixed period of twelve (12) months for rates and prices.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

16.6 Pre-Qualified Supplier Tender SBRC 18/19-15 - Civil Works

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That Council approve the list of providers to be included in the Prequalified Supplier Register for Civil Works for the period 17 June 2020 to 17 June 2025

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

There being no further business the meeting was declared closed at 3.09pm.

Confirmed before me this day of2020

..... **MAYOR**

7.2 SOUTH BURNETT REGIONAL COUNCIL SPECIAL MEETING MINUTES**File Number: 15-07-2020****Author: Executive Assistant****Authoriser: Chief Executive Officer****PRECIS**

Minutes of Special Meeting of the South Burnett Regional Council held on Wednesday 1 July 2020

SUMMARY

Confirmation of Minutes of Special 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 Special Council Meeting held on Wednesday 1 July 2020 be received and the recommendations therein be adopted.

BACKGROUND

Nil

ATTACHMENTS

1. **South Burnett Regional Council Special Meeting Minutes - 1 July 2020**  



Minutes
Of The
Special Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

on Wednesday 1 July 2020

Chief Executive Officer: **Mark Pitt**

Our Vision

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

Our Values

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



Cr BW Otto (Mayor)

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 1 July 2020

ORDER OF BUSINESS:

- 1. LEAVE OF ABSENCE1
- 2. BUSINESS.....1
 - 2.1 Consideration of Statutory Policy - 002, Expenses Reimbursement Policy for Councillors.....1

Cr BW Otto (Mayor)

 SOUTH BURNETT REGIONAL COUNCIL SPECIAL MEETING – MINUTES – WEDNESDAY 1 JULY 2020

Minutes of the Special meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 1 July 2020 at 9.01am

PRESENT:**Councillors:**

Cr BW Otto (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KM Schumacher, Cr KA Duff, Cr SW Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Peter O'May (General Manager Community), Aaron Meehan (General Manager Infrastructure)

1. Leave Of Absence

Nil.

2. Business**2.1 Consideration of Statutory Policy - 002, Expenses Reimbursement Policy for Councillors****Resolution:**

Moved Cr BW Otto, seconded Cr KA Duff.

That the South Burnett Regional Council amend Statutory Policy – 002, Expenses Reimbursement Policy for Councillors as detailed:

Section 5.1:

The following (including GST) are considered to be reasonable for reimbursement by Council:

- Breakfast = \$17.50
- Lunch = \$25.00
- Dinner = \$50.00

Hospitality

The Mayor may claim up to \$1,000 per annum for hospitality expenses deemed necessary in the conduct of Council business.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

Resolution:

Moved Cr BW Otto, seconded Cr RJ Frohloff.

That the South Burnett Regional Council amend Statutory Policy – 002, Expenses Reimbursement Policy for Councillors as detailed:

Section 5.2 Facilities

Telecommunication Needs – Mobile Devices

Cr BW Otto (Mayor) Page 1

SOUTH BURNETT REGIONAL COUNCIL SPECIAL MEETING – MINUTES – WEDNESDAY 1 JULY 2020

Mobile telecommunications devices owned by Council will be provided to the Mayor and Councillors for official Council business. "Bring Your Own" devices requests will be approved upon application to the CEO on a case by case basis.

Contribution to Councillors Telephone Costs

Council will contribute up to \$2,000 per annum to the Mayor and each Councillor to offset the cost of mobile telephone costs. This will only be reimbursed on the production of appropriate invoices/tax receipts. For the Mayor and Councillors supplied mobile telephone Council will pay the monthly account.

Delete – Contribution to Mayors Telephone Costs

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

Resolution:

Moved Cr BW Otto, seconded Cr DA Potter.

That the South Burnett Regional Council amend Statutory Policy – 002, Expenses Reimbursement Policy for Councillors as detailed:

Vehicle Fuel and Operation Costs:

In general the most cost effective form of travel must be used. Councillors may have access to a Council vehicle from within the fleet for official business where available and as approved by the Chief Executive Officer. Councillors may travel using their own private vehicle for business purposes and claim a kilometric allowance substantiated by logbook details. The amount to be reimbursed will be based on the Australian Tax Offices (ATO) cents per kilometre rate for car travel as published on the ATO website. Councillors wishing to claim the kilometric allowance must submit properly completed logbook records in accordance with fortnightly payroll closing dates. Late claims will not be accepted. Councillors must retain original log book records for a minimum of five (5) years.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

Resolution:

Moved Cr KA Duff, seconded Cr KM Schumacher.

That a report be prepared and presented to a future Council meeting clarifying what is official Council duties for claimable expenses.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

There being no further business the meeting was declared closed at 9.36am.

Confirmed before me this day of2020

..... **MAYOR**

Cr BW Otto (Mayor) Page 2

8 PORTFOLIO – SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT

8.1 SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO REPORT

File Number: 15-07-2020

Author: Mayor

Authoriser: Chief Executive Officer

PRECIS

Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report

SUMMARY

Mayor Otto presented his Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Mayor Otto's Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council be received.

BACKGROUND

Nil

ATTACHMENTS

Nil

8.2 CONFIRMING ATTENDANCE AT THE LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) ANNUAL CONFERENCE ON GOLD COAST 19-21 OCTOBER 2020

File Number: 15/07/2020
Author: Mayor's Personal Assistant
Authoriser: Chief Executive Officer

PRECIS

Confirming attendance at the 124th LGAQ Conference on the Gold Coast 19-21 October 2020

SUMMARY

The LGAQ Conference for 2020 will be held on the Gold Coast 19-21 October 2020. Council pays a conference levy in conjunction with its annual membership. Council is therefore entitled to send two (2) delegates to the conference.

OFFICER'S RECOMMENDATION

That

1. Mayor Brett Otto and Deputy Mayor Gavin Jones attend the 2020 LGAQ Conference as delegates.
2. the Chief Executive Officer attend as an observer.

FINANCIAL AND RESOURCE IMPLICATIONS

The Mayor and Deputy Mayor have been budgeted to attend the Annual Conference which includes accommodation.

LINK TO CORPORATE/OPERATIONAL PLAN

EXC4. Effective Advocacy and Strategic Partnerships

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

N/A

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Expenses Reimbursement Policy for Councillors

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

N/A

ATTACHMENTS

Nil

8.3 COUNCIL NOMINATE 2021 SPECIAL HOLIDAY

File Number: 15-07-2020
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Requesting Council Nominate 2021 Special Holiday prior to Friday 21 August 2020.

SUMMARY

For a number of years now, Council has requested the Monday of the Brisbane Exhibition to be gazetted as the show holiday for the South Burnett Regional Council area. As no information to the contrary has been received, it is suggested that Council once again request the Exhibition Monday as the Show Holiday for the South Burnett Regional Council area.

OFFICER'S RECOMMENDATION

That Council complete the on-line nomination form for the Monday of the 2021 Royal National Exhibition, Brisbane – Monday 9 August 2021, as the 2021 Show Holiday for the South Burnett Regional Council area.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

EXC4 – Effective Advocacy & Strategic Partnerships

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

N/A

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009

Holidays Act 1983

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council's actions are consistent with previous resolutions.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Council has been invited to nominate special and show holidays for 2021 in line with the requirements of the *Holidays Act 1983*. Holidays appointed in respect of an annual agricultural, horticultural or industrial show are public holidays and those appointed for an event which has significance to a particular district are bank holidays. Upon Ministerial approval these nominated days will be published in the Queensland Government Gazette. Nomination/s for show or special holidays are to be made by completing and submitting the on-line form no later than Friday, 21 August 2020.

ATTACHMENTS

Nil

8.4 ADOPTION OF THE GIFTS AND BENEFITS POLICY

File Number: 15-07-2020

Author: Manager Social and Corporate Performance

Authoriser: Chief Executive Officer

PRECIS

Adoption of the Gifts and Benefits Policy

SUMMARY

This policy details the responsibilities of Council representatives in the appropriate treatment of gifts and benefits offered and/or received during the execution of their duties.

The intent of this policy is to enable Council representatives to demonstrate appropriate conduct in the event of offering, or being offered, a gift or benefit in the course of their official duties, or whilst otherwise representing Council.

Council representatives hold positions of public trust and must carry out their duties impartially and with integrity. The provision of gifts and benefits to Council representatives can create perceptions of a conflict of interest and it is appropriate to question why they are offered and whether they should be accepted.

The *Public Sector Ethics Act 1994*, identifies the following four (4) ethics principles as fundamental to good public administration:

- Integrity and impartiality; and
- Promoting the public good; and
- Commitment to the system of government; and
- Accountability and transparency

This policy supports Council's commitment to the above principles, and the local government principles as provided under *Section 4* of the *Local Government Act 2009*.

The requirements of this policy are in addition to the legislative obligations of Councillors and Senior Executives with respect to individual register of interests as prescribed in *Part 5* of *Chapter 8* of the *Local Government Regulation 2012* and the legislative obligations of Councillors prescribed by the *Local Government Electoral Act 2001*.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Gifts and Benefits Policy – *Strategic-002* be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from this report.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal consultation was undertaken with the Senior Governance Officer, Strategic Procurement Coordinator, Senior Management Team and Elected Members.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Reference to relevant legislation has been considered:

Local Government Act 2009

Local Government Regulation 2012

Public Sector Ethics Act 1994

Human Rights Act 2019

Section 4(b) of the *Human Rights Act 2019* (the 'Act') requires public entities to act and make decisions in away compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration.

The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

This policy details the responsibilities of Council representatives in the appropriate treatment of gifts and benefits offered and/or received during the execution of their duties.

The intent of this policy is to enable Council representatives to demonstrate appropriate conduct in the event of offering, or being offered, a gift or benefit in the course of their official duties, or whilst otherwise representing Council.

Council representatives hold positions of public trust and must carry out their duties impartially and with integrity. The provision of gifts and benefits to Council representatives can create perceptions of a conflict of interest and it is appropriate to question why they are offered and whether they should be accepted.

The *Public Sector Ethics Act 1994*, identifies the following four (4) ethics principles as fundamental to good public administration:

- Integrity and impartiality; and
- Promoting the public good; and
- Commitment to the system of government; and
- Accountability and transparency

This policy supports Council's commitment to the above principles, and the following local government principles as provided under *Section 4* of the *Local Government Act 2009*:

- Transparent and effective processes and decision-making in the public interest; and
- Good governance of, and by, local government; and
- Ethical and legal behaviour of Councillors and local government employees.

This policy aims to minimise the risk of Council representatives being exposed to an actual or perceived conflict of interest associated with benefits or gifts offered in the course of their official duties.

The requirements of this policy are in addition to the legislative obligations of Councillors and Senior Executives with respect to individual register of interests as prescribed in *Part 5* of *Chapter 8* of the *Local Government Regulation 2012* and the legislative obligations of Councillors prescribed by the *Local Government Electoral Act 2001*.

This policy applies to all Councillors and Council employees, including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students. The related persons of Councillors and Council employees may also be required to consider gifts and benefits in view of this policy and the possible impact on Council. For the purposes of this policy, the above-mentioned persons will be referred to as 'Council representatives'.

ATTACHMENTS

1. **ECM ID 2699935 - STRAT-002 - Gifts & Benefits Policy**  



POLICY CATEGORY - NUMBER: Strategic-002
POLICY OWNER: Social & Corporate Performance

ECM ID: 2699935
ADOPTED:

Gifts and Benefits Policy

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

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1. POLICY STATEMENT

This policy details the responsibilities of Council representatives in the appropriate treatment of gifts and benefits offered and/or received during the execution of their duties.

The intent of this policy is to enable Council representatives to demonstrate appropriate conduct in the event of offering, or being offered, a gift or benefit in the course of their official duties, or whilst otherwise representing Council.

Council representatives hold positions of public trust and must carry out their duties impartially and with integrity. The provision of gifts and benefits to Council representatives can create perceptions of a conflict of interest and it is appropriate to question why they are offered and whether they should be accepted.

The *Public Sector Ethics Act 1994*, identifies the following four (4) ethics principles as fundamental to good public administration:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency

This policy supports Council's commitment to the above principles, and the following local government principles as provided under *Section 4* of the *Local Government Act 2009* (the 'Act'):

- Transparent and effective processes and decision-making in the public interest;
- Good governance of, and by, local government; and
- Ethical and legal behaviour of Councillors and local government employees.

This policy aims to minimise the risk of Council representatives being exposed to an actual or perceived conflict of interest associated with benefits or gifts offered in the course of their official duties.

The requirements of this policy are in addition to the legislative obligations of Councillors and

Senior Executives with respect to individual register of interests as prescribed in *Part 5 of Chapter 8 of the Local Government Regulation 2012* and the legislative obligations of Councillors prescribed by the *Local Government Electoral Act 2001*.

2. SCOPE

This policy applies to all Councillors and Council employees, including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students. The related persons of Councillors and Council employees may also be required to consider gifts and benefits in view of this policy and the possible impact on Council. For the purposes of this policy, the above-mentioned persons will be referred to as 'Council representatives'.

3. GENERAL INFORMATION

Being a Council representative involves a level of public trust. Offers of gifts and benefits have the potential to affect, or be perceived to affect, the impartiality, integrity and objectivity that is necessary for Council representatives to perform their official duties effectively. The acceptance of benefits by a Council representative may also be considered to be fraudulent or constitute corrupt conduct. This policy specifies the ethical obligations of Council representatives and how they relate to offers of gifts and benefits.

The guiding ethical principles are stipulated by the *Local Government Act 2009*, *Local Government Regulation 2012* (the 'Regulation') and the *Public Sector Ethics Act 1994*, and are further outlined in Council's Councillor Code of Conduct Policy, Employee Code of Conduct, Employee Conflict of Interest Policy and the Fraud and Corruption Prevention Management Policy.

Council representatives must also comply with the Public Service Commission ('PSC') Directive No. 22/09 Gifts and Benefits and its associated Guideline (as amended or replaced by the PSC from time to time) in respect to the treatment of benefits, gifts and rewards offered in connection with their duties. In part, the ethical principles require Council representatives to perform their official duties with integrity, in a way that demonstrates a proper concern for the public interest and without requesting, or accepting, a fee or any other benefit for performing an official act. Where a Council representative accepts or offers a gift or benefit, they must ensure these ethical principles are not breached.

In accordance with the Regulation, Council will maintain a Gifts and Benefits Register, on Council's intranet, to record gifts and benefits refused, accepted or offered by Council or Council representatives (with the exception of those made in a personal capacity).

Council will provide risk-based training annually and supply information and reminders quarterly to Council representatives for awareness of the Gifts & Benefits Policy and Procedure. Council will also provide training to all Council representatives regarding their rights and responsibilities under the *Public Interest Disclosure Act 2010* and the *Right to Information Act 2009*.

Council will maintain Register of Interests to record Statements of Interests, including relevant gifts or benefits accepted by Councillors, Senior Executive employees and other employees (and their related persons) as determined by Council in accordance with the Act.

It is not appropriate for Council representatives to be offered or to accept gifts or benefits that affect, may be likely to affect or could reasonably be perceived to affect, the independent and impartial performance of their official duties.

Council representatives must not ask for or encourage the giving of any form of gift or benefit in connection with the performance of official duties.

The Gifts and Benefits Procedure details the way, in which a Council representative may refuse, accept or give a gift or benefit. Any breach of this policy or the procedure will be addressed administratively in accordance with the Complaints Management Policy.

4. DEFINITIONS

Conflict of Interest - an issue about a conflict between a Council representative's personal interest and the Council representative's official duties with Council.

Council Representative - all Councillors and Council employees, including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students. The related persons of Councillors and Council employees may also be required to consider gifts and benefits in view of this policy and the possible impact on Council.

Gift/Benefit - refers to items given and received in the course of official duties and include tangible (of lasting value for accounting purposes) and intangible (of no lasting value for accounting purposes) items. It does not include any gifts or benefits given or received under an appropriately approved employee health and well-being program or an appropriately approved rewards and recognition program.

The *Local Government Regulation 2012* defines a gift as:

- (a) The transfer of money, the property or other benefit -
 - (i) Without consideration; or
 - (ii) For a consideration substantially less than full consideration; or
- (b) A loan of money or other property made on a permanent or indefinite basis.

Related Persons - relevant to the Registers of Interest, a 'Related Person' is as defined by *Section 289 of the Local Government Regulation 2012* as:

A person is related to a Councillor, Chief Executive Officer or Senior Executive employee (the primary party) if -

- (a) *the person is the primary party's spouse; or*
- (b) *the person is totally or substantially dependent on the primary party and -*
 - (i) *the person is the primary party's child; or*
 - (ii) *the person's affairs are so closely connected with the affairs of the primary party that a benefit derived by the person, or a substantial part of it, could pass to the primary party.*

5. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

Public Sector Ethics Act 1994

6. RELATED DOCUMENTS

Councillor Code of Conduct Policy

Employee Code of Conduct

Employee Conflicts of Interest Policy

Fraud and Corruption Prevention Management Policy

Public Service Commission Directive 22/09 - Gifts and Benefits

Gifts and Benefits Procedure

Declaration of Gifts and Benefits Form

Disclosure of Political Donations

<https://www.ecq.qld.gov.au/donations-and-gift-disclosure/disclosure-of-political-donations>

7. NEXT REVIEW

July 2022

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	New Policy	9 December 2009	817542
2	Legislation Review	9 December 2015	1542131
3	Scheduled Review	21 February 2018	2815146
4	Internal audit recommendations and legislative review	15 July 2020	2699935

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

8.5 ADOPTION OF THE MEDIA RELATIONS POLICY

File Number: 15-07-2020
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Adoption of the Media Relations Policy.

SUMMARY

The *Local Government Act 2009* provides a regulatory framework for the adoption and enforcement of a Media Relations Policy.

Council's policies are regularly reviewed to deliver transparent, effective processes and good governance of, and by, local government.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Media Relations Policy – Strategic-001 be adopted.

FINANCIAL AND RESOURCE IMPLICATIONS

No change to financial or resource implications arise from this report.

LINK TO CORPORATE/OPERATIONAL PLAN

No change to financial or resource implications arise from this report.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal consultation was undertaken with the Senior Management Team. The revised policy and flowchart were circulated providing a reasonable time for review and feedback.

The revised policy was presented to Councillors during the Councillor Induction workshop on Media Relations policy, Community Engagement policy, Website and Social Media on 23 April 2020. The revised policy and flowchart were emailed to Councillors for feedback on 14 June 2020 and a hard copy of the revised policy and flowchart was provided to Councillors at a subsequent Council workshop 01 July 2020. The final revised policy and flowchart has been attached to the agenda.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The *Local Government Act 2009* provides a regulatory framework for the adoption and enforcement of the Media Relations Policy.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Policy implications in general have been considered and addressed.

No local law/delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

The *Local Government Act 2009* provides a regulatory framework for the adoption and enforcement of a Media Relations Policy.

Council's policies are regularly reviewed to deliver transparent, effective processes and good governance of, and by, local government.

The policies demonstrate Council's commitment to the local government principles contained in the *Local Government Act 2009*:

- transparent and effective processes, and decision-making in the public interest; and
- sustainable development and management of assets and infrastructure, and delivery of effective services; and
- democratic representation, social inclusion and meaningful community engagement; and
- good governance of, and by, local government; and
- ethical and legal behaviour of Councillors and local government employees.

The policy was last considered at the May General meeting with the following being adopted.

Officer's Recommendation

That South Burnett Regional Council adopt the draft Media Relations Policy as outlined in the attachment to this report.

PROCEDURAL MOTION:

Moved Cr KA Duff, seconded Cr GA Jones.

That the item lay on the table until the July General meeting.

Carried 7/0

FOR VOTE - Councillors voted unanimously

ATTACHMENTS

1. **ECM 2700319 - Media Relations Policy** [↓](#) 
2. **Media Release Flowchart** [↓](#) 



POLICY CATEGORY - NUMBER: Strategic-001
POLICY OWNER: Executive Services
ECM ID: 2700319
ADOPTED:

Media Relations Policy

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1. POLICY STATEMENT

This policy outlines the principles, protocols and methods for managing communication to ensure consistent, factual information is provided to the community through the media.

To ensure Council's stakeholders – ratepayers, residents, business and industry, community organisations and visitors – are properly informed through the media of Council activities, decisions and the delivery of services and facilities. This policy also ensures that Council maintains its corporate integrity by delivering clear messages that are consistent with Council's strategic direction and operational intent.

Media relations is an important tool for effective communication and promotion of Council's activities, decisions, initiatives, services and facilities. It is critical to ensure residents are accurately and factually informed about these matters. To achieve this and facilitate organisational transparency and accountability, it is essential that Council has a media relations policy that ensures an effective flow of information to the community with unified and considered messages.

2. SCOPE

The policy applies to all areas of Council: Councillors, employees, consultants and contractors engaged by the Council and all media outlets.

3. GENERAL INFORMATION

3.1. Organisational Media Relations

3.1.1. Preparing and Releasing Media Statements

Organisational media relations are coordinated by Council's Executive Services (through the Communications Officer). Executive Services (through the Communications Officer) are responsible for overseeing information provided to the media on Council decisions, activities, services and facilities. Council media relations are proactive and aim to inform and foster public confidence in the organisation. Activities include the production of media releases and the management of media enquiries.

3.1.1.1. Official Council Spokesperson

The Mayor is the official spokesperson for all Council responses or media interviews of organisational or regional significance. On a case by case basis, the Mayor may delegate to a Councillor to speak on behalf of Council.

Executive Services (through the Communications Officer) will field all enquiries. The Chief Executive Officer may authorise other Council officers to engage with the media on operational matters.

3.1.1.2. Media Release Preparation

All media releases will be managed and distributed through Executive Services (through the Communications Officer) with content provided by the relevant Branch.

The Mayor and Councillors (through the Mayor) may request a media release be prepared by Executive Services (through the Communications Officer).

- General Managers and relevant Portfolio holders are encouraged to provide updates, photos and stories on what is happening in the individual Councillor Portfolios to Council's Executive Services (through the Communications Officer).
- Where possible and practical alongside media releases photographs are encouraged to enhance the verbal documentation.

3.1.1.3. Approval Process

The Chief Executive Officer or delegated officer must approve all Council media releases.

3.2. Responding to Media Enquiries

All media enquiries are to be directed to Executive Services (through the Communications Officer) in the first instance. Executive Services (through the Communications Officer), in consultation with the relevant General Manager or delegated officer, will co-ordinate a response in accordance with Council's Media Relations Flowchart, consulting with the relevant Councillor, where appropriate.

The Mayor is Council's official spokesperson however on occasions where the matter relates to a particular portfolio or local matter, the Mayor may delegate the authority to the relevant Councillor to respond. Where the Mayor is unavailable the following general guidelines will be used by the Chief Executive Officer in allocating responsibility:

- Where the matter relates to a portfolio, the Chief Executive Officer may ask the Portfolio Councillor to respond; or
- Where the matter relates to a local issue, the Chief Executive Officer may ask the Divisional Councillor to respond; or
- If the matter has a specialised or technical component, the Chief Executive Officer may respond or delegate the responsibility to a senior officer.

It is preferred Council provide a written response to specific questions. All written responses shall be co-ordinated by Executive Services (through the Communications Officer) and must be approved by the relevant General Manager or the Chief Executive Officer as appropriate.

The Mayor should be notified immediately of any potential risks to Council's reputation should a response be delayed. If necessary, a verbal response from the Mayor, or in his absence the Chief Executive Officer working alongside the relevant Portfolio Holder may be progressed.

In all cases, where comment is made to the media, the spokesperson (including Councillor) is required to notify the Chief Executive Officer and Executive Services (through the Communications Officer) of the nature of their comments.

3.3. Councillors and the Media

For awareness, Councillors prior to initiating contact with or responding to the media on their own

behalf are required to notify the Mayor of their undertaking. Through the Mayor, with the approval of the Chief Executive Officer, background information or assistance may be requested by a Councillor from Executive Services (through the Communications Officer).

In all cases, where comment is made to the media, the Councillor is required to notify the Chief Executive Officer and Executive Services (through the Communications Officer) of the nature of their comments.

4. DEFINITIONS

Media relations - refer to the use of the media to communicate corporate messages about Council. This includes preparation and distribution of media releases, media statements, media interviews and conferences or briefings, media launches and features.

Media - refers to television, radio, print and social media journalists, photographers and camera operators, including representatives from trade and specialist publications and internet news services.

Media releases - are designed to be sent to the media in order to encourage them to develop articles on a topic. A media release is written in order to highlight an important event, program, or piece of information by Council that succinctly describes *who, what, where, when, why and how* of the story. Media releases are intended to promote the interests of Council and assist Council to meet the principles of Local Government.

5. LEGISLATIVE REFERENCE

Local Government Act 2009

6. RELATED DOCUMENTS

Media Relations Flowchart
Social Media Procedure
Community Engagement Policy
Community Engagement Procedure

7. NEXT REVIEW

June 2022

8. VERSION CONTROL

Version	Revision Description	Approval/Adopted Date	ECM Reference
1.	Adoption of Policy	24/09/2008	418029
1	Adoption of Policy	9 December 2009	817662
2	Policy Revision	21 November 2012	1407706
3	Policy Revision	16 November 2016	2022469
4	Policy Revision	13 June 2018	2512946
5	Policy Revision	15 June 2020	2700319

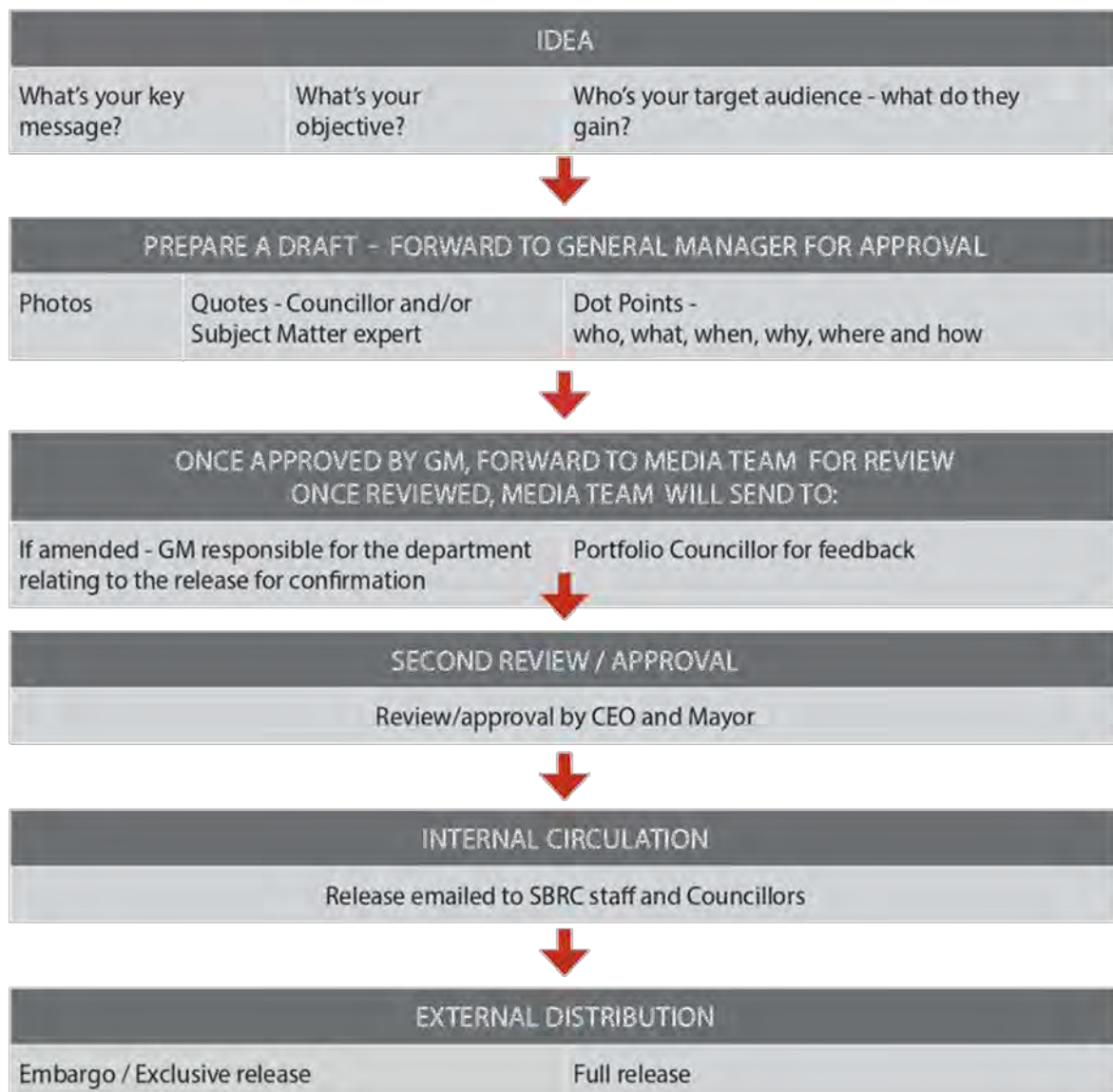
Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:



Media Relations Flowchart 2020

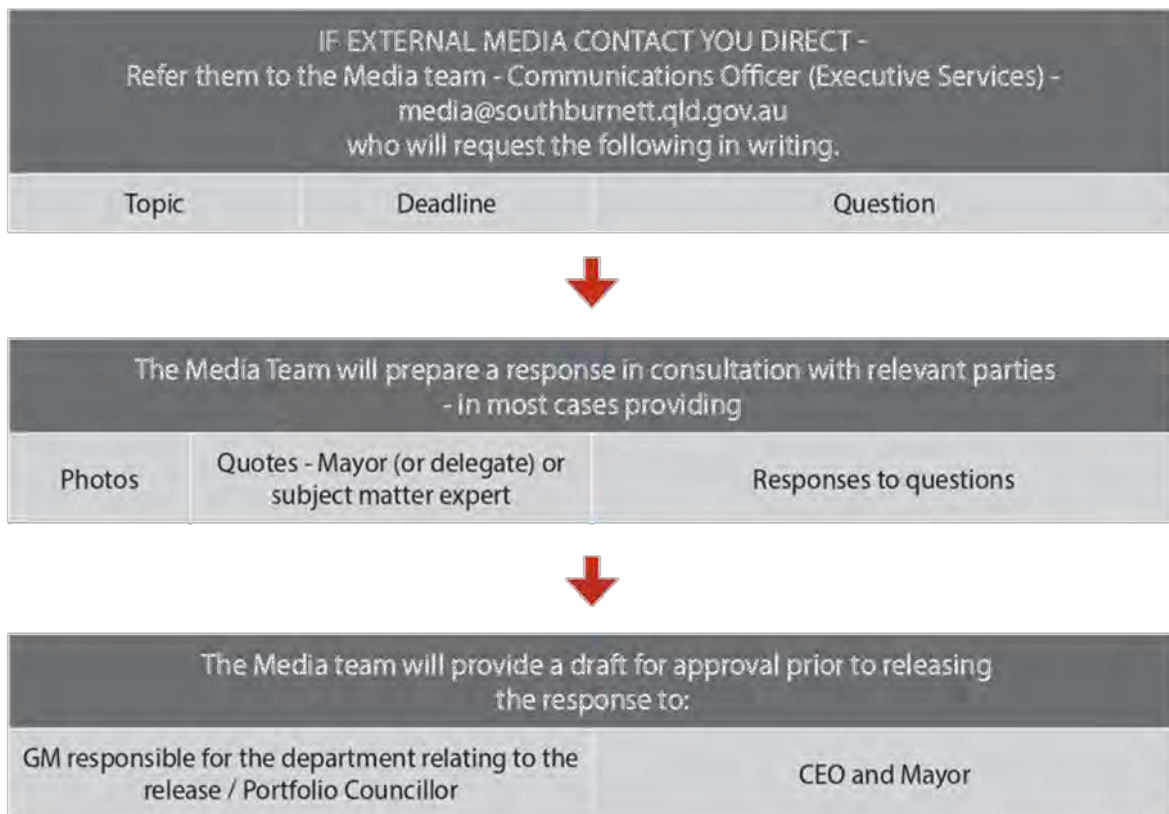
MEDIA RELEASE





Media Relations Flowchart 2020

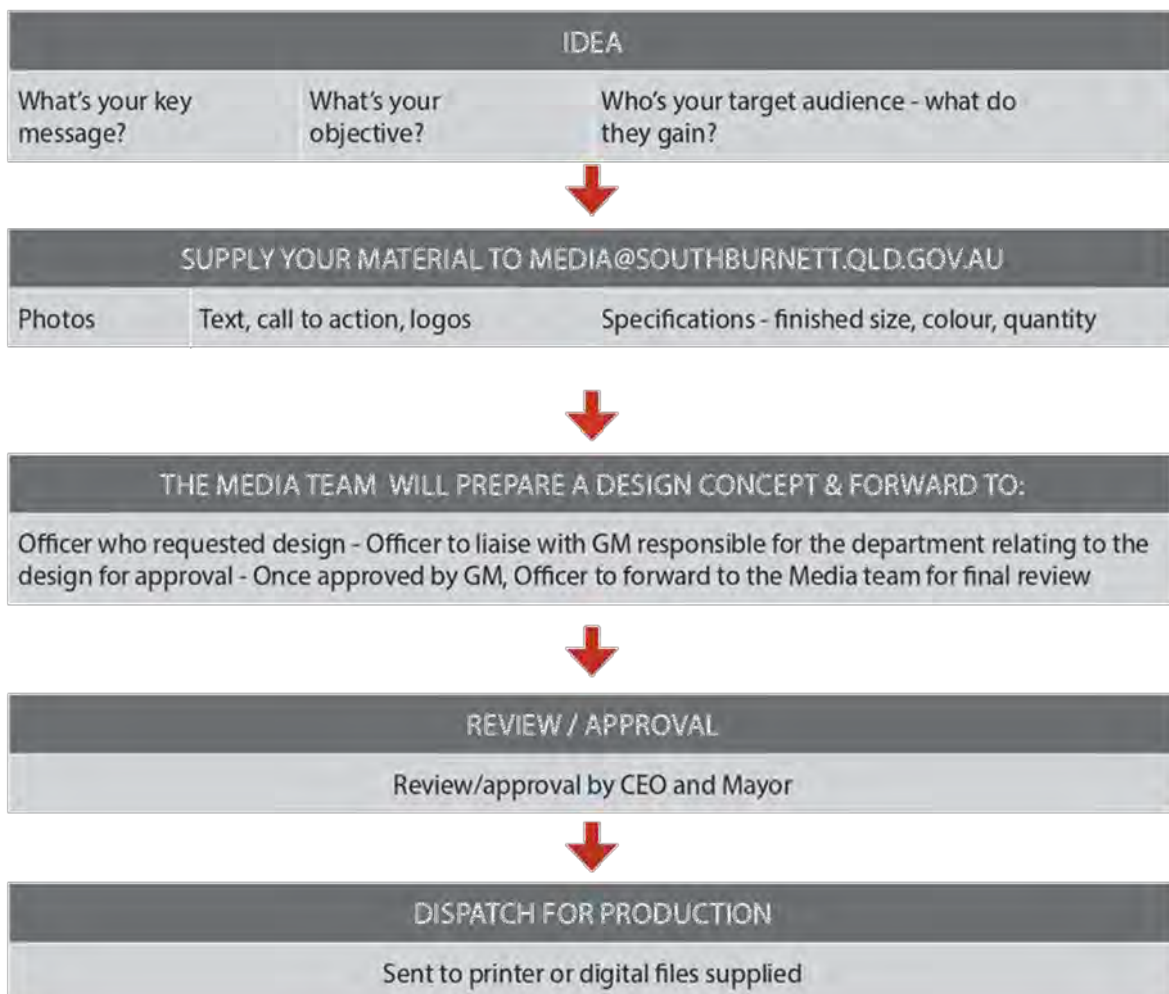
MEDIA RELATIONS EXTERNAL ENQUIRY





Media Relations Flowchart 2020

DESIGN



8.6 MONTHLY FINANCIAL REPORT

File Number: 15-Jul-2020

Author: Manager Finance

Authoriser: General Manager Finance and Corporate

PRECIS

Monthly Financial Report as at 30 June 2020.

SUMMARY

The following information provides Council's position as at 30 June 2020.

OFFICER'S RECOMMENDATION

That the Monthly Financial Report including Capital Works, Road Maintenance Expenditure and Works for Queensland (W4Q3) as at 30 June 2020 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held on 24 June 2019.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Monitored by budget managers.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Monthly financial report prepared in accordance with Section 204 of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Budget prepared taking into account the Revenue Policy, Debt Policy and Investment Policy actual result is compared to budget.

ASSET MANAGEMENT IMPLICATIONS

Depreciation levels adopted with budget with assets in all asset classes maintained to appropriate standards and service levels.

REPORT

Not applicable.

ATTACHMENTS

1. Monthly Financial Report [↓](#) 



South Burnett Regional Council
Monthly Financial Report
Interim June 2020



Executive Summary

This monthly report is designed to illustrate the financial performance and position of South Burnett Regional Council compared to the adopted third quarter budget, at an organisational level, for the period ended 30 June 2020. This financial report is prepared based on interim financial results as at 30 June 2020.

Overall, recurrent revenue is tracking high at 101% largely due to increases in rental income from telecommunication agreements and additional grant revenue for disaster management purposes. The end of year expected position is predicted to have some minor increases to recurrent revenue largely for private works claims for main roads and scrap steel sales.

Fees and charges and rental income are tracking high at 112% and 105% due to increases in waste disposal fees, water sales, planning applications and telecommunication rental income.

Interest received has landed under budget at 86% largely due to decreases in investment interest rates in the last few months as well as adjustments to rates interest received for land parcels sold at auction.

Overall, recurrent expenditure is tracking on target at 99%. Materials and Services is tracking high at 102%. There are a number of adjustments which will increase both employee benefits and materials and services as a result of end of year adjustments. These include accruals for expenditure and wages as well as adjustments to the long service leave and annual leave provisions.

Finance costs are still tracking low at 64% due to the discount rates that were used for the gravel and landfill provisions for end of June ending up favourable to what was originally expected. There will be some minor increases to finance costs as a result of the end of year adjustments for the expected credit loss provision and the interest component of the right of use financial liability for the new leasing standard.

AR Debtors 90-day balance has decreased slightly this month. While debt collection has been temporarily suspended due to the impact of COVID-19, outstanding debts are still being monitored and followed up internally with department managers to ensure we are ready to begin collection processes again when the time arises.

Rate in arrears is currently \$5.468m or 10.2%. This has again decreased since the previous month.

The current monthly ratios are tracking on target, except for the operating cash ratio, which is sitting slightly above the target benchmark. It is expected that after all the end of year adjustments are made, that this ratio will end up within the target range.

Of the total available capital budget of \$37.4m, 88% has been spent to date including committed costs.

Road maintenance has increased approximately \$420k from May to a total actual and committed cost of \$6.351m.

Works for Queensland (W4Q3) has \$4.678m of actuals to date with a further \$487k in committed costs.

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 30 June 2020
100% of Year Complete

	2020	Original Budget	Amended Budget	Expected Position	Variance
	\$	\$	\$	\$	%
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	49,204,573	49,280,421	48,907,566	49,244,759	101%
Fees and Charges	3,984,358	3,820,174	3,555,059	3,984,358	112%
Rental Income	507,597	478,066	484,341	507,597	105%
Interest Received	957,433	1,071,653	1,108,153	957,433	86%
Sales Revenue	2,955,761	3,080,551	3,010,551	3,429,761	97%
Other Income	940,967	598,202	971,321	1,080,967	97%
Grants, Subsidies, Contributions and Donations	8,634,580	7,755,779	8,130,758	8,634,580	106%
	<u>67,225,658</u>	<u>65,085,646</u>	<u>65,287,739</u>	<u>67,789,654</u>	
Capital Revenue					
Grants, Subsidies, Contribution and Donations	7,951,550	4,783,791	8,227,038	8,451,550	97%
Total Income	<u>75,177,208</u>	<u>70,869,437</u>	<u>74,514,776</u>	<u>76,241,204</u>	
Expenses					
Recurrent Expenses					
Employee Benefits	23,248,755	23,223,167	23,256,869	23,599,278	100%
Materials and Services	24,423,661	22,915,135	23,954,355	24,934,418	102%
Finance Costs	1,943,974	2,048,815	3,026,558	2,107,413	64%
Depreciation and Amortisation	19,691,202	19,431,676	19,799,315	19,637,075	96%
	<u>69,217,692</u>	<u>67,628,793</u>	<u>69,937,127</u>	<u>70,377,184</u>	
Capital Expense					
	10,637,435	(457,202)	6,055,784	10,773,255	175%
Total Expense	<u>79,855,126</u>	<u>67,169,594</u>	<u>76,012,911</u>	<u>81,150,439</u>	
Net Result	<u>(4,647,448)</u>	<u>3,701,843</u>	<u>(1,498,134)</u>	<u>(4,908,635)</u>	
Net Operating Result	<u>(1,551,953)</u>	<u>(1,539,950)</u>	<u>(3,659,368)</u>	<u>(2,587,330)</u>	

2.1 Revenue

2.1.1 Rates Levies and Charges

This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

Rate or Charge	ACTUALS 2019/2020	ORIGINAL BUDGET 2019/2020	AMENDED BUDGET 2019/2020
General Rates	\$ 28,342,588	\$ 28,779,471	\$ 28,315,000
Water Charges	\$ 10,061,248	\$ 9,673,161	\$ 9,673,161
Sewerage Charges	\$ 5,711,117	\$ 5,775,952	\$ 5,775,952
Waste Collection Charges	\$ 2,215,741	\$ 2,136,701	\$ 2,236,701
Community Rescue and Evacuation Levy	\$ 69,333	\$ 73,975	\$ 69,500
Waste Management Levy	\$ 2,612,179	\$ 2,639,086	\$ 2,639,086
Memerambi Estate Levies	\$ 192,368	\$ 202,075	\$ 198,167
Total	\$ 49,204,573	\$ 49,280,421	\$ 48,907,566

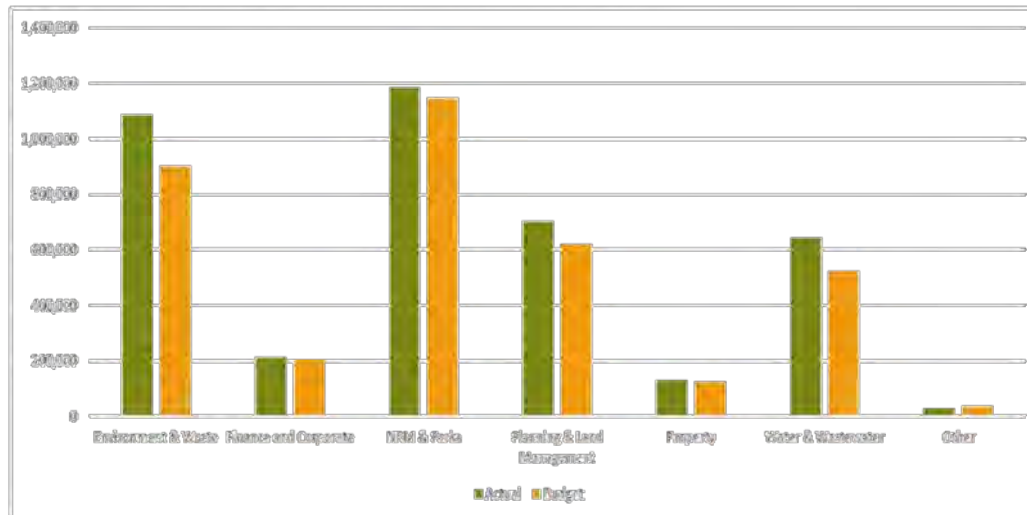
As at 30 June 2020, rates, levies and charges are tracking slightly over full year budget by 1%. Part of the additional revenue seen here is offset by the decrease in interest revenue on rates shown in section 2.1.4 *Interest Received*.

The current expected position will see an additional \$40k hit the rates revenue balance due to there being an adjustment which will be made to the Memerambi liability in the balance sheet.

2.1.2 Fees and Charges

User charges are for the recovery of service delivery costs through the charging of fees to users of Council services. Fees are determined in two categories; regulatory and commercial.

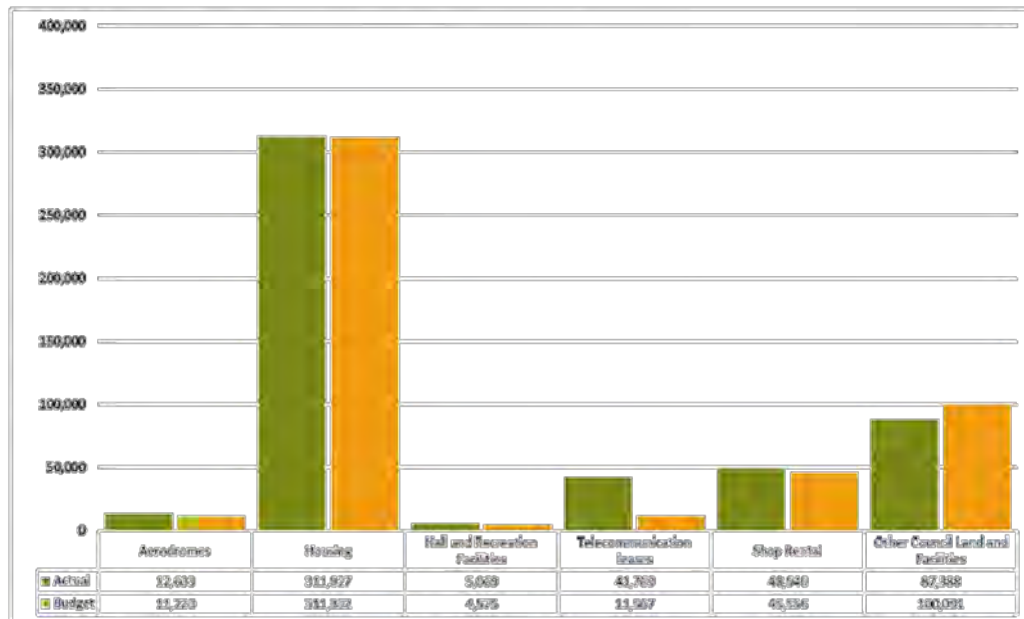
As at 30 June 2020, fees and charges are tracking high at 112%. Increases in revenue from waste disposal \$173k, planning applications \$83k, trade waste fees \$40k and water sales \$72k have assisted in pushing this revenue stream over budget.



2.1.3 Rental Income

Council operates various facilities from which it derives a rental income such as commercial premises, caravan parks, community housing and airport.

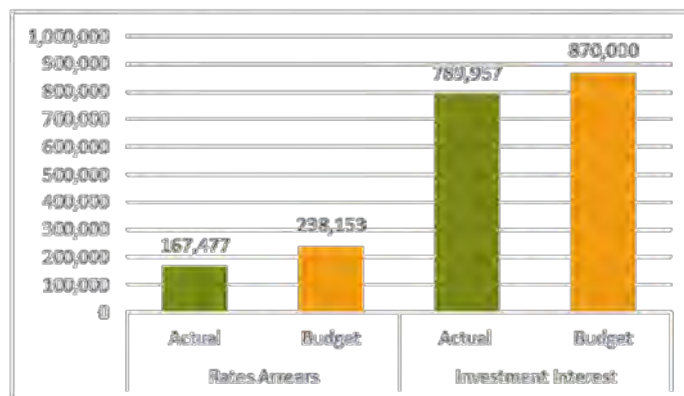
As at 30 June 2020, rental income is tracking high at 105% due to additional income for rental received from telecommunication companies. At this stage we don't envisage any further adjustments will hit this revenue stream for yearend.



2.1.4 Interest Received

Interest revenue includes interest on investments and rate arrears.

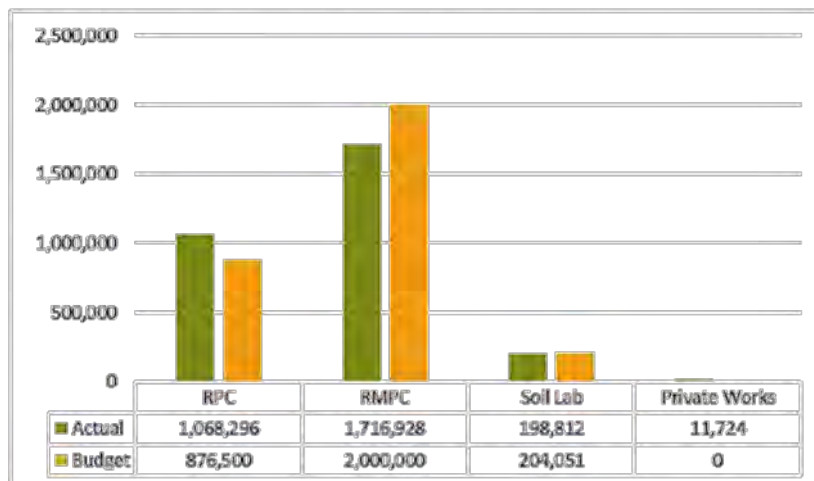
As at 30 June 2020, interest received is tracking low at 86%. This unfavourable result has come about due to a decrease in interest rates on investments over the last six months as well as write-offs of rates interest for properties sold at auction in November 19.



2.1.5 Sales Revenue

Sales revenue is income received from undertaking work for Main Roads, private works and recoverable works conducted by the Soil Laboratory.

As at 30 June 2020, sales revenue is tracking slightly low at 97%. However, based on the current expected position, Council believes an additional \$434k will need to be accrued for year end for RMPC claims that weren't processed by year end cut-off.



2.1.6 Other income

Other income is sundry income derived from all other sources.

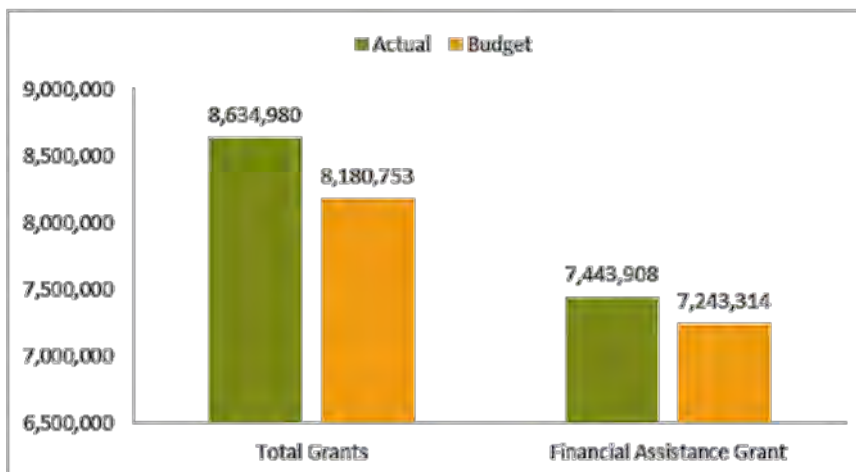
As at 30 June 2020, other income is tracking slightly low at 97%. Council has seen a reduction in receipts from the Visitor Information Centres as they have been closed for the last few months due to Covid-19. Legal Recovery is under budget however this is offset by being under budget for legal costs under materials and services. Council has also recognised income for the reimbursement of auction and land tax costs on the properties that were sold at auction of \$143k. Council has sold \$90k in scrap steel in the last few weeks of June which is yet to be processed in the income statement. As per the expected position, this income will be accrued into this financial year as part of the end of year process.

Income Stream	Actual 2019/2020	Amended Budget 2019/2020
VIC Income	\$ 71,834	\$ 102,826
Art Gallery Income	\$ 634	\$ 11,293
Pool Income	\$ 48,110	\$ 32,540
Irrigation Produce	\$ 110,339	\$ 110,339
Fines	\$ 40,543	\$ 47,746
Scrap Steel	\$ 17,262	\$ 77,060
Library Sales	\$ 4,003	\$ 4,681
Museum Sales	\$ 2,185	\$ 1,476
Agency Income	\$ 42,620	\$ 43,198
Tourist Parks	\$ 178,550	\$ 178,500
Legal Recovery	\$ 92,422	\$ 200,000
Insurance Claims	\$ 110,441	\$ 108,516
Misc Other	\$ 222,024	\$ 53,146
Total	\$ 940,967	\$ 971,321

2.1.7 Operational Grants

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of South Burnett Regional Council services to ratepayers.

As at 30 June 2020, operating grants are tracking high at 106%. Council has received additional grant funding for disaster management operations of \$380k as well as an increase in actual FAG grant funds of \$200k. As per the expected position, no further adjustments are envisaged at this time. However, this may change depending on whether further entries need to be recorded as per the new revenue standard AASB15.



2.1.8 Capital Grants

Capital grants and contributions include all monies predominantly received from State and Federal government sources for the purposes of funding the capital works program.

As at 30 June 2020, capital grants were slightly below target at 97%. We do however expect an accrual of \$500k for W4Q3 and other small grants will need to be taken up in our end of year processes to reflect the new revenue standards. This adjustment can be seen in our expected position figures.

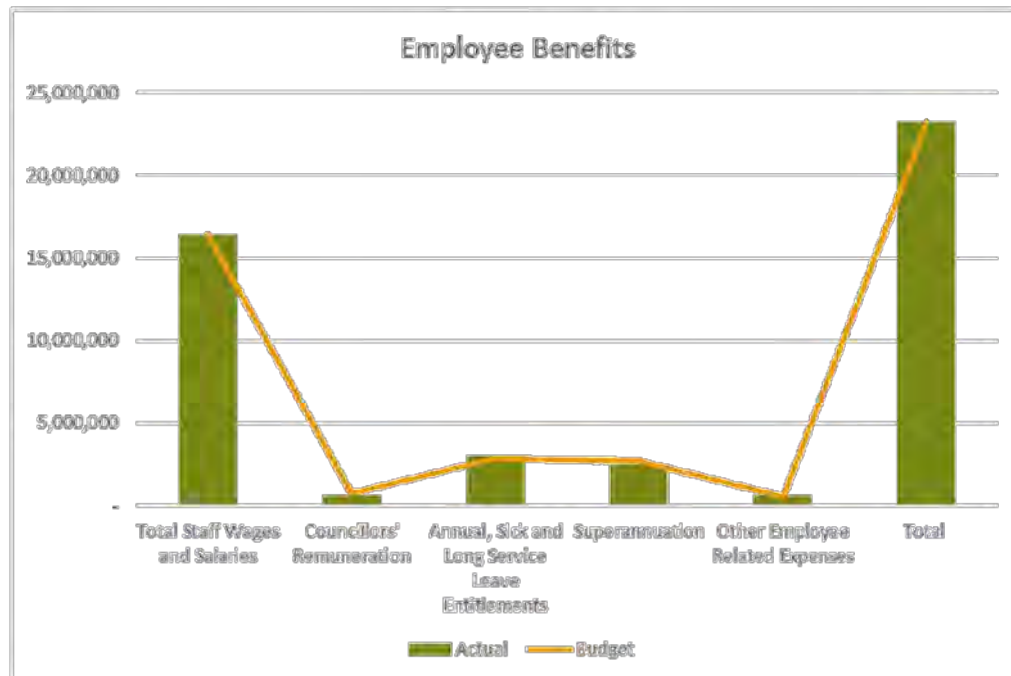
2.2 Expenditure

2.2.1 Employee Benefits

Employee costs include labour related expenditure such as wages, leave entitlements, WorkCover costs, superannuation, training, personal protective equipment, payroll and fringe benefits taxes.

As at 30 June 2020, employee benefits are tracking on target, however, as can be seen in the expected position, Council expects to be over budget by approximately \$430k once relevant

adjustments have been made. This increase comes about from adjustments to end of year figures for wages worked between 20th to 30th of June that will need to be accrued.



2.2.2 Materials and Services

Materials and services cover the purchases of consumables, payments to contractors for the provision of services and utility costs and internal plant charges and recoveries. As at 30 June 2020, materials and services is tracking high at 102%. Mainly due to;

- Overruns in water and wastewater which are partly covered by funds from restricted cash and increased revenue.
- Overruns in Disaster management due to consulting fees for Heavy Rainfall and Flood Damage Assessments. This overrun is offset by operational grant income that has now being received in June. Disaster Management has also accumulated the costs for the organisation in relation to COVID-19.
- Plant and Fleet materials is tracking high at 108% mainly due to an increase in parts purchased for maintenance of fleet.

Based on the current expected position, Council expects that materials and services will end up approximately \$980k above the current budget. This is largely offset by an increase in revenue. The final variance is dependent on creditor accruals.

Expenditure Description	Actual	Budget	%
Donations	\$ 500,291	\$ 632,238	79%
Materials	\$ 18,493,275	\$ 19,690,242	94%
Services	\$ 7,351,412	\$ 5,520,674	133%
Internal Plant Charges	\$ 5,860,106	\$ 6,461,231	91%
Internal Plant Recoveries	-\$ 7,781,422	-\$ 8,350,000	93%
Total	\$ 24,423,661	\$ 23,954,385	102%

2.2.3 Finance Costs

Finance costs relate to interest charged by financial institutions on funds borrowed as well as bank fees and the unwinding of the discount for landfill and quarry provisions.

As at 30 June 2020, finance costs are tracking low at 64%. This reduction is largely due to favourable variances of \$851k in the gravel and landfill provision that were calculated for end of June. The discount rates available in March 2020 decreased significantly from the original estimates, resulting in an amended budget increase. The June 2020 discount rates have since risen favourably resulting in a large reduction in expenditure.

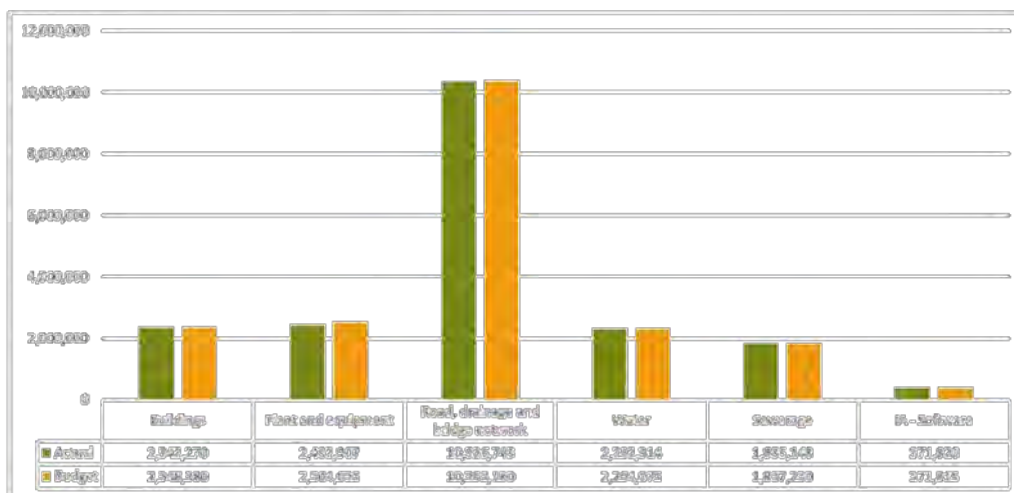
The ending expected position for finance costs is slightly more than the current actuals due to adjustments still needing to be made for the expected credit loss provision.



2.2.4 Depreciation

Depreciation is an accounting measure that estimates the usage of South Burnett Regional Council's property, infrastructure, plant and equipment. The depreciation reflects the current valuations and is distributed as follows:

As at 30 June 2020, depreciation is tracking slightly lower to budget at 99%. Some depreciation adjustments are still being made for right of use assets as per the new leasing standard. This slight increase in depreciation can be seen in the expected position figure for depreciation in the income statement.



2.2.5 Capital Expense

Capital expense is the net proceeds or loss on assets that have been sold or disposed of. A loss on asset disposal is recognised when a current asset is disposed of out of Council's asset register before it is fully depreciated and therefore before it's written down value is nil. To dispose of the asset, it's written down value is recognised in Council's accounts as a loss on disposal.

Adjustments were made in the amended budget to reflect the loss on assets that have been disposed of year to date as at 30 April 2020. While finance did not anticipate any further disposals after March, through review of building revaluation data a number of assets were identified that needed to be disposed of. Finance are still expecting that there may be some further minor adjustments to this expense item depending on any further disposals that may come about for end of year adjustments. Based on the forecasted expected position, this may be approximately a further \$166k.

Asset Class	Actual YTD	Budget	%
Plant & Equipment	46,299	-250,000	-19%
Buildings	1,515,933	1,368,503	111%
Land	1,347,000	295,182	456%
Roads	6,756,104	3,700,000	183%
Water	942,099	942,099	100%
	10,607,435	6,055,784	175%

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position

as at 30 June 2020

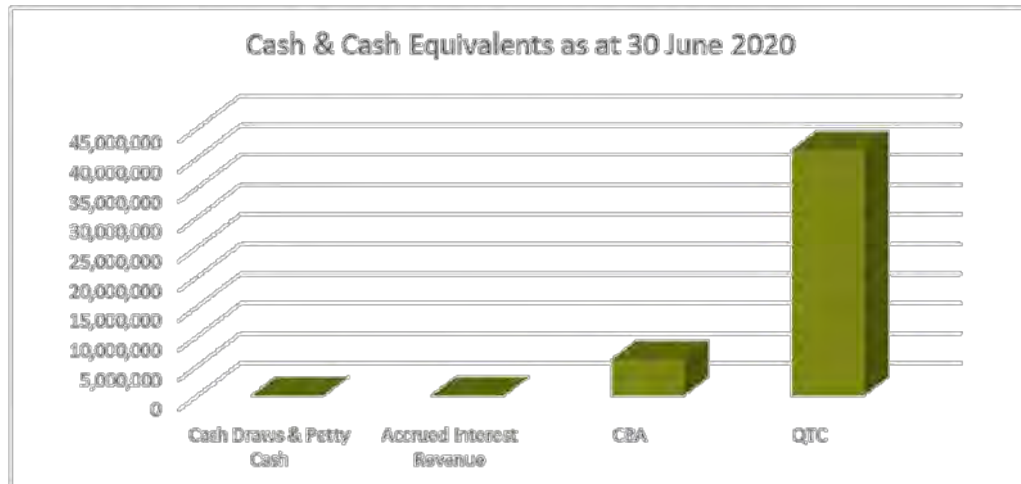
	2020 June \$	Original Budget \$	Amended Budget \$	Expected Position \$
Current Assets				
Cash and Cash Equivalents	47,391,068	42,985,357	39,576,689	47,391,068
Trade and Other Receivables	4,576,838	5,024,783	7,103,404	8,222,682
Inventories	780,158	966,808	966,809	780,158
Total Current Assets	52,748,065	48,976,949	47,646,902	56,393,908
Non-Current Assets				
Trade and Other Receivables	1,558,487	1,536,684	1,536,684	1,313,915
Property, Plant and Equipment	889,874,702	895,546,932	893,405,031	874,700,536
Right of Use Asset	1,091,475			1,055,436
Intangible Assets	8,292,967	8,649,939	8,799,677	8,292,967
Total Non-Current Assets	900,817,631	905,733,555	903,741,392	885,362,853
TOTAL ASSETS	953,565,695	954,710,504	951,388,294	941,756,761
Current Liabilities				
Trade and Other Payables	5,038,888	3,694,630	3,805,873	6,643,397
Borrowings	2,747,723	2,747,723	2,747,723	2,877,630
Provisions	3,824,059	1,801,025	2,995,690	3,493,355
Other Liabilities	1,493,635	1,646,868	1,646,868	3,470,013
Total Current Liabilities	13,104,304	9,890,245	11,196,154	16,484,395
Non-Current Liabilities				
Borrowings	33,787,773	32,845,520	32,845,520	33,657,866
Provisions	13,353,070	14,067,167	14,638,227	13,555,136
Other Liabilities	2,208,726	1,633,784	1,633,784	2,150,502
Total Non-Current Liabilities	49,349,569	48,546,471	49,117,531	49,363,504
TOTAL LIABILITIES	62,453,873	58,436,717	60,313,685	65,847,899
NET COMMUNITY ASSETS	891,111,822	896,273,787	891,074,609	875,908,862
Community Equity				
Retained Surplus/(Deficiency)	426,822,720	433,636,855	428,437,678	426,628,272
Asset Revaluation Surplus	464,289,102	462,636,932	462,636,932	449,280,590
TOTAL COMMUNITY EQUITY	891,111,822	896,273,787	891,074,609	875,908,862

3.1 Current Assets

3.1.1 Cash and Cash Equivalents

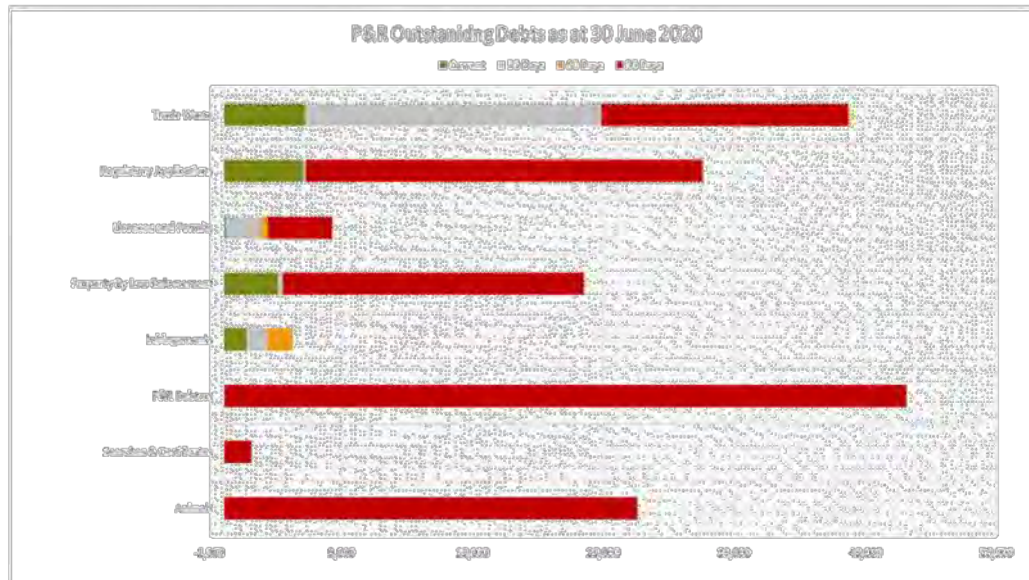
Cash and cash equivalents include cash on hand, all cash and cheques received but not banked at month end, deposits held at call with financial institutions and term deposits with maturities of three months or less.

As at 30 June 2020, Council's actual cash and cash equivalents balance was \$47,391,068. The below table shows the breakup of this balance sheet element.

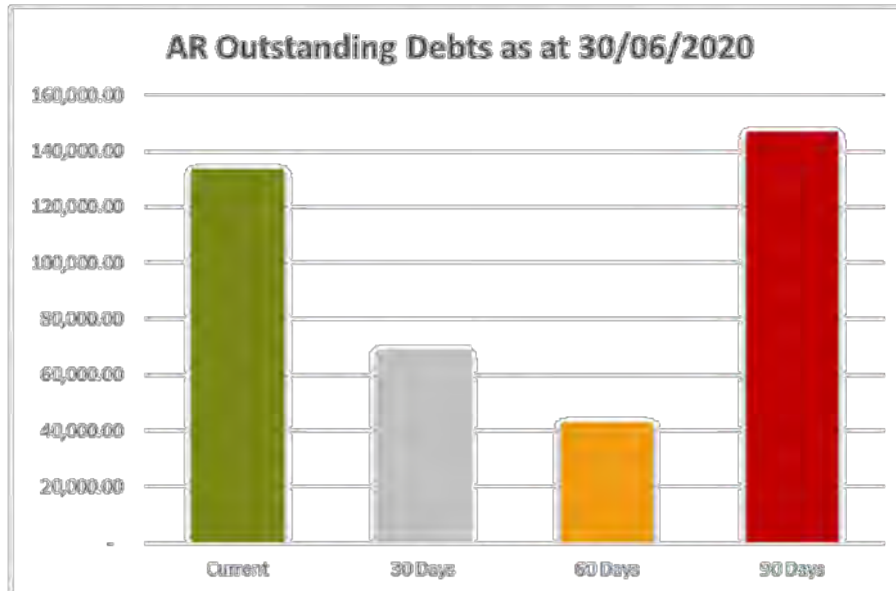


3.1.2 Trade and Other Receivables

Current trade and other receivables are made up of notices and invoices that have been issued but cash has not yet been collected. The below tables show the breakdown of the components in this balance sheet element – excluding rates.



Finance are continuing to work with managers to clean up old outstanding debtors from our property and rating system. Follow-up of outstanding debts is currently suspended in response to the current COVID-19 pandemic.

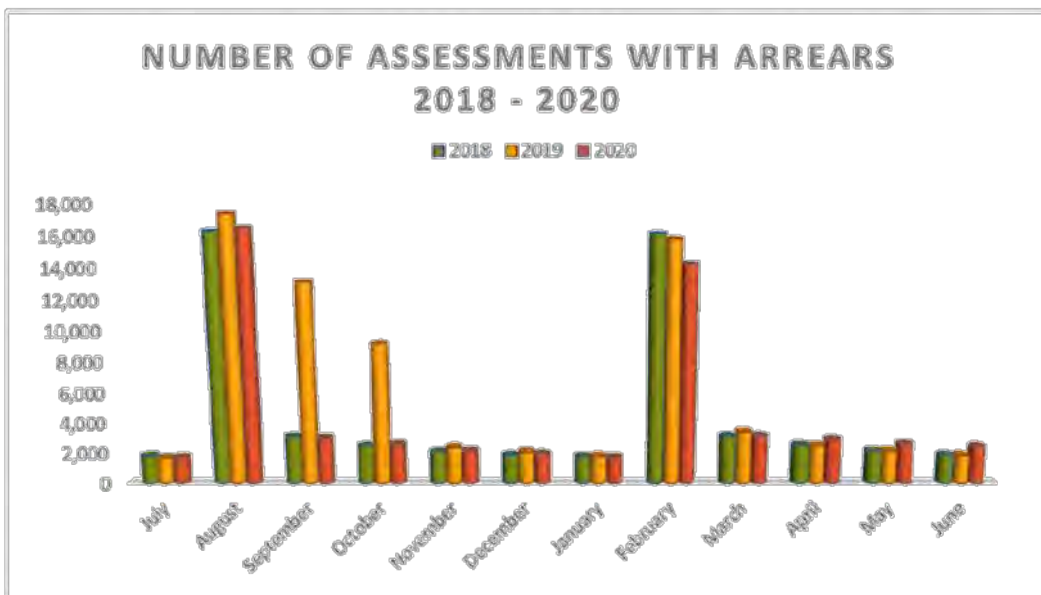
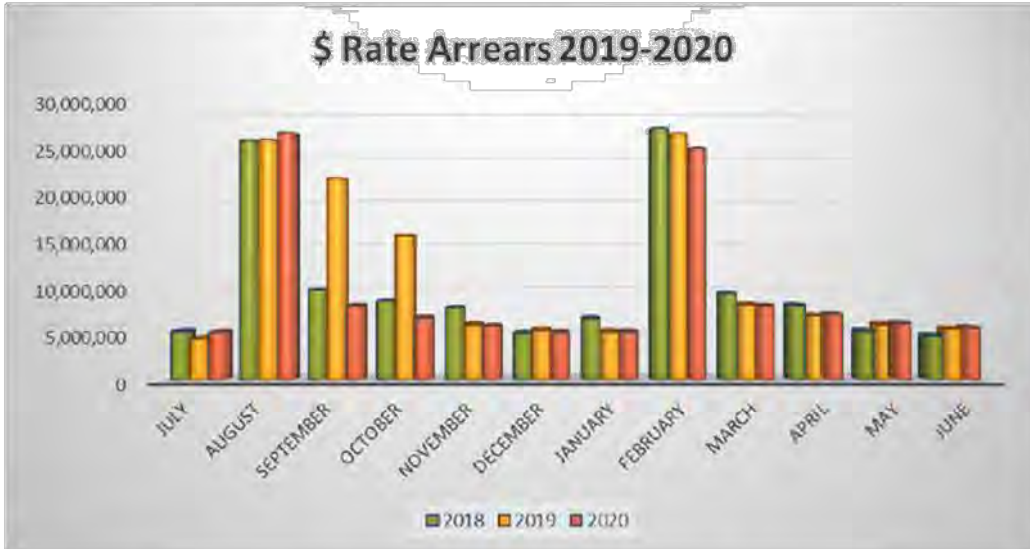


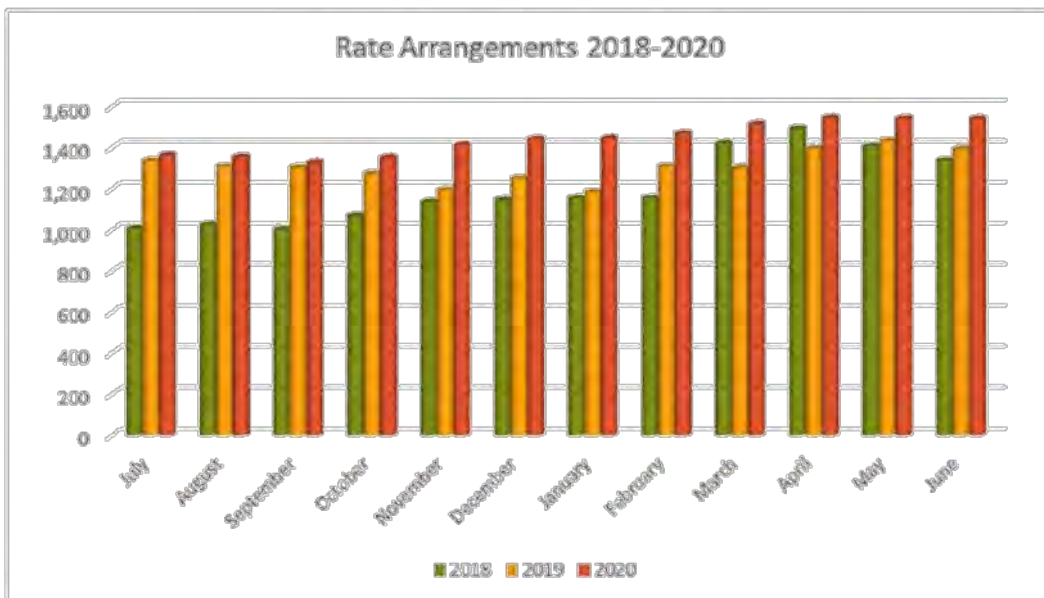
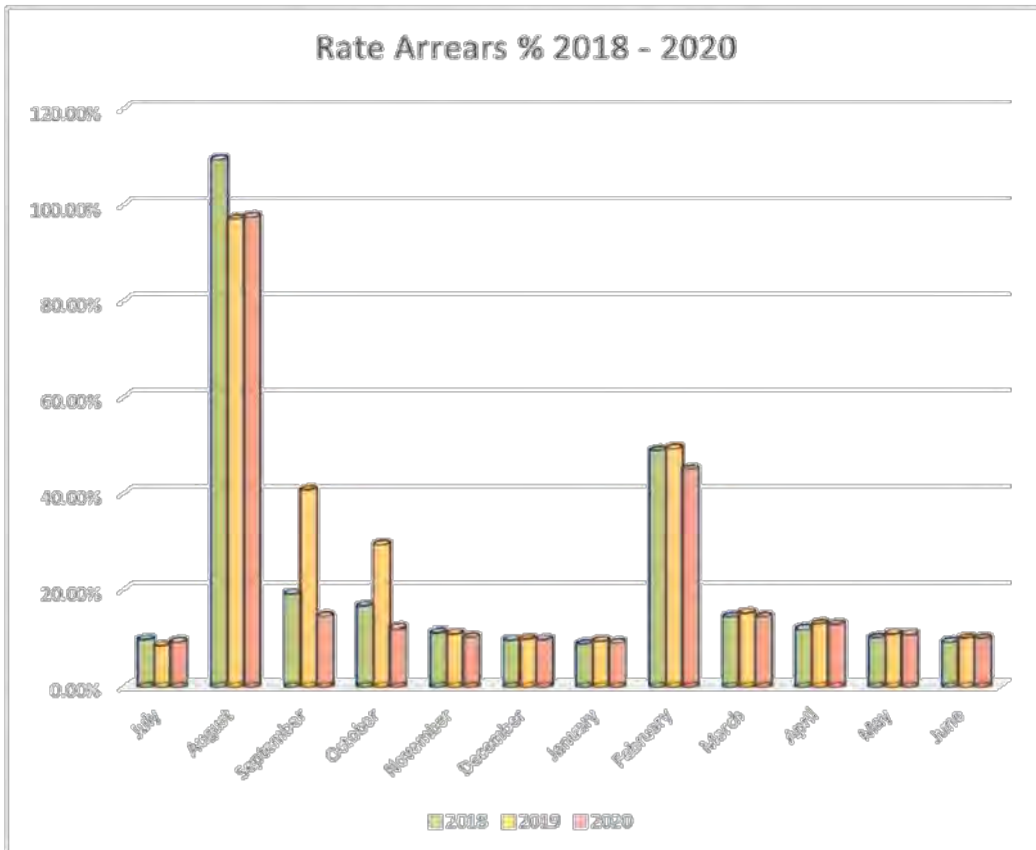
The AR outstanding debts 90+ days has decreased slightly from last month. 50% of the 90 + days balance are debtors whose invoices are sitting with debt collectors.

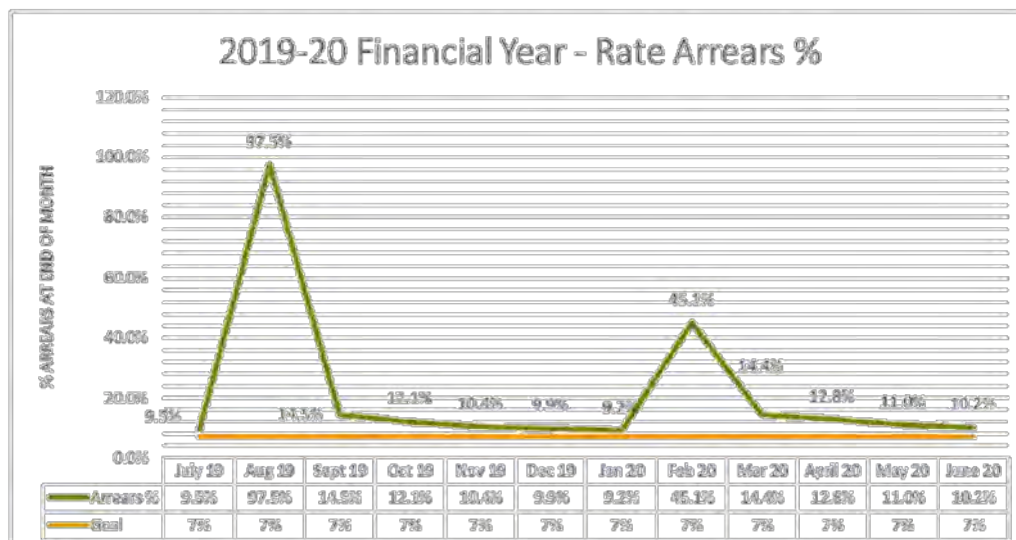
As with P&R debts, follow-up of these outstanding debts has been put on hold at present.

As can be seen in the expected position for Trade and Other Receivables, finance still have adjustments to make for year end for prepaid rates of \$2.048 million, prepayments of creditor invoices, contract assets from grant receivable contracts and for Memerambi rates receivables.

Rates in arrears as at 30 June 2020 is sitting at \$5.768 million or 10.2% with 1,541 assessments with rate arrangements in place. This rate arrears value in dollars is trending higher this period compared to the previous two financial years.







3.1.3 Inventories

Inventories is made-up of Council stores and is valued at cost.

A stocktake was performed in the last few weeks of June with an overall adjustment of (\$1,246.01) being recorded.

3.2 Non-Current Assets

3.2.1 Trade and Other Receivables

The non-current portion of Trade and Other Receivables is made up of the outstanding Memerambi Estate charges and loans to community organisations. Finance envisage that this figure will have an adjustment of around \$244k for year end to account for the movement in the Memerambi Estate current and non-current split.

3.2.2 Property, Plant and Equipment

The total available capital budget is \$37.4m. Actual expenditure with committed costs as at 30 June 2020 is \$32.758m, which is tracking below target at 88%. Of the \$32.758m, \$25.875m is actual expenditure with the remainder sitting as committed costs. This capital expenditure may increase slightly for end of June depending on any accruals that are taken up as part of the end of year adjustments.

Council is currently in the process of finalising the revaluations for buildings, water, wastewater and land. The correspondence continues between Council and external valuers. Test loads are underway. Until the valuation is finalised, full impact on Property, Plant and Equipment is best estimate based on the current information provided.

2019/2020 Capex Report for Council

Project Code	Project Description	Organisational Unit - Primary	Project Manager	EXPENDITURE BUDGET					EXPENDITURE ACTUALS				
				2019/2020 Budget	2019/2020 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2019/2020 Actual Expenditure	2019/2020 Commitments	2019/2020 Actual Expenditure & Commitments	
Buildings & Other Structures													
Admin Office - Kingo													
100810	King Admin Office/Repace Smoke Detecto												
Sub Activity Subtotal											65.45	97,056.00	107,121.45
Admin Office - Nango													
100489	Office Reloc/Rebuild - Nango Adminstr			1,027,232.37	254,000.00						65.45	97,056.00	17,127.45
Sub Activity Subtotal												1,050,382.61	1,050,382.61
Aerodrome - Kingo													
100523	CAP - Aerodrome - Kingo Airport				764,000.00							1,966,369.61	1,966,369.61
Sub Activity Subtotal													
Aerodrome - Wondol													
100523	CAP - Wondol Airport/Security Fence											35,000.00	
Sub Activity Subtotal													
Cemeteries - Kingo													
100198	New Plots - Taxi/King Lawn Cemetery											10,000.00	
Sub Activity Subtotal													
Cemeteries - Nango													
100198	New Plots - Nango Lawn Cemetery											10,000.00	
Sub Activity Subtotal													
Cemeteries - Wondol													
100198	New Plots - Wondol Lawn Cemetery											10,000.00	
Sub Activity Subtotal													
Depot - Murgon													
100198	Instal Security Fencing - Murgon Depot											30,000.00	
100198	Workshop Office/Murgon Engnt				22,000.00								
Sub Activity Subtotal													
Depot - Wondol													
100198	Decommission Fuel Tank/She of Wondol Depot				25,000.00							30,000.00	
Sub Activity Subtotal													
Hall - King Town Com													
100482	External Fences/Footpath Town Common Hall				40,000.00							40,000.00	
Sub Activity Subtotal													
Hall - Murgon Town													
100483	Murgon Town Hall Audio/Visual Equipment											21,483.26	
100483	Murgon Town Hall - Floor Seal & Sand											20,000.00	
Sub Activity Subtotal													
Hall - Nango Culin													
100483	Nango Cultural Centre-Oven Replacement											19,178.36	
100483	Nango Cultural Centre-Sound System/Upg											14,734.09	
Sub Activity Subtotal													
Sub Activity Subtotal													

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	Project Manager	2019/2020 Adopted Budget	2018/2019 Budget Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments
005538	Minderoo Hill Suburb Sewer		100653	Leanne Petersen	418,000.00	300,000.00	-	-	-	418,000.00	-	-
				Sub Activity Subtotal	418,000.00	200,000.00	-	-	-	418,000.00	-	-
005566	Maldenwell Hill - Reg Back Sewer	Hill - Waddenwell	100498	Greg Coffins	20,000.00	-	-	-	-	20,000.00	-	-
				Sub Activity Subtotal	20,000.00	-	-	-	-	20,000.00	-	-
005541	Rowden St Units Bathroom Refurbishments	Housing	100459	Leanne Petersen	60,000.00	-	-	-	4,587.28	60,000.00	20,694.56	30,681.94
005542	Brighton Units Bathroom Refurb		100459	Leanne Petersen	40,000.00	-	-	-	6,980.00	40,000.00	4,726.50	47,387.50
				Sub Activity Subtotal	100,000.00	-	-	-	10,268.18	100,000.00	67,701.16	77,969.34
005546	Boonooma Heritage Building - Monitor	Museum - Boonooma HI	100201	Leanne Petersen	30,000.00	-	-	-	-	30,000.00	888.30	888.30
				Sub Activity Subtotal	20,000.00	-	-	-	-	20,000.00	888.30	888.30
005528	Wondah Records Facility - Computers	Museum - Wondah Hill	100659	Leanne Petersen	-	-	80,000.00	-	-	80,000.00	77,208.42	80,163.42
				Sub Activity Subtotal	-	-	80,000.00	-	-	80,000.00	77,208.42	80,163.42
005543	Pingtail House Refurbishment	Museum - Nunawong Hill	100680	Leanne Petersen	120,000.00	-	-	-	-	120,000.00	148,983.46	148,983.46
				Sub Activity Subtotal	130,000.00	-	-	-	-	130,000.00	148,983.46	148,983.46
005493	Signage 45 Hour Overnight Areas	Parks & Gardens	100648	Greg Coffins	5,500.00	0,500.00	-	-	-	5,500.00	1,207.69	6,707.61
005557	Bournda Park - Goodger		100681	Greg Coffins	50,000.00	-	-	-	50,000.00	-	-	-
				Sub Activity Subtotal	50,000.00	8,500.00	-	-	50,000.00	8,500.00	1,207.69	6,707.61
005571	Building Repairs - Private Hospitals		100203	Leanne Petersen	-	123,377.18	-	-	-	123,377.18	-	-
				Sub Activity Subtotal	-	123,377.18	-	-	-	123,377.18	-	-
005548	Kingway Pool - Refurbishment	Swimming Pool - King	100618	Leanne Petersen	500,000.00	-	-	-	-	500,000.00	-	-
005553	PM - Kingway Pool - Expansion Joints		100618	Leanne Petersen	-	33,500.00	-	-	-	33,500.00	23,462.61	23,462.61
				Sub Activity Subtotal	500,000.00	33,500.00	-	-	-	533,500.00	23,462.61	23,462.61
005545	Murgon Pool - Solar System	Swimming Pool - Murg	100614	Leanne Petersen	60,000.00	-	-	-	-	60,000.00	50,002.73	50,002.73
005550	Murgon Pool Cleaner		100614	Leanne Petersen	-	-	20,000.00	-	-	20,000.00	42,279.38	42,279.38
				Sub Activity Subtotal	60,000.00	-	20,000.00	-	-	80,000.00	92,282.11	92,282.11
005546	South Burnett Aquatic Centre - Panswers	Swimming Pool - Nana	100619	Leanne Petersen	41,000.00	-	-	-	-	41,000.00	20,229.26	20,229.26
005535	South Burnett Aquatic Centre - Panswers		100619	Leanne Petersen	-	-	-	-	-	-	7,859.00	7,859.00
				Sub Activity Subtotal	41,000.00	-	-	-	-	41,000.00	28,088.26	28,088.26
005527	Wondah Swimming Pool - Heat Exchanger	Swimming Pool - Wondah	100622	Leanne Petersen	-	-	-	-	-	41,000.00	5,026.00	5,026.00
				Sub Activity Subtotal	-	-	-	-	-	41,000.00	5,026.00	5,026.00
005556	Yallahood Tourist Park - Sewerage Line	Tourism - Yallahood	100209	Greg Coffins	-	8,500.00	-	-	-	8,500.00	-	-
005549	Yallahood Tourist Park - Sewerage Line		100209	Greg Coffins	10,000.00	-	-	-	-	10,000.00	10,688.40	10,688.40
005552	Yallahood Tourist Park - Sewerage Line		100209	Greg Coffins	25,000.00	-	-	-	-	25,000.00	25,979.71	25,979.71
005554	Yallahood Tourist Park - Sewerage Line		100209	Greg Coffins	71,000.00	-	-	-	-	71,000.00	62,295.30	73,884.63
005555	Yallahood Tourist Park - Sewerage Line		100209	Greg Coffins	100,000.00	-	-	-	-	100,000.00	38,301.32	59,116.20
005557	Yallahood Tourist Park - Sewerage Line		100209	Greg Coffins	25,000.00	-	-	-	-	25,000.00	21,108.20	26,000.00
005558	Yallahood Tourist Park - Sewerage Line		100229	Tim Law	-	113,500.00	-	-	-	113,500.00	113,693.24	113,693.24

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	Project Manager	2019/2020 Approved Budget	2019/2020 Budget Carryover	2019/2020 Budget Adjustments	2019/2020 Budget Adjustments	2019/2020 Budget Adjustments	Total Available Budget	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments
Tourism - Lake Booth												
104616	Greg Griffiths				41,000.00					41,000.00	33,990.54	43,200.92
104616	CAP Lake Boodemba Island Block Upgrade				41,000.00					41,000.00	33,990.54	43,200.92
104616	CAP Lake Boodemba Substructure Repairs				0.00					0.00	0.00	0.00
104616	CAP Lake Boodemba - Island Replacement				0.00					0.00	0.00	0.00
Tourism - King VIC												
106198	Leanne Paterson				12,000.00					12,000.00	0.00	0.00
106198	Initial Light Bar - Kingsway Art Gallery				12,000.00					12,000.00	0.00	0.00
Public Communities												
106648	Greg Griffiths				12,000.00					12,000.00	0.00	0.00
106648	CAP - Tables - Stuart River Rest Area				12,000.00					12,000.00	0.00	0.00
Recreation (Work)												
106978	Leanne Paterson				18,000.00					18,000.00	11,429.00	11,429.00
106978	Wendle Background Consultation - Repairs				18,000.00					18,000.00	11,429.00	11,429.00
W49 - Road 2												
106837	Amelia Vella				0.00					0.00	0.00	0.00
106837	W49 - Road 2 - Belah - Wooroolin Circuit				0.00					0.00	0.00	0.00
W49 - Road 3												
106655	Leanne Paterson				90,000.00					90,000.00	64,507.85	64,507.85
106655	W49 - Road 3 - Murgoo Swimming Pool				90,000.00					90,000.00	64,507.85	64,507.85
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (a)				0.00					0.00	20,715.35	20,715.35
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (b)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (c)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (d)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (e)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (f)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (g)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (h)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (i)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (j)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (k)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (l)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (m)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (n)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (o)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (p)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (q)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (r)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (s)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (t)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (u)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (v)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (w)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (x)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (y)				0.00					0.00	0.00	0.00
106655	W49 - Road 3 - Wooroolin Swimming Pool Solar (z)				0.00					0.00	0.00	0.00
Parks - Kingsley												
106202	Greg Griffiths				92,000.00					92,000.00	18,111.11	18,111.11
106202	CAP - Parks - Wooroolin Park Softball				92,000.00					92,000.00	18,111.11	18,111.11
106202	CAP - Parks - Kingsley State Park				0.00					0.00	0.00	0.00
106202	CAP - Parks - Mount Wooroolin BBQ Complex				0.00					0.00	0.00	0.00
106202	CAP - Parks - River Road (Old) Job				0.00					0.00	0.00	0.00
106202	Lookout Renovations Age UP Park Kingsley				0.00					0.00	0.00	0.00
Parks - Murgoo												
106202	Greg Griffiths				20,000.00					20,000.00	18,287.42	18,287.42
106202	CAP - Parks - Murgoo State Park				20,000.00					20,000.00	18,287.42	18,287.42
106202	Shade Structure - Murgoo State Park				0.00					0.00	0.00	0.00
106202	Shade Structure - Murgoo State Park (A&B)				0.00					0.00	0.00	0.00
Parks - Les Mills												
106202	Greg Griffiths				64,000.00					64,000.00	40,110.00	40,110.00
106202	CAP - Parks - Benahon Playground & Soft				64,000.00					64,000.00	40,110.00	40,110.00
106202	CAP - Parks - Les Mills Park - Equip				0.00					0.00	0.00	0.00
Parks - Murgoo												
106202	Greg Griffiths				80,000.00					80,000.00	66,000.42	66,000.42
106202	CAP - Parks - Murgoo Lions Park Softball				80,000.00					80,000.00	66,000.42	66,000.42
106202	CAP - Parks - Murgoo State Park Shelter				0.00					0.00	0.00	0.00
Parks - Wooroolin												
106202	Greg Griffiths				125,500.00					125,500.00	125,359.42	125,359.42
106202	Wooroolin Things Sculpture Pond Renovations				125,500.00					125,500.00	125,359.42	125,359.42

Project Code	Project Description	Corporate Plan Link - Priority	Financial Project	Project Manager	2019/2020 Allocated Budget	2019/2020 Budget Carried	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2019/2020 Commitments	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments	
Roll Trunk														
100502	CAP - Bull Trail - Murgon/Singary areas			Greg Jeffries	22,500.00					22,500.00		500.00	500.00	
Sub Activity Subtotal														
					10,000.00					10,000.00				
General														
100502	Leanne Petersen			Leanne Petersen	103,379.00		68,600.00			15,079.00				
406000	Building Condition Assessments/Priorities			Greg Jeffries	1,013,002.00		294,000.00		805,331.24	1,054,032.24				
406000	Priority Identificat/Work/Parks			Greg Jeffries	1,111,831.00		171,581.00		79,500.00	760,750.00				
100513	Murgon/Singary - Scheme Address			Leanne Petersen					10,000.00	10,000.00		6,262.73	6,262.73	
100513	Boonooma Heritage Park (Dams) & Reghole			Leanne Petersen					10,000.00	10,000.00				
Sub Activity Subtotal					1,120,016.00		444,031.00		685,121.24	1,449,605.24		6,262.73	6,262.73	
Activity Total					4,121,136.00		2,281,178.35		50,000.04	6,260,863.31		68,338.79	4,014,847.75	4,083,045.14
Business System														
42	100606	Anthony Bills		Anthony Bills			665,767.57			665,767.57		20,044.20	20,044.20	
42	100606	Anthony Bills		Anthony Bills							21,510.82	14,481.00	36,191.82	
Sub Activity Subtotal							665,767.57			665,767.57	21,510.82	40,775.20	65,286.02	
Activity Total							665,767.57			665,767.57	21,510.82	40,775.20	65,286.02	
Plant & Equipment														
Admin Office - Kinca														
100211	Anthony Bills			Anthony Bills	300,000.00				44,571.80	244,571.80		244,571.80	244,571.80	
Sub Activity Subtotal					300,000.00				44,571.80	244,571.80		244,571.80	244,571.80	
Info. Svc - J27														
42	100211	Anthony Bills		Anthony Bills	135,000.00		115,000.00		54,633.30	135,364.30		135,364.30	135,364.30	
42	100211	Anthony Bills		Anthony Bills	135,000.00					135,000.00		135,000.00	135,000.00	
42	100211	Anthony Bills		Anthony Bills	20,000.00					20,000.00		20,000.00	20,000.00	
100211	Anthony Bills			Anthony Bills	27,000.00				27,000.00					
100211	Anthony Bills			Anthony Bills	33,010.00					64,011.00		110,370.01	110,370.01	
100211	Anthony Bills			Anthony Bills	12,000.00				9,000.00	9,000.00		9,000.00	9,000.00	
100211	Anthony Bills			Anthony Bills					10,000.00	10,000.00		10,000.00	10,000.00	
Sub Activity Subtotal					392,000.00		115,000.00		44,571.80	431,428.20		415,246.76	415,246.76	
Roads & Fleet Mgmt														
100212	Lee Head			Lee Head			688,145.63			688,145.63		328,274.47	328,274.47	
100212	Lee Head			Lee Head	2,745,748.00					2,745,748.00	1,019,201.49	1,856,446.51	2,870,692.34	
Sub Activity Subtotal					2,745,748.00		688,145.63			3,433,893.63	1,416,116.95	2,059,190.04	3,414,366.96	
Activity Total					3,308,748.00		803,145.63			4,111,893.63	1,416,116.95	2,719,288.80	4,114,465.72	
Roads														
W403 - Round 2														
100621	Aranda Lefin			Aranda Lefin										
100623	Aranda Lefin			Aranda Lefin										
100623	Aranda Lefin			Aranda Lefin										
100622	Aranda Lefin			Aranda Lefin										
Sub Activity Subtotal														
W403 - Round 3														
100671	Kevin Gaultie			Kevin Gaultie	500,000.00					500,000.00	396,811.81	668,378.75	1,363,790.56	
100672	Kevin Gaultie			Kevin Gaultie	350,000.00					350,000.00	33,068.36	382,740.63	415,809.97	
100673	Kevin Gaultie			Kevin Gaultie	100,000.00					100,000.00	39,400.00	199,105.71	231,605.71	
Sub Activity Subtotal					950,000.00					950,000.00	469,380.17	1,352,725.07	2,001,105.24	
DGP														

Project Code	Corporate Plan Link - Primary	Project Description	Financial Project	Project Manager	2019/2020 Adopted Budget	2019/2020 Budget Carryover	2019/2020 Budget Adjustments	2019/2020 Commitments	Total Available Budget	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments
000002	DCPI/Gravel Rebinding		100450	Aranda Lelin							
Sub Activity Subtotal											
						327,240.00			327,240.00	319,943.95	319,943.95
						329,649.00			329,649.00	320,133.26	320,133.26
								62,719.12	62,719.12	620,907.70	620,907.70
Sub Activity Subtotal											
						62,589.00			62,589.00		
						188,872.98			188,872.98		
								170,000.00	170,000.00		
Sub Activity Subtotal											
						388,461.98			388,461.98		
						2,300,000.00	(1,650,000.00)		650,000.00		
									671,000.00		62,619.43
									250,000.00		187,153.06
									130,000.00		74,262.58
									90,000.00		87,844.35
									100,000.00		55,332.56
									183,213.00		183,213.56
									168,000.00		90,684.17
									60,000.00		72,190.40
									100,000.00		114,844.51
									100,000.00		142,885.63
									129,640.00		218,667.93
									145,000.00		81,971.63
									127,000.00		184,246.07
									100,000.00		232,520.53
									100,000.00		86,425.58
									100,000.00		189,346.75
									50,000.00		214,664.31
									39,640.00		68,610.10
									101,650.00		98,453.63
									3,278,440.00	27,410.00	3,305,850.00
									270,000.00		94,328.09
									50,000.00		50,000.00
									113,116.47		113,116.47
									41,063.82		41,063.82
								4,500.00	4,500.00		92,913.32
									97,817.40		97,817.40
									64,271.58		64,271.58
									44,159.71		44,159.71
									18,107.61		89,222.46
									44,003.21		44,003.21
									5,919.47		106,703.94
									60,162.32		75,284.24
									30,742.20		100,330.06
									69,529.20		69,529.20
									27,646.31		68,922.81
									80,046.13		80,046.13
									1,968.84		4,207.13
									170,000.00		170,000.00
									16,623.32		16,623.32
									37,258.19		37,258.19
									79,380.00		79,380.00
									9,685.88		9,685.88
									33,519.43		33,519.43
									59,619.84		59,619.84
									51,810.01		51,810.01
									150,000.00		150,000.00
											129,134.73

Project Code	Project Description	Corporate Plan Link Primary	Financial Project	Project Manager	2018/2019 Budget	2018/2019 Carryover	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2019/2020 Commitments	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments
005020	Regional Air Strata (Shelby) Water		100224	Tim Low	174,000.00					174,000.00	101,584.00	3,474.89	107,653.89
005031	Regional Pipe Rehabilitation		100225	Tim Low	930,000.00					930,000.00		930,387.73	930,387.73
005032	Regional Inspection Assessments-Regional		100226	Tim Low	20,000.00					20,000.00			
Water-Kingary													
Sub Activity Subtotal					285,000.00					285,000.00	103,584.00	123,862.62	227,445.62
004200	Regional Water Main Replacements		100227	Colleen Maynard	41,050.83					41,050.83	3,159.19	101,884.10	102,997.29
004201	Water Main Rehabilitation	64	100227	Colleen Maynard	60,000.00					60,000.00			
004311	Water Main Rehabilitation		100227	Colleen Maynard	83,000.00					83,000.00	2,935.97	219,910.54	245,022.81
004627	Mt Moorosiin Supply Main		100227	Tim Low	10,000.00					10,000.00		10,319.09	10,319.09
004628	WWS-Willem St (Adrian to Marneel)		100227	Tim Low	10,000.00					10,000.00		10,319.09	10,319.09
005315	Kingary Reservoir - Replace Gravel Filter		100227	Tim Low	685,433.78					685,433.78		17,409.84	17,409.84
005384	Gomboko Dam - Spillway		100227	Tim Low	174,910.00					174,910.00		12,819.27	12,819.27
005450	WWS-Youngman Street (Holy to Avoca)		100227	Tim Low	203,873.84					203,873.84		181,989.20	181,989.20
005459	WWS-Youngman Street (Youngman to Willem)		100227	Tim Low	10,000.00					10,000.00	10,255.34	695,044.03	675,297.37
005470	WWS-King St (Mary to Cliff) WMR		100227	Tim Low	10,000.00					10,000.00		13,727.61	13,727.61
005471	WWS-Towney St (Youngman to Willem) WMR		100227	Tim Low	53,512.83					53,512.83		79.39	79.39
005472	WWS-Youngman St (Warman to Cliff) WMR		100227	Tim Low	642,419.01					642,419.01		114,599.79	114,599.79
005473	WWS-King St (Railway to Holy) WMR		100227	Tim Low	64,932.48					64,932.48		58,487.39	58,487.39
005477	WWS-King St (Railway to Holy) WMR		100227	Tim Low	1,747.61					1,747.61		150,696.16	150,696.16
005478	Gomboko WTP - Post Con Contract Work		100227	Tim Low	21,917.62					21,917.62		24,313.83	33,704.58
005480	Gomboko WTP - Gas Ash Project		100227	Tim Low	300,000.00					300,000.00		200,438.00	200,438.00
005733	1820 Water Meter Replacement Program		100227	Tim Low	600,000.00					600,000.00		327,330.10	327,330.10
005833	Mt Moorosiin Reservoir Roof Replacement		100227	Tim Low	600,000.00					600,000.00			
Sub Activity Subtotal					975,000.00	2,336,547.62				1,991,547.62	3,112,046.62	2,312,114.10	3,039,080.16
Water-Franzka													
005022	Franka Bore - Upgrade Electrical System		100228	Tim Low		66,537.40				66,537.40		60,539.91	60,539.91
Sub Activity Subtotal						66,537.40				66,537.40		59,839.91	59,839.91
Water-Nawango													
005027	1820-Navy-Clayton St (Willem to Flume) WMR		100230	Tim Low	60,000.00					60,000.00		67,093.14	67,093.14
005030	1820-Navy-George St (Clayton to Bly) WMR		100230	Tim Low	60,000.00					60,000.00		114,319.28	114,319.28
005051	1820-Navy-Salmon St (Clayton to Henry) WMR		100230	Tim Low	60,000.00					60,000.00		118,511.63	118,511.63
005055	1820-Navy-Willem Street - WMR		100230	Tim Low	184,000.00					184,000.00		153,819.20	153,819.20
005059	1820-Navy-Willem Street - WMR		100230	Tim Low	60,000.00					60,000.00		64,593.42	64,593.42
Sub Activity Subtotal					415,000.00					415,000.00		576,626.67	576,626.67
Rural Water-Probe													
005020	Proton Rural Pump Station Upgrade		100232	Tim Low		170,650.49				170,650.49		101,413.52	101,413.52
Sub Activity Subtotal						170,650.49				170,650.49		101,413.52	101,413.52
Water-Woodhill													
005024	Other - Unallocated Budget - Woodhill Water		100233	Tim Low		9,000.00				9,000.00		54.55	54.55
005107	Woodhill Pump Station - Replace Raw Water		100233	Tim Low		121,433.19				121,433.19	423,819.96	82,072.81	654,889.27
005318	Woodhill Reservoir - Replace Roof Steel St		100233	Tim Low		83,000.00				83,000.00			
Sub Activity Subtotal						203,433.19				203,433.19	427,816.86	82,017.66	654,889.27
005124	Woodhill Reservoir - Replacements		100234	Tim Low		60,259.25				60,259.25		80,125.49	80,125.49
005443	1820 Woodhill Reservoir 66 Rising Main (WMR)		100234	Tim Low		185,000.00				185,000.00		89,413.82	89,413.82
005629	Woodhill Reservoir Borewater Lines		100234	Tim Low		30,000.00				30,000.00		19,103.11	19,103.11
Sub Activity Subtotal					135,000.00	90,259.25				225,259.25		187,799.42	187,799.42
Activity Total					1,820,000.00	3,896,739.25				4,426,739.25	1,253,367.22	3,443,668.10	4,487,035.32
005024	Regional Air Strata Compliance Woodhill		100275	Tim Low								1,282.42	1,282.42
005026	Update County Year Security		100275	Tim Low								74,000.00	74,000.00
Sub Activity Subtotal												75,282.42	75,282.42

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	Project Manager	2019/2020 Adopted Budget	2019/2019 Carriers	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2019/2020 Commitments	2019/2020 Actual Expenditure	2019/2020 Actual Expenditure & Commitments
Wastewater - Blackbe													
004603	Mains & Manholes - Network Renewals	64	100235	Tim Low		332,669.62		332,777.41	2,222.21	2,222.21		2,222.21	2,222.21
				Sub Activity Subtotal		332,669.62		332,777.41	2,222.21	2,222.21		2,222.21	2,222.21
Wastewater - Kipango													
002469	Pump Stn - Unallocated Budget - Kipango		100236	Tim Low								322.66	322.66
004604	Mains & Manholes - Network Renewals/PA	64	100236	Tim Low		600,000.00		119,802.78	719,602.78	317,355.37	619,652.40	637,217.27	637,217.27
				Sub Activity Subtotal		600,000.00		119,802.78	719,602.78	317,355.37	619,652.40	637,217.27	637,217.27
Wastewater - Murgon													
004605	Mains & Manholes - Network Renewals	64	100237	Tim Low		671,324.02		237,974.83	790,298.85	483,007.62	297,574.36	741,182.00	741,182.00
005163	Class A Treatment Upgrade - WWTP Murgon		100237	Tim Low							4,394.66	4,394.66	4,394.66
				Sub Activity Subtotal		671,324.02		237,974.83	790,298.85	483,007.62	297,574.36	741,182.00	741,182.00
Wastewater - Narango													
004606	Mains and Manholes - Network Renewals	64	100238	Tim Low		658,272.89			658,272.89	1,182,066.37	2,665.80	1,184,742.37	1,184,742.37
004609	Narango STP Planning Study		100238	Tim Low		150,000.00			150,000.00		83,662.86	83,662.86	83,662.86
005565	19/20-WWS-Cryms/S/S/S (Switchboard/ry)		100238	Tim Low		150,000.00		20,459.75	153,459.75		155,378.25	155,378.25	155,378.25
005527	WWTP Reconfiguration - Narango		100238	Tim Low		150,000.00			150,000.00		148,005.68	148,005.68	148,005.68
				Sub Activity Subtotal		200,000.00		20,459.75	1,111,945.64	1,182,066.37	389,725.98	1,571,791.95	1,571,791.95
Wastewater - Woodh													
004627	Mains & Manholes - Network Renewal/Work	64	100240	Tim Low		702,300.00			702,300.00	248,333.61	330,397.93	330,397.93	330,397.93
005165	Recycled Water Upgrade Water Plant/Wo	64	100240	Tim Low		650,403.41			650,403.41	302,298.72	217,059.88	519,358.00	519,358.00
				Sub Activity Subtotal		1,250,000.00			1,250,000.00	389,377.04	465,378.49	854,755.93	854,755.93
				Activity Total		855,000.00		0.00	4,459,402.94	2,345,950.40	1,807,824.07	4,353,774.27	4,353,774.27
Waste													
Waste Management - R													
004623	Capital - Proctor Landfill		100241	Craig Patch		20,000.00			20,000.00			62,303.42	62,303.42
005137	Kumba Transfer Station 4 Skip bins		100241	Craig Patch								47.10	47.10
004668	Land Acquisition - Kipango Landfill		100241	Craig Patch		175,000.00			175,000.00	6,219.68	4,331.60	14,251.40	14,251.40
004669	Kipango Liquid Waste Facility		100241	Craig Patch		61,025.00			61,025.00				
002550	Mundenwell Transfer Station		100241	Craig Patch		350,000.00		32,103.42	772,642.58				
				Sub Activity Subtotal		401,025.00		32,103.42	1,024,669.58	9,919.64	56,682.34	66,601.96	66,601.96
				Activity Total		401,025.00		32,103.42	1,024,669.58	9,919.64	56,682.34	66,601.96	66,601.96
Land													
General													
004607	Lot 101 SP 272627		100210	Leanne Robinson								12,699.23	12,699.23
005658	Lot 101 on SP 272626		100210	Leanne Robinson								18,433.29	18,433.29
				Sub Activity Subtotal								31,102.52	31,102.52
				Activity Total								31,102.52	31,102.52
				Grand Total		31,159,045.00	15,481,881.44	2,440,378.48	3,198,681.50	8,882,648.96	25,075,137.51	32,757,806.37	32,757,806.37

3.2.3 Intangible Assets

Council's water allocation and computer software currently make up the intangible asset balance. Council's water allocation licences are set to be revalued in 2021. At the end of June, Finance will perform impairment testing on the water allocation licences as per accounting standard requirements. It is not envisaged that any impairment adjustments will need to be performed because of this testing.

3.3 Liabilities

3.3.1 Trade and other Payables

Trade and Other Payables is made-up of creditors, which is recognised upon receipt of invoice at the amount owed. Amounts are generally settled on 30-day terms. Liabilities are also recognised for employee benefits such as wages and salaries, annual leave, RDO and TOIL.

Finance will make various adjustments to this line item as part of the end of year process. The expected position can be seen in the Statement of Financial Position. Adjustments for annual leave, RDO, Toil and accrued expenses and prepayments will all take place in the next few weeks. There will also be an accrual for the wages incurred for the period 20th to the 30th of June that will need to be processed.

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as at 30 June 2020 was \$36,535,496 made-up of borrowings in the following departments:

Department	Borrowings
NRM & Parks	\$ 669,996
Finance	\$ 1,153,319
Property	\$ 1,126,369
Economic Development	\$ 425,160
Environment & Waste	\$ 790,679
Infrastructure	\$ 12,264,918
Water & Wastewater	\$ 20,105,054
Total	\$ 36,535,496

Any adjustments for the end of year made to the borrowings line items will only be to account for the change in the current and non-current splits for the end of the period.

3.3.3 Provisions

Provisions are made-up of landfill and gravel pit expected restoration costs and employee long service leave.

Provisions have reduced compared to the amended budget due to the movements in the final discount rates for the landfill and gravel provisions.

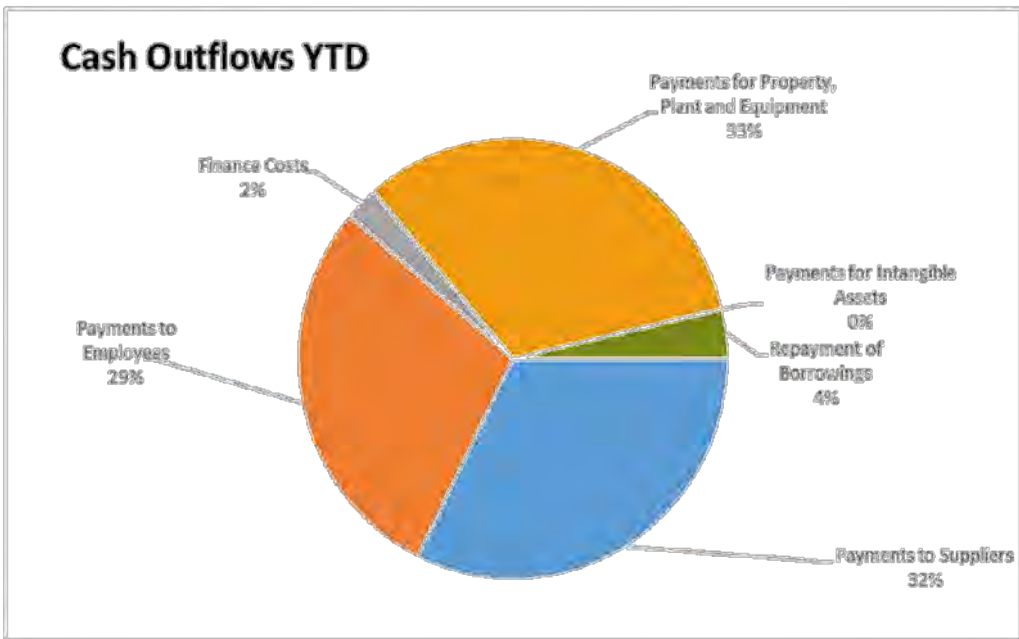
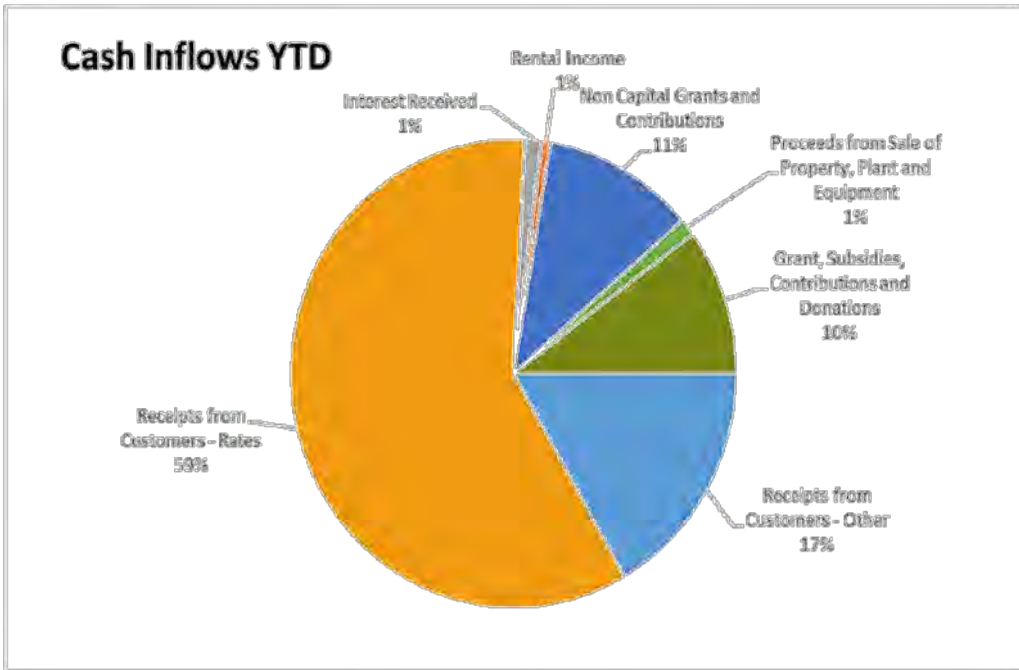
3.3.4 Other Liabilities

Other liabilities are made-up of the unearned portion of the Memerambi Estate charges, prepaid rates and the State Waste Levy payment received in advance.

Both the Memerambi Estate charges and prepaid rates will be adjusted at year end as part of the financial statement finalisation. The State Waste Levy was not paid in June and as such, no liability has been taken up for this item.

4.0 Interim Cash Flow

Monthly Cashflow	Jan	Feb	Mar	Apr	May	June	YTD
Cash Flows from Operating Activities							
Receipts from Customers	\$1,455,534	\$3,811,307	\$16,316,502	\$2,992,926	\$2,324,105	\$3,721,825	\$59,522,257
Payments to Suppliers and Employees	(\$3,216,923)	(\$2,879,318)	(\$2,964,500)	(\$6,675,909)	(\$3,581,947)	(\$3,373,177)	(\$48,527,979)
	(\$1,761,390)	\$931,990	\$13,362,003	(\$3,682,984)	(\$1,257,843)	\$348,648	\$10,994,278
Interest Received	\$82,828	\$71,587	\$111,285	\$62,992	(\$35,953)	\$64,064	\$957,433
Rental Income	\$57,276	\$109,680	\$39,647	\$31,110	\$94,907	(\$55,096)	\$507,597
Non Capital Grants and Contributions	\$74,965	\$1,012,392	\$101,725	-	\$4,764,161	\$34,300	\$8,634,980
Finance Costs	(\$293,943)	(\$171,901)	(\$162,633)	(\$179,689)	(\$179,043)	\$129,719	(\$1,943,974)
Net Cash Inflow (Outflow) from Operating Activities	(\$1,839,664)	\$1,553,648	\$13,471,956	(\$3,763,571)	\$3,386,229	\$921,635	\$19,150,314
Cash Flows from Investing Activities							
Payments for Property, Plant and Equipment	(\$2,054,923)	(\$1,264,632)	(\$1,936,035)	(\$1,418,876)	(\$2,003,029)	(\$4,145,764)	(\$23,831,382)
Payments for Intangible Assets	(\$27,029)	(\$14,681)	-	-	-	-	(\$41,710)
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	-	-
Proceeds from Sale of Property, Plant and Equipment	-	\$209,764	\$100,000	\$46,564	\$398,182	\$6,350	\$944,150
Grant, Subsidies, Contributions and Donations	-	\$309,081	\$2,809,730	\$111,860	\$1,811,440	\$84,621	\$7,951,950
Net Cash Inflow (Outflow) from Investing Activities	(\$2,081,952)	(\$760,468)	\$983,696	(\$1,253,446)	\$206,593	(\$4,054,793)	(\$16,979,057)
Cash Flows from Financing Activities							
Proceeds from Borrowings	-	-	-	-	-	-	-
Repayment of Borrowings	\$139,688	\$130,676	\$139,688	\$135,182	\$139,688	\$135,182	(\$2,643,274)
Net Cash Inflow (Outflow) from Financing Activities	\$139,688	\$130,676	\$139,688	\$135,182	\$139,688	\$135,182	(\$2,643,274)
Cash and Cash Equivalents at the Beginning of the Period	\$39,411,093	\$35,629,165	\$36,933,020	\$51,543,371	\$46,656,535	\$50,389,045	\$48,063,086
Net Increase (Decrease) in Cash and Cash Equivalents Held	(\$3,781,928)	\$1,323,856	\$14,595,350	(\$4,691,835)	\$3,732,510	(\$2,997,977)	(\$678,017)
Cash and Cash Equivalents at the End of the Period	\$35,629,165	\$36,953,020	\$51,548,371	\$46,656,535	\$50,389,045	\$47,391,068	\$47,391,068
Restricted Cash	\$24,777,935	\$24,777,935	\$23,602,859	\$23,602,859	\$23,602,859	\$23,602,859	\$23,602,859
Cash Available for Use	\$10,851,230	\$12,175,086	\$27,945,512	\$23,053,676	\$26,786,166	\$23,788,209	\$23,788,209



5.0 Interim Changes in Equity

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Revaluation Surplus												
Opening Balance	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923
Incr/(Dec) in asset revaluation surplus	-	-	-	-	-	-	-	-	-	-	-	324,100
Closing Balance	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	453,954,923	454,279,023
Retained Surplus												
Opening Balance	431,952,618	431,055,663	443,655,651	440,254,251	430,958,200	433,672,132	433,362,707	416,159,653	440,365,655	433,704,016	430,225,338	431,235,209
Net Result	-	1,977,55	15,350,000	-	9,181,940	-	1,378,031	-	3,256,038	-	10,998,475	-
Closing Balance	430,085,663	443,033,213	459,005,651	449,436,191	440,140,140	435,044,167	434,740,738	417,158,186	443,621,693	433,704,016	441,223,813	431,235,209
Total Community Equity	884,040,586	896,988,136	912,960,574	902,891,142	871,098,340	868,716,300	868,683,445	861,317,109	897,586,648	887,658,939	895,178,741	885,514,131

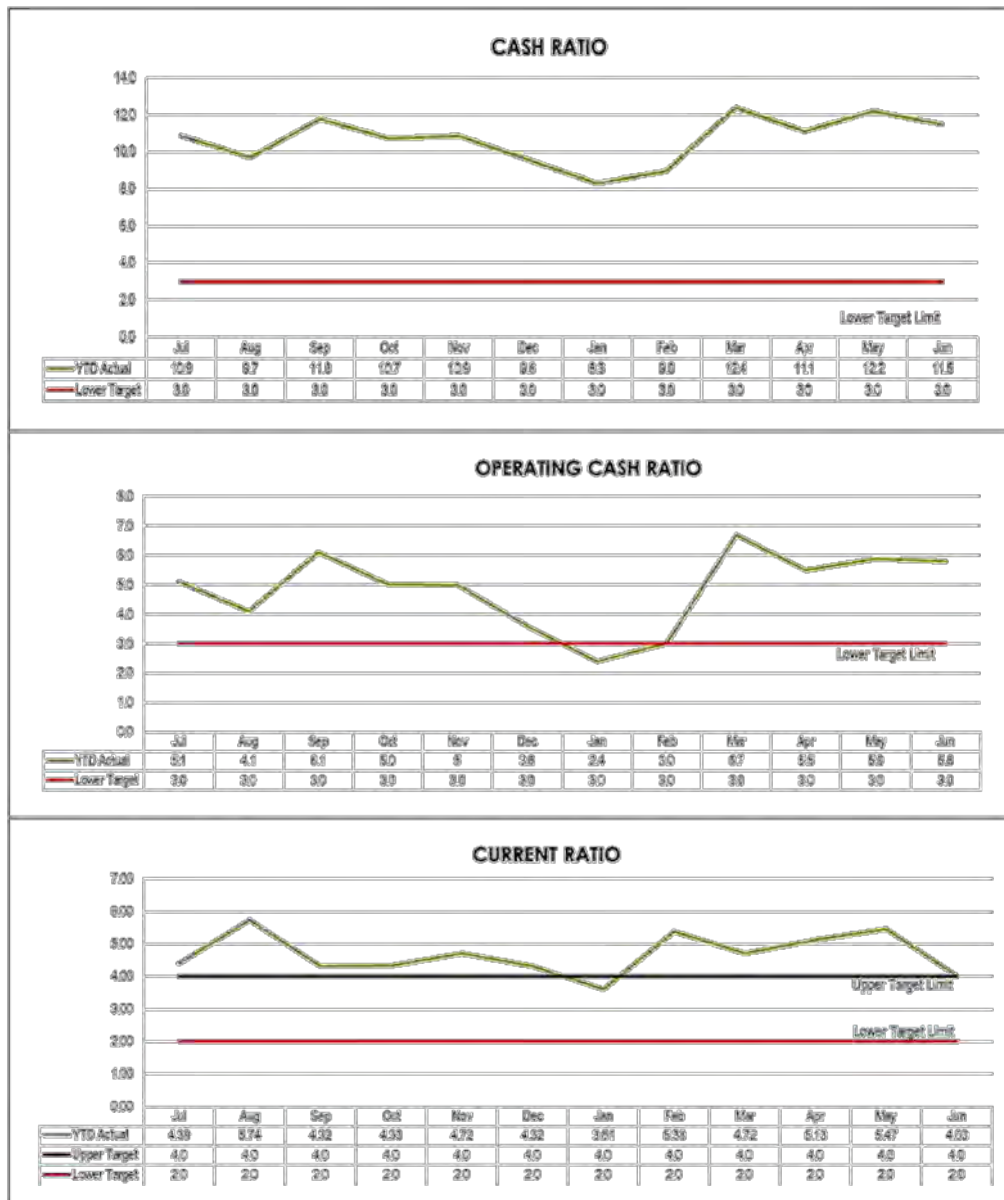
6.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

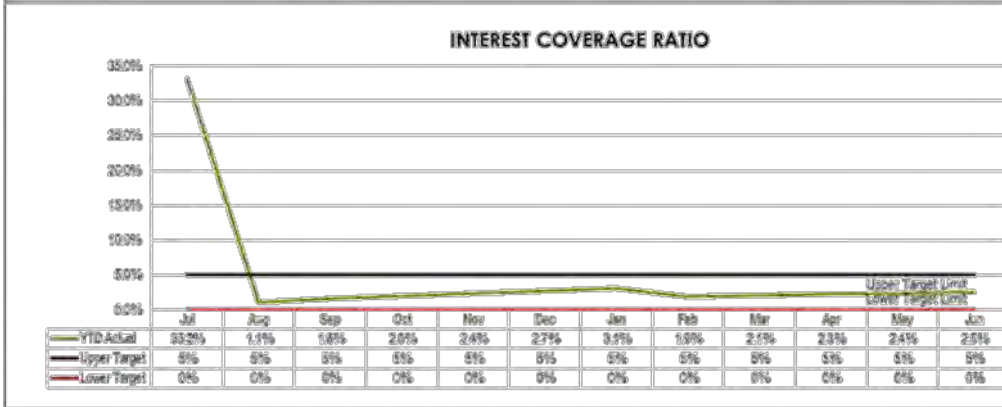
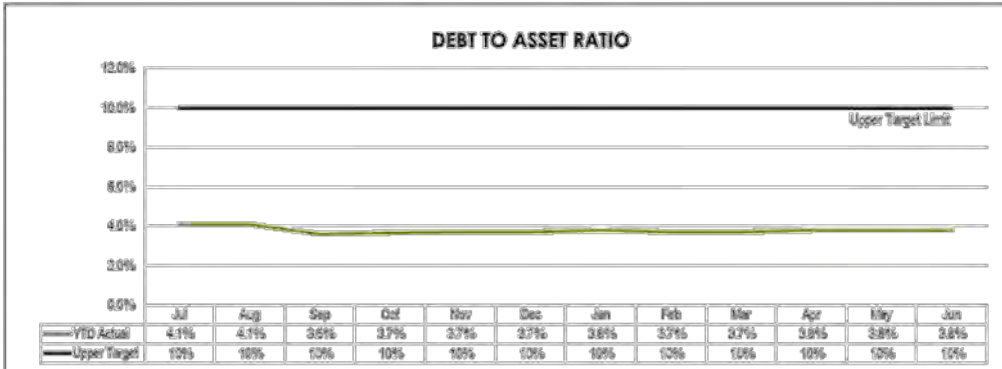
Ratio	Description	Formula	SBRC's Target	Status	Jun-20
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	11.5
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	5.8
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	X	4.03
Funded Long-Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non - Current Borrowings}}$	Target greater than or equal to 59%	✓	83%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	6.7%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	47.32
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non - Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	3.8%
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	2.5%

The current monthly ratios are tracking on target, except for the current ratio which ended up slightly over the upper target.

After the expected adjustments are made to the income statement and balance sheet for year end, this ratio will end up in the target range. The relevant adjustments are envisaged to keep all other ratios within their respective ranges as well.







7.0 Investments

Council had \$47.5m held in bank accounts at 30 June 2020. Out of this balance 87% was held with QTC with an end of month interest rate of 0.86% and the remaining 13% was with Commonwealth Bank with an interest rate of 0.75%. With low interest rates causing the term deposit market to be uncompetitive, Council has not invested any funds in term deposits with other institutions at this time.

Institution	Rating	Rate at 30/06/2019	Current Rate
QTC	A1+	2.39%	0.86%
CBA General Account (new)	A1+	1.75%	0.75%
CBA General Account	A1+	1.75%	0.75%

Investment Portfolio Report
As at 30 June 2020

Financial Institution	Opening Investment Balance 1 July 2019	Interest Rate	Deposits	Redemptions	Balance	Interest Income	Admin Charge	Net Interest Income	Ending Investment Balance 30 June 2020	% to Portfolio	Short Term Rating	Individual Counter-Party Limit	Maximum Funds Limit
Queensland Treasury Corporation	40,676,291	0.87%	21,000,000	22,000,000	40,676,291	670,766	58,857	612,910	41,289,201	0.87	A1+	100%	No Limit
Commonwealth Bank Australia General Operating Account	6,323,084	0.75%	127,094,533	127,278,591	6,139,227	70,955	-	70,955	6,210,212	0.13	A1+	25% to 33%	\$20M
Total	47,999,375		148,094,533	149,278,591	46,815,518	743,751	58,857	684,895	47,500,413				

8.0 Road Report

Total expenditure plus committed costs across the region as of reporting date is \$6.351m, up approximately \$420k compared to the previous month.

Road Maintenance Expenditure Report

as at 30 June 2020

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Works Project: 005261 - RAD Maintenance 2017/2018				
Asset: 0010014 - Slashing				
OP.024325	South Slashing	0.85	0.85	0.85
		<u>0.85</u>	<u>0.85</u>	<u>0.85</u>
	RAD Maintenance 2017/2018 Total	0.85	0.85	0.85
Works Project: 005453 - Maintenance - Bridges - 2018/19				
Asset: 0031056 - Bridge				
OP.030364	Bob Morgan Bridge - Stonelands Rd	350.00	350.00	350.00
		<u>350.00</u>	<u>350.00</u>	<u>350.00</u>
Asset: 0026589 - Bridge				
OP.030365	Boughyard Bridge - Iron Pot Rd	1,147.50	1,147.50	1,147.50
		<u>1,147.50</u>	<u>1,147.50</u>	<u>1,147.50</u>
	Maintenance - Bridges - 2018/19 Total	1,497.50	1,497.50	1,497.50
Works Project: 005467 - Maintenance 2018/19				
Asset: 0032880 - Alford Street				
OP.031150	Alford Street - Drainage (install grate)	1,710.59	1,710.59	1,710.59
		<u>1,710.59</u>	<u>1,710.59</u>	<u>1,710.59</u>
Asset: 0055590 - Rd# 100				
OP.031864	Allens rd, Blocked drains & replace flood	45.55	45.55	45.55
		<u>45.55</u>	<u>45.55</u>	<u>45.55</u>
Asset: 0023011 - Blackbutt Crows Nest				
OP.031083	Blackbutt Crows Nest Rd - Gravel Supply	2,444.29	2,444.29	2,444.29
		<u>2,444.29</u>	<u>2,444.29</u>	<u>2,444.29</u>
Asset: 0023023 - Formation				
OP.031082	Blackbutt Crows Nest Rd - Shoulder Grading	6,541.04	6,541.04	6,541.04
		<u>6,541.04</u>	<u>6,541.04</u>	<u>6,541.04</u>
Asset: 0023026 - Formation				
OP.031082	Blackbutt Crows Nest Rd - Shoulder Grading	6,541.04	6,541.04	6,541.04
		<u>6,541.04</u>	<u>6,541.04</u>	<u>6,541.04</u>
Asset: 0023029 - Formation				
OP.031082	Blackbutt Crows Nest Rd - Shoulder Grading	3,270.52	3,270.52	3,270.52
		<u>3,270.52</u>	<u>3,270.52</u>	<u>3,270.52</u>
Asset: 0023138 - Bond Street				
OP.031321	Bond St - Pothole Patch various	1,532.77	1,532.77	1,532.77
		<u>1,532.77</u>	<u>1,532.77</u>	<u>1,532.77</u>
Asset: 0023330 - Boonenne Ellesmere R				
OP.031723	Boonenne Ellesmere Road	1,424.88	1,424.88	1,424.88
		<u>1,424.88</u>	<u>1,424.88</u>	<u>1,424.88</u>
Asset: 0023517 - Brooklands Pimpimbud				
OP.031111	Brooklands Pimpimbudges Rd	1,579.40	1,579.40	1,579.40

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0023251 - Bushcamp Road		1,579.40	0	1,579.40
OP.031112	Bushcamp Rd - Grid modification	175.66	0	175.66
		<u>175.66</u>		<u>175.66</u>
Asset: 0022054 - Ellesmere Road		3,163.48	0	3,163.48
OP.031696	Ellesmere Road Shoulder Repairs	3,163.48	0	3,163.48
		<u>3,163.48</u>		<u>3,163.48</u>
Asset: 0025200 - Ferris Road		2,797.90	0	2,797.90
OP.031708	Ferris Rd - Murgon	715.33	0	715.33
OP.031729	Ferris Rd - Murgon	2,082.57	0	2,082.57
		<u>2,797.90</u>		<u>2,797.90</u>
Asset: 0025261 - Findlays Road		253.50	0	253.50
OP.031730	Findlays Road Drainage	253.50	0	253.50
		<u>253.50</u>		<u>253.50</u>
Asset: 0034289 - Glendon Street		19.45	0	19.45
OP.031688	Glendon st sign	19.45	0	19.45
		<u>19.45</u>		<u>19.45</u>
Asset: 0025705 - Glenmore Road		593.22	0	593.22
OP.031054	Glenmore Rd - Gravel supply	593.22	0	593.22
		<u>593.22</u>		<u>593.22</u>
Asset: 0026686 - Ironpot Road		100.14	0	100.14
OP.030862	Ironpot Road - Patrol Grade	100.14	0	100.14
		<u>100.14</u>		<u>100.14</u>
Asset: 0037712 - MacAllister Street		480.33	0	480.33
OP.030406	MacAllister St - pothole on edge	480.33	0	480.33
		<u>480.33</u>		<u>480.33</u>
Asset: 0027843 - Majors Road		113.18	0	113.18
OP.031383	Major Rd Pothole patch	113.18	0	113.18
		<u>113.18</u>		<u>113.18</u>
Asset: 0027968 - Manumbar Road		310.00	0	310.00
OP.031635	Manumbar rd Gravel top up	310.00	0	310.00
		<u>310.00</u>		<u>310.00</u>
Asset: 0028294 - Memerambi Barkers Cr		355.22	0	355.22
OP.031776	Memerambi Barkers Creek Road Medium Grad	355.22	0	355.22
		<u>355.22</u>		<u>355.22</u>
Asset: 0038958 - Muir Street		84.25	0	84.25
OP.031402	Muir Street Blackbutt - Remove tree	84.25	0	84.25
		<u>84.25</u>		<u>84.25</u>
Asset: 0028704 - Nanango Brooklands R		979.60	0	979.60
OP.031739	Nanango Brooklands Rd - Edge Repairs	979.60	0	979.60
		<u>979.60</u>		<u>979.60</u>
Asset: 0029258 - Old Esk Road		7,107.96	0	7,107.96
OP.031129	Old Esk Rd - Heavy Grade	7,107.96	0	7,107.96
		<u>7,107.96</u>		<u>7,107.96</u>
Asset: 0022139 - Peron Road		433.54	0	433.54
OP.031685	Peron Road - Patrol Grade	433.54	0	433.54
		<u>433.54</u>		<u>433.54</u>
Asset: 0039008 - Pincott Lane		1,534.74	0	1,534.74
OP.031684	Pincott Lane - Patrol Grade	1,534.74	0	1,534.74

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0030141 - Reifs Road		1,534.74	0	1,534.74
OP.031732	Reifs rd tree trimming	1,246.77	0	1,246.77
		<u>1,246.77</u>	<u>0</u>	<u>1,246.77</u>
Asset: 0030226 - River Road		53.75	0	53.75
OP.031680	River road - Replacing 60k sign on river	53.75	0	53.75
		<u>53.75</u>	<u>0</u>	<u>53.75</u>
Asset: 0030384 - Royles Road		140.24	0	140.24
OP.030289	Royles Road- Clean open drains	140.24	0	140.24
		<u>140.24</u>	<u>0</u>	<u>140.24</u>
Asset: 0030441 - Ryan Reagon Road		854.34	0	854.34
OP.030843	Ryan Reagon Road - Patrol Grade	854.34	0	854.34
		<u>854.34</u>	<u>0</u>	<u>854.34</u>
Asset: 0036565 - Shiraz Court		125.82	0	125.82
OP.031774	Shiraz Crt - Moffatdale	125.82	0	125.82
		<u>125.82</u>	<u>0</u>	<u>125.82</u>
Asset: 0031232 - Tarong Railway Road		854.34	0	854.34
OP.031683	Tarong Railway Road - Patrol Grade	854.34	0	854.34
		<u>854.34</u>	<u>0</u>	<u>854.34</u>
Asset: 0031237 - Tarong Yarraman Road		854.34	0	854.34
OP.030841	Tarong Yarraman Road - Patrol Grade	854.34	0	854.34
		<u>854.34</u>	<u>0</u>	<u>854.34</u>
Asset: 0031833 - Walsh Road		66.76	0	66.76
OP.029656	Walsh Rd - Rural Addressing	66.76	0	66.76
		<u>66.76</u>	<u>0</u>	<u>66.76</u>
Asset: 0037016 - Waterview Drive		25.23	0	25.23
OP.031775	Waterview Dr - Moffatdale	25.23	0	25.23
		<u>25.23</u>	<u>0</u>	<u>25.23</u>
Maintenance 2018/19 Total		47,813.84	0	47,813.84
Works Project: 005723 - Maintenance - Roads - 2019/20				
Asset: 0056382 - RD# 5		541.55	0	541.55
OP.034177	Durong School - Street Sweep	541.55	0	541.55
OP.034372	Aberdeen Ave - signs & guideposts	391.24	0	391.24
OP.035970	Aberdeen ave; Clean inlet & cullet pipes	2,139.20	0	2,139.20
		<u>3,071.99</u>	<u>0</u>	<u>3,071.99</u>
Asset: 0056451 - RD# 25		10,602.96	0	10,602.96
OP.034364	Aerodrome rd Pavement repair	10,602.96	0	10,602.96
OP.035405	Aerodrome rd, repair signage	532.66	0	532.66
		<u>11,135.62</u>	<u>0</u>	<u>11,135.62</u>
Asset: 0032700 - RD# 40		457.41	0	457.41
OP.032176	Haly st Tree Trimming	457.41	0	457.41
		<u>457.41</u>	<u>0</u>	<u>457.41</u>
Asset: 0055906 - RD# 40		237.06	0	237.06
OP.033567	Albert st trim overhanging branches	237.06	0	237.06
		<u>237.06</u>	<u>0</u>	<u>237.06</u>
Asset: 0022486 - Alcocks Road		621.53	0	621.53
OP.032306	Alcocks Rd (Patrol Grade)	621.53	0	621.53
		<u>621.53</u>	<u>0</u>	<u>621.53</u>

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0029633 - RD# 50		621.53	0	621.53
OP.032310	Duff Boundary Rd (Patrol grade)	6,794.27	0	6,794.27
		<u>6,794.27</u>	<u>0</u>	<u>6,794.27</u>
Asset: 0032827 - Alexander Street				
OP.035042	Call Out - Alexander St	102.72	0	102.72
		<u>102.72</u>	<u>0</u>	<u>102.72</u>
Asset: 0057136 - ROAD #60				
OP.032949	Alexander st, yellow no standing lines	375.26	0	375.26
		<u>375.26</u>	<u>0</u>	<u>375.26</u>
Asset: 0056511 - RD# 65				
OP.032630	Aiford St- Pothole patch	245.05	0	245.05
OP.032778	Aiford St. replace streetblade	688.35	0	688.35
OP.032781	Aiford St. footpath repairs	827.98	0	827.98
OP.032889	Aiford st. keep left sign	48.27	0	48.27
OP.033565	Aiford st. footpath trip hazard	342.41	0	342.41
OP.033566	Aiford st. trim overhanging branches	175.04	0	175.04
OP.033926	Aiford st. cleanout open drain & culvert	2,936.20	0	2,936.20
OP.035400	Aiford st. Repair signage	247.56	0	247.56
OP.035618	Aiford st. replace faded signage	466.25	0	466.25
OP.035992	Aiford St- Pothole patch	133.79	0	133.79
		<u>6,110.90</u>	<u>0</u>	<u>6,110.90</u>
Asset: 0066510 - RD# 70				
OP.033641	Aiford st east replace gully grate	1,775.47	0	1,775.47
OP.033807	Aiford st. East cleanout pipe outlets	115.84	0	115.84
OP.035456	Aiford st East. replace keep left sign	490.50	0	490.50
		<u>2,381.81</u>	<u>0</u>	<u>2,381.81</u>
Asset: 0065730 - RD# 76				
OP.032222	Alfred St. Repair pothole	1,697.03	0	1,697.03
		<u>1,697.03</u>	<u>0</u>	<u>1,697.03</u>
Asset: 0031224 - RD# 76				
OP.035606	Alfred St- Pothole Patch & Level Cross	5,788.49	0	5,788.49
		<u>5,788.49</u>	<u>0</u>	<u>5,788.49</u>
Asset: 0027045 - RD# 80				
OP.032560	Alice creek rd	9,136.24	0	9,136.24
		<u>9,136.24</u>	<u>0</u>	<u>9,136.24</u>
Asset: 0055807 - RD# 86				
OP.033574	Alice st. trim overhanging branches	1,019.32	0	1,019.32
OP.035190	Alice st. install new streetblade	55.00	0	55.00
		<u>1,074.32</u>	<u>0</u>	<u>1,074.32</u>
Asset: 0056233 - RD# 95				
OP.034811	Allen rd. Streetblade	238.36	0	238.36
		<u>238.36</u>	<u>0</u>	<u>238.36</u>
Asset: 0055385 - RD# 120				
OP.034812	Althaus rd streetblade	799.84	0	799.84
		<u>799.84</u>	<u>0</u>	<u>799.84</u>
Asset: 0025096 - RD# 120				
OP.034109	Althaus Rd	2,733.57	0	2,733.57
		<u>2,733.57</u>	<u>0</u>	<u>2,733.57</u>

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0056240 - RD# 130				
OP.035051	Anderson rd. Trim trees & shrubs	562.00	00	562.00
		<u>562.00</u>	<u>00</u>	<u>562.00</u>
Asset: 0039430 - RD# 135				
OP.032012	Andersons rd tree removal	2,832.20	00	2,832.20
OP.032609	Andersons rd	5,294.09	00	5,294.09
		<u>8,126.29</u>	<u>00</u>	<u>8,126.29</u>
Asset: 0022005 - Andrew Street				
OP.034439	Andrew St - Patrol Grade	327.48	00	327.48
		<u>327.48</u>	<u>00</u>	<u>327.48</u>
Asset: 0056243 - RD# 150				
OP.033726	Andrew st. replace damaged signpost	228.93	00	228.93
		<u>228.93</u>	<u>00</u>	<u>228.93</u>
Asset: 0056244 - RD# 165				
OP.034374	Anita Road - Shoulder resteeel	905.77	00	905.77
		<u>905.77</u>	<u>00</u>	<u>905.77</u>
Asset: 0039475 - RD# 165				
OP.032664	Anita rd Boom Moving	169.76	00	169.76
		<u>169.76</u>	<u>00</u>	<u>169.76</u>
Asset: 0056514 - RD# 175				
OP.033465	Annings rd, damaged stop sign	572.65	00	572.65
		<u>572.65</u>	<u>00</u>	<u>572.65</u>
Asset: 0045283 - RD# 175				
OP.034074	Annings Rd	619.12	00	619.12
		<u>619.12</u>	<u>00</u>	<u>619.12</u>
Asset: 0055732 - RD# 186				
OP.035385	Appin St West - Pothole patch	2,428.64	00	2,428.64
		<u>2,428.64</u>	<u>00</u>	<u>2,428.64</u>
Asset: 0031279 - RD# 186				
OP.033214	Appin St West AH Callout	376.50	00	376.50
		<u>376.50</u>	<u>00</u>	<u>376.50</u>
Asset: 0056512 - RD# 190				
OP.035562	Archookoora rd. install koala sign	328.68	00	328.68
		<u>328.68</u>	<u>00</u>	<u>328.68</u>
Asset: 0045275 - RD# 190				
OP.033504	Archookoora Rd	1,583.56	00	1,583.56
		<u>1,583.56</u>	<u>00</u>	<u>1,583.56</u>
Asset: 0039495 - RD# 196				
OP.033372	Armsrongs Rd	3,008.62	00	3,008.62
		<u>3,008.62</u>	<u>00</u>	<u>3,008.62</u>
Asset: 0056515 - RD# 220				
OP.033426	Arthur st west Cutback dead tree	2,322.89	00	2,322.89
		<u>2,322.89</u>	<u>00</u>	<u>2,322.89</u>
Asset: 0025100 - RD# 225				
OP.035064	Arthurs Lane - Patrol Grade	7,837.31	00	7,837.31
		<u>7,837.31</u>	<u>00</u>	<u>7,837.31</u>
Asset: 0056398 - RD# 250				
OP.034056	Avoca st. fix manhole lid	191.77	00	191.77
OP.035384	Avoca St - Call out remove dead possum	42.55	00	42.55

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.035518	Avoca st. repair no standing sign	326.37	0	326.37
		560.69	0	560.69
Asset: 0025130 - RD# 265				
OP.035738	Back Rd - Patrol grade	2,660.46	0	2,660.46
		2,660.46	0	2,660.46
Asset: 0025136 - RD# 285				
OP.033626	Baker Rd	1,428.86	0	1,428.86
		1,428.86	0	1,428.86
Asset: 0048592 - RD# 280				
OP.036531	baker Road Patrol Grade	306.47	0	306.47
		306.47	0	306.47
Asset: 0025142 - RD# 290				
OP.034728	Ballin Rd - Patrol Grade	2,838.62	0	2,838.62
		2,838.62	0	2,838.62
Asset: 0027153 - RD# 330				
OP.034085	Barill Rd	1,063.41	0	1,063.41
		1,063.41	0	1,063.41
Asset: 0027075 - RD# 345				
OP.032402	Barrot Rd (Patrol grade)	531.44	0	531.44
		531.44	0	531.44
Asset: 0045377 - RD# 350				
OP.032659	Barrons rd Patrol Grade	1,823.76	0	1,823.76
		1,823.76	0	1,823.76
Asset: 0056519 - RD# 350				
OP.034867	Barrons rd - cleanout drains	614.37	0	614.37
		614.37	0	614.37
Asset: 0022576 - Barsbys Road				
OP.032371	Barsbys Rd - Pothole patch	640.18	0	640.18
		640.18	0	640.18
Asset: 0022578 - Basin Road				
OP.032637	Basin Road-Heavy Formation Grade	17,953.39	0	17,953.39
		17,953.39	0	17,953.39
Asset: 0048257 - RD# 370				
OP.034271	Bassingthwaighes Rd	7,980.09	0	7,980.09
		7,980.09	0	7,980.09
Asset: 0048256 - RD# 370				
OP.032066	Bassingthwaighes rd patrol grade	1,121.80	0	1,121.80
		1,121.80	0	1,121.80
Asset: 0048596 - RD# 375				
OP.032134	Bayliss rd Patrol Grade	868.76	0	868.76
		868.76	0	868.76
Asset: 0056014 - RD# 380				
OP.032952	Baynes st. reshape corners & remove exce	4,918.17	0	4,918.17
		4,918.17	0	4,918.17
Asset: 0056435 - RD# 365				
OP.035163	Beare Rd street sign	147.24	0	147.24
OP.035391	Beare rd, install new streetblades	442.32	0	442.32
		589.56	0	589.56
Asset: 0022596 - Beers Road				

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
OP.032346	Beers Road Mntce grade	22,869.14	22,869.14	22,869.14
Asset: 0025186 - RD# 390				
OP.034477	Beers Road - Patrol Grade	1,339.29	1,339.29	1,339.29
Asset: 0025216 - RD# 400				
OP.032318	Behan rd (Patrol grade)	3,510.69	3,510.69	3,510.69
OP.035564	Behan Rd Patrol Grade	2,099.47	2,099.47	2,099.47
OP.035939	Maidenwell Pimpimbudgee rd Patrol Grade	5,417.37	5,417.37	5,417.37
Asset: 0029643 - RD# 406				
OP.033238	Bells rd Patrol Grade	1,991.30	1,991.30	1,991.30
Asset: 0056432 - RD# 410				
OP.032759	Beitzel Rd. replace streetblade	330.69	330.69	330.69
Asset: 0022734 - Belair Drive				
OP.035192	Belair Drive Shoulders	552.45	552.45	552.45
OP.035193	Belair Drive Shoulder Repair	548.76	548.76	548.76
OP.035194	Belair Drive Shoulder Repair	382.69	382.69	382.69
Asset: 0025232 - RD# 420				
OP.032604	Begrave rd	2,513.58	2,513.58	2,513.58
Asset: 0055399 - RD# 435				
OP.033104	Bellbird rd - Shoulder Resheet	59,443.92	59,443.92	59,443.92
OP.035007	Bellbird rd. Repair floodway sign	332.70	332.70	332.70
OP.035097	Bellbird rd. replace faded streetblades	479.52	479.52	479.52
Asset: 0025240 - RD# 435				
OP.033297	Bellbird Rd Pavement Repair	7,383.74	7,383.74	7,383.74
Asset: 0025304 - RD# 445				
OP.034098	Balkotts Rd	6,234.68	6,234.68	6,234.68
Asset: 0029647 - RD# 450				
OP.032614	Bella Rd	795.17	795.17	795.17
Asset: 0025318 - RD# 460				
OP.032657	Benair rd Patrol Grade	1,269.01	1,269.01	1,269.01
Asset: 0048504 - RD# 465				
OP.034270	Benjamins Rd	3,206.54	3,206.54	3,206.54
Asset: 0056269 - RD# 480				
OP.035079	Borfin Rd. install new signs	2,030.03	2,030.03	2,030.03
Asset: 0056521 - RD# 490				
OP.033049	Bernard Crescent replace stormwater lid	1,932.92	1,932.92	1,932.92

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0045435 - RD# 505				
OP.032026	Beutels rd patrol grade	1,171.13	OP	1,171.13
OP.035536	Beutels Rd Patrol Grade	861.05	OP	861.05
		<u>2,032.18</u>		<u>2,032.18</u>
Asset: 0022920 - Bicks Road				
OP.032365	Bicks Rd - Pothole patch	8,360.08	OP	8,360.08
		<u>8,360.08</u>		<u>8,360.08</u>
Asset: 0056177 - RD# 515				
OP.033998	Bicks rd promix patching	2,053.80	OP	2,053.80
		<u>2,053.80</u>		<u>2,053.80</u>
Asset: 0045447 - RD# 535				
OP.033462	Birchs Rd	1,615.81	OP	1,615.81
		<u>1,615.81</u>		<u>1,615.81</u>
Asset: 0029651 - RD# 545				
OP.032618	Birchs Rd	1,074.59	OP	1,074.59
		<u>1,074.59</u>		<u>1,074.59</u>
Asset: 0055405 - RD# 550				
OP.032780	Birt Rd, reseal prop tree trimming	865.97	OP	865.97
OP.033217	Birt rd reinstall street sign	151.32	OP	151.32
OP.035124	Birt rd, Cleanout drains & culverts	2,614.08	OP	2,614.08
		<u>3,631.37</u>		<u>3,631.37</u>
Asset: 0025368 - RD# 550				
OP.032717	Birt Rd	2,305.20	OP	2,305.20
		<u>2,305.20</u>		<u>2,305.20</u>
Asset: 0025382 - RD# 560				
OP.032814	Bishop Rd	2,470.12	OP	2,470.12
OP.034114	Bishops Rd	1,105.09	OP	1,105.09
OP.035554	Bishops Rd Patrol Grade	121.24	OP	121.24
		<u>3,696.45</u>		<u>3,696.45</u>
Asset: 0055407 - RD# 580				
OP.035517	Blackburns rd, Steep climb sign	432.30	OP	432.30
		<u>432.30</u>		<u>432.30</u>
Asset: 0025390 - RD# 580				
OP.034102	Blackburns Rd	1,332.39	OP	1,332.39
		<u>1,332.39</u>		<u>1,332.39</u>
Asset: 0055381 - RD# 585				
OP.033225	Blackbutt Crows Nest - Pothole Patch	2,622.55	OP	2,622.55
OP.034253	Blackbutt CrowsNest rd,Tree across road	121.38	OP	121.38
OP.034484	Blackbutt Crows Nest - Pothole patch	3,278.37	OP	3,278.37
		<u>6,022.30</u>		<u>6,022.30</u>
Asset: 0055788 - RD# 590				
OP.034534	Blackbutt st, trim trees obscuring view	373.85	OP	373.85
		<u>373.85</u>		<u>373.85</u>
Asset: 0025400 - RD# 595				
OP.034108	Blacks crossing Rd	1,005.99	OP	1,005.99
		<u>1,005.99</u>		<u>1,005.99</u>
Asset: 0045451 - RD# 570				
OP.034135	Blacks Lane	804.37	OP	804.37

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0025413 - RD# 616		804.37	0	804.37
OP.035740	Blanchs Rd - Patrol grade	1,961.69	0	1,961.69
		<u>1,961.69</u>	<u>0</u>	<u>1,961.69</u>
Asset: 0025421 - RD# 620		15,775.00	0	15,775.00
OP.033177	Boardman Rd Grade	15,775.00	0	15,775.00
		<u>15,775.00</u>	<u>0</u>	<u>15,775.00</u>
Asset: 0055411 - RD# 626		634.72	0	634.72
OP.034643	Boat Mountain rd.remove low branches	634.72	0	634.72
OP.034816	Boat Mountain rd, Clear drain & culvert	639.44	0	639.44
OP.035515	Boat Mountain rd, Pipe separation	6,102.49	0	6,102.49
OP.035516	Boat Mt rd. replace conservation signs	771.16	0	771.16
		<u>8,147.81</u>	<u>0</u>	<u>8,147.81</u>
Asset: 0057180 - Boat Ramp Road		13,174.39	0	13,174.39
OP.034326	Boat Ramp Road- Boat ramp repairs	13,174.39	0	13,174.39
		<u>13,174.39</u>	<u>0</u>	<u>13,174.39</u>
Asset: 0048508 - RD# 645		849.90	0	849.90
OP.033432	Boisens rd	849.90	0	849.90
		<u>849.90</u>	<u>0</u>	<u>849.90</u>
Asset: 0055413 - RD# 650		1,638.86	0	1,638.86
OP.035101	Boldery Rd. clear blocked drains	1,638.86	0	1,638.86
		<u>1,638.86</u>	<u>0</u>	<u>1,638.86</u>
Asset: 0025473 - RD# 650		3,200.31	0	3,200.31
OP.033506	Boldery Rd	3,200.31	0	3,200.31
		<u>3,200.31</u>	<u>0</u>	<u>3,200.31</u>
Asset: 0029561 - RD# 660		4,177.92	0	4,177.92
OP.033784	Bonds Rd	4,177.92	0	4,177.92
		<u>4,177.92</u>	<u>0</u>	<u>4,177.92</u>
Asset: 0023152 - Boole Crawford Road		603.56	0	603.56
OP.033030	Boole Crawford Rd - Call out	603.56	0	603.56
		<u>603.56</u>	<u>0</u>	<u>603.56</u>
Asset: 0056175 - RD# 670		445.27	0	445.27
OP.033764	Boole Crawford rd reinstall sign	445.27	0	445.27
		<u>445.27</u>	<u>0</u>	<u>445.27</u>
Asset: 0038008 - RD# 670		853.91	0	853.91
OP.035503	Boole Crawford Rd - Pothole Patch	853.91	0	853.91
		<u>853.91</u>	<u>0</u>	<u>853.91</u>
Asset: 0055538 - RD# 675		18,025.00	0	18,025.00
OP.032902	Boole Rd - Pothole Patch various	18,025.00	0	18,025.00
OP.033921	Boole rd reinstall floodway sign	280.85	0	280.85
OP.033925	Boole rd. clear drains and pipe intets	2,859.38	0	2,859.38
OP.033995	Boole rd. tree across road-callout	117.25	0	117.25
		<u>21,282.48</u>	<u>0</u>	<u>21,282.48</u>
Asset: 0025491 - RD# 680		3,704.71	0	3,704.71
OP.032567	Bookless rd	3,704.71	0	3,704.71
		<u>3,704.71</u>	<u>0</u>	<u>3,704.71</u>
Asset: 0056449 - RD# 690		14,506.01	0	14,506.01
OP.033093	Boondoom Dam Lookout Rd - B house entran	14,506.01	0	14,506.01
		<u>14,506.01</u>	<u>0</u>	<u>14,506.01</u>

Task	Task Description	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
Asset: 0056433 - RD# 700				
OP.034898	Boonenne Ellesmere rd. clean drains	985.55	0	985.55
OP.035379	Boonenne Ellesmere rd. pipe extensions	7,957.66	0	7,957.66
		<u>8,943.21</u>	<u>0</u>	<u>8,943.21</u>
Asset: 0043033 - RD# 700				
OP.032173	Boonenne Ellesmere Rd - Signage	-440.28	0	-440.28
		<u>-440.28</u>	<u>0</u>	<u>-440.28</u>
Asset: 0043070 - RD# 700				
OP.032175	Boonenne Ellesmere Rd - T junction sign	662.73	0	662.73
		<u>662.73</u>	<u>0</u>	<u>662.73</u>
Asset: 0025504 - RD# 705				
OP.032686	Boonenne Rd - Patrol Grade	16,189.52	0	16,189.52
		<u>16,189.52</u>	<u>0</u>	<u>16,189.52</u>
Asset: 0056335 - RD# 726				
OP.033480	Borcharts rd. remove overhanging branch	750.00	0	750.00
		<u>750.00</u>	<u>0</u>	<u>750.00</u>
Asset: 0041174 - RD# 726				
OP.032799	Borcharts Rd	1,091.67	0	1,091.67
		<u>1,091.67</u>	<u>0</u>	<u>1,091.67</u>
Asset: 0055416 - RD# 720				
OP.034246	Borcharts Hill Rd - Pothole patch	9,169.91	0	9,169.91
OP.034375	Borcharts Hill rd. Guideposts	114.98	0	114.98
		<u>9,284.89</u>	<u>0</u>	<u>9,284.89</u>
Asset: 0025508 - RD# 720				
OP.033448	Borcharts hill rd	5,342.21	0	5,342.21
		<u>5,342.21</u>	<u>0</u>	<u>5,342.21</u>
Asset: 0025524 - RD# 735				
OP.035327	Bowhunters Rd, Patrol Grade	1,073.18	0	1,073.18
		<u>1,073.18</u>	<u>0</u>	<u>1,073.18</u>
Asset: 0023427 - Bowman Road				
OP.033725	Bowman Drive Glass on the road	200.34	0	200.34
		<u>200.34</u>	<u>0</u>	<u>200.34</u>
Asset: 0055371 - RD# 740				
OP.034677	Bowman Rd - Pothole patch	887.68	0	887.68
OP.034722	Bowman rd, missing 50 km sign	509.97	0	509.97
OP.034986	Bowman rd, replace faded 80km sign	592.04	0	592.04
		<u>1,989.69</u>	<u>0</u>	<u>1,989.69</u>
Asset: 0056677 - RD# 745				
OP.034809	Boyne River rd, streetblade	842.27	0	842.27
		<u>842.27</u>	<u>0</u>	<u>842.27</u>
Asset: 0048512 - RD# 745				
OP.033351	Boyne river rd	4,963.51	0	4,963.51
		<u>4,963.51</u>	<u>0</u>	<u>4,963.51</u>
Asset: 0023465 - Bradley Road				
OP.032125	Bradley Road - Patrol Grade	5,836.66	0	5,836.66
		<u>5,836.66</u>	<u>0</u>	<u>5,836.66</u>
Asset: 0055362 - RD# 755				
OP.034597	Bradleys rd signage	644.23	0	644.23
		<u>644.23</u>	<u>0</u>	<u>644.23</u>